



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		PRANABANANDA WOMEN'S COLLEGE
Name of the head of the Institution		UMA BHOWMICK
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		03862244551
Mobile no.		9435163091
Registered Email		pranabananda_wc@yahoo.com
Alternate Email		suvankard78@gmail.com
Address		LHOMITHI COLONY
City/Town		DIMAPUR
State/UT		Nagaland
Pincode		797112
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Women
Location	Semi-urban
Financial Status	private
Name of the IQAC co-ordinator/Director	SAURAV DOWARAH
Phone no/Alternate Phone no.	03862244551
Mobile no.	9774479353
Registered Email	rimonyz000@gmail.com
Alternate Email	pranabananda_wc@yahoo.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.pwcdimapur.com/Downloads/The-Annual-Quality-Assurance-Report-2017-18-of-PWCollege.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	http://www.pwcdimapur.com/Downloads/Academic-Calendar-2018.docx

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	2.28	2016	05-Nov-2016	04-Nov-2021

6. Date of Establishment of IQAC

12-Nov-2012

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
TWO DAY NATIONAL SEMINER ON SUBASH BOSE CONNECTION	28-May-2019 2	400

WITH NORTH-EAST INDIA		
INTERACTIVE SESSION ON ONE HUNDRED FIFTH BIRTH ANNIVERSARY OF MAHATMA GANDHI, HUNDRED YEARS OF JALLINWALA BAGH TRAGEDY & SEVENTY-FIVE YEARS OF FORMATION OF INA SPONSORED BY MAKAIAS	27-Apr-2019 1	250
AN INTERACTIVE SESSION WITH	24-Apr-2019 1	70
ENTERPRENUERSHIP WEEK	28-Feb-2019 5	242
A SPECIAL LECTURE ON ACADEMIC & ADMINISTRATIVE AUDIT	05-Dec-2018 1	200
A COMPETATIVE EXAMINATION REGARDING THE RIGHTS OF WOMEN SPONSORED BY NATIONAL COMMISSION OF WOMEN	04-Dec-2018 1	50
INTER-DEPARTMENTAL SEMINAR	25-Sep-2018 1	137
INTER-DEPARTMENTAL DEBATE COMPETITION	20-Sep-2018 1	82
ORIENTATION PROGRAMME	21-Jun-2018 1	150
Special Lecture on Displacement and Human Rights violations in North-East India	26-May-2018 1	180
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
PRANABANANDA WOMEN'S COLLEGE	GRANT IN AID	STATE GOVT. OF NAGALAND	2018 1	160000
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	3

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

Conducted A Two Day National Seminar.

Conducted Special Lecture by eminent teachers.

Signed MOU's with reputed placement organizations regarding Skill Development courses.

Interdepartmental Seminars were conducted.

Students Grievance Cell is regularly addressing the issues.

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
To encourage the departments to conduct invited talks by experts from respective fields.	Special lectures by eminent faculty members from reputed university have delivered lectures in different areas.
To introduce Skill based programmes.	Two MOU's have been signed with recognised skill based training centres.
To encourage the faculty members participate in Refresher/Orientation courses.	Many teachers have participated in such courses.
To organise an Enterprenuership Week.	An Enterprenuership Week organised by IQAC.
To encourage the departments to conduct National/State level seminars	One National Seminar has been organised.
To encourage the students to participate in the cultural events organised by various institutions.	One cultural team from college participated in a cultural event organised by Bharat Sevashram Sangha in Kolkata.

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14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1"> <tr> <td>Name of Statutory Body</td> <td>Meeting Date</td> </tr> <tr> <td>IQAC</td> <td>27-Jun-2019</td> </tr> </table>		Name of Statutory Body	Meeting Date	IQAC	27-Jun-2019
Name of Statutory Body	Meeting Date				
IQAC	27-Jun-2019				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2019				
Date of Submission	25-Jan-2019				
17. Does the Institution have Management Information System ?	No				

