

# The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

## Part – A

**AQAR for the year**

2012-13

### I. Details of the Institution

1.1 Name of the Institution

SHILLONG COLLEGE

1.2 Address Line 1

BOYCE ROAD

Address Line 2

LAITUMKHRAH

City/Town

SHILLONG

State

MEGHALAYA

Pin Code

793003

Institution e-mail address

shillcoll@yahoo.co.in

Contact Nos.

0364-2224903  
Fax: 0364-2502143

Name of the Head of the Institution:

DR. K. D. RAMSIEJ

Tel. No. with STD Code:

0364-2224903

Mobile:

9863065988

Name of the IQAC Co-ordinator:

DR. M. N. BHATTACHARJEE

Mobile:

9436160592

IQAC e-mail address:

shillcoll@yahoo.co.in

1.3 NAAC Track ID (For ex. MHCOGN 18879)

MLCOGN10415 EC/53/RAR/65 dated 04-09-2014

**OR**

1.4 NAAC Executive Committee No. & Date:

EC/53/RAR/65 dated 04-09-2010

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

1.5 Website address:

www.shillongcollege.ac.in

Web-link of the AQAR:

http://www.shillongcollege.ac.in/files/aqar.pdf

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B	70-75%	2003	16-09-2003 to 16-09-2008
2	2 <sup>nd</sup> Cycle	B	2.92	2010	04-09-2010 to 03-09-2015
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC:

DD/MM/YYYY

16-06-2004

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR\_2010-11 submitted on 29/06/2011\_\_\_\_\_
- ii. AQAR\_2011-12 submitted online on 29/09/2012 (DD/MM/YYYY
- iii. AQAR\_\_\_\_\_ (DD/MM/YYYY
- iv. AQAR\_\_\_\_\_ (DD/MM/YYYY)

### 1.9 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

Financial Status Grant-in-aid  UGC 2(f)  UGC 12B

Grant-in-aid + Self Financing  Totally Self-financing

### 1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

**BBA, BCA**

### 1.11 Name of the Affiliating University (*for the Colleges*)

**NORTH EASTERN HILL  
UNIVERSITY, SHILLONG**

### 1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University  NO

University with Potential for Excellence  NO  UGC-CPE  NO

DST Star Scheme  NO  UGC-CE  NO

UGC-Special Assistance Programme	<input type="text" value="NO"/>	DST-FIST	<input type="text" value="NO"/>
UGC-Innovative PG programmes	<input type="text" value="NO"/>	Any other (Specify)	<input type="text" value="X"/>
UGC-COP Programmes	<input type="text" value="NO"/>		

## **2. IQAC Composition and Activities**

2.1 No. of Teachers	<input type="text" value="13"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="01"/>
2.3 No. of students	<input type="text" value="-"/>
2.4 No. of Management representatives	<input type="text" value="03"/>
2.5 No. of Alumni	<input type="text" value="02"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="01"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="01"/>
2.8 No. of other External Experts	<input type="text" value="01"/>
2.9 Total No. of members	<input type="text" value="25"/>
2.10 No. of IQAC meetings held	01
2.11 No. of meetings with various stakeholders:	No. <input type="text" value="01"/> Faculty <input type="text" value="01"/>
	Non-Teaching Staff <input type="text" value="01"/> Students <input type="text" value="01"/> Alumni <input type="text" value="X"/> Others <input type="text" value="X"/>
2.12 Has IQAC received any funding from UGC during the year?	Yes <input type="text"/> No <input checked="" type="text" value="v"/>
If yes, mention the amount	<input type="text" value="-"/>

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.	<input type="text" value="x"/>	International	<input type="text" value="x"/>	National	<input type="text" value="x"/>	State	<input type="text" value="x"/>	Institution Level	<input type="text" value="01"/>
------------	--------------------------------	---------------	--------------------------------	----------	--------------------------------	-------	--------------------------------	-------------------	---------------------------------

