

DON BOSCO COLLEGE, KOHIMA

IQAC Action Plan 2022-2023

Sl. No	Major task s and related activities	Highlights	Schedule
1	Annual college plan	Principal/ IQAC	June 2022
2	Orientation programme for staff and students	HRD/ IQAC	July 2022
3	To introduce Red Ribbon Club	DSA/ IQAC	August 2022
4	To upgrade physical infrastructure in the new building- TLP	Principal/ IQAC	August 2022
5	Certificate and Add-on Courses for students	Academic Council / IQAC	August 2022
6	Research Projects for staff and students	Research Cell/ IQAC	September 2022
7	Environment and green audit	DSA / IQAC	September 2022
8	Staff Development Program	HRD / IQAC	October 2022
9	Mid Semester evaluation of College activities	Principal/ IQAC	October 2022
9	Internship opportunities for Students	DSA / IQAC	November 2022
10	Sponsored seminar/conference for students	Research Cell/ IQAC	November 2022
11	Faculty Exchange and Students exchange Programs	Academic Council/IQA	January 2023
12	To organize vocation oriented workshops for students	HRD/IQAC	January 2023
13	FDP/ Workshop for Staff	HRD / IQAC	March 2023
14	Students Satisfaction Survey	IQAC	April 2023
15	Feedback and Evaluation	IQAC	May 2023

Evaluation of Action Plan

Sl. No	Major task s and related activities	Highlights	Remarks
1	Annual college plan	<ul style="list-style-type: none"> • The Annual college plan was prepared and circulated to the staff and students in the form of academic hand book and calendar • The college Academic year plan was prepared and distributed through department heads. • Departmental activities /Committees/Club Plans 	Achieved
2	Orientation programme for staff and students	<p style="text-align: center;">Students</p> <p>Eight (8) Orientation Programme For Students</p> <ul style="list-style-type: none"> • 12th July 2022: Orientation Program Menstrual Health and Hygiene. • 12th July 2022: Orientation for 1st Semester Student. • 13th July 2022: Orientation for 3rd Semester Students. • 14th July 2022: Orientation for 5th Semester Students. • 15th July 2022: Library Orientation. • 18th July 2022: Student Orientation on Code of Conduct. • 20th July 2022: Orientation on BEEA • 30 July 2022: Orientation on Leadership skills for Class Representative. <p style="text-align: center;">Staff</p> <p>Two (2) Orientation Programme for</p>	Achieved

		<p>Staff</p> <ul style="list-style-type: none"> • 13th July 2022: Staff Orientation on Code of Conduct. • 30th July 2022: Orientation on Staff Mentoring. 	
3	To introduce Red Ribbon Club	•	Achieved
4	To upgrade physical infrastructure in the new building	<ul style="list-style-type: none"> • New college building with 7 classrooms, 2 Laboratory, girls common room and 1 staffroom. • Set up Zatti Computer Center • Staffroom augmentation (old and new building) • LCD projector, microphone, CCTV and wall mounted fans installed. • Expansion of Front offices in both buildings • Expansion of canteen 	Achieved
5	Certificate and Add-on Courses for students	<ul style="list-style-type: none"> • 1st April-31st May 2023- Mushroom Cultivation (Botany and Sociology) • Vermi-compost (5th sem) • Tally • CCC • 13th – 23rd June 2022- ANMA Integrated Development Association (AIDA) conducted 30 hours Online Certificate course on ‘Spoken English’ (English) 	Achieved
6	Research Projects for staff and students	<p>Staff</p> <ul style="list-style-type: none"> • One Minor Research Project (2years): on the Topic- Kaleidoscopia of Folklores: The Naga Chapter- presently in progress undertaken by three faculties from History and English Department. 	Achieved

		Students	
		<ul style="list-style-type: none"> • Project (Dissertations for fifth semester as a part of internal assessment)- 15 projects 	
7	Environment and green audit	<ul style="list-style-type: none"> • 30th July 2022- Organic Gardening • 16th September: International Day of preservation of Ozone layer. • 20th September 2022: National Nutrition Week. • 21th October 2022: NSS Unit Conduct Clean India Campaign. • 16th March 2023: Awareness Program on E-Waste. 	Achieved
8	Internship opportunities for Students	<p style="text-align: center;">6 Internships for 22 students</p> <ul style="list-style-type: none"> • 2nd - 30th June 2022- Seven students from Commerce department completed internship in Arintin Venture is a Private Limited company located in Navodaya Vidyalaya Rd. • 1st -5th August 2022- Eight students from Department of Education completed internship in Tabitha Enabling Academy • 1st – 30th June 2023- Three students completed Summer Internship At Reliance Trends, Kohima • 1st – 30th June 2023- One student from Commerce completed Summer Internship at Arintin Ventures Private Ltd • 1st – 30th June 2023- Two students from Commerce completed Summer Internship at Vishal Mega Mart 	Achieved

