Yearly Status Report - 2016-2017

Part A	
Data of the Institution	
1. Name of the Institution	**LAMKA COLLEGE**
Name of the head of the Institution	**Dr. M. Lokendra**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**+918974000684**
Mobile no.	**8974000684**
Registered Email	**lamkacollegeccp11@gmail.com**
Alternate Email	**dllungtau@gmail.com**
Address	**Lamka College, New Lamka, Churachandpur, Manipur - 795006**
City/Town	**Churachandur**
State/UT	**Manipur**
Pincode	**795006**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**r. David L. Lungtau, Asst. Prof. Dept. of Political Science**
Phone no/Alternate Phone no.	**+918575367089**
Mobile no.	**8575367089**
Registered Email	**dllungtau@gmail.com**
Alternate Email	**lamkacollegeccp11@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	**https://www.lamkacollege.edu.in/iqac.aspx**

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.lamkacollege.edu.in/iqac.aspx

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**C**	**1.76**	**2012**	**20-Apr-2012**	**19-Apr-2019**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**10-Sep-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

IQAC Meeting	16-Jun-2016 1	8
Orientation cum career guidance programme for new Students	22-Jul-2016 1	38
Career Advancement Scheme and API score system for Teachers	29-Sep-2016 1	18
Special Remedial Class for weaker Students	07-Nov-2016 6	15
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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
Institution	RUSA	RUSA (UGC)	2016 00	2500000
Institution	RUSA	RUSA (UGC)	2016 00	50000
View File				

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 :	2
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)

1. IQAC meeting for quality enhancement held twice in the month of June 2016 and in January 2017. 2. Orientation cum career guidance programme conducted at the start of the current academic session. 3. Infrastructure developments undertakings under the RUSA scheme, funded by HRD, Govt. of India. 4. Special remedial Class for weaker students conducted.

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
Orientation / Career guidance for STudents	Conducted with new students admitted in the College.
To improve infrastructure of the College	Classrooms renovation done with white smart boards fitted. One conference room/seminar room contructed with LCD smart board.
Special remedial Classes for weaker Students	Successfully done with concern department heads before the end-semester or the University examination

14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
IQAC, Lamka College	03-Jan-2017

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	**2016**

Date of Submission	**19-Feb-2016**

17. Does the Institution have Management Information System ?	**Yes**

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**The College does not operate on automated MIS. The college has it own tradition of information system. Any important matter is put up in the College Notice Board well in advance. Students exam result are put up in the notice board as well as uploaded in the University website for information. Whatapp group of the students is created for easy and faster information. After the launching of**

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

Lamka College, one of the two college in the District of Churachandpur, Manipur in all its efforts works for the overall development of the students. Utmost care is taken for the systematic delivery and timely completion of the syllabus prescribed by Manipur University. Curricular and co-curricular activities are planned and carried out through the College annual academic calendar. At the beginning of each academic session orientation or induction programme is organized where the students are given information on the curricular and co-curricular activities for the academic year. To ensure smooth teaching learning atmosphere every department heads prepare their class routine and outline syllabus well in advance. The College presently runs 8 elective B.A. Arts subjects and Commerce stream with M.I.L subjects of different local languages such as Paite, Hmar, Mizo, Thado-Kuki and Manipuri. Academic Calendar: The College have its annual academic calendar put up in the notice board of the students and for all the departments. All expected activities during the academic year are clearly stated with month and dates. The IQAC approves the coming academic calendar at the end of previous academic session. Daily class routine is being prepared well in advance before the start of the academic session to prepare the faculty well in advance for their syllabus and lecture. Departmental meetings are conducted in which the syllabus is distributed to all the faculty according to their interest areas or specialized subjects in all the department by each department head. Monitoring the Teaching Learning process: After the introduction of the semester system in undergraduate courses by the Manipur University, a single semester consists of five months including the end semester examinations. Every teaching faculty prepare a lecture note well in advance so that effective class lecture is given to the learners. All departments evaluate their teaching learning system towards the end of the semester but before the examination so that remedial classes and tutorials are arrange for the weaker students. Since, Lamka College is basically running undergraduate Arts and Commerce courses, class room teaching is given priority. To evaluate the students' progress internal test and assignments are an important elements that the college emphasize to students before the end-semester exam.

