

Peer Team Report

on

**Institutional Assessment and Accreditation
(1st Cycle)**

of

**South East Manipur College
Komlathabi, Manipur**

Dates of Visit: July 27th, 28th & 29th 2016



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NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission
P.O. Box No. 1075, Nagarbhavi, Bangalore - 560 072, INDIA

NAAC for Quality and Excellence in Higher Education

Section I: General		Information
1.1	Name and Address of the Institution:	South East Manipur College, Komlathabi (Kapaam), P.O.Pallel, Distt. Chandel, Imphal 795 135 Manip
1.2	Year of Establishment:	1981
1.3	Current Academic Activities at the Institution(Number)	
	• Faculties:	05 (Science, Arts, others (BCA, PHS, B.VOC Information & IT Services, B.VOC Food Processing & Engineering)
	• Departments/ Centres:	20 = 08 + 09 + 01+01+1
	• Programmes/ Course offered:	05(Arts, Science , (BCA, B.VOC Information & IT Services, B.VOC Food Processing & Engineering, PHS)
	• Permanent Faculty Members:	88 teachers against 11 sanctioned posts
	• Permanent Support Staff:	55 appointed against 06 sanctioned posts
	• Students:	911
1.4	Three major features in the institutional context (As perceived by the Peer Team):	<ul style="list-style-type: none"> • Grant-in-Aid College run by private management i.e. the governing body • Co-Education Degree College situated in tribal area. • College has a mix of SC, ST, OBC and General students
1.5	Dates of visit of the Peer team (A detailed visit schedule may be included as Annexure):	July 27 th , 28 th & 29 th , 2016
1.6	Composition of the Peer Team which undertook the on-site visit:	
	Chairperson:	Prof Kailash Chandra Sharma Vice Chancellor, Kurukshetra University Kurukshetra 136 119 Haryana
	Member Coordinator	Prof. Shrawan K. Sharma Professor of English, Dean, Faculty of Humanities Gurukul Kangri University, Haridwar-249 404 Uttarakhand.
	Member:	Dr Narendra Chotaliya Former Principal Kotak Science College, Rajot Res:255, Ravi Residency, Behind Sterling Hospital Rajkot, 360 007 Gujrat
	NAAC Officer:	Dr. B. S. Madhukar Adviser, NAAC, Opposite to NLSIU, Bangalore University Campus, Nagarbhavi, Bangalore-560 072, Karnataka.

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Section II: CRITERION WISE ANALYSIS		Observations (Strength and or / Weaknesses) On Key – Aspects
2.1	Curricular Aspects:	
2.1.1	Curricular Planning and Implementation:	<ul style="list-style-type: none"> • Being an affiliated college, it implements the curriculum prescribed by Manipur University • Programme planned and implemented are commensurate with the profile of students.
2.1.2	Academic Flexibility:	<ul style="list-style-type: none"> • English, as a compulsory subject along with different combinations of courses at UG level. • Relatively good academic flexibility • The remedial classes need to be strengthened.
2.1.3	Curriculum Enrichment:	<ul style="list-style-type: none"> • The affiliating University enriches the curriculum periodically • The college has limited say in curriculum enrichment •
2.1.4	Feedback System:	<ul style="list-style-type: none"> • Feedback from students taken • Formal Feedback mechanism from all stakeholders need to be implemented.

2.2	Teaching – Learning and Evaluation:	
2.2.1	Student Enrolment and Profile:	<ul style="list-style-type: none"> • Students are from rural and tribal background • Good Students enrolment • Students are from economically and educationally backward sections.
2.2.2	Catering to the Diverse Needs:	<ul style="list-style-type: none"> • Slow and advance learners are identified and remedial classes are conducted. • Orientation programme for enrolled students conducted before the commencement of the session • 02 Vocational courses in place for employability and life skill enhancement
2.2.3	Teaching – Learning Process:	<ul style="list-style-type: none"> • Academic calendar in accordance with the University Calendar is in place • Use of ICT for teaching initiated in science departments • Students encouraged to participate in workshops, literary meet, debate, group

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		<p>discussions, field work, educational trips etc conducted for nurturing critical thinking & creative temper among students</p> <ul style="list-style-type: none"> • Lessons plans prepared by the teachers
2.2.4	Teacher Quality:	<ul style="list-style-type: none"> • 88 teachers against 11 sanctioned post • 05 Ph D and 12 registered, 12 M Phil holder, 08 NET/SLET and the rest PG's among the teaching faculty • Two teachers got awards for excellence in Edu
2.2.5	Evaluation Process and Reforms:	<ul style="list-style-type: none"> • Evaluation process known to the students through orientation programme before the session • Tests conducted and home assignments given. • Evaluation procedure prescribed by the University followed.
2.2.6	Student Performance and Learning Outcomes:	<ul style="list-style-type: none"> • Students performance very good • The average of the annual results of the college is almost 100%