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

PLANNING: As being an affiliated College, the college follows the curriculum planned and designed by the University (Nagaland University). **EXECUTION & DELIVERY:** For the effective delivery of the curriculum, at the beginning of every academic session the college prepares the Academic Calendar, publishes the Prospectus & syllabus, prepares Class Routines and details of activities and co-curricular activities, organises Orientation Programmes through various committees. Students are provided with Prospectus and Syllabus during admission and all these are communicated through notifications and display in the notice board, letters and circulars to all concerned for proper implementation. Lectures by faculty members are planned to be integrated with reading materials, group discussions, Seminars, assignments, presentation of papers, use of audio-visual aids and electronic gadgets which supplement the class room teaching and effective delivery of the syllabus. There are various functionaries in the form of cells & committees in the college which assist in the effective delivery and the execution of the curriculum. The college office keeps the record of every step taken by the college as documentation in the form of: a) published items like Academic Calendar, Syllabus and Prospectus etc. b) printed Notifications and Circulars as and when delivered.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Soft Skills	NIL	07/01/2019	3	Employability in the	Developing the

hospitality personality
sector and communic
ation.

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NIL	Nil
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	NIL	Nil

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	206	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
00	Nil	Nil
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nil	NIL	Nil
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
The Feedback Format is framed to cover up various aspects of the college (Infrastructure, Library, Teaching, Students requirements, facilities etc.) so as to get a feedback that might be utilized for the over all development of the college. A committee of three members is constituted for feedback analysis for each category (Students, Alumni Parents). The committee members sit with collected formats for analysis within a given time period as per the

guidelines. The Analysis is done on the basis of (i) seriousness of the issue/urgency of the matter (ii) repeated suggestions/complaints. The committee prepares the Report which briefly points out the concerned area and gives recommendation in clear stated words. The Report with recommendation is submitted to the Principal for necessary action. The office of the Principal takes necessary steps (or forwards the recommendation to the Governing Body, if needed). The Feedback Analyzing Committee has the right to give reminder for necessary action on the recommended areas.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	NIL	50	16	16
BA	NIL	350	370	314
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	929	Nil	32	Nil	Nil

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
30	30	8	5	Nil	1
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The Institution has a mentoring programme for the students. It is commonly referred as Mentor Mentee programme. As far as possible, the institution makes an effort to include all the Undergraduate students to avail this programme. The objective of this programme is to identify and clarify students personal and professional goals, to improve faculty student relationship, to encourage the students to face challenges with greater zeal and confidence, to help the students to get back on track when they go off track, to give counseling and interact with students in a one to one sitting, to guide the students to choose their career path as per their interest and capabilities, to improve the quality of life of the students etc. In our institution, the mentor provides an opportunity to the students to share their issues and problems and offers advice and support in establishing their goals. This mentorship programme of our institution guides and counsels the mentees in academic, nonacademic matters including personal issues and problems to enjoy their quality of life. In particular, this programme seeks to break the invincible wall that divides the faculty and the student community. The role of the faculty mentor is to guide and help the students in their academic related problems and to streamline them a correct career oriented path for their overall development. For this purpose the mentors meet regularly with their assigned mentees to discuss

and solve academic as well as nonacademic issues.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
929	30	1:31

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
35	35	1	1	2

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	NIL	Nil	00
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	BCom	2nd, 4th and 6th	15/04/2019	07/06/2019
BA	BA	2nd, 4th and 6th	15/04/2019	07/06/2019
BCom	BCom	1st, 3rd and 5th	03/11/2018	13/11/2018
BA	BA	1st, 3rd and 5th	03/11/2018	13/11/2018
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Pranabananda Womens College is a college affiliated to the Nagaland University and adheres to the syllabus laid down by the Nagaland University. We follow number of guidelines and method to carry out a continuous internal evaluation system. It helps the students to understand and get proper hold of the concept individually as well. The syllabus is given to the students in detail with proper division of the subjects with relevant topics making it easy for the students to understand the content of the subjects. Detailed discussion of each topic is done and taught in the class and various means of assessments such as class test, seminars, presentations are conducted. Detail discussion about the topic is given to the students by the teachers as per the university question format which helps the students to have a clear understanding of what to expect. The institution displays on academic calendar with details regarding the internal evaluation dates. This test helps the teachers to assess the students progress and identify slow and fast learners. The assessment is

