



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution	Pfutsero Government College
• Name of the Head of the institution	Dr. Bweyhunle Khing
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03865262456
• Mobile No:	7630944565
• State/UT	Nagaland
• Pin Code	797107
2.Institutional status	
• Type of Institution	Co-education
• Location	Rural
• Financial Status	Grants-in aid
• Name of the Affiliating University	Nagaland University
• Name of the IQAC Coordinator	Mr. Neichupe Kapfo

• Phone No.	03865262456				
• Alternate phone No.	9366515001				
• IQAC e-mail address	pfutserocollege.pfutsero@gmail.com				
• Alternate e-mail address	neichupekapfo@gmail.com				
3. Website address (Web link of the AQAR (Previous Academic Year))	http://pfutserocollege.in/wp-content/uploads/2022/01/AQAR-2019-2020.pdf				
4. Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://pfutserocollege.in/wp-content/uploads/2022/01/Academic-Calendar-2020-2021-1.pdf				
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.27	2019	18/10/2019	17/10/2024
6. Date of Establishment of IQAC			10/04/2013		
7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty		Scheme	Funding Agency	Year of award with duration	Amount
Institution		RUSA	UGC, GOI	2020	74,81,250
8. Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		
9. No. of IQAC meetings held during the year			3		
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?			Yes		
• If No, please upload the minutes of the meeting(s) and Action Taken Report			View File		

10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
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11. Significant contributions made by IQAC during the current year (maximum five bullets)

Organized Institutional Seminar on "Effective Online Teaching Techniques in Higher Education" on 7th July 2020.
Organized Institutional Webinar on "New Education Policy 2021" on 16th September 2020.
Extension services rendered by the Teaching faculty during the Covid 19 pandemic period as Frontline Workers, and rendered Financial and Moral support to the needy students and frontline workers.
Organized a Two Day State Level Seminar on "Social Values: Self Leadership and Good Citizenship" on 14th & 15th January 2021.
Organized Institutional Webinar on Choice Based Credit System(CBCS) on 4th June 2021.
Establishment of National Cadet Corps(NCC).
Incorporation of e-teaching and learning resources into the curriculum.

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

Plan of Action	Achievements/Outcomes
To organize Institutional, State, National and International level seminars for teaching faculty.	<ul style="list-style-type: none"> • Organized one institutional seminar on "Effective Online Teaching Techniques in Higher Education" on 7th July 2020. • Organized one institutional webinar on "New Education Policy 2021" on 16th September 2020. • Organized a two-day State Level Seminar on "Social Values: Self Leadership and Good Citizenship" on 14th and 15th January 2021. • Organized institutional webinar on Choice- Based Credit System (CBCS) on 4TH June 2021.
To install National Cadet Corps(NCC)	<ul style="list-style-type: none"> • Successfully installed National Cadet Corps(NCC).
To renovate classrooms, auditorium and drainage system.	<ul style="list-style-type: none"> • Renovated Drainage system

13. Whether the AQAR was placed before statutory body?	No
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- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020-2021	11/01/2022

15. Multidisciplinary / interdisciplinary

16. Academic bank of credits (ABC):

17. Skill development:

18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):

20. Distance education/online education:

Extended Profile

1. Programme

1.1 Number of courses offered by the institution across all programs during the year	15
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File Description	Documents
Data Template	View File

2. Student

2.1 Number of students during the year	380
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File Description	Documents
Data Template	View File

2.2	58
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Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	View File
2.3	
Number of outgoing/ final year students during the year	100
File Description	Documents
Data Template	View File
3.Academic	
3.1	
Number of full time teachers during the year	36
File Description	Documents
Data Template	View File
3.2	
Number of Sanctioned posts during the year	26
File Description	Documents
Data Template	View File
4.Institution	
4.1	
Total number of Classrooms and Seminar halls	10
4.2	
Total expenditure excluding salary during the year (INR in lakhs)	43,70,080
4.3	
Total number of computers on campus for academic purposes	30

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The college is affiliated to Nagaland University and follows the syllabi as prescribed by the University. For effective curriculum delivery, all departments prepare Lesson Plan for each paper and a copy of the lesson plan is submitted to IQAC for documentation. At the commencement of each semester, the respective HODs allocate papers to each teacher, and monitor the attendance, progress and performance of their pupils. Class routine(Online and Offline mode) is prepared by the Vice-Principal and made available in the college official website. Departmental meetings are periodically held where academic related matters, departmental activities are deliberated and discussed by all departments.