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
NIL	-------------	Nil	00	-------------------	-------------

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	NA	Nill

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
BA	English	01/07/2016
BA	Education	01/07/2016
BA	Economics	01/07/2016
BA	History	01/07/2016
BA	Political Science	01/07/2016

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

	Certificate	Diploma Course
Number of Students	Nil	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
NIL	Nill	Nill
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nill	NA	Nill
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained
The College has feedback system in place. Feedbacks are collected from students and teaching faculty in a questionnaire basis in which the respondent responded to the questions in four grading remarks – excellent, very good, good satisfactory. The questionnaire is prepared in a holistic approach including all aspect of the college. From the feedback received steps for improvement of teaching - learning are made and apply accordingly. The IQAC, through the concern department heads monitors the overall teaching and learning process by collecting the feedbacks from stakeholders. Feedback regarding the College administration, teaching-learning, curriculum and co-curriculum activities are periodically collected from students, teacher / faculty and other stakeholders.

The feedback system of the college is mainly managed and monitored by the academic committee and the IQAC in which, the principal is the Chairman. The feedback are in the form of questionnaire which the respondent responded with four levels of grading indicator - Excellent, very good, good and satisfactory. After feedbacks are collected, it is analysed and the students and faculty are given the liberty and freedom to give their valuable suggestions. The students can also submit their suggestions, grievance and problems anytime during the semester through the Grievance Redressal Committee. The students also gave their feedbacks through their mentors and are given due importance. The feedback from faculty is obtained through discussions in the departmental meetings or in the faculty meetings. Since the college does not have a registered Alumni Association thus far, it does not keep a feedback record of the alumni students. All feedback collected are thoroughly discussed and analysed in the appropriate forum or committee for action and improvement of the college. Matters relating to individual issues are forwarded to the individuals concerned or departments to address the problem by adopting corrective measures. Matters relating to the overall administrative process of the college are dealt with the principal in coordination with the concern department through head of department or concern committee.

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
BA	History	50	16	16
BA	Political Science	50	34	34
BA	Economics	50	1	1
BA	Education	50	38	38
BA	English	50	30	30
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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
2016	115	Nill	22	Nill	22

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	Numberof smart classrooms	E-resources and techniques used
22	Nill	Nill	3	3	Nill
View File of ICT Tools and resources					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

At the start of every academic session, the admitted names of the students with the names of appointed or assigned teacher mentor are displayed on the College notice board. The students (mentee) are also informed about the whole mentor – mentee system of mentorship during the orientation / induction programme organized for the new students. The appointed teacher-mentors are given the responsibility towards their mentee-students regarding their academic progress, psychological wellbeing, regular class attendance and character of the students. The mentors are responsible for the overall development of their mentees. Each mentor is informed to keep a good record of their mentee's scholastic and co-curricular activities. All mentors looks into the academic needs of the students and accordingly special remedial classes are arranged to help out the weaker students to cope up with their curricular syllabus before the end-semester or the final university examination conducted by the Manipur University. The mentors also maintains the biographic details of each individual and socio-economic status and attend to the problems and needs of the students as far as applicable to the institution. The College administration does not follow any structured system or mode of monitoring system. The mentors are given free hand to use both formal and informal means of mentoring.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
115	22	1:5

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
32	22	10	3	4

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
Nill	NILL	Nill	NILL

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
BA	B.A. (HIS)	6th Semester	13/06/2016	14/07/2016
BA	B.A. (PSC)	6th Semester	13/06/2016	14/07/2016
BA	B.A. (ECO)	6th Semester	13/06/2016	14/07/2016
BA	B.A. (EDN)	6th Semester	13/06/2016	14/07/2016
BA	B.A (English)	6th Semester	13/06/2016	14/07/2016
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

One of the major components of our education system is examination. The

education process in any discipline of learning ends with examinations. The entire effort put in by the teachers on teaching and the student on learning is centred on getting good results in the examinations. Thus examinations have been overriding the process of education and are a matter of concern for stakeholders. The institution has adhered to the following norms for the continuous internal evaluation (CIE) process: - Admission notice for the Session are served by the college soon after the Manipur University notifies the date for new session. - The college notifies the date for starting regular classes after all the admission process are completed in compliance with the university order/notice. - Induction programme for the new students are conducted every year. - The college academic calendar are provided to the students at the beginning of every session. - The College conduct internal examination before every end semester examination. Sometimes, the students are given home assignment which is considered equivalent to internal assessment depending on the situation. - Regular classes for the students are conducted on every working days. The list of holiday for the College are provided by the Government of Manipur. - The college arranged Remedial/Tutorial classes for all those students who felt the need for extra classes. - The Vice Principal of the college ensures the smooth conduct of the classes. The College has an Examinations Committee comprising of the following members: 1. Chairman : Principal (by post) 2. Secretary : Controller of Examinations (by post) 3. Members: Up to 5 nominated faculties including the Vice Principal. At the beginning of a new semester, students are informed about the academic calendar. This highlights the time frame of their classes, internal evaluation and final examination apart from other information. The College conducts home assignments, remedial classes and internal tests to assess the performance of the students. Assignments or internal tests are conducted before the semester examination and marks are allotted by the concerned subject teacher. After any test or assignment a period of 5 days is given to the students for any complaints or grievance redressal regarding the mark allocation. Any test or assignment related grievances may be addressed to the Controller of Examinations. Any or all grievances will then be brought to the Committee by the Controller of Examinations for discussion. The Committee then discusses these grievances with the teacher concerned along with the student and tries to solve the issue at the earliest time possible. The Committee make sure that everything is transparent to the student and also the teacher and everyone is satisfied with the final decision being made.