unbiased and impartial and the Head of the Department monitors the performance of the students and necessary feedback is given to the Principal and the concerned faculty members. After the declaration of results the Principal conducts meetings department arise to discuss and review the performance and improvement of the students. The institution conducts parent teacher meeting to make them aware of the performance of the children and are asked and advised to take remedial measures where its necessary. The institution conducts remedial classes for the students and the slow learners are given special attention so that they can help themselves in doing good in there academics.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The institution ensures proper time management system and follows the timeline given by the university and adheres to it. The institution publishes a well structured academic calendar in the beginning of the academic year. The college carries out effective planning to stick to academic calendar. As a result it allows the teachers and the students to space out their teaching and learning and regular assessment of the same. The college has undergraduate programme and conducts assessment in three different components i.e., theory, presentation vivavoice. The institution follows the pattern and marks distribution as per the format given by the university. Internal test are conducted and it is spread out evenly and properly spaced so as to avoid pressuring the students with too many examination. By following the institution academic calendar, every department creates is own internal calendar to ensure timely departmental activities and the some is followed by each teacher strictly. The topics and chapters are divided keeping in my the institutions calendar and a proper timeline is created so as to allows the students to complete the given syllabus within the scheduled time. The entire departmental activities is planned keeping in mind the institutional academic calendar so that various department activities can be carried out in a smooth manner.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://www.pwcdimapur.com/Examination.aspx>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BCom	BCom	NIL	22	9	40
BA	BA	NIL	353	219	62
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

[Students Satisfaction Servey of our institution is being on process.Will be uploaded in our institutional wiebsite very soon.](#)

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	00	NIL	0	0
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
NIL	NIL	

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nill	NIL
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nill
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
NIL	NIL	NIL

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NIL	Nill

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
Nill	NIL	Nill	00
No file uploaded.			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Education	1
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in	Number of citations excluding self
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					the publication	citation
NIL	NIL	NIL	Nil	0	NIL	Nil
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	Nil	Nil	Nil	NIL
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nil	3	1	Nil
Presented papers	Nil	3	1	Nil
Resource persons	Nil	Nil	Nil	Nil
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
CLEANLINESS DRIVE	NSS	2	80
POSHAN ABHIYAN	GOVT. OF INDIA, NSS	1	50
YOUTH PARLIAMENT	GOVT. OF INDIA, UN and NYK	1	2
SWACHHTA PAKKHWADHA ABHIYAN	GOVT. OF INDIA, NSS	2	200
INTERNATIONAL YOGA DAY	Patanjali Yoga Samiti Womens Wings	2	60
WORLD ENVIRONMENT DAY	NYK, NSS, UN	2	150
No file uploaded.			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	Nil
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
ORPHANAGE VISIT	PRANABANANDA WOMENS COLLEGE	DONATION	2	30
CHARITY DAY	PRANABANANDA WOMENS COLLEGE	CHARITY	6	400
POSHAN ABHIYAN	NSS	CLEANLINESS DRIVE	1	50
SWACHH BHARAT ABHIYAN	NSS	CLEANLINESS DRIVE	2	80
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
NIL	00	NIL	00
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
JOB PLACEMENT	INTERNSHIP	INTERNSHALA	21/05/2019	29/07/2019	15
JOB PLACEMENT	MOU	YOUTH NET	10/08/2018	09/08/2019	55
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
YOUTH NET	10/08/2018	JOB TRAINING	55
INTERNSHALA	21/05/2019	INTERNSHIP	15
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
700000	6021678

4.1.2 – Details of augmentation in infrastructure facilities during the year

Existing	36	1	1	2	0	1	9	50	0
Added	0	0	1	1	0	0	0	8	0
Total	36	1	2	3	0	1	9	58	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