E-learning tools such as ZoomApp, WhatsApp, Google Classroom, Google Meet are used by the teachers for virtual teaching and learning. Classroom teaching aids such as LCD projector, Power Point Presentation are used for both online and offline curriculum delivery. E- learning resources are digitally shared with the students. Faculty also attend seminars and webinars(Institutional Level, State Level, National Level) and Faculty Development Programmes to enhance their teaching skills. Remedial classes are provided to weaker students to help them and meet their academic needs. Students Feedback on Curriculum delivery is collected and suggestions put forth are analyzed.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://pfutserocollege.in/wp-content/uploads/2020/07/Virtual-Class-Routine.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Academic calendar for each academic session is scheduled/prepared by the Vice-Principal and uploaded in the college official website. The academic calendar is divided into two parts: Part I for even semester and Part II for odd semester. The academic calendar consists of lists of holidays, date for internal assessment, commencement of classes and curricular activities. The college adheres to the academic activities as scheduled in the calendar and curricular and co-curricular activities are simultaneously carried out by various clubs, cells, committees constituted by the institute. For conduct of continuous internal evaluation students are assessed on the following parameters; written test, seminar, paper presentations, viva- voce, group activities and assignment writing. Evaluation and assessment are conducted following the scheduled date as mentioned in the academic calendar. A result committee meeting is held after the declaration of internal assessment results.

File Description	Documents
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Upload relevant supporting documents	View File
Link for Additional information	http://pfutserocollege.in/academic-calendar/

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

D. Any 1 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

NA

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

File Description	Documents
Any additional information	No File Uploaded

Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

0

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Gender .

The college does not practice any kind of discrimination on the basis of gender. Equal opportunities are given to both gender. Gender related course are incorporated in the syllabus of three discipline namely-English, Education, Economics .The college has set up various cells and committee such as Women Cell, Anti-Sexual Harassment Cell and Anti-Ragging Committee. These cells and committee comprises of teaching faculty and students who organised programmes on gender sensitization and sexual harassment in the campus where gender based issues are highlighted and students and faculty are sensitized on gender related issues and to undertake any action against the defaulter.

Human Values .

NSS plays a pivotal role in bringing awareness on sociological issues. Cleanliness drives are periodically undertaken by NSS Unit of the college to generate awareness about personal hygiene and to keep the college premises and its surrounding areas clean. The NSS unit conducted a Cleanliness Drive at Pfutsero Town on 22nd April 2021 under the theme "PFUTSERO PLASTIC FREE." Altogether 100 volunteers with concerned Staff participated in the drive. The students are encouraged to enrolled in NCC and NSS. The college promote institutions neighbourhood network through NSS. Blood Donation camp is also organised by Red Ribbon Club of the college.

AIDS awareness programme are also organised in collaboration with NSACS.

Professional Ethics.

For career enhancement of faculty members the college promotes intellectual freedom. Faculty members are encouraged to pursue research , attend workshops and seminar, undertake project works, attend Refresher course, Orientation course and other equivalent course to enhance their professional ethics.

Environmental and sustainability.

As prescribed by Nagaland University 'Environmental Studies' a compulsory course was introduced from the year 2014 for students of BA 5th and 6th semester and the course is offered till date. The course is design to create awareness about environmental rights and to disseminate knowledge about care and protection for the environment.

- World environment day was observed on 5th June 2021 under the theme "ECOSYSTEM RESTORATION" under the initiative of the Department of Environmental Science.
- The Green Campus Project was initiated by the Department of Higher Education to create Aesthetic mind-set to both students and faculty. The project also include information in recycling environmental consciousness.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

1

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded

Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File
1.3.3 - Number of students undertaking project work/field work/ internships	
0	
File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	No File Uploaded
1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	C. Any 2 of the above
File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File
1.4.2 - Feedback process of the Institution may be classified as follows	B. Feedback collected, analyzed and action has been taken
File Description	Documents
Upload any additional information	View File
URL for feedback report	http://pfutserocollege.in/wp-content/uploads/2022/01/Student-Teacher-Feedback-Report-2020-2021.pdf
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of sanctioned seats during the year	
450	

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

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

2

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The institution identifies students' skills and abilities through classroom interactions and mentor-mentee programme. Advanced learners are encouraged to participate in institutional, local, district and state level programmes for further enhancing of their skills and creativity. Various academic assignments are also given to students to encourage learning outside the classroom. Group discussions, debates, quizzes etc. are conducted through which students of all levels of learning are encouraged to participate and learn together. Slow learners are encouraged and counselled through the respective mentors who look into the remedial measures best suited for them. Tutorial and remedial classes are assigned by the institution for each subject to cater to the needs of the slow learners. Improvement tests are also conducted to encourage students to perform better in their academics.

File Description	Documents
Link for additional Information	http://pfutserocollege.in/mentoring/
Upload any additional information	View File

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

Number of Students	Number of Teachers
380	36

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

To ensure overall personality development, students are motivated and advised to take part in various activities organized by the College and other organizations. The NSS has played a vital role in encouraging students in taking part in social services through their voluntary participation in adopting eco- friendly ways within and outside the College premises. Students' participation and contribution in the Annual College Magazine has also given an opportunity to students to expose their creativity and expand their knowledge through their writing skills. Students are encouraged to take the initiative along with the Magazine Committee in bringing out the Annual Magazine. Literary Committee of the college also organized literary contest where students are encouraged to participate and hone their creative writing and soft skills. Online literary competition on literary activities such as poetry writing, photography, cartoon art, analytical writing was conducted by the Literary Committee on 23rd April 20221. Students are also encouraged to take part in online competitions organized by the college and other bodies. Emphasizing on value-based education, the Students Evangelical Union (E.U.), PGC, plays a potent role. Students from other institutions are also invited to take part in E.U. programmes. Field trips also form an important role in giving hands on experience to students. The Department of Sociology organized a field trip on the topic "A sociological study on the cultivation of orange and banana" for students of BA 2nd semester at Middle Khomi Village 17th April 2021 to offer experiential learning to the students. A talk on "Re-interpreting the Self and the others for Nation Building(A philosophical Reflection) was organised by History Club on 15th February 2021 for history honours students.

