



# **SELF STUDY REPORT**

**FOR**

**1<sup>st</sup> CYCLE OF ACCREDITATION**

**PRESIDENCY COLLEGE MOTBUNG, MOTBUNG**

**MOTBUNG BAZAR, KANGPOKPI DISTRICT, MANIPUR  
795107**

**<http://presidencycollegemotbung.ac.in>**

**SSR SUBMITTED DATE: 18-08-2021**

**Submitted To**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

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# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

Presidency College is one of the oldest institutions of higher learning in Manipur. It was established on 10th July 1973, with the specific aim of caring the tribal community in the hilly areas of the then Senapati and at present Kangpokpi district of Manipur. Pu Henkholen Sitlhou (1st July 1927 to 9th November 2013) is the founder of the College. The College is located at a hillside which is a part of the mighty Koubru Range, at a distance, about 26 km from the state capital city Imphal towards north along the National Highway No. 39, now known as Asian Highway No.1. The College occupies a vast area of 21.59 acres (i.e. 87371.6 sq.m) of land with a constructed area of about 57135 Sq. m. (i.e. 65.4% of the total area). Thadou Kuki belonging to notified scheduled tribes of Manipur, is the major community in the Motbung village.

The college has been striving for providing easy access to higher education, imparting academic and technical values and other co-curricular activities specially, to the nearby tribal and minority communities by providing an appropriate platform to realize their full potential. The college has 16 regular undergraduate programmes/ courses offered under 11 different departments of Arts and Science streams. There are 54 dedicated and experienced regular faculty members at present, of which 22 faculty possessed Ph.D. degree and another 11 faculty are M. Phil. degree holders at present. The college has a large pond which is used as storage for the rain harvesting which remain filled with water throughout the year. The water is used to distribute to the entire campus using water pump. The college has two big auditoria and a big library hall. The main building of the college is provided with free wi-fi internet connection. The entire campus looks green and refreshing with a number of evergreen trees, shrubs and seasonal plants with multicoloured flowers blooming all the seasons. The college maintains a “**NO VEHICLE DAY**” every Thursday to reduce pollution and save fuel. The campus is declared “**NO HORN ZONE**” and it keeps a peaceful environment all the time.

### Vision

The College has a clear vision to make education as a source of inspiration for an overall change through discerning intellect with non-discrimination irrespective of race, ethnicity and cultural diversity. Presidency College envisions a world where all sections of people have their rightful place and are given due recognition as leaders to reach the top positions in all sectors of human endeavours. To give shape to this vision, Presidency College continually reaffirms and embraces its responsibilities to build on its historic legacy of leadership in education of tribal and economically backward people. Presidency College was established with the objective of providing quality education and opportunity to the students living in the hill districts in particular and every section of the society in general, by large to compete with the best in the world.

### Mission

The College has a mission “**To foster both teachers and students, the quest and love for accumulation of knowledge with a sense of moral, ethical and social responsibility through education**”. In order to achieve this mission, the college keeps the following objectives .

- To enable a motivating environment, both curricular and also extra-curricular, that will encourage the

students to learn, enquire, explore and expand the possibilities of their futures within and beyond their geographical boundary.

- To inculcate in the diverse composition of students, the promotion of our democratic values and the importance of the celebration of our cultural diversity.
- To utilize the abundance of the natural greenery of the campus and its surrounding areas in fostering the importance of the relationship between mankind and environment.
- To build an atmosphere that will instill in the learners sensitization towards issues such as gender inequality, differently abled students, etc.
- To encourage and instill the students a sense of social responsibility.

## 1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

### Institutional Strength

1. **Large number of enrolment of students:** Presidency College is the only Government college in the entire Kangpokpi district. Most of the people in this region belong to economically backward tribal and non tribal community. Parents are unable to send their children to far and expensive colleges. As so, large number of students are seeking admission in this college. The college also takes up all efforts to accommodate maximum number of students in different courses opened in the college. Sometimes, we have to increase seat capacity of certain courses according to high demand of students. Admission is allowed under strict screening of documents and counselling. Selected students are bound to take an undertaking that they will strictly follow the code of conduct of the college before taking admission.
2. **Adequate number of qualified teachers:** The college has enough number of qualified faculty. Out of 54 teachers being employed presently in this college, 22 have Ph.D. degree and another 11 have M.Phil. degree. They are superspecialised in their concerned subjects. Many teachers undergo research projects funded by UGC & DBT. One Institutional level Biotech Hub has been established in the college under the financial support from DBT. It gives an opportunity for research work not only to the teachers and students of this college, but also to those of neighbouring institutions. Faculty members undergo refresher and orientation courses and attend seminars and workshops to update their knowledge from time to time. The college also organize seminars and workshops very often.
3. **Eco-friendly and peaceful college campus:** The college is located in a very peaceful hillside of the mighty Koubru range. The campus is beautified by a number green trees, shrubs and flowering seasonal plants. The college keeps a complete peaceful environment free from noise and polluted atmosphere. It serves an ideal place to concentrate on learning activities.
4. **Multi-ethnic student diversities:** The college is located in Motbung village. Three major communities are dwelling in the area. They are Thadou Kuki tribe, Napalese and Meitei Schedule caste. The different communities co-exist peacefully cooperating to each other.

### Institutional Weakness

1. **Less infrastructure:** There is wide gap regarding modern infrastructural facilities in the college. Being located in a distant, remote hilly area, landline telephone connectivity is very poor. Lines are often disrupted and disconnected. Leaseline Internet connectivity facility is not available. The college runs internet connection with wi-fi satellite connection from local vendor. Number of classrooms is also less compared to the number of students. However, we manage to run classes by adjusting with the available resources.

**2. Inadequate Administrative Staff strength:** Being the college a government institution, we cannot appoint our own employees according to need. All appointments are made from the administrative department of the Government of Manipur. Out of 6 administrative staff comprising 1 head clerk, 3 UDC and 2 LDC posts, only 1 LDC is working presently after the retirement of the other remaining posts. The shortfall in staff strength is made up from the teachers and other employees giving extra duties without extra remuneration. 3 contract employees are also engaged by the college on temporary basis.

**3. Inadequate Fund flow from the Government & other sources:** The infrastructural development of the college depends on fund flow from the Government and other Government agencies. Due to poor financial position of the government of Manipur, no financial sanction was made for the infrastructural development of the college in last 2-3 years. However, some renovation and extension of rooms were made from the college fund.

**4. Inadequate equipment & modern amenities:** Equipment like computers, smart boards, audio visual machines etc. become essential items in the present situation specially for higher educational institutions. The college has inadequate number of such equipment at present. However, we are trying hard to procure them in adequate amount in near future.

### **Institutional Opportunity**

- 1. Only Government College in the District:** The college has the privilege to be the single government college in the entire Kangpokpi district of Manipur. As so, people of the region are looking forward to support and develop the college. It serves as the single facilitator of knowledge to the under privileged people of the region. This expands the horizon of employment opportunity and uplift the socio-economic conditions of the society as a whole.
- 2. Closeness to National Highway, good communication and transport facilities:** Although the college is located in a remote, hilly region of the state, the national highway No. 39 (Imphal Dimapur Road) now known as Asian Highway No.1 runs through the college. So, there is no problem for transportation and communication for students and teachers going along this road. It takes around one hour in a public transport vehicle in travelling from Imphal, the capital of Manipur to Motbung.

### **Institutional Challenge**

- 1. Poor participation of parents and villagers in developmental activities of the college:** Most of the students of the college belong to economically backward tribal people. As so, parents of these students are either hard labourers or day to today earners. They have no time to visit the college and take part in every discussions / meetings for development activities. So, very little interaction takes place among teachers and parents physically. However, parents of students belonging to other categories take part in such discussions. The college try to inform parents of each and every students regarding the progress and status of their children through available resources like email or WhatsApp groups or individual mobile numbers.

2. **Many students located at interior villages surrounding the college are unable to attend college regularly due to poor transport facilities:** Many students of the college live in interior remote areas of the hillside which has little means of communication and transportation. Certain problems always persist for them to regularly attend classes in time.
3. **Poor socio-economic background of the families of the students:** Poor socio-economic conditions of the families of students remains a great obstacle in teaching learning process. Due to poverty, students are often engaged for earning purposes by their family or they are unable to attend classes regularly. The college authority could not take up stern action for their absence when students or the parents gave this reason when enquired upon. However, we are giving them motivations not to leave / miss classes as far as possible.

## 1.3 CRITERIA WISE SUMMARY

### Curricular Aspects

A noble voyage of imparting education to the hill villages of Sadar Hills, Manipur began with the establishment of Presidency College at Motbung Village in the year 1973.

The college started as a ray of hope for providing possible facilities and available resources to the underprivileged tribal people of Motbung village specifically but now it stands as a source of knowledge, good works and inspiration to the people of Manipur as a whole. The forerunner of this noble voyage is the then founder Principal late Pu. Hengkholen Sithou M.A, BT, LL.B and with a composite group of local enthusiasts in the late 1970s.

Being an affiliated college, the curriculum prepared and prescribed by Manipur University is strictly followed. Individual teachers preplan the classroom activities and enjoy the freedom of choosing the methods of classroom. Suitable teaching aids like charts, specimens, dry stuff, maps, white board, marker pens and smart boards are being used. Field trips and study tours to historical places, botanical garden, zoological garden or to other related locations and places are conducted. Unit test / terminal examinations are conducted every semester to evaluate weak, medium and smart students. Weak students are provided tutorial classes to pick up their shortfalls while smart students are given extra assignment for encouragement.

The college prepares a calendar for academic and non-academic events following the University's Academic calendar and a separate holiday list. The college provides exposure to the students by organising seminars, talks, debates, essay writing competitions etc. The college encourages the faculty members to participate in the various faculty development / training programmes like refresher course, orientation programmes, workshops, seminars, short term courses organised by Manipur University and other institutions from time to time by providing reimbursement of course fees and giving study leaves. Besides faculty members are given permission and study leaves to pursue higher studies in their respective stream like Ph.D. and M.Phil. courses.

### Teaching-learning and Evaluation

The college adopts the view that learning is a two way process, where the students not only gain knowledge, but in the process the teacher also develop their teaching skills. In order to make the students active learners, a number of student centric methods are adopted. In addition to traditional teaching- learning methodologies, learning at the college has always been student centric. Tutorial classes are conducted for the active participation of the students in learning process. Students are given class assignments, home assignments, and take class tests to assess the learning capability as well as to train them for independent research and learning. Class room discussions, debates, presentations, brain storming activities by students promote participative learning. The college organizes various co-curricular activities such as annual sports, youth festivals, debating competitions and social works to create awareness of team work among themselves thereby enhancing their personalities. As a part of the participative learning, the UGC sponsored two numbers of one year career oriented certificate course on (i) Sericulture and (ii) Mushroom Cultivation since 2013. Many students have availed this training which is conducted at off time of the main courses. Another one year course on IT&ITES was opened in the college from 2017-18 under the sponsorship from RUSA. There is one IGNOU study centre at the college which imparts education to those students who are mostly employed and cannot attend the normal scheduled classes.