50 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	Nil

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
50000	42400	700000	6021678

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The physical infrastructure of the institution like Library, Classrooms, Canteen, Common Room etc. are made available for the girl students who are enrolled in our institution. The students who enrolled to their desired courses and subjects are charged during the time of admission as recommended by the Governing Body (Constituted by the Head quarter of Bharat Sevashram Sangha, Kolkata) of the institution. Separate adhoc budget is prepared and allotted under different heads for expenditure. The college infrastructure and its facilities are mainly utilized by the students and faculty members and at the same time it is also made available for governmental and private institutions for conducting competitive examinations like Nagaland Public Service Commission, NET Examination, Banking Examination etc. The maintenance and the daily routine cleaning of the campus and classrooms are done with the permanent staff of the college. The Institution has sufficient number of computers with Internet and wifi connection. The students as well as the faculty members have the liberty to utilize these facilities as per the rules and regulations of the institution. The Office as well as the Library computers are provided LAN facility and are installed with appropriate software. The faculty members are provided with Laptops from the UGC funds as per teaching tools. The ICT classrooms and our website are maintained and updated by our registered service provider and the simple repairs like plumbing, painting, wiring etc. are done by the skilled workers hired by the college. The expenditure for all these items are done from annual allotted budget approved the Governing Body. A provision of the budget is also kept for library maintenance and for the procurement of new books by the college governing body. Separate funds are also kept aside for conducting Seminars, Workshops, Conferences and other extracurricular activities like InterCollege Sports, debates, quiz competition etc. The income expenditure of the college are being audited by a Registered firm of C.A. in every financial year.

www.pwcdimapur.com/ProceduresandPolicies.aspx

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	NIL	0	0
Financial Support from Other Sources			
a) National	NIL	Nil	0
b) International	NIL	Nil	0
No file uploaded.			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Soft Skills Development in Front Desk	26/02/2019	200	Pinnacle Skills
Enlighting Young Minds (DISHA)	20/02/2019	200	Kaziranga University
Tourism and Hospitality	07/01/2019	200	Cimmunity College
TaekWonDo	05/01/2018	40	Faith in Action
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
Nil	NIL	Nil	Nil	Nil	Nil
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nil	Nil	Nil

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	Nil	Nil	NIL	Nil	Nil

No file uploaded.

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	Nil	Not Reported	Not Reported	Not Reported	Not Reported

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Nil	Nil

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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Cultural Amalgamation	Institutional	30
Annual Sports	Institutional	300

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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nil	NIL	Nil	Nil	Nil	00	NIL

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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

A student council named as Pranabananda Womens College Students Union is set with its own objectives with the guidance of the institute. A faculty guides the students council with a final year student being the General Secretary. Students council is formed with class representatives. The students council actively participate in the college extra curricular activities. Moreover, Student Representatives are included in various cells of the college.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

204

5.4.3 – Alumni contribution during the year (in Rupees) :

5000

5.4.4 – Meetings/activities organized by Alumni Association :

3 meetings and 2 activities

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The departments of the institution are given complete academic autonomy to formulate their curriculum delivery and academic arrangements. Minor interdepartmental conflicts if any are resolved mutually without the involvement of the management. The Institution also constituted various committees to ensure each teacher is involved in the decentralized administration. Limited finances required by the departments for various cocurricular and extracurricular activities can be obtained from the college fund without the prior approval of the top management. However, in this decentralized structure all individuals associated with the institution are accountable to the Principal. The college promotes the culture of participative management where opportunities are given to every stakeholders to participate in the decision making process of the management. The governing body which is major policy and executive body has three teaching faculty as its members. In the college development board, two senior teachers are included along with the Governing Body members to look after developmental activities of the college. The Management and the IQAC members meet regularly and work in cohesion to promote qualify culture for the students. A parentteachers committee is constituted in the college which organizes regular meetings where issues and problems related to the students and college are discussed and deliberated. The teacher association as and when need arises makes periodic representation and suggestion to the Governing Body which facilitates the Governing Body members to make informed choices.

6.1.2 – Does the institution have a Management Information System (MIS)?

No

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	The admission process for various programmes at entry level of graduation is decided and declared by our parent university and our institution follows the process of the university. Students fulfilling the eligibility criteria set down by the university are given admission. Direct admission is offered to students securing 1st division in Higher Secondary School Leaving Certificate Examinations. Written tests are conducted by the respective departments for those students opting for major subjects. Before admission is offered, candidates along with their parents/guardians are made to sit for a short interview with selected faculty members. The whole admission procedure is conducted under the leadership and