2.3.	Research, Consultancy and Extension:	
2.3.1	Promotion of Research:	<ul style="list-style-type: none"> • Research committee functional • No specific provision for research in the budget.
2.3.2	Resource Mobilization for Research:	<ul style="list-style-type: none"> • 11 minor & 01 major projects completed and 01 major ongoing, 5 are appeared. • Faculty needs to be encouraged to apply for research projects further.
2.3.3	Research Facilities:	<ul style="list-style-type: none"> • Adequate research facilities required
2.3.4	Research Publications and Awards:	<ul style="list-style-type: none"> • One teacher got UGC research award • 23 research papers published by faculties • A few research papers presented in seminar.
2.3.5	Consultancy:	<ul style="list-style-type: none"> • No consultancy
2.3.6	Extension Activities and Institutional Social Responsibility:	<ul style="list-style-type: none"> • Students exposed to social responsibility through NSS programmes. • Students are exposed to environmental awareness. • NSS unit participated in various activities like national integration camp at regional, zonal & national levels
2.3.7	Collaboration:	<ul style="list-style-type: none"> • No Collaborations

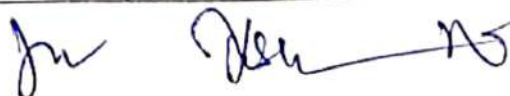
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2.4	Infrastructure and Learning Resources:	
2.4.1	Physical Facilities:	<ul style="list-style-type: none"> • Located in 7.7 acres of land • 14 class rooms, & 09 departmental rooms • 09 laboratories for science, anthropology, IT & Food processing etc • 01 Botanical garden, 01 seminar hall • 01 girls and 01 boys hostel newly constructed • 01 Indoor Stadium
2.4.2	Library as Learning Resources:	<ul style="list-style-type: none"> • 5390 titles of books in the library • 13 journals subscribed • INFLIBNET facility & OPAC available • Library automated
2.4.3	IT Infrastructure:	<ul style="list-style-type: none"> • The college has a total of 40 Desk top computers and 13 laptops). • The college has 12 LCD projectors • Some classrooms are equipped with ICT
2.4.4	Maintenance of Campus Facilities:	<ul style="list-style-type: none"> • Campus is maintained with greenery.

2.5	Student support and progression:	
2.5.1	Student Mentoring and Support:	<ul style="list-style-type: none"> • Scholarship & Financial aid given to ST & OBC through State Government. • 10% of the General category students from low income families given Financial aid by the college • Women's Cell, Grievance Redressal unit, and Student Counselling & career guidance units are in place.
2.5.2	Student Progression:	<ul style="list-style-type: none"> • No formal record available, however, nearly 10% of the students go from UG to PG studies. • Drop out rate is about 15%.
2.5.3	Student Participation and Activities:	<ul style="list-style-type: none"> • Departments conduct different activities through student participation • Students also participate in cultural activities and games and sports at intercollege level • College football Team (men) 2013 & Volley Ball (women) 2014 were runner Up & winner respectively at intercollege level

2.6	Governance and Leadership:	
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2.6.1	Institutional Vision and Leadership:	<ul style="list-style-type: none"> • Vision is in tune with Higher Education policy of the state government to provide higher education for building a sustainable society • The mission and objectives adopted by the Institution is to offer value oriented and need based quality education for the all round development of the students. • The Principal and the governing body responsible for governance and management of the college as per the University and state Government directions
2.6.2	Strategy Development and Deployment:	<ul style="list-style-type: none"> • Participative management through various committees. • A long term perspective plan exists. • A development committee consisting of alumni, local leaders, parents, staff members, industrialists and philanthropists required
2.6.3	Faculty Empowerment Strategies:	<ul style="list-style-type: none"> • Faculties deputed for Orientation and Refresher Courses. • 08 UGC Seminars/workshops conducted • Recruitment of faculty as per the sanctioned posts and the UGC/govt workload guidelines required
2.6.4	Financial Management and Resources Mobilization:	<ul style="list-style-type: none"> • The college is mainly funded by the UGC/ State Govt. • Accounts are regularly audited as per rules. • Effective attempts required for additional funding to supplement the Government funding • Transfer of salaries of teaching and nonteaching staff as per the UGC/Govt. norms required in their bank A/C
2.6.5	Internal Quality Assurance System:	<ul style="list-style-type: none"> • The college has a functional IQAC • Stakeholders like faculty, alumni and students extend co-operation in planning and executing the programmes • System of Academic Audit need to be initiated