### **Research, Innovations and Extension**

The Presidency College stands as a pearl of beauty in the side ridge of the Sadar Hills, Kangpokpi District. It is the only Government College in the District. This Institution provides healthy academic atmosphere, infrastructure, resources, confidence for enhancement of the capacity and competencies of students and teachers in research and innovative activities. Students and faculty members are encouraged to undertake innovative activities which are helpful for creation and exchange of knowledge. Such atmosphere is helpful in developing leadership qualities, skills development, planning, budgeting, etc.

The College has established an Institutional level Biotech Hub, in Botany Department in the year 2013 under the sponsorship of the Department of Biotechnology, Ministry of Science and technology, Government of India. The College has also introduced two Career Oriented Courses: (1) Mushroom Cultivation and (2) Sericulture under UGC, from 2013 to 2018, to enable the students for self employment generation and maintaining confident Entrepreneurs. The College also introduced one year Diploma course on IT & ITES under RUSA from the year 2017-18. The faculty members are empowered to take up research activities utilizing the existing facilities. The College motivates the teachers to undertake minor and major research projects from various funding agencies. The institution allowed the faculties admissible leave facilities for attending seminars, workshops and training programmes etc. The College encourages the teachers to organize seminars, conferences and workshops etc. Adequate provisions are made for procurement of books, journals and dailies for the library. The college subscribes to N- LIST and accessibility to INFLIBNET. It acts as a center of enhancement for creation and exchange of knowledge.

### **Infrastructure and Learning Resources**

The maintenance and upkeep of the infrastructure facilities are carried out with the support of the Construction and Development Committee which comprises the Principal, as the head, and other faculty members of the college. The college has a spacious library which keeps a number of rare books including religious books, cultural books, historical books, manuscripts, special books, academic books of different subjects etc. In due consideration with the development of library habits amongst the teaching faculty and students, the Presidency College Motbung has enough stocks of reading materials that include rare books, manuscripts, special reports,

journals, magazines etc. Some other important reading materials that are available in the college library are Royal Chronicle, The Cheitharol Kumbaba, Colonial archival records of the British rule in Manipur, The Meithies by TC Hudson, writings of the eminent literary figures of Manipur such as Panthoibi Khongul by Chanam Hemchandra, Khamba Thoibi by Dr. Jodhachandra Sanasam. Life history of Indira & Nehru translated by R.K. Suniti Koushal, Numit Kappa by O. Bhogeshor, Matric Pass by G.C. Tongbra, Labangalata by Khwairakpam Chaoba, Thambal & Jahera by Hijam Anganghal, Poireiton Khunthokpa by Yaima Singh, Manipuri Panthei Paorou Paotak (Proverbs & Riddles of Manipur) by Dr. Leitanthem Tonthei Singh, Madhabi by Dr. Kamal, Manipur Past and Present Volume 3 by Naorem Sanajaoba, People of India-Manipur Volume XXXI by K.S. Singh, Dialogue on Tipaimukh Dam edited by Prof. Lal Dena etc. The library also maintains important official records and documents such as Territorial Council Manipur 1958-59, Burmeses Attack, the Rongal Thana, 1878, Diary of Maxwell 1896, Political Agent of Manipur etc.

The electrical maintenance of the college is done under the supervision of a senior teacher selected for the purpose. Being governed by the norms of the Government, the college does not have any provision for the appointment of electricians therefore the same is engaged from the market from time to time. The whole campus is provided with wi-fi internet connection. Both students and teachers are provided with free access to online library N-LIST/ Inflibnet.

### **Student Support and Progression**

Presidency College Student Union is actively involved in all the academic and administrative activities of the College. The union is comprising of- General Secretary, Finance Secretary, Magazine Secretary, Secretary Social and Culture, Secretary Debate and Extension, and Secretary Students' Common Room. They actively participate in all development activities of the college including sports, cultural and academic. They coordinate the students and teachers in all grievances. The Students' Union contributes in the conduct of fairness in every activity, be it in admission, grievances of students, rights of minorities like SC/ST and other backward classes, demand for enough staffs and infrastructure. Moreover, they take active part in inter-university and inter-college networking for sports, literary and cultural programmes. Over and above, the Union actively engages themselves in community and social issues which inversely acts as a training ground for prospective future.

Many alumni of the college become public leaders or hold various responsible posts in different fields/ organisations. To mention a few, Mr. Raju Bista, an ex-student of the college is now sitting member of parliament (MP) from Darjeeling parliamentary constituency in West. Other politicians who are ex-students of the college include Mr. Thokchom Lokeshore Singh, a sitting MLA of Manipur and Ex-Speaker of Manipur Legislative Assembly, Ngamthang Haokip, Ex-Minister and sitting MLA of Manipur, Mr. H. Dingo Singh, sitting MLA of Manipur.

### **Governance, Leadership and Management**

The Principal of the college is the executive authority and exercises general supervision and control of the affairs of the college. Various committees are formed for management of different activities in the college. Members for the different committees are formed by the teaching staff who are elected on a rotational basis in a meeting of all teaching staff under the supervision of the Principal. This facilitates the involvement of the teachers in the decision making committees of the institution. One of the main efforts of the institution remains the goal of empowering students through regular and proper classes, co-curricular activities, literary programmes, seminars, workshops study tours, remedial coaching classes, computer training, extension

activities of NSS, games and sports, cultural programmes etc.

The College encourages participative management by involving staff members in a number of administrative roles. Different committees constituted to ensure a proper functioning of the college covering all areas are run by different management bodies formed by groups of teachers with the participation of students and non-teaching staff as and when required. Each Committee has a Convenor and committee members according to the requirement. The Convenor and the committee members are authorised to make plans and decide on execution strategies pertaining to the needs and requirements of the committee concerned. The decision of the Committee remains final. Each and every decision has to pass through the Principal's Office for the rectification.

The Academic Committee controls, monitors and plans the various events, the academic workload and planning for the whole semester. This committee scrutinizes the student – teacher ratio, sanctioned workload and adherence to time table. The Examination Committee ensures that all examinations conducted in the institution runs smoothly. They are also authorised to handle any untoward situation during examinations. Development Committee and Construction Committee is in charge of maintenance of the college buildings. Internal Quality Assurance Cell (IQAC) of the college shares a major role in the governance and maintenance of quality in the overall activities of the college and specifically in the areas related with teaching-learning processes.

### **Institutional Values and Best Practices**

The college is a co-educational institution and its primary motto is to groom up both boy and girl students with a view to inculcating sense of equal right and opportunity. However, gender sensitivity is the fine lining the college authority insists in all its functioning. Therefore, to ensure safety and security, the college has **Women's Cell** to address women-specific grievances and facilities in matters related with health and hygiene.

The college has established **Career Guidance Cell** and counselling is done from time to time to see that the students pursue academic ventures appropriate with their individual talents. Counselling is mandatorily conducted by the experts at the beginning of every new session for the new students.

The college is located at the foot of the mythical Mt. Koubu with the lush green environment surrounding and also inhabiting the campus thereby maintaining the local-specific ecology of the site. The campus is studded with different species of trees which are identified and tagged with their respective botanical names and common names. The campus wears a beautiful look during the spring season with the abundant green foliage displayed by the trees. On the other hand, the college campus attracts one and all with the well maintained garden especially when the flowers are in full bloom particularly during the beginning part of the winter season. The campus is constantly monitored by the **Presidency College Eco Club** which is headed by a senior teacher with the green activists from among the teachers and students being its members. We observe "**Thursday**" as **NO VEHICLE DAY** every week in order to reduce pollution in the campus and also to give an awareness to all concerned about environmental conservation. The entire campus is declared as "NO HORN ZONE".



## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	PRESIDENCY COLLEGE MOTBUNG, MOTBUNG
Address	Motbung Bazar, Kangpokpi District, Manipur
City	Kangpokpi
State	Manipur
Pin	795107
Website	<a href="http://presidencycollegemotbung.ac.in">http://presidencycollegemotbung.ac.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	Tingneichong Gangte	03880-266313	7005268272	-	presidencymotbung@gmail.com
IQAC / CIQA coordinator	Nongthomba m Premananda Singh	03880-266258	9436280225	-	nong.prem@yahoo.in

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details
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Date of establishment of the college	10-07-1973			
<b>University to which the college is affiliated/ or which governs the college (if it is a constituent college)</b>				
<b>State</b>	<b>University name</b>		<b>Document</b>	
Manipur	Manipur University		<a href="#">View Document</a>	
<b>Details of UGC recognition</b>				
<b>Under Section</b>	<b>Date</b>		<b>View Document</b>	
2f of UGC	12-11-1982		<a href="#">View Document</a>	
12B of UGC	12-11-1982		<a href="#">View Document</a>	
<b>Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCL,PCI,RCI etc(other than UGC)</b>				
<b>Statutory Regulatory Authority</b>	<b>Recognition/Approval details Institution/Department programme</b>	<b>Day,Month and year(dd-mm-yyyy)</b>	<b>Validity in months</b>	<b>Remarks</b>
No contents				

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

<b>Recognitions</b>	
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

<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	Motbung Bazar, Kangpokpi District, Manipur	Hill	21.59	57135

## 2.2 ACADEMIC INFORMATION

NAAC

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BA,English	36	XII Pass	English	80	72
UG	BA,History	36	XII Pass	English	80	72
UG	BSc,Mathematics	36	XII Pass	English	10	0
UG	BA,Mathematics	36	XII Pass	English	50	48
UG	BSc,Botany	36	XII Pass	English	30	24
UG	BSc,Anthropology	36	XII Pass	English	5	0
UG	BSc,Chemistry	36	XII Pass	English	10	5
UG	BA,Economics	36	XII Pass	English	35	31
UG	BSc,Economics	36	XII Pass	English	10	0
UG	BA,Education	36	XII Pass	English	240	239
UG	BA,Political Science	36	XII Pass	English	120	112
UG	BSc,Zoology	36	XII Pass	English	50	48
UG	BSc,Physics	36	XII Pass	English	20	8
UG	BA,Philosophy	36	XII Pass	English	10	0
UG	BSc,Science General	36	XII Pass	English	360	350
UG	BA,Arts General	36	XII Pass	English	717	699

**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				28				26			
Recruited	0	0	0	0	15	13	0	28	8	18	0	26
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				10			
Recruited	0	0	0	0	0	0	0	0	5	5	0	10
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				15
Recruited	10	5	0	15
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.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	6	4	0	4	7	0	21
M.Phil.	0	0	0	0	3	0	2	6	0	11
PG	0	0	0	11	6	0	2	5	0	24

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	1	0	1
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.	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	1	0	1

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male		Female	
	Others		Total	
	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	815	0	0	0	815
	Female	845	0	0	0	845
	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	16	15	16	20
	Female	7	11	6	12
	Others	0	0	0	0
ST	Male	637	485	411	388
	Female	719	564	454	489
	Others	0	0	0	0
OBC	Male	17	6	8	5
	Female	7	7	7	6
	Others	0	0	0	0
General	Male	341	304	268	281
	Female	258	230	203	214
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		2002	1622	1373	1415



## Extended Profile

### 1 Program

#### 1.1

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

2019-20	2018-19	2017-18	2016-17	2015-16
16	16	16	16	16
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 1.2

Number of programs offered year-wise for last five years

2019-20	2018-19	2017-18	2016-17	2015-16
128	128	128	128	128

### 2 Students

#### 2.1

Number of students year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
1660	1415	1373	1622	2002
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 2.2