File Description	Documents
Upload any additional information	View File
Link for additional information	http://pfutserocollege.in/students-services/

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

To make teaching-learning process interesting and productive, teachers are encouraged to make optimal use of the ICT enabled facilities. The smart boards and LCD projectors installed in the classrooms have catered in enhancing the teaching- learning process. Training programmes have been organized by the institution to encourage and update teachers in making use of the ICT tools available in the college and also use these skills while carrying out online classes. To equip the teaching faculty on the use of E-

learning tools and incorporate e-learning methods of teaching and learning, a seminar on “Effective Online Teaching in Higher Education” was organized by IQAC on 7th July 2020. Virtual platforms like ZoomApp, WhatsApp, GoogleMeet and Google Classroom were used for virtual teaching and reference materials in the form of PDF and PPT slide was digitally shared with the students using this digital platforms. Students are also encouraged to use ICT enabled tools available in the college to further enhance their learning skill and also train them for future usage. As the college is located in a rural area, these tools and facilities have proved to be beneficial for both teachers and students. Besides, teachers are also encouraged to avail opportunities of attending webinars to improve their teaching skills in the use of available modern technologies.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://pfutserocollege.in/ict-ppt-classroom/

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

2.3.3.1 - Number of mentors

34

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

24

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

36

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The college ensures that the internal assessment is conducted in a fair and transparent manner. The internal assessment of students is worked out in accordance with the schedule of the academic calendar which is prepared as per the requirement of the University. Periodic instructions related to examination and evaluation received from the University is promptly communicated to students through circulars and notifications. During the examination process, students are monitored by invigilators and through CCTV for maintenance of proper code of conduct in the examination hall. Evaluated internal answer scripts and assignment papers are returned to students whereby comments, feedbacks and suggestions are given for improvement. Opportunity for improvement tests is also offered to students. Class presentations, seminars, assignments, group discussions, open book test and quizzes are conducted in the classrooms to encourage students' participation and allotting them marks according to their performances. Parents/ Guardians are intimated about the performance of their child/ ward through the mentors, heads of all departments or head of the institute.

File Description	Documents
Any additional information	View File

Link for additional information	http://pfutserocollege.in/wp-content/uploads/2022/01/Academic-Calendar-2020-2021.pdf
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2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

Examination in the institution is conducted as per the rules and regulations of the Nagaland University. In the event of grievances relating to examination and evaluation, the institution accepts complaints depending on the relevancy and if deemed important and relevant, takes necessary actions to address the matter. To address any complaint of students related to the examination and evaluation conduct, the Examination Committee and Students Grievance Redressal Committee, consisting of teaching faculty, take the matters seriously and guide students on the procedures required to do the needful. Grievances related to University Examination require formal procedure at the University level; whereby, students apply for re-evaluation of papers through the college.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	http://pfutserocollege.in/grievance-redressal-cell/

2.6 - Student Performance and Learning Outcomes

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

The institution ensures that the programme and course outcomes of all Programmes are properly disseminated to teachers and students. All departments prepare programmes and course outcomes for each subject and the same is uploaded in the college website. On the first day of each semester, students are oriented on what to expect from the course to be taken and queries of students are addressed to. The working system of the course assessment is also deliberated upon as per the requirement of the University norms. Students are advised to periodically check the college website and notice board for all official notifications. The syllabus and question banks are also uploaded in the college website for teachers and students to refer. College programmes, events and circulars/notifications are communicated to teachers and students through the college website. Academic results are also declared through the noticeboard and website.

File Description	Documents
Upload any additional information	View File

Paste link for Additional information	http://pfutserocollege.in/wp-content/uploads/2021/05/program-outcome.pdf
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

The institution ensures that the programme outcomes are carried out efficiently. Students' progress is periodically assessed and evaluated through home assignments, group discussions, class presentations, debates and class tests. Through departmental review meetings, teachers give their reports on how far the programme and course outcomes have been attained. The head of the institution calls for review meetings whereby, HoDs of each department present their respective departmental reports. Through these meetings, teachers discuss the challenges they face and measures to attain programme outcomes resourcefully is also discussed. An internal test routine is prepared by the Exam Committee through which students are internally assessed. All internal assessments are undertaken as per the norms and requirements of the University.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://pfutserocollege.in/iqac/iqac-activities/

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

100

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional	View File

information	
Paste link for the annual report	https://nagalanduniversity.ac.in/English/results/2021-UG6SemFinalResultGazette.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<http://pfutserocollege.in/wp-content/uploads/2022/01/Students-Satisfaction-Survey-SSS-2020-2021.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

NIL

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

5

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

0

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year**

1

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities**3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year**