	guidance of an Admission Committee.
Industry Interaction / Collaboration	The institution has a very limited scope regarding industry interaction/collaboration because of the geopolitical situation and poor industrial infrastructure in the state.
Human Resource Management	The Management looks after the most efficient utilization of human resources of the college. It monitors the welfare activities for the staff and ensures its implementation. The college has also an effective mechanism for assessing adequate human resource recruitment and subsequent staff recruitment. The performance of the faculty members is evaluated by effective performance appraisal method every year. Faculty development programmes are organized to update the knowledge and skills of the teachers. Suitable incentives and increments are given to the staff of the college. The college also entrusts faculties with expanded responsibilities so that they can utilize their skills to the best of their abilities.
Library, ICT and Physical Infrastructure / Instrumentation	The college has a library committee comprising of few senior faculty members. The automation of the library is in process. Employment News, Journals and Magazines are also made available in the library. The library has an IT Zone for accessing eresources for students and teachers separately. The library is automated with SOUL software. Regarding ICT infrastructure, the college has sufficient number of computers with high end configuration. All the computers are on LAN to share internet facility. Sufficient classrooms are installed with overhead LCD projectors. The classrooms are well ventilated, spacious well maintained rest rooms and pure drinking water facility is provided.
Research and Development	Being an institution offering only Undergraduate courses in Arts and Commerce, the institution offers very limited scope for research and development. However, the management encourages and promotes research culture among the faculty by supporting the respective departments in organizing workshops, seminars, conferences etc. In addition the leadership provides opportunities to

	its faculties for participation in outstation enrichment programmes like refresher courses and incentives are also made in the institutions budget for supporting minor faculty research projects.
Examination and Evaluation	Teacher's Orientation programme is conducted in the beginning of every academic year so as to maintain fair, transparent and unbiased evaluation during internal assessment examinations of the students. The subject teachers are given the freedom to conduct test, assign marks and assess the overall performance of the students. The college holds unit tests and sessional examinations in every semester level. The process of evaluation of students for semester examinations is designed by the affiliated university. Academic performance of the students is evaluated through continuous internal evaluation and semester end examination.
Teaching and Learning	In this aspect respective departments undergo periodic self evaluation performance analysis to improve their teaching learning process. The department plan in detail and organizes its teaching schedule. Modern educational tools are also utilized by the faculty for effective teaching and learning. Feedbacks on the evaluation of teachers are periodically conducted for the improvement of the quality of teaching and learning process. The Management ensures effective teaching learning process by recruiting well qualified teachers.
Curriculum Development	The college does not enjoy the liberty to develop and modify the curriculum. It is the prerogative of the parent university. However, to enrich the curriculum, special training are given to our girl students and legal awareness, seminars, debates, special lectures etc. are organized to enrich the curriculum.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Finance and Accounts	Accounting software is utilized by the Accounts section.
Planning and Development	LCD projectors are installed in some classrooms. Each faculty member is provided with Laptops for ICT teaching.

	The Library has sufficient number of books, journals, computers with internet facility and other eresources. Library facilities are provided by the college for every stakeholder.
Administration	The office has internet access to all its computers through SYMBIOS leased line. Wifi facility is available throughout the college which is provided free of cost by Jio Network. CCTV coverage throughout the campus.
Student Admission and Support	Internet facility is provided to the students through leased line and Wifi. Live video programmes are screened on important occasions for the students. The library provides eresources facilities for students and staff. Admission and Internal examination procedure is in the process of being computerized.
Examination	The affiliating university implements the procedure of egovernance regarding endterm semester examinations.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	NIL	NIL	NIL	Nill
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nill	NIL	NIL	Nill	Nill	Nill	Nill
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Issues and Challenges of	1	14/03/2019	15/03/2019	2

Higher Education in NorthEast India				
Basic Concept and Components of Intellectual Property Rights	1	25/02/2019	25/02/2019	1
Choice Based Credit System (CBCS) Curriculum: A New Dimension to Higher Education	1	01/02/2019	02/02/2019	2
Women Empowerment and changing scenario of Women Education	1	26/11/2018	26/11/2018	1
Role of Institutions of Higher Education in Gender Sensitization and Equal Opportunity	1	12/10/2018	13/10/2018	2
Concept of Social Change and Influence of Scientific Attitude	1	17/08/2018	18/08/2018	2
No file uploaded.				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
32	32	20	20

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Employees provident Fund, Leave encashment, Gratuity, Loan facility	Employees provident Fund, Leave encashment, Gratuity, Loan facility, Festival Bonus.	Subsidized admission and tuition fee for poor deserving students, Sanitary Napkin vending machine facility with subsidized rates, Free RO drinking water facility.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The institution has a mechanism of internal and external financial audit. The audit is conducted by a Chartered Accountant appointed by the management who is

responsible for the entire Internal Audit. The external audit is conducted by the Academic and Administrative Audit (AAA) team which is nominated by the State Government as and when the college invites them.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	NIL
No file uploaded.		