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

2019-20	2018-19	2017-18	2016-17	2015-16
800	800	800	800	800

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 2.3

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

2019-20	2018-19	2017-18	2016-17	2015-16
315	334	395	530	548
File Description	Document			
Institutional data in prescribed format	<a href="#">View Document</a>			

## 3 Teachers

### 3.1

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

2019-20	2018-19	2017-18	2016-17	2015-16
54	56	60	58	42
File Description	Document			
Institutional data in prescribed format	<a href="#">View Document</a>			

### 3.2

#### Number of sanctioned posts year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
109	97	97	97	97
File Description	Document			
Institutional data in prescribed format	<a href="#">View Document</a>			

## 4 Institution

### 4.1

#### Total number of classrooms and seminar halls

**Response: 13**

## 4.2

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

2019-20	2018-19	2017-18	2016-17	2015-16
68.24269	62.67339	43.66569	41.67349	49.56259

## 4.3

**Number of Computers**

**Response: 15**

## 4.4

**Total number of computers in the campus for academic purpose**

**Response: 12**

## 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 curriculum is prepared by Manipur University. The Academic Committee of the college headed by the Principal arranged effective curriculum delivery as per planning mentioned below:

##### **Curriculum planning**

1. The Academic Committee of Presidency College, ensure all the HOD's to submit a time frame of curriculum delivery for completing the syllabi in time. The HOD's in turn instructed the respective teaching faculty to prepare and submit the detailed planning for covering the allotted portion of the syllabi.
2. Individual teachers prepared classroom activities carefully in advance, lesson plans for unit wise topics, class test assignments and unit test of their subjects to ensure effective implementation.used
3. Teachers are using teaching aids like smart boards, pictures, models, charts, specimens, etc. for picturisation of the topics to make better understanding. If necessary, students are brought to suitable locations/ places and shown related situations.
4. IQAC of the college strictly observes the classroom activities in order to maintain quality of teaching learning process in the college.
5. The college prepares a calendar for academic and non- academic events following the University's Academic Calendar and a separate holiday list.
6. Teachers are provided Attendance Registers to make daily records of students for all academic activities.
7. The College provides library facilities to students, and also guides them to access N-LIST through individual user ID and password registered through the college admin.
8. All faculty members of the college are provided with unique user ID and password for accessing N-LIST site that offers immense resource for effective teaching implementation.
9. The faculty members are encouraged to attend Orientation Programs, Refresher Courses, Workshops, Seminars/ Conferences etc., conducted by University and other academic agencies for acquiring necessary skills for effective curriculum delivery and improvement of teaching practice.
10. The qualities of leadership and social responsibility are inculcated amongst the students through various activities by NSS, Youth Red Cross Unit, Sports and other agencies. The College opened Eco-Club, Students Grievance Redressal Cell, Women's Cell and Admission Cell for the students in view of outreaching social and environmental awareness to the students.

File Description	Document
Upload Additional information	<a href="#">View Document</a>

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

#### Response:

Presidency College, Motbung maintains its Academic Calendar. Academic session begins in February for Even Semesters of UG courses namely 2nd, 4th, and 6th Semesters while the odd semesters namely 1st, 3rd and 5th Semesters begin in the 1st week of July. The Manipur University has no provision for taking internal assessment in its curriculum framework. The college adopts its own mechanism to take internal assessment of its students.

1. The college takes up its own steps to monitor the effectiveness of teaching learning process by conducting Unit/ Chapter/class tests.
2. The answer scripts of the students, after evaluation, are distributed to the concerned students, so that they can understand their own weakness and strength.
3. Weak students (scoring less than 30%) and Smart students (scoring above 90%) are identified based on their performance in the internal assessment examinations.
4. Special attentions are given to both the Smart and weak students.
5. Assignments, both from within and outside the prescribed curriculum, are given to the smart students in the interest of their career.
6. Tutorial classes are conducted for the weak students.

File Description	Document
Upload Additional information	<a href="#">View Document</a>

### 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:** A. All of the above

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

## 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: 128

File Description	Document
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

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

Response: 8

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	1	3	2	2

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 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: 1.07

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	8	33	17	27

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View Document</a>

### 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 affiliating university prescribes a compulsory non-credit paper 'Regional Development' in 3rd Semester which includes the topics: Economic Development and Demographic study of North Eastern Region; Society and Culture of Manipur; History and Polity of Manipur and Manipuri Woman and the Changing World. These chapters are useful immensely in developing ethics, Gender and Human Values to the students.

Students of 4th Semester in UG programme, learn a separate paper on Environmental Studies as a compulsory non-credit course for both science and arts streams. This enables the students to be aware of the climate change and environmental issues. Chapters like Global warming, Ecosystem, Pollution, Biodiversity-hotspots, red list category etc. are included in this course.

The University curriculum prescribes study tours and field trips for three courses namely Botany, Zoology and Anthropology. Necessary funds for organizing the study tour are allocated in the Department of University and Higher Education. The concerned departments conduct the field study tours at appropriate time every year. This gives the students an opportunity for exposure and gets experience besides classroom activities.

The College has constituted an Eco club in 2013 consisting of faculties and students as members with the Principal as Chairperson. Through this committee the college maintains an eco-friendly environment in the college campus. Eco-club in consultation with the Botany Department maintains Pu Henkholen Sitlhou Presidency College Botanical Garden in the college campus. The club also plants and maintains seasonal as well as perennial flowering plants for beautification of the campus. NSS unit and Youth Red Cross Unit of the College take up cleanliness drive very often. Plantation programmes are also being taken up at appropriate times.

Students can put up their grievances relating to ragging, gender problems, etc. to the 'Students Grievance Redressal Cell' of the college where the problems faced by the students are resolved.

Regarding IT, all Science subjects have some chapters dedicated to Basics of Computer Science in the prescribed Syllabi. A RUSA sponsored one year diploma course on IT & ITES was opened from 2017 for two years in which students take the opportunity of taking parallel certificate without disturbing their general courses.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View Document</a>

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

Response: 25

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

2019-20	2018-19	2017-18	2016-17	2015-16
4	4	4	4	4

File Description	Document
Programme / Curriculum/ Syllabus of the courses	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

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

Response: 27.89

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

Response: 463

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 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: C. Any 2 of the above



File Description	Document
Any additional information (Upload)	<a href="#">View Document</a>
URL for stakeholder feedback report	<a href="#">View Document</a>

**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:** A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
Upload any additional information	<a href="#">View Document</a>
URL for feedback report	<a href="#">View Document</a>

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average Enrolment percentage (Average of last five years)

**Response:** 94.83

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

2019-20	2018-19	2017-18	2016-17	2015-16
1660	1413	1373	1622	2002

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

2019-20	2018-19	2017-18	2016-17	2015-16
1660	1600	1600	1622	2002

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 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:** 147.7

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

2019-20	2018-19	2017-18	2016-17	2015-16
1094	920	1088	1403	1403

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 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 institution assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners*

The college offers admission to all the eligible candidates under the norms laid by Manipur University as per the intake capacity of different courses. The college arrange Students' Induction Program for newly admitted students to apprise the rules and regulations of the college, teaching methodologies, information system like, learning management, discipline, anti-ragging, student welfare activities, administration and sports facilities, entrepreneurship development, women empowerment, examination system, grading system, infrastructure, online library facilities etc. Mentors along with other faculty members analyze the strength and weakness area of the students and this data becomes the inputs for analyzing the 'differential requirements' of students and to organize special classes for them.

Moreover, the departments arrange special sessions like tutorial classes for the weaker students to help them with the program to which they are enrolled. The teachers give their extra time to the students to help them cope with the program and to bridge the knowledge gap of the students from different backgrounds. Brilliant learners are identified through interactive class room teaching, group discussions and class tests. They are constantly encouraged and guided for preparation of various competitive examinations. Extra support is given to them for participating in symposia, paper presentations, poster presentations, debates and seminars. They are also encouraged and guided to join ALS Scholarship Examination of the state and ALS Coaching centre opened in the college premises in collaboration with ALS, New Delhi.

Unit Tests, Chapter wise Tests and class tests are conducted regularly. Weak and brilliant learners are identified based on the tests conducted. Utmost efforts have been given to those students who are weak learners amongst the students enrolled. The teachers put extra effort to bring them up. As such, the teacher identified the portion they could not cope up with themselves and help them to understand that. Moreover, tutorial classes are arranged for them once in a week to cater required knowledge. Special interaction sessions are also held whenever required.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

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

**Response:** 31:1

File Description	Document
Any additional information	<a href="#">View Document</a>

## 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:

In order to make the students active learners, a number of student centric activities are taken up as explained below:

#### Experiential Learning:

The college takes up experiential learning by engaging highly experienced professionals in the fields of subject related topics in order to strengthen the theoretical learning. The institution also organises different sports and cultural competitions as a part of academic calendar every year. Three science subjects namely, Zoology, Botany and Anthropology have “Field visits” as a part of their curricula. Students are brought to different sites suitable to the subjects concerned in order to have practical experiences and exposure learning. In addition to traditional teaching- learning methodologies, learning at the college has always been student centric. Tutorial classes are conducted for the active participation of the students in learning process. Students are given class assignments, home assignments, individual projects, and take class tests to assess the learning capability as well as to train them for independent research and learning.

#### Participative learning:

To ensure participative learning, the college gives constant motivations and encouragements to students to participate in field visits, study tour, educational trips, group discussions, case studies, college level debating competitions, essay writing competitions, state level sports meets, where they get a chance to test their knowledge and potentials in real life. They are also assigned group projects and activities which promote peer learning and team building. Class room discussions, debates, presentations, brain storming activities by students, promote participative learning. Extension activities, internships and trainings ensure experiential learning of students. The college organizes various co-curricular activities such as annual sports, debating competitions, subject quiz and social works to create awareness of team work among themselves thereby enhancing their personalities. The college has organized awareness program on HIV and AIDS, environmental and biodiversity conservation by planting trees by the students, teachers and non-teaching staff together in and around the college campus. The National Service Scheme (NSS) Cell and Youth Red Cross (YRC) Units of the college have also organized many cleanliness programs in and around the campus from time to time with the objective of creating awareness about sanitation and personal hygiene. The students participated at Eco-Club, to preserve college environment green, Students Grievance Redressal Cell, Women’s Cell as a part of participative learning. Besides, the above pedagogical methods adopted so far, the college still firmly resolves to enhance the student centric learning process by organizing many academic and non-academic activities like seminars, workshops,

Community Contact Programs so on and so forth.

#### **Problem Solving Method:**

As the students are made to participate in the above events, they are ensured to solve upcoming eventualities faced by them either in educational approach or environmental issues. Since students participated at Eco-Club they also help to preserve college environment green. Students Grievance Redressal Cell gives an opportunity to interact between students and teachers on teaching progress and shortfall.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

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

#### **Response:**

The College has two smart classrooms and one seminar/ conference hall equipped with smart boards. Smart class rooms are being engaged by different departments on rotational basis according to a time table.

Teachers prepare study materials and teaching materials which are loaded to the computer linked with the smart board. Teaching-learning process becomes easier and more effective in the smart class rooms. Teachers can use illustrations and other data more efficiently. Students can also understand the lessons more easily. It also makes less time consuming.

Workshops, Seminars and Hands on Training are organized for Teachers in order to familiarize the use of smart boards, curriculum planning etc.

