SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

KUMBI COLLEGE

LAIRAM TOLOMBA, KUMBI, BISHNUPUR
795133
www.kumbicollege.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

The Kumbi College, Kumbi was established on 27 September, 1981 with moral, physical, and financial support from local public to impart higher education to the students of this economically and educationally backward area of the State. The college was registered under Societies Registration Act XXI of 1860 in 1985.

The college is situated at a distance of about 55 km from the State capital, Imphal on the southern corner of Manipur valley in Bishnupur district. The college is located at Lairam Tolomba, Kumbi just on the eastern side of Kumbi-Wangoo Road. Kumbi is a quiet place where there is calm atmosphere for peaceful study. The soil is fertile and there are scenic beauties in and around the locality.

Kumbi is 8 km away from Moirang, a historical place situated on the southwestern corner of Loktak, the second largest freshwater lake in the country. The Khuga River flowing from Churachandpur northward which joins the Imphal River at Ithai village divides Kumbi into two parts, north and south. Kumbi College falls on the southern side of Khuga River. More interestingly, the world famous Keibul Lamjao National Park, the only natural habitat of Brow Antlered Deer or Sangai is at a distance of 4 km.

Established in 1981, Kumbi College, Kumbi was temporarily affiliated to Manipur University in 1987. In 1994 the Manipur University extended permanent affiliation to the college. At present, the college is a full-fledged degree college having classes for undergraduate students both in BA and BSc streams in 14 disciplines. And, a total of 778 students were enrolled in the college during the academic session 2020-21. The co-educational college was included under section 2(f) and 12-B of the UGC Act, 1956 in 1995.

The College is receiving financial assistance from the UGC since the 8th Plan Period for its infra-structural development. Some of the important structures like - Science Block, Library Building, Indoor Stadium, Girls' Hostel, etc. now standing within the College campus were all constructed with financial support from the UGC.

The College after 36 years of its establishment received recurring grant-in-aid from the State government in December, 2016.

Vision

"Disseminating maximum access to higher education to students from the vulnerable sections of the society."

Mission

- To transform students into rational human beings through literary, theoretical and scientific teaching to accept challenges in life.
- To make the students feel multi-cultural, multi-ethnic and multi-religious texture of our country.
- To encourage students preserve sound physical and biological environment for pollution-free existence.
- To provide quality education to students by framing policies and programs for strengthening research and innovations.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Own Land with Playground
- Administrative Block
- Library Block (fully automated)
- Science Block with Lab. facilities
- Indoor Stadium
- Women's Hostel
- Auditorium cum Seminar Hall
- Computer Lab. and ICT Class rooms
- Sanitary Facilities
- Pond (2nos.)
- Boys & Girls Common Rooms (1 each)
- Bus Waiting Shed
- NSS (3 units)
- Legal Aid Clinic
- Alumni Association (Registered)
- Eco-Club
- IQAC (Internal Quality Assurance Cell)
- Mentor Institution (NAAC accredited A?? Aggarwal College, Ballabgarh, Haryana)
- Canteen
- Wi-Fi, LAN facility Campus
- Power Generator (15 KVA/12 kW)
- 24X7 Monitoring CCTV Camera
- Gym Facilities
- PWD (Persons with Disabilities) Facilities
- Grievance Redressal Cell
- Academic Committee
- Examination Committee
- SC/ST/OBC Committee
- Green House
- Roof Top Solar panel

Institutional Weakness

- No Proper fencing
- No pipe line water facility
- No Boys' hostel
- No separate faculty rooms for humanity

Institutional Opportunity

- Good Location with Eco-Friendly Campus

- Imparting Quality Education to Rural Students
- Vocational Training Facilities
- Co-education in Science & Arts Streams
- Institution for all communities
- Easy Transport Facilities
- Free Legal Aid to the Poor and Needy
- Free Education to the Poor and Physically Challenged Students

Institutional Challenge

- Inadequate Rooms
- Low Student-Computer Ratio
- Boys' Hostel
- Drinking Water Facilities
- NCC Unit
- Inadequate Fund
- Modernized wash-room facilities
- Staff Quarters
- Separate A-Block
- Research Works

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Being a College affiliated to Manipur University having undergraduate courses both in Arts and Science streams, it strictly goes under the norms and patterns of the university.

Moreover, the College executes other co-curricular activities in the better interest of the students by organizing awareness programs, discussion, seminars, study tours/field works on syllabus based themes and relevant topics for a wider understanding of the present global challenges/issues and remedies thereof at the possible level. The College has 14 departments to offer 14 programs at the degree level. The academic committee with the support of the IQAC and HODs of all departments, structures the broad plan for curriculum delivery and syllabus of the academic years in tune with the academic calendar of the university. As per the academic calendar, the college has been conducting the departmental programs, work assignments, and internal assessment examinations regularly. The teachers of the college have been serving as evaluator in the different disciplines of the semester examinations conducted by the university. The College ensures the curriculum enrichment by incorporating Cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the curriculum. However, efforts that are more systematic need to be initiated by the college to address these issues comprehensively. The College also takes feedbacks from the stakeholders on curriculum implementation for improvements.

Teaching-learning and Evaluation

The Bachelor of Arts and Science require 3 years of full time study consisting of six semesters. The course aims

to enhance and connect disciplinary, social values, ethical behaviour, scientific knowledge and environment issues that can be gained by performance of understanding the learning skills. The College regularly evaluates the performance of students through various methods for measuring the attainment of each of the program outcomes and course outcomes provided through university semester examinations, internal assessment tests. The College encourages slow and advance learners to benefit from remedial coaching and extra classes as well as to access additional study materials from internet and other digital resources. The teachers counsel and review the academic performance of slow and advance learners from classroom lectures, laboratory practical and internal assessment to improve their subjective knowledge.

Apart from providing pedagogical training from experts, the college takes to promote usage of power point presentations and e-learning for the effectiveness in teaching-learning process. The College facilitates to experiment with ICT tools based upon which to operate, if properly understood and handled, can help to fulfill the students demand in the assessment of quality in higher education. The College conducts internal assessment for all courses throughout the semester. After internal evaluation, student's performance is discussed and necessary suggestions are given for further improvement. The presentations and writing assignments of theory and practical for all courses explore the creative sides of the students and help to convey important aspects of the up-to-date topics.

Research, Innovations and Extension

In this competitive era, research work is a component part of higher education. The College has been promoting research and development activities for the teachers. The faculties are also encouraged to participate in various development programs, workshops, and conferences to remain abreast with latest subject knowledge and technological updates. In the last five years, the concerned teachers have published a number of books and chapters in edited volumes. The College has been performing various extension activities such as Swachh Bharat, Tree Plantation, Blood Donation and Digital Awareness in and around the campus as well as adopted model villages through NSS and Eco-Club. The College pays tribute to the nation by organizing all national festivals and events. A few students from the college have won the awards for their innovations. The College has created an ecosystem to promote innovative ideas of students and faculty members. The College has been conducting certain programs to promote college-community network such as Swachh Bharat, environmental pollution, cleaning in and around the campus, and waste management practices for the last few years. Several public awareness programs such as rallies, poster campaigns on AIDS and special lectures on the theme-atrocities against women and gender equity are regularly organized in the neighborhood community to address the specific issues of society.

Infrastructure and Learning Resources

The College is a co-educational institution having the privilege of offering undergraduate general and honours degree courses in both Arts and Science streams. The Institution is always looking forward to bring out mature citizens through quality education. The College has moderate infrastructure with well-equipped laboratories in every department for quality in teaching learning process. LAN, Wi-Fi & high-speed internet connectivity are available within the campus to support the computing facility to the students. The digitized library is an institutional membership of National Digital Library of India (NDLI) with reading hall for students, teaching and non-teaching staffs. There are altogether more than 5000 nos. of textbooks, reference books and gives easy internet facility to access e-books and e-journals. The College has a moderate size playground for outdoor games like football, cricket and volleyball and encourages the students to participate in various sports and other

cultural activities. The College has a standby arrangement of a power generator to satisfy the need of the electric power at the institute. The Institute has a dedicated supervisor for maintenance of equipments and computing facilities. Indoor stadium, Gyms, Auditorium cum Seminar Hall, ICT classrooms and Science laboratories are also well functioning in the college.

Student Support and Progression

The College facilitates to receive scholarships for ST, SC and OBC students from schemes for financially backward students as per the State and Central governments norms. Every year students are selected for this scheme. Students of the college are encouraged with moral and financial assistance for participating in various State, National and International competitions and events. Every year the students of the college elect their representatives. The College Students' Union conducts large number of student-oriented programs under the strict supervision of the teachers in-charges and the Principal. The annual sports meet, cultural events, extra-curricular and co-curricular activities structured by the college within the campus act as a catalyst for overall personality development of students. The Grievance and Redressal Cell of the college looks into the complaints lodged by any student (including girl) and judges its merit. The College Alumni Association, a registered body, meets annually, which acts as a front for discussion between faculties, and passed out students for placement to encounter in present market. Many alumni of the college are holding responsible positions in various reputed institutions and most of them are well connected to the college. They have contributed in several development activities such as purchase of flowerpots, fans, water coolers, etc. The College has created a platform for active participation of the students in academic and scientific bodies like Eco Club, Science Club, Red Ribbon Club, etc.

Governance, Leadership and Management

As envisaged in the vision and mission of the college, the sole aim of the institute is to impart quality-based education to backward rural students to enable them become morally and intellectually worthy citizens of the country for peaceful and harmonious co-existence. To accomplish this objective, the college adopts strategic policies and plans under the governance, leadership and management of the governing body, and the Principal in cooperation with subordinate staffs at various levels and capacities.

As a mechanism of decentralization and participative management, there is one head of the department in each of the 14 disciplines in the college; they are involved in the planning and strategy of college development in all respects. The Principal, as the steering pivot of each committee, supervises every minute and working of the committees. The IQAC plays a key role in the implementation of every plan and policy for overall development of the college. Besides, it lays equal importance on co-curricular and extra-curricular activities namely sports, culture, literature, social and environment.

Since the formation of IQAC at the college, it has intensified the policy and working of the committees emphasizing teaching and learning process. Appointment of new teachers, extension of rooms, renovation of library, etc. are some of the new developments under the guidance of the IQAC. The stakeholders indirectly involve in feedback system and give feedback to the management that is used to plan annual financial budget based on the requirements of recurring and nonrecurring expenditures.

Institutional Values and Best Practices

The College has established system for development of green & clean environment through tree plantation, waste management (solid, liquid, e-waste), rainwater harvesting and applicable PV (Photovoltaic) solar system with support of CCTV surveillances campus. The College regularly organizes various activities of green initiatives through NSS volunteers, clubs & organizations and various departments. Some of the activities are plastic free campus, green landscaping with trees and plants, paperless office, encouraging students and staff to use bicycles, public transport, and pedestrian-friendly roads including blood donation camps. The College also organizes several programs on National & International Festivals, Events; observe the birth & death anniversaries of the great Indian personalities. The College ensures in maintaining complete transparency in academic, administrative and auxiliary functions. The two best practices of the college, namely 1) A Green & Clean Kumbi College and, 2) Women Empowerment and Gender Equity, have noticeable evidences in terms of measurable outcomes, which are aimed at addressing students need and welfare of the community. The College has also performed remarkably well in many areas distinctive to its vision, priority, and thrust.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	KUMBI COLLEGE
Address	Lairam Tolomba, Kumbi, Bishnupur
City	Kumbi
State	Manipur
Pin	795133
Website	www.kumbicollege.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	K. Jugeshor Singh	03879-9886087673	8014366698	-	kumbicollege@gmail.com
IQAC / CIQA coordinator	L. Gopal Singh	-	8787847138	-	leichonbampal1@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular Day

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details	
Date of establishment of the college	27-09-1981

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Manipur	Manipur University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	21-11-1995	View Document
12B of UGC	21-11-1995	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Lairam Tolomba, Kumbi, Bishnupur	Semi-urban	23835.97	6035.38

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Economics	36	XII Standard	English	75	75
UG	BA,Education	36	XII Standard	English	110	108
UG	BA,English	36	XII Standard	English	70	66
UG	BA,History	36	XII Standard	English	75	74
UG	BA,Manipuri	36	XII Standard	Meitei\/Manipuri	69	68
UG	BA,Political Science	36	XII Standard	English	95	93
UG	BSc,Anthropology	36	XII Standard	English	36	36
UG	BSc,Botany	36	XII Standard	English	55	54
UG	BSc,Chemistry	36	XII Standard	English	40	38
UG	BSc,Home Science	36	XII Standard	English	35	34
UG	BSc,Mathematics	36	XII Standard	English	35	35
UG	BSc,Physics	36	XII Standard	English	10	7
UG	BSc,Statistics	36	XII Standard	English	35	33
UG	BSc,Zoology	36	XII Standard	English	60	57

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				**Associate Professor**				**Assistant Professor**			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0				34				49
Recruited	0	0	0	0	21	13	0	34	24	25	0	49
Yet to Recruit				0				0				0
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				0
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				52
Recruited	24	28	0	52
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	8	10	0	18
M.Phil.	0	0	0	4	3	0	0	0	0	7
PG	0	0	0	17	10	0	16	15	0	58

Temporary Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	457	0	0	0	457
	Female	321	0	0	0	321
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	10	23	32	48
	Female	8	13	23	23
	Others	0	0	0	0
ST	Male	8	14	20	28
	Female	20	19	20	21
	Others	0	0	0	0
OBC	Male	30	49	84	164
	Female	6	21	54	137
	Others	0	0	0	0
General	Male	105	115	137	144
	Female	80	95	95	107
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		267	349	465	672

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	The definition of multidisciplinary is something that combines several fields of study or academic interests. Multidisciplinary courses of study are when students study Mathematics, English, History,

	Economics, Physics, Education, relating to multiple areas of study. The focus on making education multidisciplinary is a significant step that will benefit the students and one that will have far-reaching effects. The flexibility to choose subjects from sciences and humanities with the ability to learn fine arts and sports will give students a wide range of subjects to choose without the restrictions they faced earlier. With creative combination of subjects, innovative curriculum. Flexible options, during the undergraduate course, students can explore their areas of interest and choose careers of their choice. It allows for the combination of different subjects during one session or project. It can be an opportunity, a team to teach with another teacher, if so desired. Real world situations are complex and require knowledge of several different subjects. Encourage the students to apply their existing and newly acquired knowledge in a more practical and hands on way.
2. Academic bank of credits (ABC):	Academic bank of credits will provide learners to open individual academic bank accounts. It will give students given multiple entries and exit options from colleges. One of the provisions of the NEP 2020 policy is introduction of the academic bank of credits. The student can earn up to 50 percent credits from outside the college where the student is enrolled for degree program.
3. Skill development:	Activities like critical thinking, creative art and craft work, decision making, problem solving, an ability to collaborate and communicate along with a sense of responsibility towards personal as well as society at large, to contribute good citizenship comes under life skill. Some of skill developments that need for future are- Collaboration across networks Finding new ways of problem-solving ability with critical thinking, imagination and curiosity Agility and adaptability Initiative and entrepreneurialism Oral and written effective communication Accessing and analyzing information Potential to lead by influence Working well as part of a team Time and people management
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	Culture awareness and expression are among the major competencies considered important to develop in students, in order to provide them with sense of identity, belongingness as well as an appreciation of other cultures and identities. It is through the

	development of a strong sense and knowledge of their own cultural history, arts, language and traditions that students can build a positive cultural identity and self-esteem. Language is inextricably linked to art and culture. In particular, languages influence the way people of a given culture speak with others, including family members, authority figures, peers and strangers and influence the tone of conversation.
5. Focus on Outcome based education (OBE):	Outcome based education is a student-centric teaching and learning methodology in which the course delivery, assessment are planned to achieve stated objectives and outcomes, it focuses on measuring student performance i.e. outcomes at different levels. It is combination of three types of competence: (a) Practical- knowing how to do things, ability to make decisions. (b) Fundamental- understanding what are doing and why. (c) Reflective- learn and adapt through self-reflection, apply knowledge appropriately and responsibly.
6. Distance education/online education:	Opting for distance education learning courses allows learning at own pace and studying from anywhere and at any hour of the day. Student can re-watch lecture and attend virtual doubt solving sessions, which help save time and ensure quality education. Several distance education institutes allow students to pursue more than one course at a time, however, students must contact the institute in concern to learn about their policies for better clarity.