(ii) Themes

## 2.14 Significant Activities and contributions made by IQAC

1. A meeting of the IQAC of the College was held on the 15<sup>th</sup> of November, 2012, to discuss on various matters pertaining to future plan of action/programmes on academic and other issues of the college.
2. IQAC took initiative for publication of Books with ISBN Code and the first of such initiative resulted in publication of the proceedings of the National Symposium held on 24<sup>th</sup> and 25<sup>th</sup> June, 2010, at Shillong College on the topic “Great Depression of 1930s and present Economic Meltdown – Identifying the Commonalities and the Lessons thereof”. The Book titled, “Global Financial Crisis – Implications and Repercussions” was released by Shri W. M. S. Pariat, Chief Secretary of Meghalaya, during a function held on 15-09-2012 in which the Girls’ Hostel of the College was also inaugurated.
3. At the insistence of IQAC, the Governing Body of the College approved the proposal of delinking of Higher Secondary Section progressively by appointing set of teachers – one in each department to start with.
4. Initiatives for strengthening some department like Statistics, Computer Science and Applications, Sociology and some other by appoint of new teachers and improving the logistics.
5. The Internal Quality Assurance Cell of the College took initiatives for upgrading the academic activities of the college. At the instance of the IQAC, a detailed programme was drawn up to celebrate the “Golden Jubilee of Teaching Science in Shillong College” with year-long activities with main the main events being organised from 23<sup>rd</sup> July, 2013 to 30<sup>th</sup> July, 2013. However, the inauguration of the celebration was planned to be held on 7<sup>th</sup> June, 2013 Sensitisation of the faculty members on taking new research proposals. Taking initiatives and making the teachers apply for Minor Research Project.
6. Initiating steps for different departments/centres to hold seminars/workshops.
7. Coordinating with the college administration for holding classes for various entrance examinations. Updating database of the college.
8. Initiatives taken for expansion of campus, expanding the infrastructure etc. with proposal for acquiring some more land in the city or its outskirts.
9. Taking initiative to start Study Centre of IGNOU in the College with appropriate academic programmes.
10. Taking initiative for developing Software for maintaining student data base, along with the Computer Science and Applications department, this is now in place.
11. Taking initiative for planning and formulating Social Maintenance Scheme for the Staff of the College.
12. Taking initiative for formulating Service Rules for all Staff of the College.
13. Mooting the idea of organising Memorial Lectures in honour of the founder Principal of the College, Late Shri S. C. Datta.
14. Continuing its efforts to encourage teachers to write and publish ISBN coded books, IQAC, of the College organised a Book release function on 19<sup>th</sup> April, 2013, in which a book entitled, “Thought and Reality – A critical study of Hegel’s Philosophy” authored by Dr. K. Dhirendro Ramsiej, Principal of the College, was released. The Book was released by Shri H. D. R. Lyngdoh, Hon’ble Minister for PWD etc., Government of Meghalaya, who appreciated the efforts of Dr. Ramsiej in coordinating academics with administrative work so efficiently. Prof. L. Moa, Department of Philosophy, North Eastern Hill University, gave the key note address in the programme underlining some aspect of Hegel’s philosophy and efforts of Dr. Ramsiej in taking insight of the philosophy.
15. IQAC took major initiative in preparing all ground work for organising first ever International Seminar in the College on “Attracting Best Talents in Basic Sciences”, in collaboration with all the Science Department of the College as a part of the Celebration of Golden Jubilee of Teaching Science in the College.
16. IQAC took major steps in holding a National Seminar on “Convergence of Accounting Standards (for Reporting Purpose)” which was organised on 24<sup>th</sup> and 25<sup>th</sup> May, 2013, in the college conference hall by the Department of Commerce & Management of the College and the Shillong College Academic Society.
17. College established a Entrepreneurship Development Cell which was formally inaugurated on 8<sup>th</sup> June, 2012, as proposed by IQAC.



## Part – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	x	x	x	x
PG	x	x	x	x
UG	3	-	3	2
PG Diploma	x	x	x	x
Advanced Diploma	x	x	x	x
Diploma	x	xx	x	x
Certificate	2	1	3	1
Others	-	-	-	1
<b>Total</b>	5	2	6	1

Interdisciplinary	x	x	x	x
Innovative	1	1	-	-

##### 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options:

Curriculum is decided by the affiliating University. College has developed a curriculum on Three-month Certificate course in Entrepreneurship development. On earlier occasion, college has developed curriculum on B. Sc. (Microbiology).

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	X
Trimester	X
Annual	6

1.3 Feedback from stakeholders\* Alumni  Parents  Employers  Students   
(On all aspects)

Mode of feedback : Online  Manual  Co-operating schools (for PEI)

##### \*Please provide an analysis of the feedback in the Annexure

Feedback received from the students are analysed internally. Parents and alumni are mobilised to submit feedback. Feedback are also obtained during meeting with parents and also alumni association meetings.