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

**Response:** 31:1

#### **2.3.3.1 Number of mentors**

**Response:** 53

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	<a href="#">View Document</a>
Mentor/mentee ratio	<a href="#">View Document</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

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

Response: 54.44

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 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: 37.45

#### 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

2019-20	2018-19	2017-18	2016-17	2015-16
22	22	20	18	18

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 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: 14.78

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

Response: 798

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 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 Induction program held at the beginning of every academic session appraises students of the various mechanisms to be adopted in the academic sessions for their evaluation through the various modes of internal assessments which has been approved by the Academic Council of the college. The Academic Council of the college recommends basic guidelines and dates for the internal assessment including guidelines for dealing with absenteeism. The college has adopted formative evaluation methods for internal assessment of students in the program. The examination committee of the college conducts the unit/ terminal tests at least twice during a semester of 6 months. Formative evaluations are designed to test the cognitive skills of the students based on tests, assignments, quiz etc. The faculty at individual level engages the students in formative assessment. The faculty members have a certain amount of flexibility in deciding on the mode of assessment which might be in the form of assignments, reports, field works, written tests etc. Dates for the tests/submission of assignments are notified on the college notice boards, social media platforms, college website and also announced by faculty in the respective classes at least ten days in advance. Students are also permitted to appear for retest if he/she needs performance improvement or the score is below forty percent. Consolidated internal mark sheet is published in the college notice board. This ensures that the students can scrutinise and voice their grievances within a given time.

File Description	Document
Any additional information	<a href="#">View Document</a>

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

#### Response:

In terms of internal assessments, after the evaluation of the answer sheets/assignments by the concerned teachers, it is made mandatory to share the evaluated answer sheets/assignments with the respective students. The students are then given a time frame to share any grievances regarding their scores with the teacher concerned for re-evaluation. When examination related grievances pertinent to the conduct of internal examinations arise, the teacher concerned redresses it at the first stage. If it remains unsolved in the first stage, the issue is brought to the notice of the Head of the Department and redressed at the Departmental level. The third stage vests with the Principal and thenceforth the examination committee and Students Grievance Redressal Cell of the College respectively.

Each department of the college looks after all grievances of the students related to internal assessments under the supervision of the Examination Committee. The department concerned sort out issues related to attendance and mark allocation on internal assessments under the supervision of the Head of the



Department concerned and the Examination Committee. The committee promptly deals with irregularities in the conduct of internal assessment of the students

As and when any students on unavoidable circumstances could not appear any of the internal examinations or practical examinations of the college, the student has to explain the reason of their absence in the examinations with concrete proof. On that basis, the Examination Committee after verification with the Head of the Department and the concerned teacher, decides whether the student may or may not be allowed to appear in the retest of the examination on a stipulated time and date.

## 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 worked out the Course Outcomes for each course. The same has been posted on college website for faster and universal communication. Copies of COs have been kept in the Library for consultation. Semester specific COs has also been made available at college photocopying centre so that the interested learners can collect a copy of it when they join a course at the beginning of a Semester. The same has also been sent to all faculty members by e-mail/ whatsapp. The mentors have been asked to share them with the mentees to ensure that all the students have the Course Outcomes Information.

Prior to the commencement of every academic session, the academic council finalises and publishes a prospectus which contains all admission related details such as list of courses offered, scope and opportunities of each course, admission schedule, departmental profile, infrastructural facilities, fee structure and academic calendar along with the number of seats available. The prospectus is available on the college website as well.

Faculties from various departments interact with the students during the Induction programs and other events and meetings. They share how different courses will be able to shape their careers and thus help students appreciate the program. This is also an opportunity for the faculty to take feedback on the courses. The faculty articulates the learning objectives and expected outcomes for each course at the beginning of the session as well as before each unit in the syllabus. This helps the students appreciate the topic being covered in class as they see the relevance in shaping their own careers.

File Description	Document
Upload COs for all courses (examples from Glossary)	<a href="#">View Document</a>
Paste link for Additional information	<a href="#">View Document</a>

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



**Response:**

The academic council of the College monitors and ensures the achievement of program outcomes (POs), program specific outcomes (PSOs) and course outcomes (COs) through each departments of the college. The concerned departments are responsible to develop, co-ordinate and monitor the attainment of each of the POs, PSOs and COs through a mapping matrix method. The college adopts the following mechanisms to evaluate the attainment of program outcomes.

**Program Outcomes:**

The college has outlined general Program Outcomes for the development of the students. It provides financial, infrastructural supports to ensure the attainment of the program outcomes like capability of independent learning, sense of civic responsibility, environmental consciousness, patriotism, tolerance, life skills, leadership qualities and teamwork.

**Department Target:**

All departments set targets at the beginning of the session with the help of the academic calendar. There is a practice of one department auditing another on various parameters of teaching and learning at the end of each academic year. Monitoring of the classes takes care of day-to-day targets of teaching and learning. The members of every department have to submit syllabus completion and activity reports to their respective heads of department and in turn they submit it to the Principal.

**Teachers:**

Teachers maintain a diary documenting the yearly teaching plan and daily teaching log. This diary is maintained by respective teachers to conduct and fulfill course contents so as to bring out maximum input knowledge to the students and to fulfill curriculum output at maximum level.

**Stakeholders:**

The students give unbiased free and honest feedback on the teaching of the teachers. This ensures to improve teaching methodology and teachers-students relationship.

**Program Specific Objectives:**

The college in its pursuance of academic excellence has been successful in attaining certain Program Specific Objectives. The college encourages self-employment through its promotion of small businesses during the various activities organized.

**Course Outcomes:**

The course outcomes are achieved through systematic and extensive teaching by well qu

**2.6.3 Average pass percentage of Students during last five years**

**Response: 72****2.6.3.1 Total number of final year students who passed the university examination year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
324	399	574	555	199

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

2019-20	2018-19	2017-18	2016-17	2015-16
393	437	664	768	723

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

**2.7 Student Satisfaction Survey****2.7.1 Online student satisfaction survey regarding teaching learning process****Response:**

File Description	Document
Upload database of all currently enrolled students (Data Template)	<a href="#">View Document</a>

## 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: 62.69

##### 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)

2019-20	2018-19	2017-18	2016-17	2015-16
0	14.9	28.97	8.9	9.92

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
e-copies of the grant award letters for sponsored research projects / endowments	<a href="#">View Document</a>

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

Response: 18.18

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	2	3	2	3

##### 3.1.2.2 Number of departments offering academic programmes

2019-20	2018-19	2017-18	2016-17	2015-16
11	11	11	11	11

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

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

**Response:** 16

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

2019-20	2018-19	2017-18	2016-17	2015-16
6	3	6	1	0

File Description	Document
Report of the event	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

## 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:** 0.52

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

2019-20	2018-19	2017-18	2016-17	2015-16
3	10	3	5	7

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 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:** 0.04**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**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	1	1	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**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 college has the view that organised extension activities will help both the stakeholders and the students as well. The college conducted awareness programmes in various areas of social importance as well as in areas of environmental protection and conservation. The participant students got work experiences and also make them imbibe values and skills. The people who attended the programs also got benefitted by updating their knowledge in the concerned topic. Over the last five years, many awareness as well as collaborative programs have been organised by our institution.

Here is a list of the awareness and collaborative programmes taken place during the last 5 years which are participated by our students:

Name of the activity	Organising unit/ agency/ collaborating agency	Name of the scheme	Year of the activity	
Awareness on Biotechnology and Biopesticides	Biotech-Hub, Department, PCM	Botany Foldscope Program	2016	
Participation to NSS Festival in Agartala	NSS Unit Presidency College	NSS Festival	2017	
Awareness on Biotechnology in Agriculture	Biotech-Hub, Department, PCM	Botany Foldscope Program	2017	
Swastha Pakhwadara Social service Camp	NSS Unit Presidency College	Swastha Pakhwada	2017	
Awareness Programme on Skill Development & Health Care	Biotech-Hub, Department, PCM	Botany Foldscope Program	2018	

Teachers Students Exchange Programme	IQAC	Ek Bharat Shrestha Bharath	2018	
3 Days Special Social Service Camp	NSS Unit Presidency College	NSS Programme	2018	
Observation of World No Tobacco Day 2018	IQAC, Womens' Cell & NSS Unit Presidency College	No Tobacco Day	2018	
Tree Plantation on World Environment Day 2019	NSS Unit Presidency College	World Environment Day	2019	
One Day Social Service on National Cleanliness	NSS Unit Presidency College	NSS Programme	2019	
Hands on Training for Operation of N-LIST	IQAC, Presidency College	N-LIST training	2020	
Observation of Children's Day at Kanglatongbi Children Home	NSS Unit Presidency College, IQAC and Women' Cell, Presidency College	Children's Day	2020	

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

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

**Response: 1**

#### 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.

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	1	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 3.3.3 Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., during the last five years ( including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)

**Response: 12**

#### 3.3.3.1 Number of extension and outreach Programs conducted in collaboration with industry,

**community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
2	2	4	3	1

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

**Response:** 15.62

**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**

2019-20	2018-19	2017-18	2016-17	2015-16
133	256	442	203	146

File Description	Document
Report of the event	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

### 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:** 1

**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**

2019-20	2018-19	2017-18	2016-17	2015-16
0	1	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 3.4.2 Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the last five years

Response: 0

#### 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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>



## 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:**

Presidency College, Motbung has all the basic facilities and infrastructure for a good teaching learning process. It has aimed at “A sound mind in a sound body”. Accordingly, the college provides sufficient class- rooms both for theories & practical (laboratories). The college has 13 well ventilated classrooms which include 4 smart classrooms using for teaching theory papers. All the classrooms are well illuminated and equipped with sufficient numbers of ceiling fans; floors are cemented and polished. There are 5 laboratory rooms attached to Anthropology, Botany, Chemistry, Physics and Zoology Departments. Laboratories have been well equipped with instruments, machineries, glassware, chemicals etc. required by the concerned departments.

The college has a big library building. It houses around 13,000 books which include rare books, text books, reference books, historical books, etc. The library subscribes 10 journals, 3 national papers and 3 local newspapers. The library facilitates lending of books to faculty, non-teaching staffs and students free of cost for specific time period. The college has a smart conference room, examination control room, IQAC room, Teachers’ common rooms, Students’ Union rooms, etc.

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

**Response:**

Presidency College provides opportunities to develop and explore talents of our students in games and sports as well as in cultural activities. The institute has a large playground with provision for multiple games such as, athletics, cricket, football, kabaddi, volleyball etc. It has a gym hall and many indoor games like badminton, carrom, chess and gymnasium are played. The institute celebrates ‘College Week’ as a calendar activity during September every year. Competitions are held in various games and sports as well as literary and cultural activities during the college week. The winners are honoured with mementos and certificates on the closing day of the college week. The Students who are good at sports and cultural activities are selected for participation in inter-college competitions and university week. Presidency College had shown outstanding performances in various competitions held in inter-college sports meet and university week are organised every year and won various prizes and awards in individual as well as in group events.