		<ul style="list-style-type: none"> • 1st – 30th June 2023- One student completed Summer Internship At Ete Coffee 	
9	Sponsored seminar/conference for Staff and students	<p style="text-align: center;">Students</p> <ul style="list-style-type: none"> • 20th August, 2022: The department of English conducted an Invited Talk on the Topic “Migratory History of the Nagas” • 18th of March 2023: The department of History conducted an Invited Talk on the Topic “What is a Museum?” • 24th March 2023: Don Bosco College in collaboration with Carl Rogers Rogers Institute of Mental Health and School Counseling Kohima organized a programme on “Education to Love” <p style="text-align: center;">Staff</p> <ul style="list-style-type: none"> • 12th & 13th May 2023- ICSSR sponsored 2 Days National Seminar on Traditional Tribal Technology in India: Northeast in Focus • 14th December 2022: First Annual NIRC Lecture Series on the theme “Promotion of Human Values around the World” • 10th June 2023: Second Annual NIRC Lecture Series on the theme North Eastern region development cooperation- building relation between republic of Korea and India for the next 50 years • 22nd July 2023: Third Annual NIRC Lecture Series on the theme Role of Education in making Taiwan a developed nation 	Achieved

10	Students exchange Programs	<ul style="list-style-type: none"> • 15th August 2022: NCC Cadet Yantile Semy attended youth Exchange programmed in New Delhi. • 27th August to 03rd August 2022: Pre Thal Sainik Camp and CATC NCC Academy Jorhat. • 13th -20th December 2022: NCC CATC 108 held at Living Stone Foundation Dimapur • 1st April 2023: NCC on Purvottae Bharat Parikrama. • 27th April 2023: International Film Festival organized by Sama Bhav in Alder College, Dr. Setu Memeorial Hall, Sepfuzou. • 1st May 2023: Career Building Program with Mahendra's Education Private Limited 	Achieved
11	To organize vocation oriented workshops for students	<ul style="list-style-type: none"> • 19th July 2020: Workshop on Digital Banking (Commerce) • 19th July 2020: Workshop on Effective Management of the Interview Process and Resume Writing (History) • 19th July 2020: Workshop on Career Counselling and motivational talk on civil Service. (Political Science) • 19th July 2020: Workshop on Personal counselling. (Psychology) • 22nd July 2022: NSS Youth Skills Day. • 30th July 2022: Organic Gardening • 30th July 2022: Leadership Training for Class Representative. • 2nd August 2022: Scholarship Test for 	Achieved

		<p>Imperial IAS Academy.</p> <ul style="list-style-type: none"> • 20th August 2022: “Industrial Visit to JapfiiDzii Plant, Kigwema”. • 20th August 2022: “Traversing Creativity”. • 20th August 2022: “Walk with Nature” • 20th August 2022: visited Mount Puliebadze, Jotsoma • 20th August 2022: ‘Introduction to basic sciences’ based on the theme “Igniting young minds” • 1st September 2022: Workshop on Basic Concept of Morphology (English Department) • 18th February 2023: Skill Development and Placement of Student in Various Industries • 30th March 2023: Interview on Skills and Career Guidance. • 26th April 2023: Youth not in formal education and regular employment. 	
12	FDP/ Workshop for Staff	<p style="text-align: center;">Students</p> <ul style="list-style-type: none"> • 24th June 2022: Online Workshop on Artificial Intelligence • 27th June 2022: Online Workshop on Intellectual property Right. • 28th June 2022: Online Workshop on GDP. • 29th-30th June 2022: Faculty development programme on Intensive training in the educative system of Don Bosco. <p style="text-align: center;">Staff</p>	Achieved

		<ul style="list-style-type: none">• 24th April 2023: FDP on Intellectual Property Right• 16th May 2023: Professional Development Programmed. A state-level workshop on office practices and library management: Requirements for NAAC Assessment was organised by the IQAC, Dimapur Government College in collaboration with the IQAC, Unity College, Dimapur on 16th of may 2023 at the Seminar Hall of Dimapur Government College, Dimapur, Nagaland.	
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INTERNAL QUALITY ASSURANCE CELL

Annual Activity Report 2022-2023

Don Bosco College started the new academic session of 2022-23 on 1st July 2022 .The composition of IQAC members for the academic year is given below:

Sl.No	Designation	Name of the Members
1	Chairperson	Fr. Dr. P. Suresh SDB, Principal.
2	Teachers representatives	Dr. Imtinaro Longkumer, HOD, Education Ms. Tsutshowe-ii Sekhamo, Convenor, Academic Council Dr. Velhou Koza, Convenor, Research Cell Mrs. Zavelu Kezo, Dean of Students Affairs Mrs. Kezienuo, Controller of Examination Dr. Tovika Swu
3	One Member from management	NU Nominee/ Prof. G.T. Thong
4	Administrative Staff	Fr. Christu Doss, Administrative supervisor, Don Bosco campus Mr. Manikho, Account officer, DBCK Mr. Medosielie Methodius Sote, IQAC Office Assisstant
5	One Nominee each from local society, students and alumni	Ms. Kevisedenuo Christina, Alumni Association Ms. Jenifer Wotsa, Gen. Scty, Students' Forum. Mr. Keniengu Albert, Catholic Union President. CKC Kohima.
6	One Nominee Each from Employers/ Industrialists/ Stakeholders :	Dr. N. Tiwary, Principal, Mnt. Olive College Mr. Vituozo Phewhuo, N.V. Press, Kohima. Fr. T.P. James, Principal, D.B.H.S.S.
7	Co-ordinator	Mrs. Jarani Mao

INITIATIVE 1: CAPACITY BUILDING PROGRAM

Lack of skill based contents in the then existing curriculum , IQAC decided to initiate skill based CBP for students as a part of departmental activity. Two CBP in an academic year for the students to be organized by the concerned department suiting to the needs of the discipline the students are in.

In the academic year 2022-23, the 16 CBP was successfully conducted department wise.

Education- 2 CBP on the themes, Effective Communication skills and Education to love

English - 2 CBP on the themes, Creative Writing and Interview skills

History - 2 CBP on the themes, Museum significance and Effective management of Interview and writing resume

Pol. Science- 2 CBP on the themes, Interview skills and Career talk on Civil service

Psychology- 2 CBP on the themes, Personal Counseling and Mental health-first aid

Sociology- 2 CBP on the themes, Stress management and mental health-first aid

Commerce - 2 CBP on the themes, Digital Marketing and Digital marketing-the future

Science - 2 CBP on the themes, Prevention of sexual Harassment and General scientific principle

INITIATIVE 2: RESEARCH PROJECTS FOR STUDENTS

With an objective to provide research experience to the students of DBCK, IQAC initiated to introduce projects for students as one part of internal assessment mechanism as the affiliating University had granted liberty to every institution o design their own internal assessment mechanism of 30 marks. The project was introduced for the final year students (six semesters).

In the academic year 2022-23, 15 projects were successfully conducted department wise.

Education- Two Projects on the topics, A Comparative study on the status of Co-Curricular activities in the schools of Kohima and A Study on and Counselling services in college of Kohima town

English- Three Projects on the topics, A Critical study of Virginia Woolf's to the Lighthouse as a Modernist text, A Comprehensive Study on Romantic and Modern period in American Literature and A Comparative study of Vijay Tendulkar's Kamala and Mahesh Dattani's Tara in line with the theme of Gender Discrimination.

History- Two Projects on the topics, Preservation and conservation of Museum with special reference to Nagaland state Museum and Battle of Kohima.

Sociology- Four Projects on the topics, Impact of mobile Phone of students' Education in Kohima, Environment Degradation in Kohima Village: A Sociological Study, Tourism and its sustainability in Nagaland: Exploring the potentials and Empowerment of Naga Women with special reference to Kohima town in Nagaland

Political Science- Four Projects on the topics, Right to information (RTI) A tool for Democracy and Good Governance, NLTP Act 1989- Roles and views of Governmental and Non-Governmental Organizations, Traditional Politics of the Angami and its Administration and Political Ideas Dr. A. P. J Abdul Kalam.

INITIATIVE 3: AWARENESS PROGRAM

In the academic year 2022-23, 28 Awareness program were successfully conducted. The students from the fourth semesters undertook the awareness program as a part of internal assessment mechanism for 20 marks. Each department students were divided into groups with allotted topic or theme. The following are the theme divided as per the subject/course suitability. Education: Violence against women, Electoral Literacy for Stronger Democracy, Right to Education. English: Safety and Empowerment of Women, No Voter to be left behind, Assessable Elections, Gender Legal Awareness. History: Peace, Right to Vote, Inclusive and qualitative participation in Election, Clean Election. Political Science: Votes ID card Easy Registration, Easy Correction, Right to vote, Women Rights, Corruption free Election, Freedom of Speech. Sociology: Forest conservation, Waste management, Climate Change. Clean Election, Psychology: Sexual Harassment prevention, Right to Vote. Commerce: Clean Election, HIV/ AIDS

INITIATIVE 4: FORMATION OF MEDIA CELL

INITIATIVE 5: CELEBRATION OF IMPORTANT DAYS (STATE, NATIONAL AND INTERNATIONAL DAYS)

INITIATIVE 6: EXTENSION ACTIVITY

INITIATIVE 7: SIGNING OF MoUs FOR EXTENSION ACTIVITY

INITIATIVE 8: INTERCOLLEGIATE PROGRAM

INITIATIVE 9: FIELD VISIT