The institution having much support from the community, makes every attempt to carry out extension services in which ever way it can. The pandemic has been one of the most challenging events that affected every sphere of life. In dealing with the situation, the institution, through the Students' Welfare Committee for Covid-19 pandemic, reached out to stranded students of the institution by taking necessary official steps to send home a student to his village and also visiting and giving financial assistance to those

who were stranded in the town. The Committee also gave financial assistance to the Kitchen Management Committee of Returnees for Quarantine Centres at Pfutsero. Two teaching faculty were deputed as frontline workers to offer assistance at Quarantine centres in the area. The institution through the Floriculture Committee, visited frontline workers in the area and acknowledged their services by giving them fresh flowers from the Floriculture Project of the institution. Students were encouraged to participate in online competitions organized by different government agencies and awards were won by students of the institution.

File Description	Documents
Paste link for additional information	http://pfutserocollege.in/extension-activities/
Upload any additional information	No File Uploaded

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

NIL

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

4

File Description	Documents
Reports of the event organized	View File
Any additional information	View File

Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File
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3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

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

6

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

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

1

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

8

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institution has adequate infrastructure and physical facilities for teaching and learning. viz. classrooms, laboratories, computing equipment etc. for overall development and to identify, motivate, encourage the students. The institution has physical facilities with eight (8) classrooms where some classrooms are equipped with LCD projectors for effective teaching and learning process.

SL.NO

Quantity

Facilities

1

1

Computer room

2

1

Library

3

4

Administrative Rooms

4

1

Ministerial Staff Room

5

1

Multipurpose Auditorium

6

1

Canteen

7

2 Sets

Sound System

8

5

LCD Projector Screen

9

1

Seminar Hall

10

2

Staff Quarters

11

1

First Aid Room

12

1

Girls Common Room

13

1

Museum Cum Cultural Room

14

1

RUSA Room

15

1

NSS Room

16

2

Smart Boards

17

1

Exam Section Room

18

1

Floriculture Room

19

1

Evangelical Union Office

20

2

Kitchen

21

2

Fire Extinguishers

22

1

Fire Alarm

23

4000 Liters

Rain Water Harvesting Reservoir

24

4

Invertors

25

13

Printers

26

30

Computers

27

1

Handy Cam

28

1

Digital Camera

29

4

CCTV Camera

30

1

Television Set

31

1

Wheel Chair

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://pfutserocollege.in/facilities/

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

The institution has adequate facilities to conduct cultural activities and sports events to provide all round development to the

students. The college has a multi-purpose hall for indoor games like table tennis, carrom and chessboard. With no adequate outdoor facilities in the campus, the institute has signed an MOU with the Additional Deputy Commissioner (ADC), Pfutsero for conducting annual sports week at Pfutsero Town Sports Complex, and an MOU with the Badminton Association, Pfutsero for conducting indoor games. The college has a sports committee which supports and coordinate all sporting activities. The cultural committee oversee and coordinates cultural activities of the students in the college. The students showcase their cultural talents by performing songs, dance, drama etc. Certificates and prize are awarded to the best performing participants.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://pfutserocollege.in/mou/

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

5

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

5

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://pfutserocollege.in/ict-ppt-classroom/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

27.3

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data	View

Template)	File
-----------	----------------------

4.2 - Library as a Learning Resource

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

- Name of ILMS Software: SOUL
- Nature of automation (fully or partially) : Partially
- Version: SOUL 2.0
- Year of Automation : 2017

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	http://pfutserocollege.in/teaching-and-learning-resources/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

C. Any 2 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

1.40

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e-journals during the year (Data Template)	View File

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

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

23

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

To ensure effective teaching and learning in the classroom, the college has a wi-fi internet connection of Reliance Jio in the campus. The college has a smart classroom with CCTV installed in all classrooms. The computers, printers, projectors, photocopier, CCTVs are used effectively for curriculum delivery. The library is equipped with Jio Wi-fi to aid to basic students needs. All computers are LAN connected and has OPAC facility for users. Falcon e-books software has been installed to be activated for remote access. IT facilities are being assessed periodically for replacement, better IT solutions on updation and enhancement, software applications and computer hardware equipment.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://pfutserocollege.in/library/

4.3.2 - Number of Computers

30

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

C.10 - 30MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)**

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

27.3

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The College has set up various Committees for optimal utilization and maintenance of physical, academic and support facilities. The different committees comprise of the tender purchase and development committee, the computer and IT committee, the library committee, games and sports committee, day care committee, first aid committee, floriculture committee and women cell etc. These committees are assigned with the responsibility of maintenance, utilization, enhancement of various infrastructures, facilities and effective implementation of the various policies and project of the college. The committees are further provided budgetary provisions for maintenance of existing infrastructure and procurement of new equipment. The College ensures optimal allocation and utilization of the funds to maintain and upkeep the facilities and to facilitate effective teaching and learning in consultation with the governing authority and the management.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://pfutserocollege.in/facilities-2/

STUDENT SUPPORT AND PROGRESSION**5.1 - Student Support**

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

304

File Description	Documents
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Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

6

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non-government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