Extended Profile

1 Program

1.1

Number of courses offered by the Institution across all programs during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
155	155	155	155	155

File Description	Document
Institutional data in prescribed format	View Document

1.2

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
14	14	14	14	14

2 Students

2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
778	672	465	349	267

File Description	Document
Institutional data in prescribed format	View Document

2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
480	420	275	200	150

File Description	Document
Institutional data in prescribed format	View Document

2.3

Number of outgoing / final year students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
121	76	69	63	60

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

Number of full time teachers year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
84	71	41	41	41

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
94	94	94	94	94

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 16

4.2

Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
58.22444	52.25180	59.15346	17.07454	18.19792

4.3

Number of Computers

Response: 50

4.4

Total number of computers in the campus for academic purpose

Response: 35

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

The Kumbi College, affiliated to Manipur University and a grant-in-aid College under the Government of Manipur, is located in a semi-urban area providing higher education to the socially and financially weaker students. It is a co-educational institution having the privilege of offering undergraduate general and honours degree courses in both Arts and Science streams with fourteen departments. The institution has undertaken various programs for the implementation of curriculum prescribed by the University. The College has an Academic Committee, which monitors the curriculum delivery with the support of the IQAC, including the teachers-in-charges of all departments, and structures the broad plan for the academic year in tune with the Academic Calendar of Manipur University.

The College uses the following process for a well-planned curriculum delivery and documentation:

- As per the academic plan for the program, the college organizes class assignments, departmental project work, learning e-resources, remedial classes, seminars, debates including interactive sessions with eminent scholars.
- Each activity for effective curriculum delivery is being initiated, discussed, and implemented by concerning with the Principal, Academic Committee and Governing Body with the support of the IQAC.
- Conduct of regular classes in both Arts and Science streams is as per a class timetable framed by the concerned heads of the departments under the strict supervision of the Principal.
- Subject teacher prepares course files, teaching plans & presentations, laboratory manuals after subject allocation for effective implementation of curriculum. After approval of teaching & practical plans by HOD, one starts filling the attendance, monitoring of implementation sheet and other administration & academic activities.
- Teachers use various teaching-learning aids like smart boards and slide projectors. Besides, yearly study tours to botanical gardens, zoological parks, and other historically important sites enrich the learning experience of the students.
- Students are made aware about syllabus of all subjects for teaching in theory & practical by displaying it on notice boards and explaining it in the starting lectures of the semester.
- Institute conducts aptitude tests for checking the performance of the students in slow, medium, advance learners, and internal assessment examination/tests along with university examinations as per the university norms.
- All the processes are monitored, analyzed, and verified for quality checking and quality improvements in various audits like Academic Committee, Examination Committee, and Internal Quality Assurance Cell (IQAC).
- College encourages the faculty members to attend periodical Orientation Programs, Refresher Courses, Workshops, Seminars, Webinars conducted by the university and other academic agencies for acquiring knowledge and improvement of teaching practices.

- College plans Add-on/Vocational courses as per the needs like skill development, content addition, employability enhancement, and global competence.

Thus, the institution's process of curriculum delivery is well planned, well documented, and hence very effective as reflected in its results.

File Description	Document
Upload Additional information	View Document
Link for Additional information	View Document

1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

Response:

Our College strictly adheres to the academic calendar of the Manipur University for the conduct of continuous internal evaluation (CIE). The continuous internal assessment and evaluation helps to improve the quality of the student in attaining a degree. Before the commencement of the academic year, the college prepares and publishes academic calendar containing the relevant information regarding the teaching learning schedule (working days), various events to be organized, holidays, dates of internal assessment and semester examinations. The academic calendar is prepared so that teachers should know all the activities regarding continuous internal evaluation process and it is also published on website of the college and displayed in the notice board. The students are informed of the internal and external assessment system at the beginning of every academic year through an academic calendar of the college. Though the external examination comes at the end of every semester, the college adopts various methods to assess the students through internal evaluation. For this, an examination committee has been formed to supervise and look for conducting internal and external examinations as per academic calendar of the college. The syllabi for all the semesters are framed by Manipur University, which is strictly followed by the college. The College session generally starts in the month of July. The semester examinations of the affiliating University are conducted twice in every academic session, one in the months of May/June and another in November/December. The syllabi in all the semesters are covered up in time before commencement of the semester examinations. As soon as theory papers are over, practical examinations are conducted obeying to the academic calendar of the affiliating University.

The Principal and the heads of departments of the college decide the date for internal assessment and the dates for other academic activities. The continuous internal assessment includes the average attendance, classroom performance and participation of the students in the extra-curriculum and co-curriculum activities like group discussions, debates, cultural and sports festivals and NSS camps based on the norms set by the affiliating university. For internal assessment conducted at the college, the concerned heads of the departments manage for setting of questions and time schedule in consideration with the rest of the members in the faculty. The Principal supervises all working processes. The performances of students in such assessments are well discussed for improvement. If necessary, further evaluation is conducted.

Apart from the written tests, students are also given opportunities to think and examine the various aspects of a problem that will enable the teacher to enhance the teaching and learning process within the stipulated

time in each semester.

File Description	Document
Upload Additional information	View Document

1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years

    1. **Academic council/BoS of Affiliating university**
    2. **Setting of question papers for UG/PG programs**
    3. **Design and Development of Curriculum for Add on/ certificate/ Diploma Courses**
    4. **Assessment /evaluation process of the affiliating University**

Response: D. Any 1 of the above

File Description	Document
Institutional data in prescribed format	View Document
Details of participation of teachers in various bodies/activities provided as a response to the metric	View Document

1.2 Academic Flexibility

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

Response: 100

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

Response: 14

File Description	Document
Institutional data in prescribed format	View Document

1.2.2 Number of Add on /Certificate programs offered during the last five years

Response: 1

1.2.2.1 **How many Add on /Certificate programs are offered within the last 5 years.**

2020-21	2019-20	2018-19	2017-18	2016-17
1	0	0	0	0

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

Response: 0.44

1.2.3.1 **Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
17	0	0	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	[View Document](#)

1.3 Curriculum Enrichment

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

Response:

The College is always keen about and sensitive to gender issues, professional ethics, human values, environmental pollution, and sustainability that are incorporated in the curriculum. By thoroughly digesting the syllabus and its entire contents, the college undertakes special care to enhance and boost up human values and ethics of the students through various ways. The lectures cum discussions on human right, moral and discipline, code of conduct in life are organized in the college to enhance student value in all respects enabling them to pose as perfect citizens of the nation.

The following continuous efforts are taken up by the college for integrating crosscutting issues.

Gender: The College pays equal weightage to both boys and girls students in imparting education in the

relevant fields. Women empowerment, Crime against Women, Gender Equity are some of the relevant gender issues prescribed by the Manipur University in the syllabus of undergraduate courses. The Kumbi College Legal Awareness Cell, Grievance Redressal Cell and NSS take the vital role for integrating the above issues, related to gender awareness among the girl students. Various workshops and programs are conducted for the girls through NSS and Legal Awareness Cell and encouraged them to take part in the programs to empower them with mental and physical sustainability. Every year the college observes International Women's Day on 8 March to highlight and acknowledge the academic, economic, political, social and cultural achievements of women from all walks of life.

Professional Ethics and Human Values: To address this issue, the college has conducted various personality development classes like creativity and innovation, professional ethics, and human values in the semester courses to bring out the innate skill of every student, which are already included in the syllabus. The classes are supported by the practical exposure through the curriculum and ensured that the students shape their own self individually. These will help the students know about economy, politics, and governance of the society in which they are living and how their creativity and innovation can change the world for their personal and social growth.

Environment and Sustainability: Environment and sustainability is another compulsory paper included in the undergraduate level that creates awareness among students about global warming, climate change, deforestation, environmental pollution and depletion of natural resources. To implement this issue, the college uses standard procedure for waste disposal and rainwater harvesting. Taking into account the acute problem of climate change and environmental pollution, the college is always alert to take up remedial measures to lessen the burning problem by organizing massive awareness campaign and discussions from time to time. As such, mass tree plantation, cleanliness works and beautification of the college compound and in the nearby adjoining villages are taken up as and when it needs. For this, students are employed in various tasks like educating the women, children and the senior citizens.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	[View Document]()
Any additional information	[View Document]()

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 0.26

1.3.2.1 **Number of courses that include experiential learning through project work/field work/internship year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	2	0	0	0

File Description	Document
Programme / Curriculum/ Syllabus of the courses	[View Document](#)
Institutional data in prescribed format	[View Document](#)

1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year

Response: 8.87

1.3.3.1 **Number of students undertaking project work/field work / internships**

Response: 69

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

1.4 Feedback System

1.4.1 *Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni*

Response: A. All of the above

File Description	Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	[View Document](#)
URL for stakeholder feedback report	[View Document](#)

1.4.2 Feedback process of the Institution may be classified as follows: Options:

1. **Feedback collected, analysed and action taken and feedback available on website**
2. **Feedback collected, analysed and action has been taken**
3. **Feedback collected and analysed**
4. **Feedback collected**
5. **Feedback not collected**

Response: C. Feedback collected and analysed

File Description	Document
Upload any additional information	View Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 90.81

2.1.1.1 **Number of students admitted year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
778	672	465	349	267

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
800	700	550	400	300

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 81.78

2.1.2.1 **Number of actual students admitted from the reserved categories year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
480	420	233	139	82

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.2 Catering to Student Diversity

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

Response:

The College is encouraged to conduct a qualifying test for the students of XII standard in their optional subjects to level slow and advance learners at the time of admission to the first semester. The level of slow and advance learner of the college is assessed by conducting a qualified viva-voce in English language skill, optional subject's knowledge proficiency, and professional behaviour to boost up their self-confidence and the extent of familiarity. The overall mark obtained at the qualifying aptitude test is an indicator for slow, medium, and advance learners. Those students scored below 20 marks out of 40 marks in the oral test are considered as slow learners and those students scored above 30 marks are credited as advance learners, and the remaining students who scored marks in between 20 to 30 in the said test are recognized as medium learners. The teachers frequently counsel and review the academic performance of students viz, classroom lecture, discussion, laboratory practical, internal assessment test, and previous examination results. A lot of personal level interactions between students and teachers motivate both the slow and advance learners. This helps in assessing the number of advance learners and slow learners amongst the students.

Slow Learners: The students are counseled with additional teaching, eventually helped to attend class regularly. A special remedial class is organized to clarify doubts and re-explaining of critical topics for improving performance of those identified as the slow learners. In the start of the session, fundamentals are taught for the better understanding of the subject. Some of the faculty members are engaged in the tutorials and assigned to provide additional details of home assignments on the important topics and counseling for personal problems to improve their subjective knowledge. The head of each department allots a batch of students for every faculty and monitors the effectiveness of the tutorials for better results in the examinations, more regular attendance, increase of participation in co-curricular activities, better discipline on campus and respectful relationship between teachers and students. The extra classes are conducted for full coverage of the syllabus in which the involvement of the students is ensured which results in the interactive teaching-learning process.

Advanced Learners: The advance learners are encouraged to participate in various co-curricular activities such as quiz and debating competitions organized by the college or other institutions to improve their presentation skills and to strive for higher goals in future. They are given assistance to attend the above competitions and conferences. The advance learners are also encouraged to access additional study materials from the internet apart from the special books available in libraries. They are provided with additional growth inputs like faculty exchange program and interactive sessions with successful alumni to motivate better career planning in their future. They are also motivated in projects as per prescription of the university to inculcate practical awareness. The College also promotes the computer facility with internet & Wi-Fi connection facility for fast and precise access of information among the advance learners.

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

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

Response: 9.26

2.3 Teaching- Learning Process

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

Response:

The student centric method of teaching is the most approved pedagogy followed by all the faculties of this college. The traditional method of teaching is replaced by student participation in the classroom activities, experiential and participative learning to enhance student involvement as a part of problem solving methodology. The College undertakes the following measures to help students make development in their syllabus and improve their general academic knowledge and skills.

- In addition to traditional teaching-learning methodologies, the faculty members adopt group discussions in many of the subjects as it makes the students think wide and exchange ideas, opinions and suggestions with others to check their current knowledge.

- Students are asked to share their e-mail and mobile numbers with their mentors so that a social network is established for developing a better discipline on the campus and respectful relationship between mentors and students.
- Students are guided to participate in debates, quizzes and ex-tempore speeches depending on the topic/course that creates the best student-centric learning environment.
- Students are encouraged to participate in field study, project work and other value-added activities.
- Laboratory experiential learning is the most approved pedagogy followed by all the science faculties of the college to expose students to all the laboratories from the beginning so that the students can learn it by experience.
- Apart from providing pedagogical training some of faculty members promote usage of power point presentations on various topics in syllabi referring to online resources.
- Students are encouraged to participate in state and national level youth festivals and competitions. The faculty members are, in general, aware of the students need in terms of knowledge and skills due to their previous experience in teaching over the years.
- Students are encouraged to attend inter-collegiate sports, cultural festivals and study tours to promote academic excellence and psychological relaxation.
- As the college has a library which is fully automated and also a Wi-Fi enabled campus, free access to internet to make the students familiarized themselves with information and communication technologies (ICT) is entertained.
- Students are encouraged to search themselves on web topic during the off period so that all the students take a topic of their own interest, which will motivate the students to cultivate the independent learning.
- Students are given task-based responsibilities like organizing cultural and sport festivals, or any other camps or functions like NSS within the campus to make them leaders, organizers, and team players.
- Students are orally guided regarding the various career-oriented courses, competitive examinations and special choice based subjects to make them aware about the recent trends in their disciplines.

- Students are encouraged to participate in different activities like blood donation camp, cleanliness and relief and disaster handling programs to inculcate values and social responsibilities among them.

File Description	Document
Upload any additional information	[View Document](#)
Link for additional information	[View Document](#)

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

Response:

The innovative teaching-learning process facilitates to experiment with techniques like Information and communication technologies (ICT) which are the instruments, if properly understood and handled, that can help to improve the processes and the results of academic quality in higher education. To fulfil the students demand for quality education, a well and carefully designed ICT method can be a very powerful tool in the assessment of quality in Higher Education. The introduction of smart board for the digitization of the classrooms began in our college in a small way to reduce the traditional practice of giving lengthy notes and tedious lectures.