6.4.3 – Total corpus fund generated

00

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	NIL	Yes	IQAC
Administrative	No	NIL	Yes	Chartard Accountant

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Donated books, sofa set and a high end camera for the college. Delivered motivational lecture by the Parent teacher Association during the Orientation Programme in the beginning of the academic year. Deposited around Rs.60,000/ in cash by the Parent teacher Association to the college fund for student welfare activities.

6.5.3 – Development programmes for support staff (at least three)

Awareness programme regarding health and hygiene. Regular health checkups. Improvement programme regarding their professional duties. Motivational programmes for job satisfaction.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

Conducted cocurricular and extracurricular activities. Upgradation of library facilities. Improvement in the student support facilities. SMS installed for quick information to all the stakeholders. Motivated faculty members to undergo Research related activities.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Legal Awareness	01/10/2018	01/10/2018	01/10/2018	700

	Programme				
2018	A Special Lecture on Academic and Administrative Audit	05/12/2018	05/12/2018	05/12/2018	200
2018	A Competative Examination sponsored by National Commission of Women	04/12/2018	04/12/2018	04/12/2018	50
2019	Workshop on Career and Counseling	20/02/2019	20/02/2019	20/03/2019	150
2019	Enterprenuership Week	28/02/2019	28/02/2019	05/03/2019	400
2019	An Interactive Session regarding Health and Hygine	24/04/2019	24/04/2019	24/04/2019	260
2019	National Seminar on Leadership, Connectivity and Combat: Exploring Subash Chandra Bose link with Naga Hills and Parts of NorthEast India	28/05/2019	28/05/2019	29/05/2019	650
2019	Special Lecture by Dr. Walunir, Amity University New Delhi	22/06/2019	22/06/2019	22/06/2019	410
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male

NIL	Nil	Nil	Nil	Nil
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7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Solar energy panels installed which partially supports the institutions power requirement.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	2
Rest Rooms	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
Nil	Nil	Nil	Nil	00	NIL	00	Nil
No file uploaded.							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
NIL	Nil	NA

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
NIL	Nil	Nil	Nil
No file uploaded.			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Tree plantation drive conducted by Eco club. Rain water harvesting for ground water regeneration. E waste disposal through E circle (E waste collection centers). Mandatory for the students to maintain at least 1 plant in the campus. Solar panel.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. "Department of the Year" award. 2. Promotion of Entrepreneurship Skills through MockMarket.
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Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
www.pwcdimapur.com/naac.aspx

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

One priority area and thrust of the our institution is to introduce various skill based courses to our students along with their regular academic curriculum so that after their graduation they will have the right skills to get employment opportunities in various sectors. In this respect, we are moving forward with passion and commitment. Many regular programmes are being conducted in our college to orient our students towards skill development and its importance for employability. Two MOUs are duly signed with reputed Skill Based Training Centers which is being recognized by the State and Central Government.

Provide the weblink of the institution

www.pwcdimapur.com/index.aspx

8.Future Plans of Actions for Next Academic Year

In the next academic year, the college plans to organize State/National Seminars and Workshops on curriculum in various subjects. The college also propose to introduce post graduate course in sociology to enable the students to continue their higher studies and add on courses to enhance their employment potential. In commensurate with quantitative expansion of programmes, we will will augment our academic and physical infrastructure such as central library, classrooms, computer lab, offices for different cells etc. We will increase the use of innovative teaching and learning resources like use of laptops, power point presentations, smart classrooms etc. The college will depute the faculty to participate in seminars and workshops. Self appraisal system will be followed for academic and co curricular evaluation of teachers. Elaborative lectures of guest faculty will be organized to broaden the knowledge horizon of learners. We will strengthen our existing NSS Unit and will apply for introducing NCC girls Unit. We will strive to upgrade our existing sports facilities. The college will also give utmost importance to give skill based education through authorized government recognized skill based training centers.