D. 1 of the above

File Description	Documents
Link to institutional website	http://pfutserocollege.in/facilities-2/
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

150

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

150

File Description	Documents

Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	C. Any 2 of the above
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File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

4

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

16

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

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

NIL

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

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

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

23

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

The institution has an active Students' Union which is affiliated to the All Nagaland Students' Union (ANCSU), whose members are elected annually. The Union is guided by a few teaching faculty who act as advisors and as a bridge of communication between the students and the institution. Through this Union, students are given opportunity to train in leadership and community participation and contribution. The Union looks into the welfare of students and bring forward their grievances through its representatives. Students' executives are also inducted in various Committees of the institution to support, contribute and train them in dealing with different situations. One student is also nominated a member to the IQAC to ensure effective

liaison between the students and institutional administration. All college activities are assisted by students as volunteers, stewards and participants. Through the Union, students have actively participated and won literary and music competitions organized at institutional, district and state level and also by All Nagaland College Students' Union (ANCSU). Students have also played a prominent role in bringing out the Annual College Magazine along with the Magazine Committee.

File Description	Documents
Paste link for additional information	http://pfutserocollege.in/college-activities/
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

24

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

The Pfutsero Government College Alumni Association with its objective to foster unity and connection with the institution has been an effective support system of the college since its inception. The Association works in the interest of the college and supports the college through its participation in all important events of the college. They have sincerely acknowledged the contribution of retiring teachers and have selflessly rendered their services physically and materially during the Farewell Day programmes. The Association also acts as a link, connecting passed out students and reaching out to them whenever their involvement or contribution is required.

File Description	Documents
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Paste link for additional information	http://pfutserocollege.in/outside-activities/
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision Statement: 'Enlighten Society through Holistic Education'

Mission Statement:

1. To train students identify their potentials and strength.
2. To develop a sense of duty and responsibility towards self and society.
3. To maintain an atmosphere of complete academic freedom in pursuit of knowledge.
4. To inculcate strong moral values, promote self-discipline and civic mindedness.
5. To empower students and apply their acquired skills and knowledge in society building.

The vision and mission statements of the institute are reflective of its commitment to quality education and making positive contributions to the society by producing intellectually competent students. The governance of the institute comprises of the Advisory Board, the Principal as the administrative head assisted by the Vice Principal, various Head of Departments and the IQAC for effective functioning and execution of policies towards realizing its

File Description	Documents
Paste link for additional information	http://pfutserocollege.in/thecollege/objectives/
Upload any additional information	No File Uploaded

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

In upholding the Institutions' competence, the Institution practice Decentralization and Participative Management.

The Principal is deemed the head of all the committees and various cells. In this perspective faculty member are endowed with the responsibility of various committee and cells with certain degree of autonomy in its functioning.

Concerning Departmental affairs, headed by the H.O.D the department collaborate on effective syllabus manoeuvre with student's welfare as a priority.

Consistent faculty meeting are held to review and divulge information's, share views, opinions and suggestions.

In executing committee functions, the Institution confer financial autonomy to the assigned for effective utilization and creativity. At completion of the taskfund utilization particulars are communicated to the Principal, this is to incorporate transparency and affirm confidence.

File Description	Documents
Paste link for additional information	http://pfutserocollege.in/associations-and-committees/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The perspective and strategic plans of the College are reflected in its vision and mission statements.

Teaching -learning process

. Academic calendar is prepared by the Vice-Principal at the beginning of every semester, streamlining all academic, administrative and other activities.

. The H.O.Ds of every department is obligated with the task of class allocation and course division to ensure efficient and timely completion.

. Teachers are encouraged to upgrade their teaching methods by making use of the ICT facilities.

. To enhance the teaching-learning process the College envisions introducing video conferencing inthe near future for the students and teachers to connect with experts and engage in distant andelectronic learning.

Community engagement

To develop a sense of responsibility towards the society, students are encouraged to render their service to the community voluntarily and also by engaging in the activities of NSS and IRCS units of the College.

The College aims to facilitate Community Partner Agreements to provide an optimal environment to students to acquire knowledge and skills and to inculcate attitude of service, leadership, team-work and problem solving.

Human Resource Management

In order to promote efficiency in the workplace and environment, the faculty of the College are assigned with responsibilities in various committees and clubs of the College and engage in various academic and developmental activities of the College.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://pfutserocollege.in/wp-content/uploads/2022/01/Academic-Calendar-2020-2021-1.pdf
Upload any additional information	No File Uploaded

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

The faculty members and staff of Pfutsero Government College are appointed by the Government of Nagaland and the services of the faculty members are governed by the Higher Education Service Rules, Government of Nagaland. The Principal is the head of the Institution, who is assisted by the Vice Principal. The Principal is further given assistance by the Heads of all the Departments by taking care of syllabus distribution, overseeing completion of course coverage, monitor academic activities by maintaining records of internal and external assessment marks and class attendance of its respective students in the department. Furthermore, various committees are formed where all the faculty members are given autonomy to plan and carry out different tasks and document such activities carried out. The ministerial staff, headed by the Head Assistant provides office support to the Principal. All these bodies work in tandem for the smooth functioning of the Institution.