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

The College has an Examinations Committee comprising of the following members: 1. Chairman : Principal (by post) 2. Secretary : Controller of Examinations (by post) 3. Members: Up to 5 nominated faculties including the Vice Principal. At the beginning of a new semester, students are informed about the academic calendar. This highlights the time frame of their classes, internal evaluation and final examination apart from other information. The College conducts home assignments, remedial classes and internal tests to assess the performance of the students. Assignments or internal tests are conducted before the semester examination and marks are allotted by the concerned subject teacher. After any test or assignment a period of 5 days is given to the students for any complaints or grievance redressal regarding the mark allocation. Any test or assignment related grievances may be addressed to the Controller of Examinations. Any or all grievances will then be brought to the Committee by the Controller of Examinations for discussion. The Committee then discusses these grievances with the teacher concerned along with the student and tries to solve the issue at the earliest time possible. The Committee make sure that everything is transparent to the student and also the teacher and everyone is satisfied with the final decision being made.

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)

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https://www.lamkacollege.edu.in//iqac.aspx

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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
B.A. (HIS)	BA	History	13	7	53.8
B.A. (PSC)	BA	Political Science	10	9	90
B.A. (ECO)	BA	Economics	1	1	100
B.A. (EDN)	BA	Education	21	21	100
B.A. (ESL)	BA	English	3	3	100
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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)

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No survey conducted

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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	NILL	0	0
No file uploaded.				

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
NILL	NILL	

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
NILL	NILL	NILL	Nill	NILL
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
NA	NA	NA	NA	NA	Nill
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
NA	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	NILL	Nill	0

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
NILL	Nill

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 the publication	Number of citations excluding self citation
NILL	NILL	NILL	Nill	0	NILL	Nill

No file uploaded.

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
NILL	NILL	NILL	Nill	Nill	Nill	NILL

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	1	1	Nill	1

View File

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

| NiL | NIL | Nill | Nill |

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
NILL	NILL	NILL	Nill

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 activites	Number of students participated in such activites
NILL	NILL	NILL	Nill	Nill

No file uploaded.

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
NILL	00	NILL	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
NA	NA	NA	Nill	Nill	Nill

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
NILL	Nill	NILL	Nill

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
145750	145750

4.1.2 – Details of augmentation in infrastructure facilities during the year	
Facilities	Existing or Newly Added
Seminar halls with ICT facilities	Existing
Seminar Halls	Existing
Class rooms	Existing
Campus Area	Existing
View File	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
NIL	Nill	0	2021

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	8385	1284278	115	57537	8500	1341815
Reference Books	1945	486250	Nill	Nill	1945	486250
View File						

 4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NILL	NILL	NILL	Nill
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	10	0	0	0	0	4	0	0	0
Added	0	0	0	0	0	0	0	0	0
Total	10	0	0	0	0	4	0	0	0

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

0 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 incurredon maintenance of physical facilites
91500	91500	145750	145750

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)