Apart from providing pedagogical training for improving traditional teaching, the use of power point presentation by teachers containing information, diagram, flowchart, etc. from e-learning resources offers the students those presentations where teachers can teach while students can note down the important materials according to their needs during the lecture session. The teachers of our college further promote learning through e-library and the students make use of these facilities according to their needs. The innovation and creativity are becoming increasingly important to develop creative approaches, find new methods and solutions to grab the attention of the students. The College is committed to innovations in knowledge delivery through e-learning methods to make the classroom appeal more to the students than the conventional chalk- and- board classroom.

The following pedagogy used by the teachers is aimed to develop the creativity of information and communication technologies among the students:

- Computers with Internet connection are provided to some faculty members for access to e-content.
- Classrooms equipped with slide projector and smart board are used by faculty members for providing an interactive platform whereby different forms of multimedia including power point presentations are used for better understanding of the content.
- Internet communications are provided in the classroom used by the faculty members to show online video content about the subject content.
- Faculty members download websites available online and show those websites to the students providing experts' insights on the subject.
- Free e-books available on the Internet are downloaded by the faculty members and soft copies are provided to the students improving the access to the subject related content. Subject related content i.e. notes, questions bank, important Web links, etc. are uploaded and accessed to the students.

- Faculty members also use Wi-Fi connectivity in college as well as campus premises as and when required to solve subject related difficulties of students.
- Fully digitized library facility is available in the college premises. The teaching and non-teaching staffs and students including alumni members access e-books and e-journals available on N-LIST-Inflibnet.

File Description	Document
Upload any additional information	View Document
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process.	View Document

2.3.3 Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year)

Response: 30:1

2.3.3.1 **Number of mentors**

Response: 26

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	View Document

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 59.15

File Description	Document
Institutional data in prescribed format	View Document

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 5.27

2.4.2.1 **Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
01	04	01	05	02

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

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

Response: 12.81

2.4.3.1 **Total experience of full-time teachers**

Response: 1076

File Description	Document
Institutional data in prescribed format	View Document

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

Response:

The College is affiliated to Manipur University and it adheres to the norms prescribed by the university. The students are informed the assessment system of both college and university at the beginning of every academic year. The college conducts Internal Assessment Examinations for all courses throughout the semesters and adopts various methods to assess the students through continuous internal evaluation. For this, an Examination Committee is formed to supervise and coordinators of the committee are assigned with the task of conducting internal examinations. The teachers inform the students about the pattern of the examinations well in advance. The examination notices are displayed well in advance and sufficient time is given to the students for preparation. It also enhances their participation in classroom activities and improves the overall teaching-learning process. After the internal evaluation, student's performance is discussed with the students and necessary suggestions are given for further improvement.

The Internal Assessment Examinations are usually conducted which include question papers as per university pattern, time-table and seating arrangement of the students according to their enrollment/registration numbers. For these examinations, the students are given the test papers to check whether they have rightly answered the questions and they are justly valued. The progress of the students are discussed after the test in the Examination Sub-Committee meeting. The presentations and writing assignments of theory and practical examinations include classroom discussions and debates conducted on

each relevant topic allotted to explore the creative sides of student's up-to-date knowledge. The class teachers, overseen by the Heads of Departments and the Principal of the College, decide the allotment of marks. The final continuous internal assessment marks are displayed in the notice board. Students can contact respective subject teachers in case of any discrepancy in the marks that shall be redressed immediately if found to be wrongly entered.

The continuous Internal Assessment Examination system adapted by the college gears toward mapping the individual capabilities of the students to identify the written expression, comprehensiveness, and accuracy of information. It takes into account of the student's progression and improvement over a period of time and performance parameters set by the respective departments. The written examinations and class assignments have developed the communication interpersonal skills of the students of the college. Therefore, the reformation and transparency in the continuous internal assessment has been the central force for improving the quality of the students by adhering strictly to the vision and mission of the college.

File Description	Document
Any additional information	View Document
Link for additional information	View Document

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

Response:

The College has an effective system of Grievance Redressal Cell to address the grievances of the students for the internal and external assessment marks announced by the college and university at the end of every semester. The mechanism is transparent, time-bound, and efficient. The grievances of the students related to examinations are addressed at college and university levels depending upon the nature of the grievances. The grievances related to the internal assessment are handled by the Grievance Redressal Cell of the college. In case of any grievance, the college collects the applications on prescribed forms and forwards it to the concerned authorities of the College Grievance Redressal Cell.

The facility for rechecking and re-evaluation of answer sheets is available in the examination committee. Students are free to approach teachers and heads of departments to resolve their queries related to the marks obtained in internal assessment. If the students concerned are not satisfied by the procedure mentioned above, they meet the principal of the college. Students with any grievance regarding evaluation, may be provided with photocopies of their answer sheets for cross checking. The authority concerned of the college in a time-bound manner is to receive the examination related grievances.

In case of the end semester students are given sufficient scopes for redressal of their grievances to evaluation of different papers in the following manners:

? Students can ask for a photocopy of the test paper to check whether the paper is justly valued. In case, the evaluation is found to be defective, the students are legally eligible under the university rules for the re-evaluation.

? Corrections in the final marks statement also can be made by the student in written requisition, which shall be addressed by the university as per the norms.

? Registrar or the controller of the examination makes the final decision about examination related grievances at the university level.

? College conducts internal assessments of students and the subject teacher rectifies the grievances with regard to the marks immediately.

? Internal marks are recorded in a format as per the norms of the university and college.

? Final internal marks are displayed on the notice board to facilitate the students to know how much they would get as the internal marks.

? Class teachers/mentors are assigned to maintain a record of the attendance, marks and other details of students. The minimum weightage of a student is expected to have 75% of attendance and failing which the subject teacher has the right to reduce the internal marks of the student.

File Description	Document
Any additional information	[View Document](#)
Link for additional information	[View Document](#)

2.6 Student Performance and Learning Outcomes

2.6.1 Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Response:

The College has a mechanism of communication for learning outcomes of programs and courses for 3-years degree courses of Arts and Science. The ability to apply the knowledge is to communicate effectively the learning skill across social and cultural boundaries with a focused to employ critical thinking and scientific knowledge to the students. It also concentrates to enhance opportunities for students to show the outstanding performance at subject knowledge and intellectual skills in order to find a systematic approach in building up knowledge to reach a solution. The courses and syllabi of both Science and Arts are uploaded on the college website and available in concerned departments for the reference of students and teachers.

Programme Outcomes of Bachelor of Arts & Science:

The Bachelor of Arts & Science requires 3 (three) years of full time study consisting of 6 (six) semesters. The programme aims to provide students with a basis of sound knowledge in their choice of the following areas of studies;

- To comprehend and interpret literary texts of poems, short stories, dramas and essays and also to communicate the knowledge in speak, read and write clearly in English.
- To acknowledge the original source of Manipuri culture and literary work for higher education.
- To impart knowledge about political and governmental structures processes in politics and its role and impact of public administration.
- To understand the behaviour of Indian and World economy including fiscal and monetary policy for participation in the global economic world.
- To use assessment of teaching and learning methods and also to inform future planning among learners in different educational settings.
- To inculcate sense of history and create awareness on the importance of historical site and cultural heritage.
- To understand knowledge of Physical and Cultural Anthropology including pre-historic archaeology.
- To understand science of food & nutrition that enhances the quality of life in human development.
- To understand the principles and concepts underlying in light, sound, electronics and nuclear physics.
- To understand the principles and concepts of Inorganic, Organic and Physical Chemistry to be safe from chemical and plastic wastes which is an issue of environmental context.
- To acquires knowledge of mathematical and statistical skills on the implementation of the programming concepts and studies for future learning.
- To understand nature and be aware about flora & fauna of different areas to conserve the eco-system.

Course outcomes are uploaded.

File Description	Document
Upload COs for all courses (examples from Glossary)	[View Document](#)
Paste link for Additional information	[View Document](#)

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

Response:

The College regularly evaluates the performance of students through various methods for measuring the attainment of each of the programme outcomes (POs) and course outcomes (COs). The above outcomes assessed with the help of the relevant programme through direct and indirect evaluations process. The direct evaluations process provided through university semester examinations, college internal assessment examinations home assignments, quizzes, debates etc. for the performance of students on each programme outcome of each faculty throughout the year. All the faculties are assigned with mentor-mentee scheme

under which specific numbers of students provided with special guidance to assigned programme. At the same time, remedial coaching also provided to the slow learners and economically backward classes students to make the pace with the desired progression. The internal quality assurance cell (IQAC) of the college publishes an overall academic report, which displayed on the college notice board and website as a part of the mechanism of the communication, which states the level of attainment of programme outcomes among many others.

Average attainment in evaluation process: The Manipur University evaluates the students of this college for 100% of total marks as external assessment in three years degree courses under semester pattern. The students enrolled in the college itself evaluates the courses offered by the college; at the same time observation of students knowledge and skill of measurable course outcomes (COs) is evaluated throughout the year. Accordingly, the programme outcomes (POs), and course outcomes (COs) are assessed and finally maintains the attainments. The external and internal assignments given to the students with the purpose that student will refer the textbooks and reference books to find out the best answers and understand the expected objectives of the given assignments. The assignments given mostly aligned with programme and course outcome of the respective subject. External examiner appointed by university evaluates the external assessment of theory and practical whereas the internal examiner assessed only practical in the semester examination. The concerned teachers of the college through home assignments, mid-term tests to assess the attainment level of course outcomes, evaluate the performances of students. The extracurricular activities such as NSS cleanliness camps, blood donation camps, legal awareness campaigns, observation of wetland day etc. are also central force for measuring with objective of identifying the attainment level of students in terms of inculcate the value of ethics among the students of the college.

Feedback evaluation: The College collects feedback from alumni, which is an important method of measuring with objectives of identifying the attainment level of students in terms of programme outcomes and course outcomes to understand the impact of teaching-learning process.

File Description	Document
Upload any additional information	View Document
Paste link for Additional information	View Document

2.6.3 Average pass percentage of Students during last five years

Response: 87.28

2.6.3.1 **Total number of final year students who passed the university examination year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
128	100	71	66	60

2.6.3.2 **Total number of final year students who appeared for the university examination year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
152	122	81	72	66

File Description	Document
Institutional data in prescribed format	[View Document]

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.21

File Description	Document
Upload database of all currently enrolled students (Data Template)	[View Document]

26-03-2022 02:15:47

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 **Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	[View Document](#)

3.1.2 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 0

3.1.2.1 **Number of departments having Research projects funded by government and non-government agencies during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

3.1.2.2 **Number of departments offering academic programes**

2020-21	2019-20	2018-19	2017-18	2016-17
14	14	14	14	14

File Description	Document
Institutional data in prescribed format	[View Document](#)

3.1.3 Number of Seminars/conferences/workshops conducted by the institution during the last five years

Response: 7

3.1.3.1 **Total number of Seminars/conferences/workshops conducted by the institution year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
7	0	0	0	0

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

3.2 Research Publications and Awards

3.2.1 Number of papers published per teacher in the Journals notified on UGC website during the last five years

Response: 0.41

3.2.1.1 **Number of research papers in the Journals notified on UGC website during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
14	3	1	2	3

File Description	Document
Institutional data in prescribed format	[View Document](#)

3.2.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.09

3.2.2.1 **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
2	0	1	1	1

File Description	Document
Institutional data in prescribed format	[View Document]()
Any additional information	[View Document]()

3.3 Extension Activities

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

Response:

The Students of Kumbi College exposed to the social and environmental problems faced mainly by less privileged section of the rural society in the neighborhood community through various extension activities conducted by the institute. The College encourages regular engagement of faculty, students, and staffs with neighborhood community for their holistic development. Every Year, programmes are organized under which students and staffs voluntarily participate in community based activities. The college further encourages students and community leaders, particularly the youth to raise awareness for planting tree saplings along the roadside, village lands and on the college premises to increase greenery areas for maintaining healthy biological environment. The college organizes many activities all the year round to keep and maintain cleanliness in and around the campus and also in the surrounding villages. This greatly helps to create awareness amongst the people about the role of clean environment in human health, and contribute to the *National Swachh Bharat Abhiyan*. More than 5 Blood Donation camps have been organized at the college including awareness of Oral Health Camp. The College has a Legal Aid Clinic for exercising all the facilities provided by Legal Services Authority Act to the people. Various awareness programs, workshops, rallies, and road shows with themes like gender sensitization, legal right awareness, and empowerment of women are organized through Legal Aid Clinic of the college. The clinic enables the students to make aware of social issues like human trafficking, crime against women, AIDS/HIV related problems, social evils thereby creating a better sense of service to the victims. The college students, particularly the Youth Red Cross and NSS volunteers (having three units) are always ready to extend their services whenever natural calamities occurs encountered in the neighborhood areas.

Impact & Sensitization: Exposure to extension and outreach activities sensitize the students towards social issues and also to legal and social remedies for matters like domestic violence, child abuse, victims of violence and displaced persons. The activities conducted lead imbibing the values of social responsibility such as:

- To understand and share the need of under privileged people.
- To acquire social values and a deep interest in environmental related issues and promote cleanliness in all span of life and common places/areas.

Outcomes of the activity: The activities listed above are indicators of the manner in which multiple issues of social, political, and economic significance dealt with in order to create sensitivity and understanding among students and contribute to balance development of their personality. Blood donation camp strengthens the sense of empathy and compassion among donors and instills in them a sense of commitment and ethical responsibility. Programs on women empowerment create awareness among girl students of their condition and their rights, and among boys, a sensitivity towards problems of women, leading to lessening of gender bias and patriarchal prejudices.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

3.3.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

Response: 4

3.3.2.1 **Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
0	1	1	1	1

File Description	Document
Institutional data in prescribed format	[View Document](#)
e-copy of the award letters	[View Document](#)

3.3.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

Response: 9

3.3.3.1 **Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	2	4	2	1

File Description	Document
Institutional data in prescribed format	[View Document]
Any additional information	[View Document]

3.3.4 Average percentage of students participating in extension activities at 3.3.3. above during last five years

Response: 22.97

3.3.4.1 **Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	115	190	120	60

File Description	Document
Institutional data in prescribed format	[View Document]
Any additional information	[View Document]

3.4 Collaboration

3.4.1 The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-job training, research etc during the last five years

Response: 3

3.4.1.1 **Number of linkages for faculty exchange, student exchange, internship, field trip, on-job training, research etc year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1	1	1	0	0

File Description	Document
Institutional data in prescribed format	[View Document]

3.4.2 Number of   functional MoUs with national and international institutions, universities,

industries, corporate houses etc. during the last five years

Response: 2

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

2020-21	2019-20	2018-19	2017-18	2016-17
2	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

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

Response:

The institute has its own adequate infrastructure and physical facilities in respect of teaching-learning process viz., classrooms, laboratories, computing equipments, etc.

Classroom: Besides the principal's room and teachers' common room, there is adequate classroom for students of both Arts and Science streams. The rooms are well furnished with white-boards, desks and benches, etc. Ventilation system is available in each room; electricity is also provided; ceiling fan is fit in many of the rooms. Students learn inside the classrooms in a sound environment.

Laboratory: For science subjects involving practical classes, laboratory rooms are provided with necessary equipments and tools, chemicals, etc. depending on the need and demand subject-wise. In some of the subjects, both theory and practical classes are conducted in the laboratory rooms giving better knowledge to students with illustrations.

Computing equipments: There is a laboratory for computers installed at the college. Computing equipments in the college include Desktops, Laptops, Slide Projectors, Xerox machines, Smart boards, etc. These equipments are used by both faculty and non-teaching staff in the academic and co-curricular activities as and when required and the situation demands.