The student body- Pfutsero Government College Student's Union with the Principal as the Ex-officio President is supported by the Vice President and executives who are elected by the students. The body looks into the student's affairs and the elected student's

executives are further given representation in various committees of the College like - the College Magazine Committee, Literary and Sports Committee etc.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	http://pfutserocollege.in/organogram/
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

E. None of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Teaching

Non-Teaching

General Insurance Scheme (GIS)

General Insurance Scheme (GIS)

General Provident Fund (GPF)

General Provident Fund (GPF)

National Pension Scheme (NPS)

National Pension Scheme (NPS)

Loan facilities from Banks on the recommendation of the Head of the Institution

Loan facilities from Banks on the recommendation of the Head of the Institution

Medical reimbursement for those who apply

Maternity leave

Medical reimbursement for those who apply

Maternity leave

Day care centre for Children of faculty and Staff

Day care centre for Children of faculty and Staff

Children education allowance for Grade IV Staff Only

File Description	Documents
Paste link for additional information	http://pfutserocollege.in/useful-links/2510-2/
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

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

4

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	View File

Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

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

10

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

- Annual Performance Assessment Report (APAR) of the teaching and non teaching staff is reviewed by the Principal and thereafter sent to the higher authorities for further evaluation and assessment.
- The performance of every faculty and committees of the institute are regularly reviewed and appraised by the Principal.

File Description	Documents
Paste link for additional information	http://pfutserocollege.in/code-of-conduct/
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The College Audit Committee ensures all accounts are duly authorized. The internal audit committee members consist of Convener, secretary, and three members. The accounts of the different cells/committees are duly audited by the College Audit Committee.

External Audit is carried out once in every five years by the Accountant General (AG), Nagaland.

File Description	Documents
Paste link for additional information	http://pfutserocollege.in/associations-and-committees/
Upload any additional information	View File

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

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

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The institution being a Government Institution, the major funding agency is the Government of Nagaland. Funds for salary and wages of the employees, office expenses, material supply and machinery equipment are sanctioned by the State Government. During the admission process, the college realizes College Development fee and Library fee from the students as per the rate fixed by the Government. This fund is internally mobilized and managed as per the requirement of the college.

RUSA, MHRD is another funding agency for infrastructural development and vocational courses offered by the College.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

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

- Use of ICT tools to facilitate teaching-learning process:

The IQAC encourages teaching faculty to use the ICT enabled facilities available in the institution to enhance the teaching-learning process. It has conducted training programmes to update teachers and motivate them to utilize their knowledge even while carrying out online classes.

- Updating of College Website:

The IQAC regularly updates the college website to communicate with the teachers and students and make all college activities and programmes virtually available to them. The College website provides necessary information about the college, contact details, departmental profile, faculty profile, courses offered, academic calendar etc. and updates all upcoming programmes and notifications to promptly inform its visitors.

- Conducting training programmes and webinars:

The IQAC was successfully able to conduct training programmes for teachers of the institution. The National Webinars conducted had resourceful speakers and participants from other institutions from the state as well as outside the state.

- Monitoring committees of the Institution:

The IQAC monitors the working of all Committees of the institution. The various Committees in their respective areas co-ordinate well with the IQAC in their functioning. Through the Committees, the college carries out its programmes and policies.

File Description	Documents
Paste link for additional information	http://pfutserocollege.in/wp-content/uploads/2021/05/College-best-Practice-.pdf
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

To make teaching learning process effective and valuable, the institution periodically reviews the learning outcomes of the students. Students are assessed internally through class tests, assignments, class presentations, discussions etc. as per the requirement of the University and as per the period specified in the Academic Calendar of the institution. Review meetings are held where departmental reports are presented and comments and suggestions are

openly discussed. The Examination Committee sees to it that all internal and external assessments are carried out smoothly as per scheduled. All assessment records are properly maintained by each department. To ensure that the academic programmes of the College are carried out effectively and efficiently, the IQAC analyses feedbacks from students, teachers and alumnus; the IQAC deliberates on measures to be taken for improvement with the available resources.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://pfutserocollege.in/wp-content/uploads/2022/01/IQAC-meeting-minutes-2020-2021.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

1. Counselling

Counselling the students has always been treated as important even before the pandemic by the institution. All the students were taken care by their respective mentee in every way having one to one meeting. However, with the advent of the pandemic it has become challenging to meet the students in the college or to have physical

meeting. Nevertheless, all the teachers/mentee take active part in counseling all the students through online(phone calls) to keep a track on the students day to day life as well as updating on their academic needs. The teachers encouraged the students to overcome any stress, focusing on the student's mental health. It was found that virtual counseling have provided a safe place to students to cope and find ways to deal with academic and mental challenges.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://pfutserocollege.in/students-services/

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

- Solid waste management

For proper collection and management of solid waste, dustbins are put up at strategic locations in the College. The solid wastes generated in the College are collected by the Pfutsero Town Municipal Council on a weekly basis which is disposed at the dumping site.