There are established systems and procedures for maintaining and utilizing physical, academic and support facilities- laboratory, library, sports complex, computers, classrooms etc. Describe policy details of systems and procedures for maintaining and utilizing physical, academic and support facilities on the website within a minimum of 1000 words. Response Policy for Physical, Academic and Support facilities. Lamka College has a well established systems and procedures for maintaining and utilizing the different infrastructures. It has different internal committees which look after and monitor the smooth functioning of these infrastructures. Any report for repair or upgrade goes to the infrastructure committee concerned which immediately looks into the matter. However, for major works or up-gradation of the existing infrastructures or setting up of new ones, the matter goes to the Building committee of the college. The college has adequate space to accommodate the physical, academic and support facilities. There are adequate classrooms with proper space for seating and mobility and lighting to meet the need of the students. The library is well stocked with curriculum books as well as volumes of references books and newspapers. Reading tables are provided to ensure a comfortable read. The College also has a back-up generator to provide power if the need arises. There are several waste bins placed at strategic places around the campus to discourage littering and ensure a neat campus. The college has a cleaning crew which looks after that the administrative offices, classrooms, library, bathrooms (both the gents and the ladies), conference room, gymnasium, campus etc. Any damage be it equipments or furniture are replaced as the need arises. Maintenance and utilization of Library. The library has a Library Committee with the Principal as the chairman and members appointed by the Principal. The committee ensures the smooth functioning of the library. It is responsible for the purchase and collection of books, journals and other reading materials on the recommendation of the Head of Departments. It ensures that the rules and regulations are followed and entrusted with the task of modernizing the library book keeling. The library is accessible to all students and faculty members. It is open from 10:00am to 3:00pm from Monday to Saturday. There is a nominal library fee which the students pay at the time of admission which goes towards the maintenance and upgrading of the library. Binding of old and partially damaged books are done periodically as the need arises. Online access to e-journals is provided through INFLIBNET N-List consortia to which all the students and faculty members are registered. Maintenance and utilization of Computers. All computers systems in the college are managed and maintained in-house by the IT Nodal Officer. The college has a computer room for the students with access to wifi connections. Sensitive equipments are maintained through the use of UPS(uninterrupted power supply) connected to every computer in the college and a back-up generator provide power source when the need arises. The computers are accessible to the students with a nominal fee paid at the time of admission.

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	Post matric Scholarship for ST/SC students	98	747000
b)International	NIL	Nill	0
View File			

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
NIL	Nill	Nill	00
No file uploaded.			

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 passedin the comp. exam	Number of studentsp placed
2016	NILL	Nill	Nill	Nill	Nill
2017	NILL	Nill	Nill	Nill	Nill
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
Nill	Nill	Nill

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
NILL	Nill	Nill	NILL	Nill	Nill
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
2016	Nill	NA	NA	NA	NA

No file uploaded.

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
Nill	Nill

No file uploaded.

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

Activity	Level	Number of Participants
Annual Games and Sports	Institutional	60

No file uploaded.

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
2016	Nill	Nill	Nill	Nill	N/A	N/A
2017	Nill	Nill	Nill	Nill	N/A	N/A

No file uploaded.

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

Students' Participation /engagement in administration – curriculum and extra-curriculum activities The College administration is transparent and democratic in which Students are engaged and participated in various administrative, co-curriculum and extra curriculum activities of the college. Every year as per the government notification and as per the Manipur University regulation, a Student Union/Council elections are held in the College and Students' Union leaders are elected. As per the regulation, the principal by its designation is the president and the General Secretary along with other secretaries are elected from the students, by the students and for the welfare of the students. The Students Union consists of the – Secretary education, Secretary Cultural, Secretary Games Sports, Secretary Finance, Secretary Magazine and secretary Information. The Students' Union act as an important catalyst for the development of the College by participating in committees of the College like – IQAC, Anti-ragging Committee, Sports and extra-curricular activities Committee, National Service Scheme (NSS) etc. College annual events like Annual Games Sports Meet, College Founding Day and other Cultural events are mainly organized and anticipated by the Students Union. Lamka College promotes the culture of participative engagement and management from its inception. The administration is participative and decentralised in its nature and functions. The teaching and non-teaching staff has inputs and influence over the decision-making of the institution. This is evident from the institution of different

committees to meet the administrative requirements of the College. Through the committee meetings issues are raised related to day-to-day functioning of the institution which are discussed and solutions are sough in a democratic manner. Any decision to be taken is carefully taken care of by the head of the institution. The principal, before taking ant major decisions takes the opinions of the faculty members and gives importance to the decisions taken at the committee levels. The observations, analysis, suggestions and recommendations of the staff members are openly welcome and considered carefully. This makes the staff members that their opinions count. The College functions through different levels of committees like – the Academic Committee/Council, IQAC, the Planning and Development Committee and various other alike committees. These committees takes decisions as per the suggestions of faculties to promote the culture of participative management. Annual review and feedbacks from different stakeholders are taken for further improvement and decision-making. The two practices of decentralization and participative management that the institution has undertaken are – Organisation and re-organisation of internal institutional committees. The teachers Council, after having detailed discussion with the teaching and non-teaching staff, if found necessary reconstitute and re-organised the internal committees to ensure efficient and effective functioning of the curricular, co-curricular, extracurricular and other developmental activities. Each committee or cell consists of 3 – 10 members depending on the nature and extend of responsibility. The senior teachers are assigned as the head of each committees. The committees are given mandate and they in return come up with constructive opinions. At the end of each session each committee submit or discusses their problems and issues and suggestions to the IQAC for necessary action and implementation. Secondly, the formation and institutionalisation of the College Planning and Development Committee (CPDC) acts as the main constitutional committee as per the State University norms. The composition of the CPDC ensures the active participation of all stakeholders such as teaching and non-teaching staff, students, academicians etc. which clearly ensures the decentralized and participative engagement. All major decisions are taken at the CPDC committee.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

As the College does not have a registered Alumni Association at the moment, there is no meeting/activities related to alumni association in the college.