Presidency College formed Ek Bharat Shrestha Bharat (EBSB) Club which consists of students and teachers. The EBSB Club organises essay writing competitions and performed cultural exchange programme with the peer team, Government Kamla Nehru Girls College, Balaghat, Madhya Pradesh on the theme “Different Cultural Festivals of Madhya Pradesh” as a part of EBSB campaign, under RUSA on 7th February, 2020. The programme was inaugurated with a formal function. Students of both the institutions

have an opportunity to learn different aspects like history, life style, culture, traditions, dance, music, food habits, important personalities, different tourist spots etc. of the counterpart state from each other from this programme. This programme brought the people of the two states i.e. Manipur and Madhya Pradesh, come closer and help in bringing unity and integrity among ourselves. Students of both the states are still continuing to exchange their feelings and experiences through video conferencing and telephonic conversation.

File Description	Document
Paste link for additional information	<a href="#">View Document</a>

#### 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:** 38.46

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

**Response:** 5

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

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

**Response:** 2486112.83

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

2019-20	2018-19	2017-18	2016-17	2015-16
5974500	403530	294460	285100	829400

File Description	Document
Upload audited utilization statements	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

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

**Response:**

Presidency college library is under the process of automation. 22.11 version of KOHA software has been installed. Wi-fi internet connection has been made available in the library. 5 Computers have been installed. Data processing for automation is undergoing in full swing. Synapx, a registered IT farm has been consulted for the process. Experts from the department of Library and Information science, Manipur University have also been consulted for the implementation of Integrated Library Management System (ILMS) in Presidency College, Motbung.

### 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:** B. Any 3 of the above

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

### 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:** 85220

#### 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)

2019-20	2018-19	2017-18	2016-17	2015-16
126000	56000	66000	85000	93100

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>

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

**Response:** 31.39

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

Response: 538

File Description	Document
Details of library usage by teachers and students	<a href="#">View Document</a>

### 4.3 IT Infrastructure

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

**Response:**

Despite having obstacles, the Institution endeavors to frequently update its IT facilities including Wi-Fi - The plans for infrastructural development are given top priority as the College realizes the correlation between adequate infrastructure and effective teaching - learning. The College has a well defined website policy. A committee of 6 members headed by the Principal has been constituted for manangement and controlling of the college website. The committee also lokks after all IT related issues. Thee efficient and experient faculty members are appointed as Web Content Information Manager, Web Administrator (Technical) and Technical Support Staff respectively.

The college has registered for E-Resources@N-List Programme under UGC Inflibnet, under Registration No. (College ID) 7136. Under this programme, all teaching and non-teaching staffs and the students have registered as users. We are accessible to a number of e-journals (more than 6293 titles) and e-books (more than 1.6 Lakhs titles) from this portal. These include national and international journals. At present, the college has installed 2 computer sets with internet facility in the library besides ten (10) other computer sets with internet facilities in the college. Teachers and students visited the website (nlist.inflibnet.ac.in) to browse different e-journals and e-books even from outside the college campus. To upgrade IT knowledge and skills of teachers and staff they are encouraged to undergo training in basic IT skills. In this regard Presidency College organises One Day National Seminar on the sensitisation of E-Resources which was held on Tuesday the 25th June, 2019 in the Mini Conference Hall of the College. Dr. N. Premananda Singh, Coordinator IQAC gave key note address and highlighted the importance of E- Resources. Shri Moirangthem Lokendra Singh, Assistant Librarian, Manipur University was the main resource person of the programme. Dr. T. Gangte, Princpal Presidency College, Motbung chaired the programme. Hands

on Training programme on the operation of N-LIST for the teachers and students of the college was organized from time to time.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

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

**Response:** 138:1

#### 4.3.3 Bandwidth of internet connection in the Institution

**Response:** C. 10 MBPS – 30 MBPS

File Description	Document
Upload any additional Information	<a href="#">View Document</a>

### 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:** 63.13

##### 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)

2019-20	2018-19	2017-18	2016-17	2015-16
33.93	34.16	30.33	26.08	39.34

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>

#### 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:**

**Maintenance and utilization of the Infrastructure Facilities:** The maintenance and upkeep of the

infrastructure facilities are carried out with the support of the Construction and Development committee which comprises the Principal, as the head, and other faculty members of the college.

**Library:** The library is headed by a librarian. The librarian is assisted by a senior faculty member as library in charge. He is supported by two numbers of supporting staff (Bookman etc.). The library houses 13000 reference and text books. It subscribes to 3 national and 3 local daily newspapers and 10 journals. The library is under the process of automation. KOHA software has been installed. Data entry operation is under process. 2 computers with internet facilities are installed for free access to online library at the college library. Wi-fi facilities are available in the library. Students and teachers can access the library facilities free of cost. The college has registered for N-LIST since 2019. Presently there are 418 active users of N-LIST.

**Electrical Maintenance:** The electrical maintenance of the college is done under the supervision of a senior teacher from physics department, selected for the purpose. Being governed by the norms of the Government, the college does not have any provision for the appointment of electricians therefore the same is engaged on contract basis from time to time.

**Laboratory Equipment:** Five departments namely Anthropology, Botany, Chemistry, Physics and Zoology have laboratories attached to them. The equipment and machineries in the laboratory are maintained by the laboratory in charges with the advice of head of department of the respective departments.

**Website Management:** The college has adopted a well defined website policy under which a committee of 6 members has been constituted. The committee is headed by the Principal and consists of 5 other experienced faculty member. The committee looks after all the website and IT related services of the college. The website policy of the college consists of 10 sections namely: A. Content contribution, Moderation and approval policy (CMAP) B. Web content review policy C. Content archival policy D. Website security policy E. Website monitoring policy F. Contingency management G. Terms and conditions H. Copyright policy I. Hyper linking policy and J. Privacy policy. Three efficient and experienced faculty members are appointed as Web Content Information Manager, Web Administrator (Technical) and Technical Support Staff respectively.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

## 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: 77.42

##### 5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
776	1044	1358	1287	1768

File Description	Document
upload self attested letter with the list of students sanctioned scholarship	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

#### 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: 0.63

##### 5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution / non- government agencies year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
10	10	10	10	10

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

#### 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:** C. 2 of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 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:** 0.63

##### 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

2019-20	2018-19	2017-18	2016-17	2015-16
10	10	10	10	10

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

#### 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:** B. 3 of the above

File Description	Document
Upload any additional information	<a href="#">View Document</a>

## 5.2 Student Progression



**5.2.1 Average percentage of placement of outgoing students during the last five years****Response:** 0.06**5.2.1.1 Number of outgoing students placed year - wise during the last five years.**

2019-20	2018-19	2017-18	2016-17	2015-16
0	1	0	0	0

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

**5.2.2 Average percentage of students progressing to higher education during the last five years****Response:** 1.27**5.2.2.1 Number of outgoing student progressing to higher education.**

Response: 4

File Description	Document
Upload supporting data for student/alumni	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

**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**

2019-20	2018-19	2017-18	2016-17	2015-16
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**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 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: 1**

**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.**

2019-20	2018-19	2017-18	2016-17	2015-16
1	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**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:**

The College has a Students' Union, namely Presidency College Students' Union elected annually under the Constitution of Students' Union of Government/Government Aided/Private College of Manipur. The College Principal is the President of the Students' Union and it consists of elected Secretaries, Teachers-in-charge and class representatives. The Students' Union consists of the following office bearers:

1. **General Secretary:** He/She shall be a student of any class of the TDC/Degree Course of the College. The General Secretary shall be head of the Secretaries of the Union.
2. **Games and Sports Secretary:** He/She shall be in-charge of the Games and Sports of outdoor activities.
3. **Social and Culture Secretary :** He/She shall be in charge of annual freshers, social and other such social functions including cultural activities, dance and music, etc.
4. **Finance Secretary:** He/She shall be in charge of the Educational excursions
5. **Debate & Extension Secretary:** He/She shall be in charge of Debate & Extension activities.
6. **Magazine Secretary:** He/She shall be in charge of publication or the annual College Magazine and all other literary activities of the College.
7. **Common Room Secretary for Boys and Girls separately:** He/She shall be in charge of the Students Common Room (Boys/Girls) and indoor games.
8. **Class Representatives:** Class Representatives shall be elected amongst the students, who are not Union Secretaries.
9. **Teachers in-charge:** There shall be one Teacher in-charge for each Secretaryship to be nominated by the president.

Presidency College Students Union is actively involved in all the academic and administrative activities of the College. They actively participate in all development activities of the college including sports, cultural and academic. They coordinate the students and teachers in all grievances. The Students' Union contributes in the conduct of fairness in every activities, be it in admission, grievances of students, rights of minorities like SC/ST and other backward classes, demand for enough staffs and infrastructure. Moreover they take active part in inter-university and inter-college networking for sports, literary and cultural programmes. Over and above, the Union actively engages themselves in community and social issues which inversely act as a training ground for prospective future.

### 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: 1**

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

2019-20	2018-19	2017-18	2016-17	2015-16
1	1	1	1	1

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 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 Alumni Association of the Presidency College Motbung is newly formed in 2018. There are about 50 members of the Association. Some of the prominent alumni members of Presidency College, Motbung are Shri Raju Bista, Hon'ble sitting Member of Parliament (MP) from Darjeeling Parliamentary Constituency; Shri Thokchom Lokeshore Singh, Hon'ble Ex-Speaker of Manipur Legislative Assembly and sitting MLA, Khundrakpam Assembly Constituency; Shri Ngamthang Haokip, Hon'ble Minister and sitting MLA from Saitu Assembly constituency; Shri Heikham Dingo Singh, Hon'ble sitting MLA, from Sekmai Assembly Constituency of Manipur.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

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

**Response:** E. <1 Lakhs

## 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:

Presidency College was established with the objective of providing quality education and opportunity to the students to enable them to compete with the best in the world. The College has a mission **“To foster both teachers and students, the quest and love for accumulation of knowledge with a sense of moral, ethical and social responsibility through education”**. In order to achieve this mission, the institution strives to maintain an open and interactive environment where all stakeholders, local chiefs, civil society and student bodies, are actively encouraged to participate and voice their perspectives for effective decision making and policy formulation for proper functioning and development of the college. The college has a duly elected office bearers of Presidency College Teachers Association (PCTA) and Presidency College Students' Union (PCSU) which take part in every decision making for bringing a change in the institution.

The Principal of the college is the executive authority and he/she exercises general supervision and control of the affairs of the college. Various committees are formed for management of different activities in the college. Important committees of the College are: Women's Cell (WC), Purchase Committee (PC), Academic Council (AC), Examination Committee (EC), Students' Grievance Redressal Cell (SGRC), Eco Club, Counselling Cell (CC), Internal Quality Assurance Cell (IQAC), Construction Committee, etc. Besides these, temporary committees are also formed for effective implementation of a programme from time to time. Members for the different committees are formed by open election or by consensus on a rotational basis in the meetings of the teaching staff under the supervision of the Principal. This facilitates the involvement of the teachers in the decision making of the institution. The WC actively takes a great role in empowering women and takes up various steps towards this. It observes days of importance like Nupi Lal (Women's War) Day (12th December) and International Women's Day (8th March) every year. It also organizes lectures, seminars, hands-on-training etc. The PC decides for every major purchases and construction activities. The EC conducts all the University and internal examinations smoothly. The AC frames and maintains academic calendar. It also decides curricular enrichment programmes and other academic activities. The SGRC is a powerful body constituted for immediate redressal of various grievances of the students. Both teachers and students are participating in this committee. It also recommends to take up necessary actions to solve the issues raised by the students to the respective bodies and the authorities concerned.