Initiatives like 'Campus Green and Litter Free Campus' committee sensitized the students in becoming more responsible and eco-friendly in their approach towards the environment. The College continues to practice the segregating waste in 2(two) dustbins, wet waste in green and dry waste in blue as its contribution to the Swachh Bharat Mission.

- Liquid waste management

Due to the current situation prevailing, the college had carried out the academic session through online mode and for which there was no such liquid waste generated, all though there is no such mechanism for proper liquid waste management. However, the college has renovated the drainage system in the campus for disposing the waste water which is then connected to the main drainage system in the area/ward.

- E-waste management

For efficient management of e-waste, electrical gadgets and parts are repaired for re-use, while irreparable parts are put in a separate dustbin for disposal.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

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

C. Any 2 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File

Any other relevant documents	No File Uploaded
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7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

E. None of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The College shall continue to strive in preparing our students to not only meet academic challenges but also learn to meet the challenges of life and help them in finding their identity and purpose of life by establishing their connections to their community, to their environment and to the core human values.

Institution provides inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socio-economic and other diversities. Different sports, cultural and literary activities are organized in the college to promote harmony towards each other.

In order to create social tolerance among the students and within the college campus, the institution clearly set aside dates for cultural day, literary day and sports week. These dates are well organized and prepared which are included in the college yearly calendar.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

India is a fine example of unity in diversity. It includes people with different backgrounds viz., cultural, social, economic, linguistics, and ethnic diversities governed and guided by the Constitution irrespective of caste, religion, race, gender. Pftusero Government College sensitizes the students and the employees of the institution to the constitutional obligations about values, rights, duties, and responsibilities of citizens which enables them to conduct as a responsible citizen. Since education is a powerful instrument of social change and human progress, it is also a powerful tool to cultivate humane values in an individual. Therefore, all the educational institutes have greater responsibility to impart learning and cultivation of values through education. For inculcating values many ideas and steps are considered, such as: providing value based curriculum, designing special orientation program for teachers, value based foundation courses, necessity to develop code of conduct for teachers and students and design a curriculum from out of our accumulated cultural heritage to cultivate values among the new generations.

As responsible citizens of the country the students are motivated to take part in various activities of the college. The college encourages the students to take part in blood donation camps, organise study tours for them that make them understand the

importance of protecting the cultural heritage of the country. The students are inspired by participating in various programs on culture, traditions, values, duties, and responsibilities by inviting prominent people. The institute conducted awareness programs on the ban on use of plastics, cleanliness drive, Swachh Bharat, etc. involving students.

The students also participate in community services and provide services to the community and society. The students have participated in cleanliness drives both inside the campus and nearby villages considering it as a responsibility of every citizen. The students have also taken up plantation drives to provide a clean and green environment for all. NSS unit encourage the students and the unit is successfully conducting activities to serve the society. Ethical values, rights, duties, and responsibilities of citizens are some of the topics that are enlisted in elocution, debates, and class presentations. Every year Republic day is celebrated on 26th January by organizing activities highlighting the importance of Indian Constitution. Independence Day is also celebrated each year to highlight the struggle of freedom and the importance of Indian constitution.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	View File

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

B. Any 3 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The institution actively participates in Republic Day and Independence Day. Both teachers and students take part in the event. It is imperative to mention that every year the institution is seen actively involved and their contribution is enormous in the success of the program.

The institution also participated in 75th years of Independence 'AZADIKA AMRIT MAHOTSAV on 12th March 2021 at Civil Secretariat Plaza Kohima.

The college organized World Environment Day on 5th June 2021 by planting trees at the new academic building site.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

1. NEEDY STUDENTS' WELFARE FUND

OBJECTIVES:

1. The core objective is to aid needy yet academically good students to pursue their academic goals.
2. To foster the educational, moral and social development of the student.
3. To encourage and promote the welfare of the needy students and make a positive impact on the society.
4. To provide equal opportunity to the students who cannot afford college education.

THE CONTEXT

The College being situated in a rural area, most of the students are from neighbouring villages. It is observed that majority of the students comes from dysfunctional, broken and low income family. Being a community oriented institute, the College has set up the

Needy Students' Welfare Fund to identify such students and aid them by means of waiving off their admission fees. This humble initiative of the College has been successful in providing an opportunity to the needy students in pursuing their academic goals and instilling self confidence and fostering a sense of competition in them.

THE PRACTICE

Needy Students' Welfare Fund was instituted in 2016. A committee consisting of the Principal and 6 (six) teaching faculty members looks after the implementation and operation of the Fund. The Fund operates fully on the basis of contributions from the staff of the College. Contributions are also received from donors, organizations and philanthropers. A separate saving bank account is maintained for necessary transactions. The following criteria must be fulfilled by a student for availing the Fund:

1. He/She must be a student of the College.
2. He/She must secure at least 45% or more in aggregate in the last HSSLC exam.
3. He/She must come from economically poor background.
4. Student's attendance and academic performance in the semester exam shall be taken into account for continuation of the Fund to the next semester.
5. Social misconduct and unacceptable behavior within and outside the College will lead to cancellation/discontinuation of entitlement to the Fund.