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)

Lamka College promotes the culture of participative engagement and management from its inception. The college management and administration is transparent,

participative and decision making is decentralised in its nature and functions. This can be explained in two angles. Firstly, there is internal co-ordination, transparency and participative management system as the teaching and non-teaching staff has inputs and influence over the decisions of that effects the functioning of the institution through different institutional committees. Different committees are set up to meet the administrative requirements of the institution. Through the committee meetings issues are raise related to day-to-day functioning of the institution which are again discussed and solutions are sought in a democratic manner. Any decision to be taken is carefully taken care. The Principal, before taking any major decisions takes the opinions of the faculty members and consultations of the committees. Organisation and re-organisation of internal institutional committees is periodically done in order to promote transparency and participative engagement in administration of the College. Secondly, the committees are given mandate and they in return come up with their objectives and working and monitoring mechanism. The observations, analysis, suggestions and recommendations of the staff members are openly welcome and considered carefully. The College functions through different levels of committees such as – academic committee planning and development committee, the students' council, the College IQAC etc. These committees takes decisions as per the suggestions of the faculties to promote the culture of participative management. The College Planning and development Committee is the main constitutional committee set up under the state University principles. The composition of the committee ensures the participation of members from teachers, students, administrative staff, academicians, etc. This committee, chaired by the Principal of the college in collaboration of IQAC takes all the major issues related decisions of the institution.

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

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
Curriculum Development	The College, being affiliated to Manipur University fully adopts and adheres to the curriculum designed by the University. The College prepares an academic calendar in tune with the parent university calendar. All faculty members have their own individual teaching plan in line with the academic calendar an as per the prescribed syllabus. The daily class routine is being prepared by the academic in-charge or the Vice-Principal. The faculty members interact with the members of the university authorities / statutory bodies related to curriculum development as when needed. The College does not have a separate procedure for promoting and developing the curriculum or syllabus by itself.
Teaching and Learning	As teaching is the main aspect of education system, the College education emphasizes on quality teaching. The faculty members are encourage to

	participate in faculty development programmes such as Orientation programmes, Refresher Courses, Faculty induction programmes as per the Human Resource Development Centre (HRDC) under UGC in different Universities to update themselves with the modern techniques of teaching. The learners are provided with well documented Library facility, classrooms, and other academic exposures such as seminars, debates, workshops whenever available. The academic dean or the vice principal takes care of the academic affairs of the College in collaboration with the academic Committee. Feedbacks from students and other stakeholders are collected to assess the quality of teaching and from hence improvement are sought upon.
Examination and Evaluation	There is an examination committee of the College which look after the smooth conduct of any exams in the College, be it internal assessment or the University level examination. The Committee also maintains effective evaluation system in co-ordinating with the academic committee through conduct of internal test, assignments, co-curriculum activities and extra-curricular activities. The evaluation of the students are mainly done through the external and internal examinations held twice in a semester. Any grievances arises relating to examinations and assessments of the students' performance, the matter is quickly taken up and addressed to by the Principal and vice principal in consultation with the examination committee or the controller of exams without much delay.
Research and Development	The College being under graduate course only with few Arts subjects have little or no resources for promoting research and development as may be required. The College also lacks in source of fund as the number of students admitted are not huge to garner resources. In such a situation and as the College is exclusively Arts Stream promoting research and development is a big challenge for the institute. However, under the initiative of the IQAC, seminars and workshops are conducted from time to time. The IQAC ensures the active