The IQAC is constituted for overall supervision of all activities in order to monitor and maintain conducive academic atmosphere in the campus. Under this cell, 7 committees are formed each of which are assigned to monitor each of the 7 criteria of NAAC Assessment.

One of the main efforts of the institution remains the goal of empowering students through regular and proper classes, co-curricular activities, sports, literary programs, seminars, workshops, study tours, remedial classes, computer trainings, extension activities of NSS and Youth Red Cross Unit of the College.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

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

#### **Response:**

Presidency College encourages participative management by involving staff members in a number of administrative roles. Different Committees are constituted to ensure proper functioning of the college. These committees are formed under the guidance of the principal. Groups of teachers with the participation of students and non-teaching staff like Students Grievance Redressal Cell, Women cell, Examination Committee etc are formed. Each Committee has a Convener and committee members according to the requirement. The Convener and the committee members are authorized to make plans and decides on execution strategies pertaining to the needs and requirements of the committee concerned. The decision of the Committee remains final and it will be endorsed by the principal. Attached is a case study of the Examination Committee work in collaboration with the Manipur University during the Covid-19 Lockdown, 2020.

#### **CASE STUDY:**

An Examination Committee for the session 2019-20 was formed on 11th September, 2020 with Dr. Tankanath S. Khatiwara as the OC and W. Haripada Singh as the AOC for BA/BSc examinations during the Covid-19 lockdown period. As per the notifications from the government vide Order No. MU/9-1/13/Sem/Exam(C), online examinations were held for second and fourth semesters, BA/BSc 2020. However, offline examination was held for BA/BSc sixth semester vide Order No. MU/9-1/15/Sem/Exam(C) and following all the SoPs issued by the government. The Exam Committee strictly followed the Standard Operating Procedure (SoP) for Conduct of Examinations issued by UGC vide Order No. D.O.No.F.1-1/2020(Secy) dated 8th July, 2020 with instructions taken in view of the pandemic.

The Exam Committee headed by the OC issued a notification on 24th September, 2020 informing the students of BA/BSc 2nd and 4th Semesters about the internal assessments. The internal assessments were conducted in the form of home assignments to ensure that the students residing even in the most remote areas get the chance to be a part of the evaluation process. Submissions of the home assignments were accepted both online and offline due to restricted movements within the state during the COVID-19 lockdown periods.

In compliance with the instructions of the Controller of Examinations, Manipur University vide his Order No. MU/9/Exam/6th/2020 dated 29th August, 2020, the Examination Committee of the college, ensured that the college will allow the students to exercise the option to select their examination centres as per their convenience in the colleges which are located in the district where they stay for the offline sixth semester undergraduate examinations in order to reduce the risk of travel during the lockdown period of pandemic COVID-19. Accordingly, 76 students of other colleges who stay in Kangpokpi district were allowed to sit in our college for the examination. The examination was conducted very smoothly without any complaint from anybody else with the sincere efforts of the fully devoted examination committee.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

## 6.2 Strategy Development and Deployment

### 6.2.1 The institutional Strategic / Perspective plan is effectively deployed

#### Response:

The quality policy of the Institution is in alignment with the directives of Manipur University and UGC. The Academic Council of the college frames the quality policies and implements it through various Committees which are monitored by the Principal and the IQAC. The college follow the syllabus formulated by Manipur University. At the start of the semester workload distribution and lesson plans are executed for every Department through the Academic Council. The committee scrutinizes the student-teacher ratio, sanctioned workloads and adherence to the time table. The Examination Committee ensures that all examinations conducted in the institution runs smoothly. They are also authorized to handle any untoward situation during examinations. The college aims to ensure to deliver the best education to the students who are mostly coming from less privileged backgrounds to shape them to become responsible citizens. The institution is imparting efficient Guidance and Counselling to the students, continuously to help them choose suitable career. The Eco Club has also been established to impart awareness and importance of preserving the environment.

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

#### Response:

The college functions under the supervision of the Office of the Directorate of University and Higher Education, Government of Manipur. Service rules, procedures, recruitment, promotional policies are adopted as per the directives of government of Manipur. The institution is headed by a Principal-in-Charge appointed by the government of Manipur. As the head of the institution, the Principal of the college supervises the functioning of the college. The institution has its own independent mechanisms and committees to ensure that the functioning of the institution is efficient and professional. Various committees are formed as per requirements of the institution. The teaching staff, non-teaching staff and students of the college are appointed as members of different committees. The various committees dealing with different aspects function to ensure that every department in terms of academics, grievances, career prospects, awareness programs, sensitization programs etc. are looked after. The principal directly looks after 5 committees/ offices. These are 1. Administrative council 2. IQAC 3. Head of Departments of different subjects 4. Library and Staff Council. Administrative council deals with administration of the college headed by a head clerk. There are three sections under the head clerk. These are Admission section, Examination section



and Finance section. IQAC is directly connected with the HODs and the steering committee of the college. Nineteen different committees are working under the direct supervision of the staff council. These committees are Academic council, Students' union, Eco club, Women's cell, Students Grievance Redressal committee, ST/ SC Minority Cell, Alumni Committee, NSS Unit, Youth Red Cross Unit, UGC cell, Sports & Recreation cell, Canteen committee, Counselling cell, Examination Committee, Library Advisory committee, Research Committee and Purchase committee.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Link to Organogram of the Institution webpage	<a href="#">View Document</a>

### 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:** E. None of the above

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

## 6.3 Faculty Empowerment Strategies

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

**Response:**

As per norms laid by the Government of Manipur and the Manipur University, the following welfare measures are made available to permanent teaching and non-teaching staffs of the college

- The college strictly follows the UGC rules and Central and State Government Rules for both the teaching and non-teaching staff members to avail leaves such as casual leave, medical leave, earned leave and maternity leaves (for female staffs) and paternity leave (for male staff).
- The college encourages the teaching faculty members to pursue M.Phil. and Ph.D. by giving study leave.
- The College also encourages its faculty members to undergo research projects by recommending their project proposals to various funding agencies like UGC., DBT etc.
- The faculty members are encouraged to participate in Orientation Programs, Refresher Courses, Seminars, and Workshops for further development and advancement of their



careers by giving permission to attend these programmes and by reimbursing the registration fees.

- The college also readily extends full help and support to both the teaching and non-teaching staff in acquiring loans from banks for various emergency purposes.
- All the employees of the college appointed prior to 2005 are eligible for old pension benefits on retirement. Others, who are appointed post 2004 are covered under the New Pension Scheme (NPS).
- Both offline and online libraries (NLIST) are made accessible to the teachers and students.
- The college runs a corpus fund by raising contributions from the faculty members. The corpus fund is managed by a committee under an approved guideline. The fund is used for supporting to the needy faculty in the form of loan with minimum interest. Whenever a faculty dies, some amount of money from this corpus fund is donated to the bereaved family.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

### 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: 6.21

#### 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

2019-20	2018-19	2017-18	2016-17	2015-16
0	7	7	4	0

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

### 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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

#### **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:** 5.88

##### **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**

2019-20	2018-19	2017-18	2016-17	2015-16
0	7	6	4	0

File Description	Document
Upload any additional information	<a href="#">View Document</a>
IQAC report summary	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

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

**Response:**

The Performance Appraisal System for both the teaching and non-teaching staff is under the guidelines of Directorate of University and Higher Education, Government of Manipur. The teaching staffs are required to submit a self-appraisal report of themselves highlighting the various activities undertaken during the semester. These might include the number of classes taken during the semester, the number of leaves applied for, seminars, conferences and workshops participated, publications by teachers during the semester. The Principal has the authority to review the self-appraisal reports. The same is used for writing the Confidential Report which is sent to the Directorate of University and Higher Education, Government of Manipur. Students submit feedback form on the teaching learning process of the institution twice during a semester. Teachers also submit feedback on the teaching learning process. These submissions are done to

the IQAC through the respective Head of Department. Based on the outcome of analysis remedial actions are recommended to the concerned persons for implementation.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

## 6.4 Financial Management and Resource Mobilization

### 6.4.1 Institution conducts internal and external financial audits regularly

#### Response:

Presidency College, Motbung doesn't depute anybody as permanent internal auditor. However, a senior faculty is deputed to conduct internal financial audit for a particular year on temporary basis. Teacher is selected in a general body meeting of the teaching staff. The internal auditor checks and examined all the financial transactions of the college carried out during the particular financial year. ending on 31st March. The college hired a registered Chartered Accountant to conduct non governmental financial transactions of the college. He/she conducts the auditing for every financial year.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

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

#### Response: 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

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

**Response:**

Being a government college, the college follows the strategies for mobilisation of funds and optimal utilisation of resources as directed by the UGC and state government. The college falls under the administration of Directorate of University and Higher Education, Government of Manipur. The financial assistance for salary and other development purposes is derived from the state government. The state government sanctions the funds to the college on a quarterly basis. The required amount is passed through prescribed procedures with the Government Treasury Office. The college manages its funds through BEAMS (Budget Estimation, Allocation and Monitoring System), which is an online system by the Government of Manipur to distribute budget and authorize expenditure. On the Central level, each and every expenditure, management and allocation are done through the public Financial Management System (PFMS).

The college does not run any self-financing courses. The college has recently formed a corpus fund with monthly contributions from the teaching staff members of the college. This fund is operated by a body known as Presidency College Corpus Fund Management Committee (PCCFMC). The fund is being utilized in helping any teaching or non teaching staff members of the college whenever they need the fund at a minimized rate of interest. Whenever, a faculty or non-teaching employee dies, an approved amount of money from the corpus fund is given to his/ her family as token of love from the college side.

## 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:**

From its very inception, the College has always strived to maintain the quality of education. The IQAC of the College was recently constituted, commencing its operation from July, 2018. Since its formation, the Cell has been actively functioning to ensure and provide quality assurance in academics and administration of the College. It resolves to introduce proper mechanism to deliver timely and efficient results with regards to academic, administrative and financial matters of the College. This is made possible by continuous self-evaluation and introspection of the various activities undertaken by the College. By conducting meetings frequently, the IQAC conceptualizes and implements quality assurance initiatives for the efficient functioning of the Cell. Two practices that has been institutionalized as a result of IQAC initiatives may be:

1. After the constitution of IQAC, initiatives have been taken by the college to not only participate but also to organize various seminars and workshops in the college.
2. Feedback from stakeholders which was earlier handled by individual teachers and departments is now documented by a centralized committee under IQAC.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

**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:**

1. The Internal Quality Assurance Cell (IQAC) serves as a catalyst in bringing and imparting a quality education to the students. It is big body which is respected by all faculties as well as students. The IQAC of the College, although very young, being formed very recently in January, 2018, could bring a vivid change in the College. IQAC is successful to streamline all the academic and nonacademic activities of the College within a very short period of time. The IQAC holds a number of meetings and discussions with the HODs as well as individual teachers so that the institution becomes a student friendly campus in which the relation between students and teachers improves to a great extent. The IQAC also serves as a major planner of the college for keeping the institution as a standard institution. It recommends various works of infrastructural as well as academic activities according to the requirements of the students, surrounding communities and the potential of the College. The IQAC of the institution has been monitoring and ventilating the process, structures and methodologies at periodical intervals for the efficiency and effectiveness of teaching and learning. For instance, freshers' orientation programmes are conducted to give awareness of the courses, the Programme Structure, Course Syllabus, Course Session Plan, Counselling Programmes are organised at the opening of the session. Master Academic Planning and Time Table are made available to the students before the commencement of the semester. To check and review, regular meetings are held with department heads of the institution. Feedbacks and suggestions are received from teachers and students and reviewed accordingly, so that timely measures are taken so as to improve the quality of the teaching-learning process.