Applications are invited from aspirant students every semester. The Committee scrutinizes the application forms to ascertain the genuine and deserving students and accordingly the selected list of beneficiaries and a waiting list is prepared. After the selection process is completed, admission fees of the beneficiaries is waive off or reimburse incase of admission already taken.

EVIDENCE OF SUCCESS:

The existence of the Fund has proved to be of great benefit to the needy students. As the continuation of the Fund depends on the attendance and the academic performance of the students, this greatly works in encouraging and motivating students to work hard and maintain consistent good results. This practice helps in instilling a sense of gratitude, responsibility and duty towards the community and to those who are in need of help. At present 6 (six) students are benefitted by the Fund.

PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED

One of the problems encountered in implementing this practice is that at present only few students are benefitted by the Fund. However, there is a need for more Students to be covered through this Fund. With more financial contributions in the future the College intends to extend the benefit of the Fund to more number of the Students.

2. STUDENT-TEACHER PARTNERSHIP IN DEVELOPING LANDSCAPE GARDENING IN THE CAMPUS.

OBJECTIVES

This practice has been taken up by the College with the following objectives in view:

- i) To develop and utilize the open land space in the campus for purposeful activities - plantation of edible and non-edible plants.
- ii) Campus beautification.
- iii) To nurture creativity and a sense of connection with nature.
- iv) To foster team spirit and partnership between students and teachers.

THE CONTEXT

Pfutsero is known for its vegetable produce all over the State. It's climatic condition and soil fertility is very conducive for growing a wide variety of plants and vegetables. Given such natural bounty, the College has adopted this practice in order to inculcate in the students awareness and a sense of responsibility to preserve and nurture the blessings of nature while in pursuit of their academic goals. Such practice will not only make the campus visually appealing and resourceful but also help in addressing certain environmental concerns like pollution and soil erosion in the campus.

THE PRACTICE

The designing of the landscape and implementation of this practice is carried out collaboratively by the students and teachers. In accordance with the master plan of the new campus, efforts are made to utilize the open spaces in the campus to the maximum for beneficial activities. Through this practice students are taught gardening skills, knowledge of plants, plantation techniques and nature of growth etc. It also provides an opportunity for students and teachers to work together as a team and to imbibe dignity of labour which is gradually becoming a dying culture today.

EVIDENCE OF SUCCESS

Students and teachers have shown great excitement and enthusiasm in this venture. They have used their creativity and skills for developing the overall landscape and greatly enhanced the aesthetic view of the campus. The concept of growing edible and non-edible plants in the campus has enabled teachers and students to learn and understand better the knowledge of plantation, importance of crop rotation, the practice of traditional organic farming and its impact on the environment.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The College being a premier institute of Higher Education in the town, Pfutsero Government College thrust itself in producing well educated, well informed and socially responsible citizens true to its vision 'Enlighten Society Through Holistic Education'. The College imparts education not only in routine academic syllabus but also ignites within the students their sense of duty by sensitizing them in social welfare programmes that have a direct bearing on the society thereby motivating the students to excel in different avenues of life as well. Since its inception in 1982, the College as a community oriented institute has been actively propagating and participating along with the village councils, town council and the town administration in achieving the common goal of progress and development through active cooperation. Keeping in tune with its mission statement, the College has been extending various commendable community welfare services such as adoption of Children Home at Rükizu, blood donation drive and all possible community service that is being demanded upon the College. To meet the challenges of the threats posed by global warming and climate change, the College carries out tree plantation drives in and around the campus. Also realizing the need and importance of the clean environment and to combat negative impacts caused by improper sanitation, the College with joint participation of the faculty, staff and students organizes social works on cleanliness drives within the campus, neighboring villages and places of strategic locations and other institutes around the town area. The cleanliness activity has been, by far, one of the most effective and striking activity carried out by the College having far reaching positive impact on the community. Individual colonies and business establishments of the town have installed waste bins within their respective jurisdictions to show their solidarity to the efforts of the College in achieving a cleaner and habitable town. Recognizing the vitality of garbage truck in maintaining cleanliness in the town, the College donated a certain amount towards the maintenance

of the only garbage truck in Pfutsero Town. To further promote and stress the importance of cleanliness and proper sanitation, the College has also tied up with the town administration in implementing the message through 'Swachh Survekshan' carried out under the Government of India's Ministry of Housing and Urban Affairs to encourage large scale citizen participation and create awareness amongst all section of society about the importance of working together towards making towns and cities a better place to live in. In this regard, the students of the College are made direct respondents and ambassadors of Swachh Survekshan to the nodal administrative officer by making use of social media through WhatsApp, Twitter and Instagram to sensitize as well as update its activities to the public. This initiative and participation of the College has yielded positive results as indicated in the recently declared Swachh Survekshan Report 2019 declaring Pfutsero Town Council as the second ranked best performing town in the state and also 27th rank at the national level. The College shall continue to strive in preparing our students to not only meet academic challenges but also learn to meet the challenges of life and help them in finding their identity and purpose of life by establishing their connections to their community, to their environment and to the core human values.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

- To organize seminars and webinars- State, National and International level.
- To encourage faculty and students to collaborate and pursue research works/publications.
- Upgradation of First-Aid Room