Physical facilities: The campus is enhanced by its own available physical facilities. The college library is an aid to teaching-learning process both to teachers and students; the girls' hostel provides accommodation to distant girl students; canteen inside the campus; cycle shed and parking for students and teachers. Toilets for boys and girls and staffs separately, water harvesting components, solar panels, indoor stadium, gyms, waste bins, greenhouse, botanical garden, ramps, etc. are the existing facilities available at the college so far.

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

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

Response:

The Kumbi College, Kumbi having a well-maintained campus spreads over 5.92 acres of serene green land has an ample scope and adequate facilities for all round development of students particularly in the disciplines, like culture, games and sports, gyms and yoga. The College encourages its students to

participate in various games and sports and cultural activities organized within the campus and outside. And they are awarded and rewarded accordingly. The College has a body to explore the hidden talent of the students namely, the Sports & Cultural Committee which plays an important role for overall development of the students' community.

Facilities for Cultural Activities: The College has an auditorium for conducting annual functions and various cultural programs. Faculty members help the students to participate and expose their talents in various cultural activities on special occasions like- College Foundation Day, Teachers' Day and Freshers' Social Meet held annually in the college. The College also organizes many competitions like dance, song and other cultural performances at the time of youth festivals and social gatherings and the winners are felicitated in the annual function. The College has a separate budget for organizing annual gatherings like- Freshers' Social Meet, youth festival and other cultural events. Those students who are selected to represent college in the competitions at the University, State and National levels are supported financially.

Facilities for Games and Sports: The College has also infra-structural facilities for games and sports (indoor and outdoor). The playground with an approximate area of about 1.58 acres and an Indoor Stadium having a built-up area of approximately 1600 sq.ft. are in use since 10 years back by the students of the college for practicing the sports events and other activities. A medium-size playground sufficient for the outdoor games, such as, Volleyball, Football and Indoor stadium are also within the campus providing room for all sorts of indoor games like Badminton, Table- Tennis, etc. which are well practiced and played by the students.

A gym with necessary components provides the opportunity to the students to exercise inside the campus. Sports competitions are conducted in the inter-college level in an academic year and the winners are awarded and rewarded accordingly. The institution has a storeroom for sports equipments including uniforms for players of the college. There is also a provision for providing TA/DA to players for participation in State and National level sports events.

Facilities for Yoga Centre: With a view to cultivate the practice of meditation for spiritual attainment, and development of physical health, a yoga class is conducted at the college on certain days. A yoga teacher (Staff) instructs students the importance of yoga, its practices, etc. following a schedule. It greatly benefits the students who take part in it.

The college thus takes special care and measures to uplift students' personality through extra curricular and co-curricular activities at the maximum.

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

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. *(Data for the latest completed academic year)*

Response: 25

4.1.3.1 **Number of classrooms and seminar halls with ICT facilities**

Response: 4

File Description	Document
Institutional data in prescribed format(Data template)	

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 100

4.1.4.1 **Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
58.22444	52.25180	59.15346	17.07454	18.19792

File Description	Document
Upload audited utilization statements	
Institutional data in prescribed format(Data template)	

4.2 Library as a Learning Resource

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

Response:

The importance of library in a college is beyond description. A college without the facility of a full-fledged library is a handicap. Being a storehouse of books in variety, a library provides maximum help to both teachers and students alike.

A modern, up to date library helps spread of knowledge. Readers/goers find books of their choice for hire or reading inside it. Besides the prescribed texts for students, other reference and relevant books, journals, magazines, periodicals, etc. on different subjects are also available in the library.

The library at the college is a medium size one and has a reading area, which can accommodate 30 users at any point of time. It is fully automated with *KOHA software 2020,* an integrated library management system of INFLIBNET. The various housekeeping activities of the library such as data entry, issue and return and renewal of books, member login, etc. are done through the software. The books are classified according to Dewey decimal classification. Online public access catalogue (OPAC) service is also

provided where the users can search the collection of books by title, author, publisher, etc. The books are being bar coded and the users are given unique barcode ID. Apart from the printed books the library having access to e-resource of N-list, is a part of e-shodhsindhu consortium of INFLIBNET, where the users are given awareness and made to access browse and download e-books, e-journals and database. A visitors' book is maintained for students, alumni, teaching and non-teaching staffs. Visitors are also required to sign noting the time of entry and exit. The library is provided with internet & Wi-Fi facility and also monitored by the CCTV cameras for strict surveillance. Minimum books on various subjects like English literature, Manipuri languages, pure and applied sciences, arts, history, social sciences, reference books, novels, journals and magazines, local and national papers are available at the library.

The pile-up system, racks and boxes, shelf, reading room are not up to the desired level. However, it is expected to be improved and more systematic in due course. The Governing Body, Principal, and faculty dream of a better and well-equipped library at the college.

A problem being faced by the college is the present trend of students having lack of interest in library. Except for some students, many of them seldom visit and sit in the library. It has to be rectified through proper motivation and need based process.

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

4.2.2 The institution has subscription for the following e-resources

1. **e-journals**
2. **e-ShodhSindhu**
3. **Shodhganga Membership**
4. **e-books**
5. **Databases**
6. **Remote access to e-resources**

Response: C. Any 2 of the above

File Description	Document
Upload any additional information	[View Document](#)
Institutional data in prescribed format(Data template)	[View Document](#)

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 0.3

4.2.3.1 **Annual expenditure of purchase of books/e-books and subscription to journals/e- journals year wise during last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
0.93483	0	0	0	0.56515

File Description	Document
Institutional data in prescribed format(Data template)	[View Document](#)
Audited statements of accounts	[View Document](#)

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

Response: 91.65

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

Response: 790

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

Due to evolving standard of education and flexibility offered by the Internet in this computer age, the college has keenly stepping forward to setup secured and stable Wi-Fi network campus with increasing of internet access for the students. As per the current trends, most of the students like to carry e-devices with them like mobile, tablets and laptops with them to the campus and colleges are struggling hard to keep up with the bandwidth consumption demand. Thus, educational institutions have major requirements of user access control over bandwidth consumption in the campus, and differentiated policy control for management faculty's access and student's access. These campuses with internet access require seamlessly roaming facility to access internet from classroom to library, to labs. From the academic year 2015-16, the college has been providing its own IT facilities like desktop, laptop, printer, scanner, slide projector, smart board, xerox machine etc. including Wi-Fi, LAN to the stakeholders. The college is also availing internet to the teaching and non-teaching staff members in academic and co-curricular activities at the college with a bandwidth of 20-30 Mbps speed. The institute has a 24x7 Wi-Fi facility in the campus availing internet connection to the students and faculty members. The connectivity through a fully ICT network infrastructure, computing & communication resources, offers students the advantage of e-mail, net surfing, up/down loading of web based application, besides helping them in preparing projects & seminars.

The college has always been reviewing the current IT needs and accordingly, the internet bandwidth is upgrading from time to time. The plans and strategies for IT infrastructural development are the top priority as the college realizes the correlation between adequate infrastructure and effective teaching learning. At the beginning of the academic year up-gradation of the existing infrastructure of IT is carried

out for the software applications and UPS based on the suggestions from academic committee and IQAC members, HODs, computer technicians and administrator (Governing Body) after reviewing course requirements, computer–student ratio, budget constraints and working condition of the existing equipments.

File Description	Document
Upload any additional information	[View Document]

4.3.2 Student - Computer ratio (Data for the latest completed academic year)

Response: 22:1

4.3.3 Bandwidth of internet connection in the Institution

Response: A. ?50 MBPS

4.4 Maintenance of Campus Infrastructure

4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

Response: 16.67

4.4.1.1 **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
7.35571	4.66479	5.29241	4.10764	5.23454

File Description	Document
Institutional data in prescribed format(Data template)	[View Document]
Audited statements of accounts	[View Document]

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

Response:

The Kumbi College has its own system and procedures for maintaining and utilizing physical, academic and support facilities in laboratories, library, sports-complex, Computers, and classrooms. The principal,

with the full support of both teaching and non-teaching staffs of the college, exercises the powers and functions in the administrative hierarchy. He looks after every section of the college, such as, the working system, maintenance of infrastructure, physical, academic and support facilities, etc. The college ensures optimal allocation and utilization of the available financial resources for maintenance and upkeep of different facilities by holding regular meetings of various committees constituted for this purpose and using the grants received the college as per the requirements in the interest of students.

The established procedure and policies for maintaining and utilizing for laboratory, library, sports, computers, and classrooms of the college are as follows:

Maintenance of the laboratory:

All the laboratories involving science and arts are provided with necessary instruments, chemicals, samples, etc. for academic purposes. Each laboratory is under the care of the concerned HOD while Lab. attendants/assistants bear the responsibility to keep the laboratory neat and clean. Whenever in need, laboratories are updated with necessary equipments/tools, chemicals, specimens, etc. to meet the demand of students as per syllabus prescribed from time to time. The purchase committee purchases laboratory requirements of the departments of the college. The laboratory in-charge maintains record of maintenance account for laboratory equipments, specimens, and other necessary chemicals in supervision of HODs of the concerned departments. Lab-assistants of related departments do the calibration, repairing, and maintenance of sophisticated lab-equipments/tools.

Maintenance of library:

A medium-sized library located inside the college campus provides the minimum support to both teaching faculty and students in the teaching-learning process. Library is fully automated through KOHA version and books are placed on racks, shelves, in the boxes, etc. categorically. The Governing Body, when approached by the principal in close consideration with the departments concerned, plans to purchase necessary books, magazines, journals, etc. To enhance the library and for proper placement of books, some iron racks are installed inside the complex. There is ample space of reading room for both teachers and students. For maintenances of library infrastructure and facilities, the library committee and administration have been given the responsibility to purchase books, manuscripts and other materials, as per the recommendations received from the departments of the colleges. The requirement and list of books are taken from the concerned departments and HODs are involved in the process. The finalized list of required books is duly approved and signed by the principal. All departments of the colleges have a good stock of texts and references books in the library. For enriching of the library, the committee subscribes some good journals from national and international publishers through e-journals. The library committee organizes reading sessions and competitions among students and appeals to students, teachers, alumni, guardians to donate books. A suggestion box is installed inside the reading room to take users feedback to help in introducing new ideas regarding library enrichment. It is ensured that the return of books, 'no dues' from the library is mandatory for students before appearing in examination. Other issues such as weeding out of old titles, schedule of issue of books are chalked out by the library committee.

Maintenance of the Sports facilities:

The College has indoor and outdoor sports facilities. The indoor stadium provides room for all sorts of indoor games. The medium-sized college campus provides sufficient space for outdoor games and sports. Tournaments for Volleyball, Martial Arts, *Mukna* (traditional wrestling), and Football are organized in the

same sports field from time to time. The condition of the indoor and outdoor sports is well maintained. The Games & Sports secretary and teacher in-charge take the responsibilities of the maintenances of the sport facilities. The necessary goods and sports articles are purchased by the office of the principal as per the recommendations of the sport secretary and the advisor of the student union of the college. A volleyball field has been made for the students within the campus, so that the students can enjoy the event in the college. Some of the sports items are kept in the student's union room and given out for use of students under the monitoring of the teacher in-charge and sport secretary. Students with excellence and achievements are publicly felicitated and supported financially to the extent possible.

Maintenance of Computers and ICT facilities:

The computer sets installed in the college are well functioning. There is a computer centre in the college and the in-charge of this centre looks after the maintenance of the computers and facilities. Computer teachers including the principal, librarian and staffs, administrative staffs, etc. make proper use and maintenance of the equipments. Whenever in need, repair work is done timely for sustenance of the same for future use. The office of the principal decides about purchasing necessary ICT equipments as per recommendations received from the departments and the administrative office of the college. Computer in-charge maintains ICT facilities and also take the responsibilities of periodic up-gradations of the ICT resources. The ICT facilities are taken stock of by the administrations and they are modified or changed whenever necessary.

Maintenance of Classroom facilities:

The college classrooms are well furnished with necessary desks, benches, white boards, wall/ceiling fans, ventilation systems, electric facilities, etc. There are projectors in as many as two classrooms, besides smart classrooms. After the admission process in every semester it is ensured that, all the classrooms have adequate desks, benches. The maintenance of classrooms is a regular exercise. A group of Grade-IV workers and sweepers ensures the cleanliness of classrooms. The fans and electrical appliances are checked; wherever requirements are found, the purchase committee is apprised of the requirements. Damages in any of the items are timely repaired and replaced by the concerned authority. The Governing Body bears the responsibility for all the financial involvement in such constructive and sustenance procedures.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 10.48

5.1.1.1 **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

2020-21	2019-20	2018-19	2017-18	2016-17
182	123	41	4	2

File Description	Document
Institutional data in prescribed format	[View Document]()

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 0

5.1.2.1 **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	[View Document]()

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

    1.Soft skills

> **2.**Language and communication skills
> **3.**Life skills (Yoga, physical fitness, health and hygiene)
> **4.**ICT/computing skills

Response: E. None of the above

File Description	Document
Institutional data in prescribed format	View Document

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 0

5.1.4.1 **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	View Document

5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

> **1.**Implementation of guidelines of statutory/regulatory bodies
> **2.**Organisation wide awareness and undertakings on policies with zero tolerance
> **3.**Mechanisms for submission of online/offline students' grievances
> **4.**Timely redressal of the grievances through appropriate committees

Response: D. 1 of the above

File Description	Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View Document

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 2.75

5.2.1.1 **Number of outgoing students placed year - wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
0	2	1	4	2

File Description	Document
Upload any additional information	[View Document](#)
Institutional data in prescribed format	[View Document](#)

5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 9.92

5.2.2.1 **Number of outgoing student progressing to higher education.**

Response: 12

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

5.2.3.2 **Number of students appearing in state/ national/ international level examinations (eg:**

JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	[View Document]

5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

Response: 18

5.3.1.1 **Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) year-wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
0	2	8	2	6

File Description	Document
Institutional data in prescribed format	[View Document]
e-copies of award letters and certificates	[View Document]

5.3.2 Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Response:

In strict adherence to the norms and established process of the Directorate of University and Higher Education and the affiliating University, there is a student body, which is formed by conducting student's election in every academic session. This student body is called "Kumbi College Students' Union."

   Mode of formation: As per instruction from the Directorate of University and Higher Education,

Manipur an election is conducted at the College during the months of September/ October every year.

The Constituent Members of the Union:

Sl.No.	Designation	Remarks
1	The Principal	Chairman
2	The Vice Principal	Vice Chairman
3	General Secretary	One teacher in charge
4	Finance Secretary	-do-
5	Games & Sport secretary	-do-
6	Magazine Secretary	-do-
7	Debate & Extension Secretary	-do-
8	Social & Culture Secretary	-do-
9	Boys Common Room Secretary	-do-
10	Girls Common Room Secretary	-do-

Duties & Function/Responsibilities: The elected 8 secretaries act as the executives of any affair pertaining to College development -- academic, co-curricular and extracurricular activities during their term. To make things proper, one teacher-in-charge for each of the secretaries is appointed for one academic year.

Each secretary, during his/her period, proposes plans something, new and useful to the College, and for the betterment of students. Organization of study tour and educational excursion, publication of magazine volumes, performance of cultural programs, Literary meet, Sports activities, Social work programs etc. are some of the major items undertaken by the Union.

Representation in certain committee of the college:

Student representatives are involved in the formation of different committees as well as in the certain bodies of the college for the last three years. The General Secretary of the college himself/herself is included as a member in the IQAC and Student Grievance & Redressal Cell of the College. Finance, Social & Culture, Games & Sports secretaries are represented in Tour & Construction, Culture, Games and Sports committee and Magazine, Debate and common room secretaries were included as the member of NSS, Youth Red Cross (IRC), Student's Welfare Committees.