1. The IQAC of the college take up initiatives to facilitate IT infrastructure as well as help in maintaining green campus. Two smart classrooms have been made available in the college with the initiatives of IQAC, which has benefited both the teachers and students. Another smartboard is also made available in the Conference Room. The IQAC has also been instrumental in recognizing the importance of online library in the digital age both for the students as well as the faculty. N-LIST has been subscribed by the college with the initiative of the IQAC. The college library has also been upgraded to 'semi-automated' with the installation of KOHA software. Eco-club has been set up with the initiatives of the IQAC. This club takes responsibility for maintain green campus. Pu Henkholen Sitlhou Botanical garden has been set up with the initiatives of the Eco-club. Colourful seasonal flowers are planted for beautification of the campus. The Eco-club also maintains indigenous as well as non-indigenous trees planted in the botanical garden. The Eco-club maintains a vermicomposting pit in the college campus. The vermicompost produced is used for manuring the

college garden. Plastic waste disposal pit is constructed for disposing non-biodegradable wastes like plastic, bottle etc. Non-biodegradable wastes are collected by municipality vans from time to time. The IQAC takes up initiatives for installation of rain harvesting plan in the college. Rain water are drained down to the big central pond where is stored. This water is lifted to the overhead water storage tank for supplying water to different departments of the college.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

### 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 initiatives with other institution(s)
- 3.Participation in NIRF
- 4.any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

**Response:** C. 2 of the above

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

## 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:

There is no chapter/ portion in the prescribed curricula of the Manipur University about gender equity and sensitization taught in this college. However, the college takes up various co-curricular activities which are based on reducing sex-discrimination and sensitizing gender related issues. The college has adequate number of separate toilets for girls and lady teachers. There is separate girls' common room with facilities like indoor games, and basic requirements like free sanitary pads.

The college is a co-educational institution and its primary motto is to groom up both boy and girl students with a view to inculcating a sense of equal right and opportunity. However, gender sensitivity is the fine lining the college authority insists in all its functioning. Therefore, to ensure safety and security, the college has Women's Cell to address women-specific grievances and facilities in matters related with health and hygiene.

Presidency College has a strong "Women's Cell" besides the Principal herself who is head of the Institution, is also a woman. The college conducts various programmes/ seminars and workshops about this. The college organised observation of International Women's Day on 8th March every year on different themes. On these days seminars, symposia, discussion sessions are organised to understand and bring positive changes to the life of women in the traditional society where there still exists gender division of labour, structural exploitations, sexual violence, and non-participation of women in politics in spite of their great economic role in the family and the society in larger context. Topics are different for each year. Spot paintings, recitations, and cultural programmes are organised on these occasions in the related theme. Women's Cell, Presidency College organised a discussion session on 'Women's Role in Traditional Society and Problem of Gender Inequality' on 6th June, 2017. More than 100 students participated the discussion programme. Women's Cell, Presidency College reached out to the local community to create awareness on gender equity and invited youths of the surrounding locality to attend to the Non-residential Three-day Workshop on the theme 'Gender Equity' from 23rd to 25th September, 2017. A spot painting competition was held as part of the Workshop on the 25th September, 2017. The result was announced on the same day. Nupilal Numit (Women's war Day) was observed on 12th December, every year in the college to remember the strength of Manipuri women. The programme helped the girl students as well as lady teachers to remember the role of women in bringing a social change and also in solving problems in the society.

Although late, the college has established Counselling Centre and counselling is done from time to time to see that the students pursue academic ventures appropriate with their individual talents. Counselling is mandatorily conducted by the experts at the beginning of every new session for the new students.

The college has a good Common room for the students. It provides the students with an opportunity for engaging in recreational activities like small indoor games, reading of magazine, etc.

### 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

### 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:

#### SOLID WASTE MANAGEMENT

The campus is studded with different species of trees which are identified and tagged with their respective botanical names and common names. The campus wears a beautiful look during the spring season with the abundant green foliage displayed by the trees. On the other hand, the college campus attracts one and all with the well maintained garden especially when the flowers are in full bloom particularly during the beginning part of the winter season. The campus is constantly monitored by the **Presidency College Eco Club** which is headed by a senior teacher with the green activists from among the teachers and students being its members.

- **Biodegradable wastes:**

The college uses environment friendly locally made bamboo dustbins for collecting the **solid wastes** which are segregated into biodegradable and non-biodegradable wastes. **Biodegradable wastes**, especially the fallen dry leaves are collected in a vermicomposting pit and converted into vermicompost. The compost thus produced is the best organic fertilizer we use for the plants grown in the campus.

- **Non-biodegradable waste:**

The **non-biodegradable wastes** like plastics, pieces of glass, metals, rubber items, etc. are collected in separately placed dustbins dedicated for the specific purpose with the label Non-biodegradable pasted on each of the dustbins. These are later transferred to a Non-biodegradable wastes collection pit. The waste materials thus collected are disposed by local NGO collection vans for proper scientific disposal.

#### **Liquid waste management:**



The college by its nature does not discharge any form of hazardous liquid waste like industrial liquid waste, oils, grease, or any kind of waste water that may cause hazard to the environment. Therefore the college does not have any liquid waste problem.

- **Biomedical waste management:**

The college does not produce any biomedical waste

- **E-wastes**

E-wastes like used battery sets, used and discarded parts of computer and other electronic appliances are also separately collected and disposed by the NGO vans.

- **Hazardous chemicals and radioactive waste management:**

The college does not produce hazardous chemicals and radioactive waste.

File Description	Document
Geotagged photographs of the facilities	<a href="#">View Document</a>

#### 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:** A. Any 4 or all of the above

File Description	Document
Geotagged photographs / videos of the facilities	<a href="#">View Document</a>

#### 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	<a href="#">View Document</a>

**7.1.6 Quality audits on environment and energy 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:** E. None of the above

**7.1.7 The Institution has disabled-friendly, barrier free environment**

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

**Response:** D.1 of the above

File Description	Document
Geotagged photographs / videos of the facilities	<a href="#">View Document</a>

**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:**

Presidency College, in all its academic, administrative and extra-curricular activities always inculcate a practice of inclusiveness as it situates in a location very rich both in terms of the environmental biodiversity and also the ethnic, social, economic, and cultural diversity of the surrounding local villagers. The students and teachers who are consisted of Kukis, Nagas, Nepalese and Meiteis with their different social, cultural and linguistic background converge in the college for education. It creates a different melting pot scenario of sharing together not simply in matters related with academics but also creating a deeper experience of a plural society and going beyond any form of barrier. This is an experience rare and an experience no other institution can earn in Manipur sheer because of their location.

We promote the concept that culture is a matter of giving and taking thereby nourishing the community life of the people concerned; every culture is unique, meaningful and beautiful. Cultures are interrelated and therefore intertextual manifesting cultures of other communities. This interrelatedness or intertextual character is born out of ethnic diversity and interaction among the communities at the grass root level of daily life of the common people. Nehruvian concept of 'unity in diversity' makes the college move

forward with a consciously generated cultural harmony grew out of the multi ethnic, linguistic location of the college at Motbung at the foot of the Mt. Koubru.

Presidency College holds College Week every year for seven days. During this week-long festival the students from Nepali community of the Charhajare village, the Meiteis from Sekmai and surrounding villages and the Nagas who belong to the Liangmai tribe of the nearby Makhan village and Kuki students from Thadou and other sister Kuki communities who constitute the majority of the students stage different folk dance and music programmes.

**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:**

The college takes up academic programmes to create awareness among its students and employees. Teachers of the Department of Political Science of the college take major initiative in this matter. The Department has procured the whole courseware of e-content programmes on Human Rights and Values Education in which many eminent teachers in the field deliver lectures as resource persons. These are the programmes EMMRC, Manipur University has developed under the sponsorship of the Consortium of Educational Communication, New Delhi which is a fraternal organisation of UGC dealing with undergraduate courses. The students in particular are also encouraged to the MOOCS course available at SWYAM portal on Human Rights and Values Education classroom teaching courseware conducted by distinguished teachers from Manipur University, Gauhati University, and from other parts of the country. These are one among many e-content programmes Dr. N. Premchand, Associate Professor of the Department of English of the college had developed when he was the Director of the Educational Multimedia Research Centre, Manipur University.

The Department of Political Science of the college also organises lecture programmes from time to time in which teachers of the department of the college take important role in interacting with the students and the employees. The Constitution Day which falls on the 26th November is an opportunity on which we organise essay writing competitions and painting competitions. The Constitution Day is observed every year to commemorate adoption of the Indian Constitution on 26th November, 1949. The Constitution came into force on the 26th January, 1950.

A strong contingent of students of the college take part in the district level Republic Day celebration every year at Kangpokpi. The college organises functions at the college campus on this day along with teachers and students. The function is consisted of recitation of poems consistent with National integrity, Rights and Human values.

**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:** C. 2 of the above

File Description	Document
Code of ethics policy document	<a href="#">View Document</a>

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

**Response:**

Presidency College observes important state, national and international days and festivals in different forms. World Women's day is observed every 8th february in the form of seminar. The college participates Republic day by sending a contingent of students in the march pass parade held at the district head quarter. World environment day is observed on 5th June every year by planting saplings in and around the college campus. Special camps are also held for mass plantation with the initiative of NSS unit. The international yoga day on 21st June every year by practicing some yoga asans together at the college. The college also observes Children day on 14th November along with destitute children at Kanglatongbi Children Home. We also observes national cleanliness day on 2nd October every year. The college also observes state days. Nupilal day is observes every 12th December.

File Description	Document
Geotagged photographs of some of the events	<a href="#">View Document</a>

## **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:**

#### ***1: Initiatives for Sustainable Environment***

**Objective:**

Issues regarding deterioration of the environment is one of the most important concerns of the elite society as it directly relates with human health. Once health is in good condition, developmental activities will speed up. Green environment in the college campus will boost up both physical and mental status of the people who enters into it. Keeping this objective in mind, every individual including students, teachers and non-teaching staff of the college unite together to take positive steps to keep a sustainable environment in the college.

**Context:**

The Presidency College created an Eco Club headed by a senior faculty to take responsibility for keeping a

sustainable environment in the college campus. All the green initiatives and practices implemented in the college which includes the practices of keeping the campus clean, green and sustenance of biodiversity are taken up with the initiatives of the Eco Club. It also campaigns for combating global climatic changes in and around the College. To inculcate someone the habit of self service towards sustainable goal is a great challenge. However, appropriate steps are taken up by giving continuous awareness in this matter specially to those students and employees (both teachers and non teaching staff) who join the college newly. The college has a big water tank which is used as storage for rain harvesting. Being in a slope range in th hilly terrain, enough amount of water drains down to this pond and remain filled water water all the time. The water is used for supply to the entire college campus. The college has also a borewell water tank which supplement to the need of water in the college.