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

- Syllabus revision or update of regulation is within the purview of University. College is not entitled to decide on this. How many of senior faculty of the College are actively involved in such processes, and they being members of Board of Under graduate Studies of the University provide feedback on syllabus review and often put forward requisition for the same.
- For add-on courses, members of the faculty are only involved in designing and revision of the syllabus.
- The Entrepreneur Development Cell of the College is now engaged in developing a three-month Certificate course in Entrepreneurship development.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

NO.

But, a new department in Physical Education has been proposed to be started and significant progress has been made including making the Meghalaya Board of School Education to include this one of the optional subject. This is an initiative of this College only. This effort has made the College to make Physical Education as a full-fledged subject and contemplating to introduce such courses at Degree level also.



## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	90	45	35	-	10

2.2 No. of permanent faculty with Ph.D.

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	2	2	-	-	-	-	10	-	17	2

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	02	90	-
Presented papers	--	5	
Resource Persons	-	2	2

2.6 Innovative processes adopted by the institution in Teaching and Learning:

1. Introduction of interactive boards for class room teaching numbering about 10.
2. Periodic orientation/counselling of the students.
3. Departmental Students seminar for the Degree final year students.
4. Registration of students admitted with honours papers in a subject by the respective departments so that the students become more interactive, shares the responsibility and feels at home at the college environment.

2.7 Total No. of actual teaching days during this academic year

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

## 2.10 Average percentage of attendance of students

89

## 2.11 Course/Programme wise distribution of pass percentage: (NEHU EXAMINATIONS 2013)

Title of the Programme	Total no. of students appeared	Division (No. of Students)				
		Distinction	I	II	Simple pass	Pass %
B. Sc. (Hons.)	53	5	15	35	01	96.23
B. A. (Hons.)	154	4	15	99	-	74
B. Com. (Hons.)	63	-	-	8	58	92.06
B. Sc. (Microbiology)	18	6	6	10	-	88.89
B. B. A.	37	-	11	26	-	100
B. C. A.	25	2	16	07	-	92.31
B. Sc. (Comp. Sc.)	04	-	1	3	-	100
B. A. (Genl.)	200	-	-	141	-	71
B. Com. ((Genl.)	54	-	-	-	47	87.04
B. Sc. (Genl.)	05	-	-	4	1	100

## 2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching &amp; Learning processes:

1. Through regular interaction with teachers, particularly with the Head of Departments.
2. In the Staff meeting held every year, general aspects of teaching and learning are discussion.
3. Annual Self appraisal report of the teachers provides important feedback and IQAC takes not of the activities of the teachers and keeps the management aware of the observations.
4. Considering the recommendations of the Research and Publications Cell and Teachers' Grievance Cell.
5. Feedback from the students and periodic interaction of the management with the Students Union and considering suggestions of such interactions.

## 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	10
UGC – Faculty Improvement Programme	2
HRD programmes	0
Orientation programmes	6
Faculty exchange programme	0
Staff training conducted by the university	4
Staff training conducted by other institutions	54
Summer / Winter schools, Workshops, etc.	1
Others	35

## 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	36	0	0	0
Technical Staff	-	0	0	0

## Criterion – III

### 3. Research, Consultancy and Extension

#### 3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

1. Research and Publications cell constituted by the College, as per the recommendations the College, has been active since 2009, and sensitising the teachers to take up research projects in local, regional, national and international level.
2. Research and Publications cell constituted by the College is also engaged in granting local level research projects taken up by the students and grants are met from college fund with an initial sanction of Rs. 6,000/- per faculty member.
3. Similarly faculty members may take student project for which the amount of grant sanctioned is Rs. 3,000.00
4. Faculty members opting for Ph. D. And M. Phil. Work is given appropriate support by the College, and the IQAC is encouraging the teachers to get engaged in such higher studies.
5. IQAC is constantly encouraging teachers to take up minor and major research project under the provisions of UGC and other funding agencies..