Co-Curricular and Extra-Curricular Activities:

The Union members, besides performing their normal duties and responsibilities, extend many services to the college and public. They are very actively involved almost in every activity conducted/ organized by the College or other institutions. Some of the activities are as follows:

- Tree Plantation and Cleanliness Work
- Cycle Rally on the theme; AIDS Awareness,
- Participation in the AIR, Imphal Talent Hunt Programme
- Participation in cultural items etc. Yuv-Awaz Gramin, Vikas Kaviyakram
- Blood Donation
- National Voters' Day Awareness /campaign

- Free Distribution of Relief Materials to the needy in view of COVID-19 pademic

Organization of Special Events:

Students organized and celebrated the National Teachers Day on September 5 every year by honouring the teachers with simple gift/presentation with performing of cultural programme.

Celebrated College Foundation Days every year on September 27 and other National celebrations that include NSS Day, Science Day, World Environmental Day, National Literary Day, International Women's Day, and other various events are observed every year.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 2.6

5.3.3.1 **Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1	5	6	1	0

File Description	Document
Upload any additional information	[View Document](#)
Institutional data in prescribed format	[View Document](#)

5.4 Alumni Engagement

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

Response:

The College is proud of having an alumni association formed by one-time students of the college, most of whom are now serving somewhere holding prestigious posts. With a zeal to render whatever support-moral or physical, cash or kind to the college and wherever opportunity comes or situation demands, ex-

students of the college constituted a body entitled "Kumbi College Alumni Association" which is registered under Sec.7 (1) of the Manipur Societies Registration Act, 1989 bearing Registration No.741 of 2019 dated the 16th day of February, 2019. Admission to the association is done only with a sum of Rs.200/. The association presently consisting of forty members is administered by an executive body of 9 (nine) members for smooth functioning of the association.

Alumni Objectives

* To bring together students of the college in every area to act as their representatives and coordinate, synchronize and promote in all matters.
* To utilize the experience, wisdom, zeal, ability and spare time of past students for the benefit of the weaker section of the society.
* To promote and provide educational scholarships and medical relief to the poor and needy students of the college.
* To develop activities for healthy environment like habit of tree plantation; to cultivate horticulture and agriculture plants in selected areas.
* To help and assist financially in old age homes, health care units, welfare centres, etc.
* To arrange and conduct seminars, workshops, conferences, symposiums, etc.
* To assist past students who are preparing for or engaged in any profession, trade, occupation and services.
* To establish, acquire, maintain or support library for education and advancement thereof for past students.
* To promote and encourage physical efficiency of the students in sports & culture.
* To publish books, periodicals, magazines, references for development of the library and develop computer software to circulate the same.

Alumni contribution: The Alumni Association is always keen for the wellbeing and development of the college. They have a sense of gratitude, devotion, and dedication for the college. There is always a gesture of moral or physical support in them in favour of the alma mater. It is quite evident in the contribution they render to the college so far.

Wherever there is a mass social work program organized by the college within its campus, they voluntarily join such work. If important joint meetings are convened at the college, suggestion and co-operation is sought from all; the alumni members make it convenient to attend and participate the meeting giving their own views and opinion on the matter of discussion. In kind also, the association has contributed flower vases with flowers in them numbering 80 (eighty) to the college in order to adorn and decorate the campus. It is a part of the beautification of college campus.

Thus there is no end of noble gesture shown by the alumni association towards the college.

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

5.4.2 Alumni contribution during the last five years (INR in lakhs)

Response: D. 1 Lakhs - 3 Lakhs	
File Description	**Document**
Upload any additional information	

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

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

Response:

Kumbi College is the only higher-level academic institution imparting quality education to the economically backward rural students in the area. Since the very beginning of the college, it has been under the strict supervision and able administration of a governing body. The College has its own vision and mission to achieve the desired level in respect of academic, co-curricular, and extra-curricular activities.

Vision

"Disseminating maximum access to higher education to students from the vulnerable sections of the society."

Mission

- To transform students into rational human beings through literary, theoretical and scientific teaching to accept challenges in life.
- To make the students feel multi-cultural, multi-ethnic and multi-religious texture of our country.
- To encourage students preserve sound physical and biological environment for pollution-free existence.

To provide quality education to students by framing policies and programs for strengthening research and innovations.

Nature of governance: The College follows a democratic and participatory mode of governance with all stakeholders participating actively in its administration.

- Governing Body delegates authority to the Principal who, in turn shares it with the different levels of functionaries in the college.
- Heads of departments, the conveners of various committees and cells along with the staff representatives on higher decision-making bodies play an important role in determining the institutional policies and implementing the same.

Perspective plan: The College has a perspective plan in place to help it develop in a systematic, well thought out and phased manner.

- To apply for grants from government and non-government sources.
- To extend and expand the available area for accommodation of more classrooms, laboratories, auditorium, staffrooms, etc.
- To renovate and revive the ageing infrastructure of the college.
- To improve scope and profile of the teaching-learning experience through use of ICT and other

innovative means.

- To introduce and open new subjects and fill in more substantive vacant posts.
- To achieve national and international recognition in the form of grants and awards.
- To mobilize funds and projects through the alumni and other stakeholders.

Participation of teachers in decision-making bodies: The teachers of the college actively participate in various decision-making bodies of the institute. It immensely helps the college progress in many fronts:

- Teachers' discharge an important role in implementing the vision and mission of the college and to that end play a proactive part in the decision-making process.
- Teachers influence the institutional polity through the teachers' association on the Governing Body as well as their representatives in different sub-committees and cells of the college.
- Teachers' interactions on these bodies are able to contribute in a significant way to the participatory ethos of the institution. They determine admission criteria, marks cut-offs, examination modalities, library practices, various teaching-learning innovations and other academic priorities.

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

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

Response:

The College practises decentralization and participatory management in keeping with its belief in collective leadership and democratic traditions. A particular reflection of this practice is seen in the extensive delegation of authority to the heads of the various departments in the college. As a matter of decentralization and participative management of the college affairs, the Principal, under the strict supervision of the Governing Body (GB), adopts both teaching and non-teaching representatives in the G.B. as well as some of the sub-committees of the college. Their opinions are sought in making and implementation of various policies and meet whenever situation demands and help to formulate and implement the strategic plans of the institution. The responsibilities are assigned to and communicated through face-to-face meeting and by notification.

One case study of decentralization and participative management in the college is the inclusion of one teacher representative in the G.B. of the college in each term. Likewise, there are decentralization and participative management in various institutional practices such as - Pay structure and fixation; there is a separate body to fix and distribute pay; Examination sub-committee for conduct of examination affairs; Election sub-committee to conduct college student election; Magazine sub-committee; Sports sub-committee, etc. One teacher-in-charge is assigned for each of the student's representatives for proper guidance and functioning of necessary programs from time to time. One notable decentralization policy is the nomination of a caretaker teacher each for Arts and Science who looks after the conduct of classes, class timing, and management of classes by coordinating the concerned teachers.

The Following ways are the Heads of Departments' participation in the management process:

- The Head of the department oversees the teaching plans of Faculty members.
- Empowers to make adjustments in the routine, and to allot teaching assignments and evaluation duties.
- Enjoys the privilege of convening departmental meetings where the programs for the entire term are decided.
- Takes the lead in planning seminars, workshops, debates, remedial courses, and study tours.
- Conducts the parent-teacher meetings in which the academic progress of the students is communicated to their guardians.
- Oversees the paper-setting, moderation, evaluation, marks submission of all internal examinations of the department, and determines the admission and promotion criteria of the students.
- Decides on the nature, pattern and duration of special and remedial classes for the students of his/her department.
- Takes the initiative, at times to organize alumni chapters of the department within the larger framework of the alumni association of the college.
- Encourages to conduct slow and advance learner for class XII standard students to favorably influence admission in his/her optional subjects as is done by the departments.
- Heads discharge their function as nodal agents of the academic and administrative processes in the college thereby contributing to the health and vibrancy of the management mechanisms in the college.

The above enumeration of features comprising participatory management points conclusively to the ethics of decentralization, which is integral to the institution and informs its functioning at every level.

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

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

The plans to apply for governmental as well as non-governmental grants for the development of the institution have been one of the most important planks of the strategic plan. The mobilizations of financial resources are the crucial significance for the growth of an institution.

Strategic Plan: The institution has a strategic plan in place to help it develop in a systematic, well thought out and phased manner.

- To apply for grants from government and non-government sources.
- To extend and expand the available area for accommodation of more classrooms, laboratories, auditorium, staffrooms etc.
- To renovate and revive the ageing infrastructure of the college.

- To improve scope and profile of teaching-learning experience through use of ICT.
- To introduce and open new subjects to filled in more substantive vacant posts.
- To achieve national and international recognition in the form of grants and awards.
- To mobilize funds and projects through alumni and other stakeholders.

Academic strategy:

To strengthen and upgrade the quality and standard of the departments, the college has recently opened honours courses in 5 (five) departments viz., English, Botany, Chemistry, Home Science and Physics from the academic session of 2020-21 in addition to the already open nine departments.

Infrastructure strategy:

In a move to develop infrastructure, the college planned and decided to construct auditorium cum seminar hall. As decided in the construction committee meetings, actual work of construction started as per schedule and inaugurated on 3 March 2021 after the completion.

Further the college discussed library enhancement and up gradation. Consequently, for systematic and proper placement of books, steel racks had to be constructed. After having a thorough plan for the same, the racks are installed and used by the librarian and staffs in the college library.

Aspects of activity successfully implemented: In fulfillment of the aspects of activity in the strategic plan, the institution applied for and received the following grants during the last 5 years:

- The College received a grant of Rs. 18 lakhs from UGC during the XII plan period in the year 2016. This financial assistance has duly spent on books and equipments, constrictions, repairs & renovations and extension activities for the general upliftment of the institution.
- The college also received a grant of Rs. 10 lakhs from UGC for construction of Indoor Stadium. This entire sum, sanctioned in three installments has meaningfully utilized through the construction of Indoor Stadium completed in the year 2017.
- For academic enhancement of ICT equipments and teaching aids, the UGC has sectioned a sum of Rs. 6 lakhs in the year 2017. The college purchased two smart broads, 10 laptops, 6 laser printers, 1 cannon photocopy, 2 slide projectors, 1 power generator and others accessories that infuses the functioning of the college in its different levels and departments.

A grant of Rs. 8 lakhs have received from the Directorate of University and Higher Education, Manipur in the year 2021 for repair and renovation the same has suitably utilized.

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

Response:

The College Governing Body (GB) is the chief administrative body functioning the sub-committees, cells,

associations and clubs of the institution.

Governing Body: As per the rules of the Government Aided Colleges, the GB has 10 members which shall include: Principal of the college to function as ex-officio member, 1 member nominated by the Directorate of University & Higher Education, Manipur, 2 representatives from the Manipur University, 1 donor, 2 local educationists, 1 teachers' representative and 2 representatives from parents/guardians of the students studying in the college.

The following sub-committees efficiently function in their concerned areas under the advice of the Principal and strict supervision of the governing body. The principal is the chairperson of all the sub-committees along with one member of GB.

Sl. No.	Name of the sub-committee/cell/club	No. of sub-committee member and representative
1.	Building Construction	Consists of four faculty members and one student's representative.
2.	Examination	Consists of five departmental heads including officer in charge with one head clerk and one Lab. Attendant.
3.	Academic	Consists of four faculty members and one representative each from teaching and non-teaching staffs.
4.	Finance	Consists of five faculty members and one student's representative.
5.	Extension Activity	Consists of five faculty members and one student's representative.
6.	Sports & Cultural	Consists of four faculty members and two student's representative.
7.	Grievance Redressal Cell	Consists of four faculty members and two student's representatives including one woman.
8.	Internal Quality Assurance Cell	Consists of seven faculty members including one coordinator.
9.	Teaching & Non-Teaching Associations	Consists of five faculty members each from teaching and non-teaching staffs.
10.	Alumni Association	Consists of seven faculty members and one student representative.
11.	Eco Club and Red Ribbon Club	Consists of six faculty members and one student representative in each club.
12.	YRC (Youth Red Cross)	Consists of 5 faculty members and one student representative.

Administrative Setup: The Secretary (GB) and the Principal form the nucleus of the administration with the members and representatives being the final authority in all financial matters. The Principal shares the work and vets all financial projects before the latter, endorses the same. He has a team of departmental heads, the IQAC coordinator, the teachers' representative, and the head clerk to assist in the discharge of his work.

The Functions of Various Bodies: The Finance, Academic and Construction sub-committees take important decisions regarding the college developments. With the supports and functions of the various sub-

committees- like sports & culture and extension activities, the students of the college participate in sports, co-curricular & extra-curricular and extension activities and observe important International and National days and events in the college.

Service Rules, Procedures, Recruitment, and Promotion Policies: The Directorate of University & Higher Education, Manipur amends the constitution and the rules of college from time to time. The recruitment rules for the teaching and non-teaching staffs are as per the eligibility criteria prescribed by the UGC. The college also strictly follows the Manipur Education Code regarding appointments, service rules, and procedures.

File Description	Document
Upload any additional information	View Document

6.2.3 Implementation of e-governance in areas of operation

 1. Administration
 2. Finance and Accounts
 3. Student Admission and Support
 4. Examination

Response: A. All of the above

File Description	Document
Institutional data in prescribed format(Data template)	View Document
Any additional information	View Document

6.3 Faculty Empowerment Strategies

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

Response:

The College authority (Governing Body) and in consultation with the Principal, has formulated welfare measures for both teaching and non-teaching staffs of the college. Some of the major items are - festival allowance, corpus fund, ex- gratia, etc.

Festival allowance to all staffs: Ever since a long time, and even presently too, the college staffs suffer due to insufficient and irregular salary from the government. There is the problem of financial constraint during festival. To entertain and sustain the need of the staffs, the G.B from its own fund renders festival allowance in time as and when the situations arise. This system removes the inconvenience of the staffs to some extent.

Installation of corpus fund: As a major measure to console any staff on retirement/ superannuation, the college has installed a corpus fund from whatever source it could collect or raise from time to time for payment to staffs. The amount to be paid in the form of one-time pension/consolidated pay shall base on the service and seniority of the staff concerned.

Ex-gratia: Besides, there is a proposal for payment of the ex-gratia to the staffs as and when the situation demands. The amount to be given will be decided by a general resolution adopted in the meeting meant for the purpose.

Further, the college has another design to render financial help to any of the staffs who unluckily happens to die-in-harness. Such kind of financial support has to be given to the nearest person of the deceased in the family before solemnizing the *Shradha* (dead ritual) *ceremony*.

File Description	Document
Upload any additional information	[View Document]()

6.3.2 Average percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the last five years.

Response: 15.88

6.3.2.1 **Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
12	22	8	4	2

File Description	Document
Upload any additional information	[View Document]()
Institutional data in prescribed format(Data template)	[View Document]()

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 0

6.3.3.1 **Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	[View Document]

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 7.36

6.3.4.1 **Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
7	15	2	1	0

File Description	Document
Upload any additional information	[View Document]
Institutional data in prescribed format(Data template)	[View Document]

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

Response:

The institution was a private college until 2016 and so it did not have performance appraisal system following UGC regulations (2010) until 2016. However, even before that, the college had been performance appraisal system of its own for both teaching and non-teaching staffs. The Governing Body and the Principal as administrators supervise all the staffs in teaching and non-teaching faculties regarding their service to the college – attendance, conduct of classes, regularity and punctuality, integrity, moral obligation, co-curricular activities, etc.