### Practice:

The Eco Club with the help of the NSS Unit of the college takes up tree plantation programmes with the involvement of teachers, students, and villagers. Every year it organises the World Biodiversity Day on the 22nd May and also World environment Day on the 5th June. On these days there are seminars, symposia organised to stand against felling of trees, shifting cultivation, use of chemical fertilizers, setting up of bush fire, and hunting of wild animals. Small efforts are being made to combat these bad practices of the people in the hill areas who have been accustomed to practice for the past so many years ultimately for their livelihood. This is an effort which is immediately necessary in view of the menacing problems our planet is facing as of now. However small, the college is continuously taking up its efforts to keep the environment sustainable.

The college is located at the foot of the mythical Mt. Koubru with the lush green environment surrounding and also inhabiting the campus thereby maintaining the local-specific ecology of the site. A botanical garden is set up in the campus in the name of the founder of the college, “Pu Hangkhalian Sitlhou Botanical Garden”. A number of indigenous and non-indigenous varieties of plants are planted in the botanical garden. The trees are identified and tagged with their respective botanical names and common names. The campus wears a beautiful look during the spring season with the abundant green foliage displayed by the trees. On the other hand, the college campus attracts everybody with the well- maintained garden especially when the seasonal flowers are in full bloom particularly during the beginning part of the winter season. The campus is constantly monitored by the Presidency College Eco Club.

**Waste management:** The college uses environment friendly locally made bamboo dustbins for collecting the **solid wastes** which are segregated into biodegradable and non-biodegradable wastes. **Biodegradable wastes**, especially the fallen dry leaves are collected in a vermicomposting pit and converted into vermicompost. The compost thus produced is the best organic fertilizer we use for the plants grown in the campus. The **non-biodegradable wastes** like plastics, glass pieces, metals, rubber items, etc. are disposed by local NGO collection vans for proper scientific disposal. **E-wastes** like used battery sets, used and discarded computer items are also separately collected and disposed by the NGO vans. The used battery cells, unused computer parts, printers, etc. which constitute e-waste are assembled separately and carried by garbage disposal vans of NGOs.

**No Vehicle Day:** The college maintains no vehicle day on every Thursday. Neither student, teacher nor non-teaching staff are allowed to carry vehicle on this particular day. The college wears a perfect natural green look on this day. This practice definitely helps not only in reducing pollution but also in saving precious fuel and money. The entire campus is also declared as “**NO HORN ZONE**” in order to maintain peaceful environment.

**Perennial source of water and its management:** Being located at the slope of the Mt. Koubru there is perennial availability of water because of the nonstop water seepage from the mountaintop forest which makes water available throughout the year in the large pond of the college which serves as a storage of rain water harvesting. Water from roof top is also drained down to this pond after collecting through water harvesting channels. The pond water is pumped up and distribute to different departments for uses.

**Evidence of success:**

One will feel a cool and green environment once he/she steps into the college campus. There is totally pollution free environment in the campus. The campus always keeps clean and no scattering of plastic wastes and loose papers will be visible. The College pond remains full of clear water all the time. The entire college campus remains fresh and peaceful. It's a great of success in maintaining sustainable environment in the college campus.

**2: Harmony among ethnic, linguistic and cultural diversity**

Institutional distinctiveness of the Presidency College lies in its location both in terms of the environmental biodiversity and also the ethnic, social, economic, and cultural diversity of the surrounding local villagers. The students and teachers who are consisted of Kukis, Nagas, Nepalese and Meiteis with their different social, cultural and linguistic background converge in the college for education. It creates a meeting point of sharing together not simply in matters related with academics but also creating a deeper experience of a plural society and going beyond any form of barrier.

**Objective:**

Being located in an area where diverse ethnic groups are present, Presidency College aims to serve as a platform for national integration where the ethnic, linguistic and cultural identities of these groups co-exist and shine together.

**Context:**

It becomes a common occurrence that people are becoming self centered and selfish minded as their outlook becomes so narrow that they think for the welfare of their ethnic group only. This is why we often hear about conflicts looming large among different ethnic groups and communities. Tensions created among the groups and they spoil their energy and time in defensive and offensive activities instead of thinking about their own progress and development. Presidency College deeply believes that only when we bring a harmony among these ethnic groups, we can bring progress in all fronts.

**Practice:**

Human right is embodied once born as a citizen and it is one's birth right to claim his right as a human being. But, it is also equally important to understand and respect human values and also cultural values not simply of any community's own values but also understand and respect other community's human and cultural values in equal terms. Presidency College provides the opportunity to understanding and respecting each other community's cultural values and their ethnic identities. Human rights and values education is the distinctive feature the Presidency College always tries to impart and let students have a feel of it through the collective experience the college provides. The college organises cultural meets in which students of different communities put up their cultural performances in their ethnic dances, costumes

and music.

The students, teachers and the administrative staff are consisted of people from different ethnic backgrounds. They are all meeting for the cause of education. There are Thadous, Haokips, Gangtes, and many others from the Kuki community; there are Liangmais, Marams, from the Naga community; there are Meiteis, and Nepalis from different surrounding areas. All these communities come from many different languages, cultures and folklore which are distinctive. But they share a common platform at the college sharing each other's cultures and experiences of life.

### **Cultural meet**

The college's Cultural Meet which annually takes place once in a year is an opportunity for showcasing their cultures and talents. There are fashion parades based on each and every community's traditional costumes. There is also folk cuisines festival organised as part of the cultural meet during which every community has the advantage understanding each community's cuisines, taste it and understand it. The college authority continues to enhance this ethnic communal harmony through culture. We promote the concept that culture is a matter of giving and taking thereby nourishing the community life of the people concerned; every culture is unique, meaningful and beautiful. Cultures are interrelated and therefore intertextual manifesting cultures of other communities. This interrelatedness or intertextual character is born out of ethnic diversity and interaction among the communities at the grass root level of daily life of the common people. Nehruvian concept of 'unity in diversity' makes the college move forward with a consciously generated cultural harmony grew out of the multi ethnic, linguistic location of the college at Motbung at the foot of the Mt. Koubu.

Law of the nature is co-existence as manifested by ecological biodiversity where all living beings, the world of flora and fauna exist with an integral law of interdependency. The human beings also need to be constantly reminded of the inevitable fact that we all exist with an integral law of interdependence in matters of sharing geographical space, economy, culture, etc.

### **Evidence of Success:**

So far no conflicts occurs in the college and neighbouring villages based on ethnic and linguistic diversity. It's often seen integration of students and teachers in every activities in the college. Diversed cultural activities and performances of students are seen in various functions of the college.

<b>File Description</b>	<b>Document</b>
Any other relevant information	<a href="#">View Document</a>

## **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:**



## **Ethnic linguistic and cultural diversity**

Institutional distinctiveness of the Presidency College lies in its location both in terms of the environmental biodiversity and also the ethnic, social, economic, and cultural diversity of the surrounding local villagers. The students and teachers who are consisted of Kukis, Nagas, Nepalese and Meiteis with their different social, cultural and linguistic background converge in the college for education. It creates a meeting point of sharing together not simply in matters related with academics but also creating a deeper experience of a plural society and going beyond any form of barrier. This is an experience rare and an experience no other institution can earn in Manipur sheer because of their location.

Human right is embodied once born as a citizen and it is one's birth right to claim his right as a human being. But, it is also equally important to understand and respect human values and also cultural values not simply of any community's own values but also understand and respect other community's human and cultural values in equal terms. Presidency College provides the opportunity to understanding and respecting each other community's cultural values and their ethnic identities. Human rights and values education is the distinctive feature the Presidency College always tries to impart and let students have a feel of it through the collective experience the college provides. The college organises cultural meets in which students of different communities put up their cultural performances in their ethnic dances, costumes and music.

We promote the concept that culture is a matter of giving and taking thereby nourishing the community life of the people concerned; every culture is unique, meaningful and beautiful. Cultures are interrelated and therefore intertextual manifesting cultures of other communities. This interrelatedness or intertextual character is born out of ethnic diversity and interaction among the communities at the grass root level of daily life of the common people. Nehruvian concept of 'unity in diversity' makes the college move forward with a consciously generated cultural harmony grew out of the multi ethnic, linguistic location of the college at Motbung at the foot of the Mt. Koubu.

Presidency College holds College Week every year for seven days. During this week-long festival the students from Nepali community of the Charhajare village, the Meiteis from Sekmai and surrounding villages and the Nagas who belong to the Liangmai tribe of the nearby Makhan village and Kuki students from Thadou and other sister Kuki communities who constitute the majority of the students stage different folk dance and music programmes.

Law of the nature is co-existence as manifested by ecological biodiversity where all living beings, the world of flora and fauna exist with an integral law of interdependency. The human beings also need to be constantly reminded of the inevitable fact that we all exist with an integral law of interdependence in matters of sharing geographical space, economy, culture, et al.



## 5. CONCLUSION

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### Additional Information :

Sincere and dedicated faculties of which more than 40% are Ph.D. degree holders is a great asset for Presidency College Motbung. Besides this, Students are well behaved and they take part in extension activities. The College has a big library with INFLIBNET facility for both students and teachers. An institutional level bio-hub is set up in the college under the sponsorship of Department of Biotechnology, Government of India.

There are immense opportunities for the college to become a quality based higher education hub. Since there are many qualified teachers in the college, PG courses for some of the departments may be opened. There are also opportunities to open some self financed skill based courses in the college as it is located in remote hilly tribal areas. The college begged runners-up award in the Manipur University Inter-College Football tournament, 2019. The college also produced national and international sport persons in Fencing, Football etc. There are opportunities for the institution to become an important research Centre to develop new herbal medicines. The number of applicants for admission is increasing every year. It is a challenge for the college to accommodate and provide them quality teaching and training with the existing infrastructure.

### Concluding Remarks :

Presidency College, Motbung stands for providing possible facilities and available resources to stakeholders to excel in higher education. The college has a vision to make education as a source of inspiration for an overall change through discerning intellect with non-discrimination irrespective of race, ethnicity and cultural diversity. It lays its efforts to enrich knowledge with a right attitude under the dimension of global education system. The College also share the fruit of education through service to the people of different communities with dedication and to give outreach activities to neighbouring areas.

The college arrange orientation program for newly inducted students to apprise the rules and regulations of the college, teaching methodologies, information system like, learning management, discipline, anti-ragging, student welfare activities, administration and sports facilities, entrepreneurship development, women empowerment, examination system, grading system etc. Moreover, the departments arrange special sessions like extra classes for the weaker students to help them with the program to which they are enrolled.

Presidency college is the only Government College in Kangpokpi District. This Institution provides healthy academic atmosphere which creates confidence for enhancement of capacity and competencies of students and teachers in research and innovative activities. Being located at the foot of the mythical Mt. Koubu, the college maintains a lush green environment with the local-specific ecology of the site which attracts everyone. The campus is constantly monitored by the **Presidency College Eco Club** which is headed by a senior teacher with the green activists from among the teachers and students being its members. It has a well maintained botanical garden. The College campus maintains neat and clean, free from biodegradable and non-biodegradable wastes, which is quite conducive for teaching- learning processes. Biodegradable wastes are fed to the vermicomposting plant installed in the campus while the plastic and other nonbiodegradable wastes are collected in a plastic collection pit which is disposed off through a municipal waste collection van. The college maintains **NO VEHICLE DAY** on every Thursday on which no vehicle is allowed to enter the campus. It gives an awareness about conservation of fuel and also help in controlling air and noise pollution.