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	1	-	2
Outlay in Rs. Lakhs	2.00	2.00		4..0

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	3	5	6
Non-Peer Review Journals	-	3	10
e-Journals	-	-	-
Conference proceedings	-	1	1

3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	3	Governing Body, Shillong College	18,000.00	-
Students research projects <i>(other than compulsory by the University)</i>	-	-	-	-
Any other(Specify)	-	-	--	-
Total	-	-	-	-

3.7 No. of books published i) With ISBN No.  Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP  CAS  DST-FIST   
DPE  DBT Scheme/funds

3.9 For colleges  
Autonomy  CPE  DBT Star Scheme   
INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	2	1	-	-
Sponsoring agencies	-	UGC, NEEPCO	Own Fund	-	-

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year:

3.15 Total budget for research for current year in lakhs :

From Funding agency  From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	-

3.18 No. of faculty from the Institution who are Ph. D. Guides

and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:  
University level  State level

National level  International level

3.22 No. of students participated in NCC events:

University level  State level

National level  International level

3.23 No. of Awards won in NSS:

University level  State level

National level  International level

3.24 No. of Awards won in NCC:

University level  State level

National level  International level

### 3.25 No. of Extension activities organized

University forum	<input type="text" value="-"/>	College forum	<input type="text" value="2"/>		
NCC	<input type="text" value="2"/>	NSS	<input type="text" value="12"/>	Any other	<input type="text" value="2"/>

### 3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- World Environment Day 2012 was celebrated by the Shillong College Academic Society in association with Shillong College in the college campus in a befitting manner with a number of students' oriented programmes on 5<sup>th</sup> June, 2012. The theme of World Environment Day 2012, as declared by United Nations (UNEP), is "Green Economy: Does it include You?" Prior to that about 3000 leaflets/pamphlets were distributed personally or through newspaper vendors in different parts of the State to make people aware of the environmental issues and how to act on them, and also highlighting the concept of the theme of celebrations this year, i.e. Green Economy. On 5<sup>th</sup> June, 2012, all the students and Staff of the College, all the participants of various competitions, parents and Guardians put on a badge designed and prepared by the Shillong College Academic Society which gave a sense of participation to all in Environment conservation activities. A number of competitions were organised for students from Class I to Degree level, which saw as many as 160 students from 21 schools and colleges participating in various contests. The Prize Distribution function in connection with the various competitions organised was held on the 16<sup>th</sup> June, 2012.
- College established a Entrepreneurship Development Cell which was formally inaugurated on 8<sup>th</sup> June, 2012 through an impressive function which was graced by Shri U. K. Sangma, IAS, Secretary, North Eastern Council, Shillong as the Chief Guest and Shri P. Sharma, Head of Applied Behavioural Science, Indian Institute of Entrepreneurship, Guwahati, as the Guest of Honour. A Regional Workshop on "Entrepreneurship Development: Opportunities and Challenges in the North Eastern Region" was also organised on the occasion.
- **The Information and Career Guidance Cell (ICGC)**
  - (i) The Information and Career Guidance Cell (ICGC) of the College organised another Orientation Programme on 4<sup>th</sup> June, 2012, 6<sup>th</sup> June, 2012 and 7<sup>th</sup> June, 2012, for the Degree students of Arts, Science and Commerce and various resource persons were invited.
  - (ii) The Information and Career Guidance Cell (ICGC) of the College organised Career Guidance Programme for the Final Year Degree students at Bethel Prayer Centre, Umroi, on the 6<sup>th</sup> October, 2012. The resource person for the programmes was Ms. Aida Phanwar, lecturer, Counselling and Psychology, Martin Luther Christian University.
- **NSS ACTIVITIES:** The National Service Scheme, NSS, of Shillong College organised a number of programmes during the year in the college campus as well as in the adopted villages. Some of the activities of NSS are listed below:
  - (i) 25 NSS Volunteers participated in International Day against Drug Abuse and Illicit Trafficking on the 2<sup>nd</sup> July 2011 at Lady Keane College.
  - (ii) 15 volunteers participated in a programme to observe International Youth Day at St. Edmund's College, Shillong on 12<sup>th</sup> August, 2011, organised by Meghalaya Aids Control Society.
  - (iii) Programme Officers of NSS, Shillong College, Smt. S. Khyriemujat and Smt. A. Marbaniang attended Refresher Course cum Sensitisation programme on HIV and Aids for College Principals and Nodal Officers of Red Ribbon Clubs of Meghalaya organised by Meghalaya AIDS Control Society at Don Bosco Youth Centre on 23<sup>rd</sup> August, 2011.
  - (iv) NSS Unit and two NSS volunteers, Shri Saisngi Lyngdoh and Tara Prasad were conferred the University the University Level Award for Best Unit and Best volunteers respectively on the 27<sup>th</sup> September, 2011, in a function held at NEHU.
  - (v) The NSS Unit of the College organised a 7-day special camp from 2<sup>nd</sup> to 8<sup>th</sup> October 2011 at Nongpathaw which is one of the adopted villages of the Unit. The Home Minister of