Based on such assessments, teachers as well as non-teaching staff are dealt accordingly; they are highly appreciated acknowledging their service and contribution to the college. Even though cash awards and certificates have not been issued to them, they deserve high esteem. Their notable contribution is publicized to all staffs and students in the college whenever there is a big function with a large gathering.

After 2016, since the college became a Government-aided institution, it is bound to adopt the norms and regulations of the UGC (2010 with 2 amendments thereafter) concerning performance appraisal system.

Performance appraisal system for teaching staff: Every year the outgoing students carry out and submit teacher evaluation and campus evaluation surveys. The teacher evaluation forms have seven criteria related to aspects of teaching on which the opinion of the students is sought. The Principal analyzes the duly filled in forms and the feedback thus obtained which are judiciously addressed for the betterment of the teaching-learning process. In cases where laxity or lacunae is observed the teacher in question is counseled by the Principal and urged to improve his/her performance in the interest of professional upgradation and better service-delivery to our primary stakeholders, namely the students.

Performance appraisal system for non-teaching staff: The final year students appraise the performance of the non-teaching staff. They are assessed on the parameters of efficiency, cordiality, and overall helpfulness. The Principal who counsels those non-teaching staff members whose performance has invited criticism or needs improvement, too, analyzes these questionnaires.

The performance appraisal system of those teaching and non-teaching staff members who have not fared well in the students' feedback is closely monitored. An improvement in the subsequent performance of the said staff members is evidently noticed. In the infrequent instances when this does not happen, systematic reminders are issued to the concerned staff member in a bid to correct imbalances and restore optimal efficiency in the institution.

The performance findings of teaching and non-teaching staff members' evaluation and campus evaluation surveys are summarized and kept in the college with transparency norms.

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

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The College has established a mechanism for conducting both external and internal audits on the financial transactions year wise to ensure financial compliance. The external audit is conducted by an external agency (a Chartered Accountant) engaged by the college whereas internal audit is done by a competent auditor from the Co-operative Societies, Govt. of Manipur for every year. Audited Statement of Accounts regarding grant from the UGC, State Government, donations and fees collected from the students, etc. are well maintained year wise along with audited cash books, stock registers for record and reference.

An audit is conducted by the financial committee of the institution before submission of statement of income and expenditures to the internal and external auditors. The committee thoroughly verifies the income and expenditure details and the compliance report of audit is submitted to the management of the institution through principal. The mechanisms used to monitor effective and efficient use of financial

resources are as below:

- Before the commencement of every financial year, principal submits a proposal on budget allocation, by considering the recommendations made by the heads of all the departments, to the management.
- College budget includes recurring expenses, such as teaching and non-teaching Staffs' salary, lighting and electrification, postage and tele-communication, internet charge, maintenance cost, printing & stationery, other consumable charges, etc., and non-recurring expenses like purchase of books & journals, IT and lab. equipments, furniture, and other infra-structural development expenses.
- The expenses will be monitored by the finance committee as per the budget allocated by the management of planning board/committee.
- The depreciation costs of various things purchased in the preceding years also are worked out.

Process of the Internal Audit: All vouchers/account statements for the expenses incurred under different heads are thoroughly checked by verifying the bills and vouchers. If any discrepancy is found, the same is brought to the notice of the principal for observation and further verification. The same process has been in force for the last six years.

Process of the External Audit: The chartered accountant audits the accounts of the college regularly as per the government rules. The auditor ensures that all payments are duly authorized after the audit, the report is sent to the management for review. Any queries, in the process of audit would attend immediately along with the supporting documents within the prescribed time limits. The institution did not come across with any major audit objection during the preceding years.

These entire mechanisms exhibit the transparency maintained in financial matters and adherence to financial discipline to avoid defalcation of funds or properties of the college at all levels. The authorities of the management and chartered accountant duly sign the audited statements.

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

6.4.2 Funds / Grants received from non-government bodies, individuals, philanthropers during the last five years (not covered in Criterion III)

Response: 1

6.4.2.1 **Total Grants received from non-government bodies, individuals, Philanthropers year-wise during the last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
1	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

Resources mobilization policy and procedures of utilization: The College modulates student's fee structure in admission and form fill-up as framed by the Manipur University and Directorate of University and Higher Education, Manipur. The fix amount payable to the University, whichever is applicable, is timely deposited with the University. The rest meant for college development is properly accounted and utilized in construction, repair work, renovation, as well as, purchase of library books, scientific equipments, etc. However, the UGC has stopped releasing grants to the college from the 12th plan period. There is paucity of fund in the college management and administration because of various such reasons.

A meager help rendered by the students' union in different years in the form of cash payment or in kind from their respective share of sanctioned amount may be noted. Though small in amount, it includes purchase of water filter & reservoirs, construction of college gate (pillars), canteen shed, etc. The College Alumni Association also donated something in kind– flower-vase and pots with flowers to adorn the college campus.

Strategies Employed for Resource Mobilization

• College seeks to mobilize grants for the improvement of institutional infrastructure and knowledge resources and to that end prepares, vets and submits proposals to the relevant authorities such as the UGC, the State Government and the Directorate of University & Higher Education, Manipur.

• College welcomes donations, memorial prizes and endowments from staff members, local NGO'S, alumni, stakeholders and guardians towards the prize and endowment funds.

• College actively solicits MP's local area development grants for the betterment of the institution.

Mobilization and utilization of Space and Time

• The college utilizes space fully and imaginatively. A strip of land at campus of the buildings has been transformed into a garden and a previously unused space has creatively been constructed on a Canteen.

• Rooftop Solar Photovoltaic energy system and the Rainwater Harvesting system are used as open terraces effectively.

• Computer laboratory accommodates multiple related courses, the auditorium cum seminar hall also is used as lecture theatres, and the library functions as a composite knowledge resource centre.

Mobilization of Intellectual and other Abstract Resources

• College mobilizes its human resources, by visualizing, designing and implementing academic and co-curricular activities that challenge the students to the utmost and develop their potential to the fullest.

• College encourages all staff members to reach their personal and professional growth- goals by co-operating with their career development imperatives and discipline specific aspirations.

Procedures for Resource Mobilization

• Types and methods of resource mobilization are discussed in staff meetings, finance sub-committee meetings and are approved by the Governing Body of the college. It is also discussed in the Alumni association meetings.

• Resource mobilization at its several levels along with its optimal utilization is carried out by its monitoring agency; for example, a talent search ex-tempore speech and debating competition among students have been overseen by the Students' Union and the stewardship of financial resources by the Finance sub-committee.

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

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Response:

Since the formation of IQAC, college is committed to continually improve the infrastructure, enhance the faculty competencies, and empower the students for self-learning. The College reviews its teaching learning process structure, methodologies of operations and learning outcomes at regular intervals through academic committee from the viewpoint of quality.

The following two practices are the results of IQAC initiatives.

Practice 1- Guidance to Advanced and Slow Learners

The College has adopted the policy for all newly admitted students to identify advanced learners and slow learners by the following techniques:

1. Optional subjects test

2. English language skill test

3. Professional behavior test

The performances in the above tests are reviewed to monitor their learning levels. Class teachers and mentors evaluate above data, categorize students as advanced and slow learners, and provide them suitable guidance. Special programs are organized and implemented by the institution for slow learners, such as, remedial coaching class, guest lectures, class tests, counseling by mentor. At the same time, special programs are organized by the college for boosting creativity, leadership and intelligence of advanced learners which include group discussions, debates, quizzes, preparations for the examination, participative-learning, etc. The above activity helps to boost up the recreational domain thereby inculcating leadership qualities, and helps to develop creativity and scientific temper, self-confidence and subject knowledge among the advanced learners.

The activities positively contribute to cater the needs of the slow learners and the advanced learners by boosting up the ability to comprehend difficult topics easily, recalling the answers of questions, clarity in practical knowledge of experiments, cope up English language difficulties, build confidence and helps in overall development of the students.

Practice 2 - Structured Feedback for Review of Syllabus

As the College is affiliated to Manipur University, it follows the syllabus and curriculum prescribed by the university. However, to provide the latest knowledge to our students, IQAC in its meeting suggests (identifying) the curriculum gap by collecting the feedback from our stakeholders (students, teachers, alumni, employers) in structured feedback form for improving the syllabus, curriculum, and its enrichment. Under this, the following questions are asked to each stakeholder. The faculty members are advised to go beyond the content of syllabus in the class, keeping the syllabus as the broad framework.

1. Content of syllabus courses

2. Extent of syllabus covered

3. Program and course outcome

4. Student-teacher interaction

5. Use of teaching aid and ICT

6. Integration of theory and practical

The report of analysis of feedback is received from different stakeholders and report of analysis is prepared. As per the feedback collected from different stakeholders, curriculum gap is identified and to fulfill the curriculum gap and to take actions against feedbacks received from different stakeholders, college conducts workshops and guest lectures. To update the students with the latest technology, our faculties use IT with e-learning techniques. The college offers degree and diploma certificate course in B-Voc. The outcome of this activity is that, students develop skills to work time bound with efficiency, develop leadership, time management, etc.

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

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Response:

The vision of the institution being to impart quality education to students, there has been a tradition in the college to improve the teaching and learning process for better outcome. To make familiar with the changing trends in the society, the IQAC conducts periodical meetings with the Examination committee, Heads of departments and Academic committee throughout the academic year in the presence of the Principal and IQAC coordinator for reviewing and collecting the information on academic activities, such as completion of syllabus and curriculum, internal assessments, seminars, workshops, debates, study tours, sports and cultural activities. The teachers and students are also interacted regarding the issues related to syllabus and curriculum, new teaching methods with ICT, which were, discussed earlier in the IQAC meetings.

Methodologies of operations: IQAC collects feedback from students on curricular aspects, teaching-learning methods, ICT tools, and institutional programs. Steps have been taken to improve overall performance of the college by analyzing the feedback from the students. The IQAC consisting of academic committee, the principal, and a senior faculty, monitors and reviews teaching-learning and other activities of the college.

The review, implementations, and quality enhancement in Syllabus and Curriculum in teaching-learning process are as follows:

1. Teaching-Learning process

- About 80% of students marked well and good in clarity and relatedness of the learning resources.
- 60% of students rated satisfactory on the efforts made as per the need of students.
- About 70% of students marked satisfactory in the availability of resources for study and 30% rated that students faced difficulty in processing resources.
- 80% of the students are found to be satisfied with the preparation of teachers for class.
- 70% of the students marked that teachers are efficient in cleaning the concepts.
- About 85% students feel that teachers motivate them to attend classes regularly and only 15% marked never motivated.
- About 65% marked that teachers use questioning skill, 30% marked classroom experience provided group discussion method adopted by the teachers.
- About 60% students feel teachers are efficient in counseling, 40% students marked ordinary.
- Internal assessment is considered fair by 85% of students; only 15% marked it unfair.

2. Quality enhancement in Syllabus & Curriculum and Use of ICT

- About 75% of the students consider syllabus and curriculum as sufficient.
- 60% consider syllabus & curriculum beneficial for the students.

- 60% of the students consider syllabus and curriculum easy.
- About 70% of the students consider that syllabus & curriculum is covered 70-80%.
- 60% of the students consider the use of ICT as an integral part in teaching-learning process.
- 65% of the students encourage teachers to use ICT tools in classrooms and laboratories.
- 80% of the students encourage to improve and enrich ICT infrastructure by purchasing advanced ICT tools for each department.
- 50% of the students marked trained teachers to use and handling ICT tools.
- About 60% of the students marked use of social media has to be utilized to establish communication.
- 70% of the students encouraged implementation of feedback system to take the review of reliability of ICT facilities.

File Description	Document
Upload any additional information	View Document

6.5.3 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
2. **Collaborative quality intitiatives with other institution**(s)
3. **Participation in NIRF**
4. **any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

Response: B. 3 of the above

File Description	Document
Upload e-copies of the accreditations and certifications	View Document
Upload any additional information	View Document
Institutional data in prescribed format(Data template)	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.

Response:

Gender equity implies fair and equal treatment irrespective of gender i. e., male and female. It concerns the rights and benefits, obligations and opportunities among the students and staffs in the college. The college shows gender sensitivity through various initiatives and actions for creating safety, security and healthy atmosphere in the campus. Sensitization of girl student is done through lectures and functions. Specific initiatives and provisions for girl students with respect to key areas are as follows:

Admission: Being a co-educational institution the college provides equal admission facility to both boys and girls without any discrimination of caste, creed and religion.

Classroom system: Inside the classroom, girl students are provided separate seat on separate side. Proper spacing in seat arrangement is also maintained.

Common Room for Girl Students: A separate common room is provided for the girl students at the college with facilities like indoor games, first-aid-box, and newspapers.

Washroom for Girl Students with Running Water Facilities: The institution provides separate washrooms for girls students and women teachers at proper and secured place. Separate washrooms are available for girls students and women teachers with 24 hours water available with proper ventilation in the washrooms.

Fire extinguisher: Fire extinguishers are very important, as they are the most common means for fire protection. These are installed in the college premises for fire safety. In many cases, they are a first line of defense and often extinguish a fire, preventing costly damage. They are checked periodically and kept fit every time.

Safety and Security Measures: As safety measures, the college gates are kept under the vigil of a watchman on all working days. The college is monitored by 24X7 CCTV cameras throughout day and night, a facility set up in the campus; entry of unwanted element is monitored through these cameras. This system ensures that all female staff, students can move freely in the campus and feel assured that they are secure at all times in the campus and also helps in monitoring student behaviours and tracking individuals, vehicles entering- leaving the campus.

Student Grievances Cell: There is a students' grievance cell to redress the problems/disputes/quarrels that arise from time to time among the students. It properly and judiciously administers any crisis/conflicts created particularly among the girl students at the college campus.

Legal Aid Clinic: A Legal Aid Clinic is opened at the college for availing free legal services to the weaker sections and needy in a mission to minimize the crimes against women in the society and to maintain equality irrespective of caste, creed, and gender to different communities. In addition to this, the clinic

gives legal awareness programs to the girl students of the college and women of the nearby locality.

NSS Volunteers: In the three units of NSS at the college, each having 100 volunteers in the ratio of 50:50 of boys and girls, Unit-II is under a female teacher as Program Officer.

File Description	Document
Specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	<u>View Document</u>
Annual gender sensitization action plan	<u>View Document</u>

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

1. **Solar energy**
2. **Biogas plant**
3. **Wheeling to the Grid**
4. **Sensor-based energy conservation**
5. **Use of LED bulbs/ power efficient equipment**

Response: D. 1 of the above

File Description	Document
Geotagged Photographs	<u>View Document</u>

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- **Solid waste management**
- **Liquid waste management**
- **Biomedical waste management**
- **E-waste management**
- **Waste recycling system**
- **Hazardous chemicals and radioactive waste management**

Response:

The College has 83 teaching and 52 non-teaching staffs with appropriate size students. In addition, Kumbi Municipal Council under an MoU signed with the college conducts the management of wastes.