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2.7	Innovative Practices:	
2.7.1	Environment Consciousness:	<ul style="list-style-type: none">• Plantation undertaken to keep the campus green• Use of renewable energy sources required• Green audit needs to be initiated
2.7.2	Innovations:	<ul style="list-style-type: none">• Use of ICT in some departments• Computer literacy programmes for teachers & students need to be effective
2.7.3	Best Practices:	<ul style="list-style-type: none">• Conduct of orientation program for students• Periodic visits of Students to institutions of higher learning• Publication of college magazine• Financial assistance to general category students from lower income family

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Section III: OVERALL ANALYSIS		Observations (Please limit to five major ones for each and use telegraphic language) (it is not necessary to denote all the five bullets for each)
3.1	Institutional Strengths:	<ul style="list-style-type: none"> • Cordial ambience on the campus • Government grant-in-aid college in tribal area • Collective decision making on democratic lines • Dedicated faculty
3.2	Institutional Weaknesses:	<ul style="list-style-type: none"> • Limited resources • Depends on government funds • inadequate infrastructure and learning resources • Poor salaries of the faculty and employees • Concentrating on increased use of ICT in teaching and learning. • Introducing Post Graduate courses. • Introducing more Vocational and Add-on courses. • Initiating collaborative projects and outreach activities in a rural set up. • Changing the scenario for competitive higher education environment.
3.3	Institutional Opportunities:	<ul style="list-style-type: none"> • Concentrating on increased use of ICT in teaching and learning. • Introducing Post Graduate courses. • Introducing more Vocational and Add-on courses. • Initiating collaborative projects and outreach activities in a rural set up. • Changing the scenario for competitive higher education environment.
3.4	Institutional Challenges:	<ul style="list-style-type: none"> • Improving the employability of its graduates by offering quality education and new professional skill oriented courses particularly in IT and area based need. • Promoting research culture among the faculty and students • Institutional competency in ICT and other modern teaching aid towards global education. • Tapping more resources from different funding agencies

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Section IV: Recommendations for Quality Enhancement of the Institution

(Please limit to *ten major ones* and use telegraphic language)

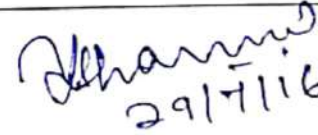
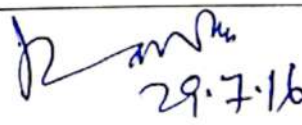
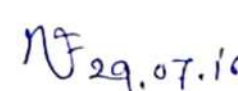
(It is not necessary to indicate all the ten bullets)

1. Sincere efforts be made for appointing teaching and non-teaching staff against the sanctioned posts and as per the UGC/Govt guidelines of the workload
2. Laboratory Infrastructure in Science Courses be strengthened.
3. English language laboratory be setup to develop communication skills of the students.
4. PG courses in Arts, and Science subjects be introduced.
5. Efforts be made for offering Add-on job oriented professional courses such as Spoken English, Vernacular Journalism, Sales and Marketing of tribal products, etc.
6. IQA cell be strengthened to handle quality assurance programmes such as academic audit.
7. NCC unit be introduced
8. Adequate use of pedagogical tools to supplement ICT enabled teaching-learning be made
9. Sports facilities (indoor and outdoor) be expanded and strengthened.
10. Professional orientation to the non-teaching staff be provided periodically
11. Research culture be promoted.

I agree with the Observation of the Peer Team as mentioned in this report


29/07/2016
Signature of the Head of Institution

Signature of the Peer Team Members:

Name and Designation		Signature with date
Prof Kailash Chandra Sharma Vice Chancellor, Kurukshetra University Kurukshetra 136 119 Haryana	Chairperson	 29/7/16
Prof. Shrawan K. Sharma Head, Department of English, Dean, Faculty of Humanities Gurukul Kangri Vishwavidyalaya, Haridwar-249404 Uttarakhand.	Member Co-ordinator	 29.7.16
Dr Narendra Chotaliya Former Principal Kotak Science College, Rajot Res:255, Ravi Residency, Behind Sterling Hospital Rajkot, 360 007 Gujrat	Member	 29.07.16

Place: Komlathabi, Chandel District, Manipur