		participation of all the faculty members and the students in such a seminar or workshop.
	Library, ICT and Physical Infrastructure / Instrumentation	The College has a good library with quality volumes of books catering to the under graduate students requirements and need. However, the problem with the library maintenance is that the College does not have a permanent librarian to manage the library. Internal arrangements are made by assigning one or two among the faculty members to look after the affairs of the library. At present the College Library is still not computerised or automated due to lack of manpower and funds. The College administration is giving a top priority to the development of the Library and the matter has been intimated to the concern authority for necessary action. In near future the college administration is trying its best to provide e-resources or e-library facility to the students. The College Library Committee maintains the affairs and development of the library which is headed by the principal. The College administration always encourages the staff to cope up with ICT and encourages the faculty members to attend as much as ICT-base trainings or workshops available in the district. The Principal ensures that ICT based classrooms, e-facilities, e-learning tools are available in the College in near future.
	Human Resource Management	As far as available human resources, the optimum utilisation and management is being well looked after by the head of the institution. All the faculty members, non-teaching staff and students are part and parcel of the human resource and are optimally utilised and managed. They are all assigned to their own duty and responsibility as per their capability and they all discharged their duty faithfully and with commitment. The College management and planning committee provides moral and material support and freedom to the staff in performing their activities. The performance of the staff members is appreciated by the management. All the faculty members and staff are provided with adequate facilities such as

	infrastructure, library, study leave, duty leave, maternity leave etc. as per the Manipur government rules.
Industry Interaction / Collaboration	Since the College is situated in rural area it is not easy to promote collaborative undertaking with industry. However, interdepartmental activities and collaborative efforts are being taken up and IQAC encourages departments, committees and other units of the College like NSS to collaborate together and interactive exercises are taken up. The College administration with the IQAC through departments and governing committees manages collaborative activities with the parent university and the State governing authority.
Admission of Students	To properly manage and take care of the admissions of the students, the College has its own Admission Committee. Every year, the committee notifies the dates and fee structure of admission for those interested public. Notice is put up well in advance in the College notice board and also publish it in the Local daily newspaper for the public to know about the admission process. The College published its prospectus every year along with the admission application form. Normally, issue of prospectus and admission forms is done from 2nd week of June and last date for admissions is at the end of July. The College prospectus is also uploaded in the college website. First come first serve basis is what we follow in the admission process. Most of the students seeking admission to the college are from rural areas. The College administration through the admission committee maintains utmost transparency and student friendly procedure of admission. The students' Union leaders volunteer themselves by setting up help desk to help the students seeking admission in the College.

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

E-governace area	Details
Finance and Accounts	The Salaries of all the teachers and staff are done through E-payment system from Bank.

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
2016	NILL	NILL	NILL	Nill
2017	NILL	NILL	NILL	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)
2016	NILL	NILL	Nill	Nill	Nill	Nill
2017	NILL	NILL	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
NILL	Nill	Nill	Nill	0

No file uploaded.

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	Nill	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1. Career Advancement Scheme (CAS) opportunity and benefits to all teachers as per the UGC and Manipur University norms. 2. Different leave facilities such as – Medical, Maternity, duty on duty leave earned leave and study leave are available as per the norms and guidelines of the Manipur University	1. Different leave facilities such as – Medical, Maternity, duty on duty leave earned leave and study leave are available as per the norms and guidelines of the Manipur University and the Government of Manipur. 2. GPF (i,e Government Provident Fund) scheme State employment Insurance scheme made	1. Students are given the post-matric scholarship for Schedule Tribes /Castes students. 2. The College provides Students' Grievance redressal Cell/Committee to look after the Students welfare. 3. Awards and recognition are given to students for outstanding performance in the University level

and the Government of Manipur. 3. GPF NPS (i,e Government Provident Fund and New Pension Scheme respectively) schemes are available for teachers. GPF for those joining before 2006 and NPS for those joining after 2006. State employment Insurance scheme for all teachers. 4. Bank loan facility available for teachers from the Bank salary is drawn.	available for all staff. 4. Bank loan facility available for teachers from the Bank salary is drawn.	exams. 4. For extra-curriculum development the students are provided with proper Gym and sports equipment. 5. A student body (Union) is annually formed for the students to give them a platform for leadership training, social and political responsibility and overall personality development. A separate room is allotted for the students Union Office and common rooms for both boys and girls.

6.4 – Financial Management and Resource Mobilization

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

The College Management and Planning committee headed by the principal handle and control all the financial matters of the College. The principal is the DDO. the head clerk or the casher maintains details of the admission fee receipts and expenditure of the college on the advice of the Principal. Internal Audit is done as and when require by appointing an Auditing Officer by the College and inputs are provided to the auditor. the audited statement are submitted to the Principal. External Audit is solely under the purview of the Government. Hence, as and when required external Audit is done by the concern authority which is the State directorate of Higher and Technical Education, Govt. of Manipur.

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
NILL	0	NILL
No file uploaded.		