Solid Waste Management: Solid waste generated from the college includes- degradable and non-degradable, such as paper, cartoons, fruit peels, vegetable left-over, dried leaves or plant clippings, glasses,

plastics, carry-bags, bottles, containers, etc. Biodegradable wastes kept in separate bins are being used as natural fertilizers when decomposed to nurture the plants growing in and around the college campus. Non-degradable wastes, particularly the plastic ones, are collected by the Municipal van from the bins as and when required.

Liquid Waste Management: Liquid wastes generated from the toilets and laboratories are disposed of through proper channel with sedimentation and dewatering.

E-Waste Management: All kinds of electronic waste such as battery cells and useless electric devices are given away to scrap dealers once or twice in a year.

File Description	Document
Geotagged photographs of the facilities	[View Document](#)
Relevant documents like agreements/MoUs with Government and other approved agencies	[View Document](#)

7.1.4 Water conservation facilities available in the Institution:

1. **Rain water harvesting**
2. **Borewell /Open well recharge**
3. **Construction of tanks and bunds**
4. **Waste water recycling**
5. **Maintenance of water bodies and distribution system in the campus**

Response: D.1 of the above

File Description	Document
Geotagged photographs / videos of the facilities	[View Document](#)
Any other relevant information	[View Document](#)

7.1.5 Green campus initiatives include:

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

Response: B. 3 of the above

File Description	Document
Geotagged photos / videos of the facilities	[View Document](#)
Any other relevant documents	[View Document](#)

7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:

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

Response: B. 3 of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	[View Document](#)
Certification by the auditing agency	[View Document](#)
Any other relevant information	[View Document](#)

7.1.7 The Institution has disabled-friendly, barrier free environment

1. **Built environment with ramps/lifts for easy access to classrooms.**
2. **Divyangjan friendly washrooms**
3. **Signage including tactile path, lights, display boards and signposts**
4. **Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment**
5. **Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

Response: D.1 of the above

File Description	Document
Policy documents and information brochures on the support to be provided	[View Document](#)
Geotagged photographs / videos of the facilities	[View Document](#)
Any other relevant information	[View Document](#)

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

(within 500 words).

Response:

The College, as a social institution, takes immense care of and emphasizes on social activities based on culture, harmony, community development and integrity and patriotism.

Celebration of Cultural Day: The students of Kumbi College celebrate the cultural days in the college to promote communal harmony which is based on the concept that individual or social difference in physical attributes, skin colour, caste, creed, cultural and religious practices, etc. is not looked down upon. Rather, these differences are considered as varieties that unite the society and the nation as a whole.

Observance of Martyrs' Day: The students union of Kumbi College observes martyrs' day on 13 August every year in honour of the departed patriots of Manipur viz., Bir Tikendrajit, Thangal General and many others.

National Integration Tour: The 41 Assam Rifles arranged a National Integration Tour from Kumbi College to Rashtrapati Bhavan, New Delhi accompanying 9 girl students and 9 boy students along with two teachers-in-charges.

International Women's Day: International Women's Day is observed at the college every year on 8 March.

National Voters' Day: The NSS Units of the college organize National Voters' Day on 25 January every year at the college.

Distribution of Food Items during covid-19 Lockdown: The Students' Union of the college organized a three-day food distribution program to the nearby localities during the first wave of covid-19 lock down in 2020.

International Yoga Day: International Yoga Day is observed on 21 June, every year to impart spiritual, physical and moral values to the students.

NSS Day: NSS Day is observed on 24 September, every year in the college with a view to enhance personality of the volunteers by rendering services to the community in general.

Natural Calamity/Relief Works: The College students are encouraged to render physical and mental services to the needy and diverse section of the society, for example, people who suffer from natural calamity. On 8 May, 2018 the college students/NSS volunteers and Legal Aid Clinic, Kumbi College rendered relief work to the victims of cyclones in Kumbi/Wangoo Terakhong areas in which some houses were destroyed.

Donation to CM's Covid-19 Relief Fund: A noble gesture of the college is extension of a sum of Rs.1,50,000/- (one lakh and fifty thousand) towards the relief fund of Chief Minister, Manipur during the first wave of Covid-19 on 16th April, 2020; and another sum of Rs. 1,10,000/- (one lakh and ten thousand) only during the second wave, on 9th June 2021 in view of the Covid-19 pandemic that ravages all over the globe.

Opening of Quarantine Centre at the College: The institute provides accommodation facilities by opening quarantine centre at the girls' hostel complex for those locals who were brought from other states of India to undergo quarantine.

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

India is a Sovereign Socialist Secular Democratic Republic having a written constitution, which includes cultural, social, economic, linguistic, and ethnic diversities governed and guided by the constitution irrespective of caste, religion and race. As a good and responsible citizen of the country, one must be aware of the fundamental rights and duties. On the other hand, each citizen has a responsibility to make his or her country a better place.

The main aim of education is to produce good citizens in a democratic system. The affiliating University also frames curriculum with the mandatory courses like professional ethics and human values, constitution of India, essence of Indian traditional knowledge in the curriculum as a small step to inculcate constitutional obligations among the students.

There are six fundamental rights provided by the constitution – the right to equality, right to freedom, right against exploitation, right to freedom of religion, cultural and educational right and right to constitutional remedies. These justifiable fundamental human rights are enshrined in the Indian constitution under article 14 to 32 in the Part III.

Being a citizen of India, some of the moral responsibilities and duties mentioned in the constitution are: to respect the National Flag and National Anthem, obey the laws of our country, protect the power, unity and integrity of the country, safeguard public property, pay taxes, protect, preserve and improve heritage sites and the natural environment; to guard the country and maintain the spirit of common brotherhood, and respect value and follow all the noble ideals cultivated in the national struggle for freedom, etc.

The source of democracy totally depends upon the political consciousness level of the concerned citizens. To equip students with the knowledge, skill, and values that is necessary for sustaining ones balance between a livelihood and life by providing an effective, supportive, safe, and affordable learning environment. These elements are inculcated in the value system of the college community. The students are inspired through participation in various programs on culture, traditions, values, duties, and responsibilities for which prominent people are invited.

The awareness programs conducted by the college for the last five years are as follows:

- Awareness programs such as, ban on plastics; cleanliness; Swachh Bharat; etc. by involving students and employees.
- Awareness programs on "Code of Conduct" of students and employees to establish policies that reflect core values.
- Vigilance awareness week on the theme "Integrity - A Way of Life" to spread awareness regarding sanitation, living standards, and knowing one's personality.

- Awareness programs on Beti Bachao, Beti Padhao, Jan Aandolan to serve the society.
- Lecture programs on "Ethical values, rights, duties and responsibilities of citizens on saving the environment".

The above awareness programs sensitize the students and the employees of the institution to the constitutional obligations about values, rights, duties, and responsibilities of citizens that enable them to act as a responsible citizen.

7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.

1. **The Code of Conduct is displayed on the website**
2. **There is a committee to monitor adherence to the Code of Conduct**
3. **Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
4. **Annual awareness programmes on Code of Conduct are organized**

Response: B. 3 of the above

File Description	Document
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims.	[View Document](#)
Any other relevant information	[View Document](#)

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

The College envisions holistic development of students through quality education. It needs not only the prescribed texts to learn and gain degrees and diplomas, but also enrichment of body and mind by actively involving in National & International Commemorative days, events and festivals by using available modern equipment. The significance of these observations germinates basic thoughts of respect and inspiration from the stories and historical events.

International Women's Day: The College being a co-educational institute needs to ensure that the mothers of the future generations are educated, confident, strong and self-reliant. Since 2015, the college has been observing the International Women's Day on 8 March for realizing women's rights.

World No Tobacco Day: The entire world observes "World No Tobacco Day" on 31st May to make aware the dangers of tobacco and its ill-effects upon the health and economy of the world. This day has deep significance for the well-being and growth of the youths in particular and the future generations in general. The college, in this regard, has the motto – "NO TO TOBACCO".

World Environment Day: Every year the college observes 5 June as World Environment Day. It aims towards raising awareness and action for the protection of the environment. The college believes that, in order to ensure the existence and development of the future generations, it depends on the good harmony between ENVIRONMENT and EDUCATION experienced by the students.

International Yoga Day: International day of Yoga is observed on 21 June every year since 2015 to spread the awareness on the importance of healthy body and healthy mind.

Patriots' Day: The College observes 13 August every year as the Patriots' Day in memory of the state heroes who had laid down their lives fighting the British during the Anglo-Manipuri War of 1891 consequent upon the rebel against the British colonist.

Independence Day: Independence day is observed on 15 August every year in the college.

Teachers' Day: The College observes 5 September as the birth anniversary of a great teacher, *Dr. Sarvepalli Radhakrishnan.* This day is marked to tribute the contribution made by teachers to the society.

NSS Day: The college celebrates 24 September as NSS day every year with great pride for having a proactive team of dedicated NSS volunteers who work together sincerely throughout the years. Various programs like providing help during natural calamities, cleaning, blood-donation and health camps, tree plantation drives are regularly organized.

World AIDS Day: The entire world observes 1st December every year to dedicatedly raise awareness of HIV/AIDS. Hence, the college is immensely serious to organize HIV/AIDS awareness programs as Manipur itself has the highest HIV prevalence rate in the country.

International Human Rights Day: To make the students in particular, and the staffs in general aware about Human Rights, the college observes "International Human Rights Day" every year on December 10.

File Description	Document
Geotagged photographs of some of the events	View Document
Any other relevant information	View Document

7.2 Best Practices

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

Response:

BEST PRACTICE - 1: A GREEN & CLEAN KUMBI COLLEGE

Objectives: The Kumbi College being located in the remote semi-urban area has the opportunity to educate the underprivileged and marginalized groups of society and draws upon the limited resources and

non-commercial establishments. Raging environmental degradation is a cause of global concern. As a citizen, it is imperative that each one acts responsibly towards the environment while working for its conservation. As an educational institution, the College is aware of its duty to educate the youth on the importance of conserving the environment by encouraging the adoption of a sustainable lifestyle. The college believes in teaching through practice and therefore attempts to set an example for the students by adopting and encouraging a number of green initiatives.

Context: The College is at the centre of the campus and surrounded by residential area as well as land field. The infrastructure of the college is not modified adequately to deal with the increasing demands of the locality. Poor sewerage, pressure on water resources, electricity, and plastic pollution are some of the issues plaguing the area. Being over 40 years old the structure of the college is not equipped to deal with the changing lifestyle patterns. In spite of the limited resources to overhaul and maintain the old infrastructure, the college has taken steps to become an environmentally conscious space and regulate its demand of limited natural resources.

Practice: A holistic education is imperative to create socially responsible individuals. Higher education cannot limit itself to merely providing academic training. It is important that students are made aware of their duties and responsibilities towards society and the world at large. Being sensitive and responsive to the environment, a trait that has to be inculcated in students and reinforced at the level of higher education. Awareness programs on different issues of the present day society in relation to the people at large are held as and when required. To set as examples and inspire all stakeholders to opt for environment friendly alternatives, Kumbi College has initiated the following practices:

1. Botanical Garden: The Botany Department, Kumbi College, in collaboration with the Alumni Association of the college, has developed a botanical garden having several local bear fruit-bearing trees and useful medicinal plants. This initiative contributes to the expansion of the already green campus of the college and creates awareness of the medicinal properties of plants and trees and the value of rearing local fruit bearing trees. The practice is small but a significant step involving the students to make the college clean, green, and eco-friendly and in turn, creating awareness in them about the need of conservation of environment. Common practice includes planting the saplings, awareness campaigns, rallies, and lectures. These activities are largely carried out by volunteers of NSS, Science Club, and Youth Red Cross (YRC) of the college. The students of the college are encouraged to focus on environmental studies from a practical point of view. Lectures on environment, pollution and harmful effects of plastic/polythene are organized. Students are advised to reduce the use of plastic and other disposable items, which are strictly prohibited by the college.

2. Waste Product Management: With a view to create a sense of responsibility to keep the campus clean, green and litter-free environment, the college regularly organizes/ renders cleanliness services every Saturday of every week at the campus and surrounding areas. All the faculty members, administrative staff, and students of the college participate in the cleanliness drive under the strict supervision of the principal. The College uses disposal boxes to collect plastic/polythene and other waste products to encounter the growing hazards of pollution in the campus. These disposal boxes are furnished at proper places for onward disposition into the large waste disposal bins or in the waste collection van, which is run by the Kumbi Municipal Council. For this disposal of waste products, a memorandum of understanding has already been signed with Kumbi Municipal Council.

Evidence of Success: The campus is now having a medium size botanical garden – a well-developed and maintained, in the centre of the main building with compost-pit and rainwater harvesting system. Each

initiative undertaken by the college is a small step to contribute to the greater good of humanity. In fact, these initiatives take time to bring about significant changes, however the efforts are bearing fruit, and gradual changes are becoming visible.

Furthermore, solid waste generation and management is a burning issue. Unscientific handling of solid waste can create threats to everyone. The College focuses on volume, type, and current management practice of solid waste generated in the campus. Waste generation from tree droppings and lawn management is a major solid waste generated in the campus. The waste is segregated at source by providing separate dustbins for Biodegradable and Plastic wastes. The waste generated by newspapers, magazine, and wastepaper by the departments and office generate less plastic waste but it is neither categorized at point source nor sent for recycling. The solid waste is collected by the Municipal Council and disposed by their methods.

Problems Encountered and Resources Required: The College campus remains almost open to all sides, except the main gate due to inadequate pucca fencing depending upon lack of fund for the campus development. It is a big problem being faced by the college, as stray animals trespass the campus for grazing frequently. Moreover, anti-socials may encroach or trespass the campus and do harmful activities inside it. The College is attempting to raise funds for this purpose through a number of channels viz. Kumbi College Governing Body, College Alumni Association, Local Donors, etc. Educating the local community about green initiatives is a must so that they too adopt measures to uplift the venture, which still remains a challenge.

BEST PRACTICE – 2: Women Empowerment and Gender Equity

The Kumbi College maintains equality irrespective of caste, creed and provides opportunity to different communities by achieving women empowerment and gender equity. Gender equity implies fair and equal treatment irrespective of gender i.e. male and female, according to their respective needs. It concerns the rights and benefits, obligations and opportunity among the students in the same college. The majority of students of our college belong to the weaker sections including scheduled caste, scheduled tribe, and other backward classes without proper access to education, health and other productive resources. Therefore, they remain largely as the marginalized, poor and socially excluded and affected by backwardness and discrimination. Being the most vibrant and dynamic segment, the youth including girls, are our most valuable human resource. We cannot afford to neglect our female force to be the victims of discrimination, exploitation, and segregation.

Objectives

- To bring awareness about redressal mechanism in case of sexual harassment, ragging, eve-teasing and dowry system to expose the ill-effects of the evils by conducting seminars.
- To use opportunities for positive discrimination for girl students, through counseling by social activists and legal experts to enlighten the students on human rights and fundamental freedom for women's equal rights and opportunities.
- To organize debates and discussions on gender equality and women empowerment to enable the students realize gender sensitization and harmony in family and society.
- To tackle health hazards for girl students exclusive health camps by lady doctors' free treatment of women-related health problems and conducting awareness programs on the importance of

sanitation, personal hygiene, prevention of seasonal diseases and HIV/AIDS.

Context: The College resolved several awareness programs and activities to empower female students to face the challenges in life boldly and successfully for a life of peace, harmony and dignity. The gender sensitization programs are designed to reveal several disparities and inequalities, that we might not have noticed earlier, people especially the other gender, argued discussing gender and gender roles would break up families and destroy society. Similarly, the various legal protective provisions for women were misunderstood as undue favour meant to belittle men. Under these circumstances, the college has thought it appropriate to forge ahead with the objective implementations, the objective for which an exclusive cell is created. The program officers and the volunteers of the NSS units had to visit certain families and persuade the parents that all the programs were meant for the betterment and empowerment of their dear daughters.