6.4.3 – Total corpus fund generated

0

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	Yes	Manipur University	Yes	Academic Council/Committee
Administrative	Yes	Directorate of Higher and Technical Education. Manipur	Yes	College Planing Development Committee

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

The College at present does not have a proper functioning PTA.	

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

1. Facilitates for Teachers to participate in the Orientation course / Refresher Course under Career Advancement Scheme (CAS) under HRDC, UGC. 2. Faculty and Staff development programme / training as per the Government implementation 3. Enhancing ICT related training and facilities in the College to the maximum possibility.

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

1. IQAC meetings for quality measures on 16/06/2016 and 03/01/2017 2. Orientation and career counseling programme on 22/07/2016 3. Remedial Classes for weaker students from 07/11/2016 4. Founding Day celebration on 06/06/2017

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
2016	One Day Orientation / Induction programme for New Students	22/07/2016	22/07/2016	22/07/2016	38
2016	One Week Remedial Classes for Weaker Students	07/11/2016	07/11/2016	12/11/2016	15
2017	IQAC meeting	03/01/2017	03/01/2017	03/01/2017	8
			View File		

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
NILL	Nill	Nill	Nill	Nill

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
There is no renewable energy sources plant or initiative in the College.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	Nill
Provision for lift	No	Nill
Ramp/Rails	Yes	Nill
Braille Software/facilities	No	Nill
Rest Rooms	Yes	Nill
Scribes for examination	No	Nill
Special skill development for differently abled students	No	Nill

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
2016	Nill	Nill	Nill	00	NA	NILL	Nill
2017	Nill	Nill	Nill	00	NA	NILL	Nill
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)
Code of Conduct for students	Nill	Not publish in booklet or handbook form but put up in the website and campus for students to see.
Code of Conduct for Faculty/Teachers	Nill	Not publish in booklet or handbook form but put up in the Faculty common room.
Code of Conduct for Administrative Staff	Nill	Not publish in booklet or handbook form but put up in the College administrative office.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

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

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

   1. Cleanliness drive and observance of cleanliness day on October 2 (Gandhi

Jayanti) in the college campus 2. Plantation of trees and flowers under the go-green initiative of the College. 3. Observance of world environment Day in the campus by organizing awareness programme on environment protection. 4. Solid waste disposal management, providing dusbins, pits, etc. for waste disposal. 5. Rain water storage in container.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

INSTITUTIONAL BEST PRACTICE – 1 Title of Best Practice: Remedial Class and Tutorials for Weaker Students Objective: • To identify the problems of the students and working it out with the Teacher • To bridge the gap between the weaker learners and normal learners • To monitor the weaker students towards better results and excellence The Context: Slow or weaker learners have the difficulty in keeping up with the normal classroom teaching as their IQ is low and their understanding is slow compared to the normal learners. Many times during normal classroom teaching in likelihood, they are overlook by the teacher as they do not have learning disability. Such student, when left unattended separately tend to drop out of college and as a result give up their studies and education altogether. Lamka College fully acknowledge the fact that Learning is a life-long process and that each individual learner should be given the equal opportunity for consistent growth in his or her life. Lamka College objectifies this principle by way of creating and arranging remedial / special classes and tutorials for the weaker students for each subject so that they can also perform well in the exams. Remedial classes and tutorials are an extra-mile endeavours by the teachers apart from their normal teaching classes. The Practice: The targeted students are those who could not attend the College regularly and those who could not make up 50 marks in the internal examinations conducted by the College. The remedial classes and tutorials are usually organised after the end of normal classes and one to two weeks before the end-semester or the annual examination conducted by the Manipur University. Evidence of the practice: Great improvement is seen in the student's exam result after conducting the remedial classes. The good results of the students in exams and the overall results of the College reflects the success of the practice. Problems Encountered and Resources Required: One of the biggest problem face by Lamka College is the huge insufficiency of Teachers. The College is now barely managing with 17 teachers including Principal in-charge with only 6 normal departments. The College has recently gave a petition to the government to increase the subjects and departments in the College. For example, the popular subjects like Sociology, Geography and Commerce stream are yet to be inducted in the College. The College requires more teaching and non-teaching staff to meet the academic requirements of the College in a tribal area like Lamka. INSTITUTIONAL BEST PRACTICE – 2 Title of Best Practice: Developing Social responsibility through Community Activities Objective: • To create an awareness towards a sense of social responsibility by visiting charity care centre and shelter homes for orphanage children within the community. • To play the role of 'being a blessing for others' especially to those socially and educationally are underprivileged groups of children. • To make students a responsible citizen of the nation and bring about holistic development of the student. • To transform the valuable talents and capability of the youth to serve the society The Context: Building and developing the passion for social responsibility is one of the vision objective of the college. The College makes the students and staffs aware of the obligation to the society, especially the weaker section. Practical knowledge of life is gained only when the students experience different life situations in the society around them. Education is incomplete just by acquiring knowledge and obtaining degree without sense of social responsibility and benefitting the masses. Instilling social responsibility in a student helps him to realize his