Practice: To achieve the aim for gender equity and women empowerment, the college established a NSS Unit-2 with a senior woman teacher as program officer. There are more than 130 female volunteers out of total 300 volunteers in the three NSS units of the college. The program officers and the volunteers of the NSS units including coordinator, IQAC of the college meet every month and decide the conduct of awareness sessions for sensitizing the gender equity and women empowerment to know why and how they are given subservient role in spite of their equal or even more abilities. They also draw an annual action plan for organizing various awareness programs, seminars, workshops and interactive sessions. The program officers, coordinator and the volunteers are responsible for the implementation of the programs in consultation with NGOs, Legal and Health Experts and Government officials for the protection of women's rights and actively empower women creating conditions for gaining confidence in their abilities. It aims at curbing the social evils like eve-teasing, ragging and dowry system providing necessary counseling and guidance by social and rights activists, counselors and psychologists so that the girl students become aware of unjust gender equity, discrimination, the human rights, the legal provisions available for their protection, importance of higher education for higher enlightenment, mental and physical fitness.

The College has organized several productive programs so far extensively utilizing the services of the widespread network of NGOs, which have a strong grass-root level presence with deep insight into women's concerns contributing to the inspiring initiatives for the empowerment of women. The latest among them is Observance cum Workshop on International Women's Day, at the college auditorium on 8 March 2021. Dr. L. Muhindro, Associate Prof., SK Women's College, Nambol presenting a talk on the theme "Women in leadership: Achieving an equal future in a Covid-19 world" and Shri L. Gopal Singh, HOD, Political Science and Coordinator, IQAC, Kumbi College addressed his views on the theme "Choose to Challenge" regarding the challenges faced by women in full and effective participation and decision-making in public life.

Evidence of Success: Women empowerment and gender equity concerns the rights and benefits, obligations and opportunity among the students in the college. As such, the girl students are spontaneously participating in the different programs and activities of the college with the boy students in every aspect. The following steps indicate the fulfillment of the targeted aims in the college.

Grievances Redressal Cell: There is a special cell – 'Students Grievance Redressal Cell' at the college to redress the problem that arises from time to time among students. It properly and judiciously administers any crisis created by both boys and girls students at the college campus.

Study Tour: Whenever there is any Study Tour for the betterment of students organized by the college,

girls students are also given the same opportunity for participation as boys; one instance is two female volunteers, namely Kh. Taniya Devi and Nengboi H Mangte of the college participated in the Mountaineering and Trekking adventure camp at Kullu Manali, Himachal Pradesh in the year 2018.

National Integrity Tour: Being a vibrant and dynamic step for creating female forces of the country at par with other developed nations of the globe, 18 students, comprising 9 girls and 9 boys of the college with 2 teacher-guides participated in the National Integration Tour for 14 days trip to Delhi and Agra as a part of Indian Army's Flagship Social Initiative Program "Operation Sadbhavna" starting from 8 November, 2019.

International Women's Day: Every year the college is observing International Women's Day on 8 March at the college premises, which is attended mainly by girl-students in which resource persons deliver effective talks on the theme.

Problems Encountered and Resources Required

- To implement and monitor the annual plan in the autonomous ambiance has become a tough task in view of tight academic schedule.
- To ensure all round support and participation of woman teachers and students in the programs is a tough task.
- To organize various programs during working hours, sometimes, has led to sacrifice the classes.
- Sometimes, the girl participants were put to disappointment as the resource persons did not turn up for the camp.
- Though the girl student's participation has increased, families of girls sometimes do not allow their participation in activities, especially off campus ones.

Many of the girl-students are from far flung villages most of which belong to below poverty line. As such, their wards confinement at the college or off campus late in various activities all the time creates untoward incidents. Since girls belong to the weaker section in the society, their movement (to & fro) from home to college and back home, sometimes is crucial and involves risk. This is one reason while another reason is that, girls are supposed to assist their parents at domestic work which are indispensable at all.

Hence, some sort of objection or reluctance to girls' full time participation, particularly off campus, arises from the parents' side.

Notes: The College is always on the lookout and whereby to organize and observe any seminars, workshops and awareness programs as and when it needs with a view to uplift the physical and moral strength of girl students. The participation of girls is increasing in different activities and programs organized by the college and also they anchor and lead various programs in the last three years.

However, owing to Covid-19 pandemic prevalent all over the globe with no exception to our State Manipur, the scope for organizing student-friendly programs like – Debating Competition, Quiz, Literary Meet, Extempore Speech, Cultural items, etc. in which students, particularly the girls can participate and thereby expose their talent, is very limited. As such the platform or the opportunity to exhibit such activities is at request. Consequently, it deems necessary to organize such multidisciplinary activities at the college wherever there is any opportune moment comes in the better interest of all concerned.

The College is also very keen to encourage and uplift the moral, physical and philosophical standard of the

students at large.

File Description	Document
Any other relevant information	[View Document](#)
Best practices in the Institutional web site	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

The main mission of the institution is to mould and produce intelligently, morally, and physically qualified citizens through education.

With a view to achieve and accomplish our mission, the institution aims at implementing the following:

- To provide quality education to students regardless of caste, creed, religion, and social status.
- To equip and empower young learners with relevant knowledge, competence, and creativity to face and overcome challenges in life and adopt themselves to suitable services to humanity.
- To guide and develop students to create a better sense of responsibility, patriotic spirit with commitment towards the country.
- To produce befitting youths having broad moral forgiveness, sense of universal fraternity, and feeling of milk of human kindness for a harmonious, peaceful co-existence.

In order to accomplish the vision and mission giving priority and thrust to quality education, the principal under the strict supervision of the managing committee (G.B) adopts and implements quality based policy and plans, regulates and maintains an amicable and scholastic atmosphere/environment required for this purpose. Besides curriculum achievements and accomplishments, students are constantly encouraged to take active part in co-curriculum activities such as Art and culture, literary items, games and sports, environment awareness programs, Health & Hygiene Awareness programs, Legal Awareness programs, debate & symposium, neat and clean living habit, counseling & career guidance talks, tree plantation programs, pollution free environment awareness program, blood donation camp, etc. from time to time. The college keeps in touch with its ex-students even after they have formally left the college by constituting an active alumni association called the Kumbi College Alumni Association Regd. No.741/2019. The association takes important part in the welfare and development works of the institution. They are ever ready to extend physical and moral support to their younger generations of the institution to bring them up to become perfect citizens in life. Students find a warm place in association with the alumni association in various activities and programs organized and observed at the college.

In the meantime, the college teaching faculty is fully committed to the mission of the college for which utmost efforts are exercised at the best practical level. Within a definite framework of class conduct, teacher imparts the best education to the students fully covering the prescribed syllabus at the maximum.

Students are given test questions for proper assessment of their understanding and difficulty levels in any subject. Further feedbacks, are taken to completely attain the goals of the mission.

Consequently, because of the efforts of the teachers in their respective subjects and areas students have been able to perform well in examinations. A selected few, out of the many successful students, who have achieved culmination through education, are still worthy to mention.

After completion of their degree courses at the institution, they have been employed in different departments holding prestigious posts. A brief report on their present positions is given here under:

Sl. No.	Name	Present Status	
1.	Dr. M. Thoiba Singh	Assistant Prof. in the Dept. of Dance and Music, Manipur University	
2.	Dr. Kh. Raju Singh	HOD, Forestry and Environmental Sciences, Manipur University.	
3.	M. Maniton Singh	Assistant. Prof., Manipur University of Culture	
4.	Dr. L. Sanjitkumar	Deputy Director, Institutional Finance, Manipur Secretariat, Imph	
5.	Kh. Indrakumar	National Teacher Awardee (2018), Head Master, The Kumbi Sanc Upper Primary School, Kumbi	
6.	Kh. Shyamacharan Singh	Lecturer of Art Education, D.I.E.T., Manipur	
7.	Kh. Sushila Devi	Popular AIR, Imphal Program Presenter/Narrator	
8.	M. Meghachandra Singh	Deputy Inspector of Schools, Moirang (Zone-IV), Bishnupur, Gov Manipur	
9.	Kh. Lilachandra Singh	National Youth Awardee (1999)	

Furthermore, the institution is looking forward to produce students that are more promising in the years to come for which prompt and adequate measures are being taken up in a joint venture of the concerned, the Principal, and the faculty fully backed by the Governing Body.

File Description	Document
Any other relevant information	[View Document](#)
Appropriate web in the Institutional website	[View Document](#)

5. CONCLUSION

Additional Information :

Established on 27th September, 1981 the Kumbi College, Kumbi is situated at Lairam Tolomba, Kumbi, Bishnupur District, Manipur at a distance of 60 kms. (approximately) from Manipur University to impart higher education at undergraduate level (BA/BSc courses in 14 programs) to the students of economically and educationally backward areas of the state. It is registered under Societies Regn. Act XXI of 1860 in 1985. Permanently affiliated to Manipur University in 1987, it is included under Section 2(f) and 12-B of the UGC Act, 1956 in 1995. The College is receiving financial assistance from the UGC since 8th Plan Period. The State Govt. extended recurring grant-in-aid to the college in December, 2016.

Concluding Remarks :

The College has own vision and mission as highlighted in its SSR. However, it has some shortcomings in certain areas in regard to Strength, Weakness, Opportunity and Challenges (SWOC).

Presently, the College is processing for assessment by NAAC, and preparation for the same is done criterion wise by 7 Criterion in-charges, the Principal as the supervisor of all.

NAAC plays important role in improving the quality of our institution, phenomenal efforts have been taken in accreditation process which helps the institution to know its strength, weakness, and opportunities through an informed review. NAAC accreditation determines the quality of the institute in terms of education, research, infrastructure, teaching and learning, placement, etc. The institution also gets many benefits after getting accreditation by NAAC. It helps the institute in the allocation of resources. It helps in planning the internal areas.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
1.4.1	*Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders* *1) Students* *2)Teachers* *3)Employers* *4)Alumni* Answer before DVV Verification : A. All of the above Answer After DVV Verification: A. All of the above Remark : Observation accepted input edited according
1.4.2	**Feedback process of the Institution may be classified as follows:** **Options:** 1. **Feedback collected, analysed and action taken and feedback available on website** 2. **Feedback collected, analysed and action has been taken** 3. **Feedback collected and analysed** 4. **Feedback collected** 5. **Feedback not collected** Answer before DVV Verification : A. Feedback collected, analysed and action taken and feedback available on website Answer After DVV Verification: C. Feedback collected and analysed
2.1.2	**Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)** 2.1.2.1. **Number of actual students admitted from the reserved categories year wise during last five years** Answer before DVV Verification: 	2020-21	2019-20	2018-19	2017-18	2016-17
---	---	---	---	---
510	422	233	139	82 | Answer After DVV Verification : | 2020-21	2019-20	2018-19	2017-18	2016-17
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480	420	233	139	82	

2.4.2	**Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)**

2.4.2.1. **Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
19	10	4	4	4

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
01	04	01	05	02

Remark : Input edited as per HEI Clarification.

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

2.4.3.1. **Total experience of full-time teachers**
Answer before DVV Verification : 1017
Answer after DVV Verification: 1076

3.2.1	**Number of papers published per teacher in the Journals notified on UGC website during the last five years**

3.2.1.1. **Number of research papers in the Journals notified on UGC website during the last five years.**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
16	4	2	2	3

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
14	3	1	2	3

4.1.3	**Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. *(Data for the latest completed academic year)***

4.1.3.1. **Number of classrooms and seminar halls with ICT facilities**
Answer before DVV Verification : 6
Answer after DVV Verification: 4

	Remark : Input edited as per HEI Provided Geo tagged photographs
4.1.4	**Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)** 4.1.4.1. **Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)** Answer before DVV Verification: 	2020-21	2019-20	2018-19	2017-18	2016-17
---	---	---	---	---
58.22444	52.25180	59.15346	17.07454	18.19792 | Answer After DVV Verification : | 2020-21	2019-20	2018-19	2017-18	2016-17
---	---	---	---	---
58.22444	52.25180	59.15346	17.07454	18.19792	 Remark : Observation accepted, Input edited accordingly.
4.4.1	**Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)** 4.4.1.1. **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)** Answer before DVV Verification: 	2020-21	2019-20	2018-19	2017-18	2016-17
---	---	---	---	---
1.19000	2.12252	0	0	0.53100 | Answer After DVV Verification : | 2020-21	2019-20	2018-19	2017-18	2016-17
---	---	---	---	---
7.35571	4.66479	5.29241	4.10764	5.23454	
5.1.2	**Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years** 5.1.2.1. **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)** Answer before DVV Verification: 	2020-21	2019-20	2018-19	2017-18	2016-17
---	---	---	---	---
181	122	41	4	2	

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

Remark : observation accepted, Input edited accordingly

5.1.5	**The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases** 1. **Implementation of guidelines of statutory/regulatory bodies** 2. **Organisation wide awareness and undertakings on policies with zero tolerance** 3. **Mechanisms for submission of online/offline students' grievances** 4. **Timely redressal of the grievances through appropriate committees** Answer before DVV Verification : C. 2 of the above Answer After DVV Verification: D. 1 of the above
5.3.1	**Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.** 5.3.1.1. **Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) year-wise during the last five years.** Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
2	5	8	3	6

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	2	8	2	6

7.1.2	**The Institution has facilities for alternate sources of energy and energy conservation measures** 1. **Solar energy** 2. **Biogas plant** 3. **Wheeling to the Grid** 4. **Sensor-based energy conservation** 5. **Use of LED bulbs/ power efficient equipment** Answer before DVV Verification : C. 2 of the above

	Answer After DVV Verification: D. 1 of the above
7.1.4	**Water conservation facilities available in the Institution:** 1. **Rain water harvesting** 2. **Borewell /Open well recharge** 3. **Construction of tanks and bunds** 4. **Waste water recycling** 5. **Maintenance of water bodies and distribution system in the campus** Answer before DVV Verification : C. 2 of the above Answer After DVV Verification: D.1 of the above
7.1.5	**Green campus initiatives include:** 1. **Restricted entry of automobiles** 2. **Use of Bicycles/ Battery powered vehicles** 3. **Pedestrian Friendly pathways** 4. **Ban on use of Plastic** 5. **landscaping with trees and plants** Answer before DVV Verification : A. Any 4 or All of the above Answer After DVV Verification: B. 3 of the above

2.Extended Profile Deviations

ID	Extended Questions
1.1	**Number of courses offered by the Institution across all programs during the last five years** Answer before DVV Verification: <table><tr><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td></tr><tr><td>146</td><td>146</td><td>146</td><td>146</td><td>146</td></tr></table> Answer After DVV Verification: <table><tr><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td></tr><tr><td>155</td><td>155</td><td>155</td><td>155</td><td>155</td></tr></table>
2.3	**Number of outgoing / final year students year-wise during last five years** Answer before DVV Verification: <table><tr><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td></tr><tr><td>100</td><td>71</td><td>67</td><td>63</td><td>56</td></tr></table> Answer After DVV Verification: <table><tr><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td></tr><tr><td>121</td><td>76</td><td>69</td><td>63</td><td>60</td></tr></table>
3.1	**Number of full time teachers year-wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
83	71	41	41	41

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
84	71	41	41	41

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