potential and turn it to his own benefit and to the benefit of the society he/she lives. The Practice: The College has a student welfare committee and the NSS (National Service Schemes), the Youth Red Cross Club who takes the initiative for the activities. First Aid awareness programmes are given to students, who in turn disseminate it to the community they live in. Visits to orphanage homes and other care centres are carried out by the teachers and students so that the passion for social responsibility and self-less service attitude develop among the students towards the community. Evidence of the practice: The College team on visiting two NGO shelter homes for Children such as 'Happiness Home', a shelter home for Children with HIV-AIDS infected and 'Only Grace Home', a shelter home for orphanage children run by the Zomi Mothers Association has great impact on the lives of students. During such visits the College team does charity work by giving food items and learning materials to those children in the shelter homes. Funds for this activity outside the college are donated and collected among the teaching faculty as part of charity donations. The College, by being able to reach out to the unreached section of the society feels itself proud to be 'a blessing for others' in the society. Problems Encountered and Resources Required: Logistics preparation and limited funds are the challenges that need to be address in future.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://www.lamkacollege.edu.in.

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

Performance of the institution in one Area of Distinctiveness in its Vision: Lamka College is located in the Hill District of Churachandpur, the southern-most part of Manipur State. The College is located in a so-called rural and hilly area populated by the Zomi tribal communities. It is one of the only two higher learning Government institution in the District. By the name of the Lamka College suggest 'Crossroad', the local name of Churachandpur Town. The College was establisbed in 1976 with the primary vision to cater to the higher educational needs of the tribal population. The College is a co-educational institution, catering to the needs of the tribal and other economically backward students in this part of the country. The College has its own vision objective reflected in its motto 'LIGHT A LAMP'. Lightening the human mind through learning process and building up and nurturing human capabilities to be able to match the national and global competency by optimum utilization of available resources. The College was taken over by the Government of Manipur in 1979. It was first affiliated to the University of Gauhati and later affiliated to the University of Manipur when the State Government established the University in the year 1981. The College is recognised by University Grants Commision (UGC) under Section 2(f) and 12 (b) of UGC Act, 1956. Majority of the students are from tribal community with low economic condition. The College provides financial help to those economically weaker student by giving them free admission and the students also avails Tribal scholarship from the Government. Performance of the institution in one Area of Distinctiveness in its priority: The College is a multi-disciplinary institution providing education in Humanities, Social Sciences (Arts) with Commerce. It runs only 8 Bachelor of Arts departments and Commerce through Honours programme. It is worth mentioning that the College is one of the first to be given B.Com. course among the entire hill districts in Manipur. Every year students mainly from rural areas (girls boys) of the district takes admission in different courses of the College. The College maintains a sound, liberal and general education

aiming at the development of character and better personality of each student through a wide range of curricular and co-curricular programmes. It promotes gender equality and mutual respects in all areas of academic activities. The college provides quality education and opportunities for intellectual and emotional growth through different programmes which are relevant and responsive to the needs of the rural and educationally backward society of this region of the state. The medium of instruction, except for Vernacular subjects (MIL) is English medium. The MIL / vernacular subjects introduced are Manipuri, Mizo, Hmar, Paite and Thadou – Kuki languages. Performance of the institution in one area distinctive to its thrust: The College gives prior importance to promoting education for the poor tribal students of both boys and girls living in rural villages who cannot afford to pay for tuition fees in private institutions in urban cities. The college has

Provide the weblink of the institution
https://www.lamkacollege.edu.in.

8.Future Plans of Actions for Next Academic Year

Future Plans of Action for 2017 – 18 1. To introduce the First batch of 6 months Vocational Course on 'Tourism Hospitality Management' under RUSA scheme of vocationalisation of Higher education. 2. To introduce three new subjects viz Sociology, Geography and Commerce Stream. 3. Infrastructure development of the College to be focus and construction of New Administrative Building to be taken up under RUSA. 4. Enhancing of Information Communication technology (ICT) facilities in order that modern system of teaching in-line with ICT may be also made available to all. 5. Conduct of workshops/seminars/conferences etc as part of quality measures of education and learning. 6. To developed the Library facility and petition the Government to induct Library staff in the College.