- Meghalaya, Shri H. D. R. Lyngdoh and Shri L. Blah, Executive Member of KHADC were the Chief Guest and Guest of Honour at the concluding function.
- (vi) Two student volunteers Nasima Begum Choudhury and Pinky Veltbora Shabong in the adventure Camp at Roing, Arunachal Pradesh held from 16<sup>th</sup> to 21<sup>st</sup> March, 2012.
  - (vii) Shri Sujal Kharrymba, Programme Officer of NSS, Shillong College (Lecturer, Khasi Department) attended an Orientation programme of NSS Programme officers held at Narendrapur, West Bengal from 19<sup>th</sup> to 24<sup>th</sup> March 2012.
  - (viii) One Programme Officer and 17 student volunteers participated in the “Save Wahumkrah Rally” held on the 21<sup>st</sup> April, 2012, at Polo Ground, Shillong.
  - (ix) NSS Programme Officer Smt. S. Khyriemujat attended the Regional Consultation on the Draft National Policy - 2012 on the 27<sup>th</sup> and 28<sup>th</sup> June 2012 at Conference Hall, ICSSR, NEHU Campus, Shillong.
  - (x) Shri Sujal Kharrymba, Programme officer of NSS and 5 student volunteers of the College attend a Special Adventure Skill Development Course from 29<sup>th</sup> June to 8<sup>th</sup> July, 2012, at Jawahar Institute of Mountaineering and Winter Sports, Phalgam, Jammu & Kashmir. This was sponsored by NSS, Government of India, Ministry of Youth Affairs and Sports.
  - (xi) The NSS Unit of Shillong College organised a seven-day Special camp from 22<sup>nd</sup> to 28<sup>th</sup> July, 2012, at Smit Village, which is one of the adopted villages of the College. A Medical camp, an agricultural awareness programme and an awareness programme relating to Alcoholism, Drug Abuse and HIV-AIDS were also organised during the week-long camp.
  - (xii) The NSS Unit of Shillong College in collaboration with Red Ribbon Club and Regional Blood Bank, Pasteur Institute, Shillong and also Meghalaya Aids Control Society organised a Blood Donation Camp in the College on 1<sup>st</sup> August, 2012, in which 42 volunteers including teachers and students donated blood.
- The Youth Red Cross Society in Shillong College took its shape on May 16, 2012, with aim to instil a spirit of humanitarian and social service amongst the students through active and direct involvement in Red Cross activities. The formal Inaugural programme of the Youth Red Cross Society, Shillong College, was held with a Pledge-taking ceremony on the 18<sup>th</sup> October, 2012, in the College Conference Hall in the presence of a number of dignitaries, viz. Mrs. A. Swer, Coordinator of Youth Red Cross, Meghalaya, Dr. H. Iangrai, State Liaison Officer, Government of Meghalaya and Ms. M. J. R. Shabong and Mr. Krishna, Organisers of Junior Red Cross/Youth red Cross Society, Meghalaya.
  - The Shillong College Alumni Association observed the Alumni Day on 18<sup>th</sup> August 2012 in the college premises. The Chief Guest on the occasion was the Hon’ble Minister for Urban Affairs, Government of Meghalaya, Smt. M. Ampareen Lyngdoh, who is also alumnus of the College.
  - The College took important leap forward towards providing proper facilities to the students on 15<sup>th</sup> September, 2012, when the Girls’ Hostel of the College was formally inaugurated. Funded by the UGC, the College Hostel was inaugurated by Shri W. M. S. Pariat, Chief Secretary, Government of Meghalaya.
  - A notable academic milestone was achieved when the College an ISBN coded publication of the College under aegis of Shillong College Academic Society was released on 15-09-2012 during the Inauguration of Girls’ Hostel function. The Book (ISBN Coded) is a result of the proceedings of the National Symposium held on 24<sup>th</sup> and 25<sup>th</sup> June, 2010, at Shillong College on the topic “Great Depression of 1930s and present Economic Meltdown – Identifying the Commonalities and the Lessons thereof”.
  - The faculty members of Sociology Department of the College along with the Degree Honours students attended the showcasing of the art installation of the Khasi Culture held at Don Bosco Hall, Laitumkrah, on the 28<sup>th</sup> of August, 2012.
  - Teachers of the Chemistry and Physics Department of the College attended a Workshop cum Training Programme on Modern Trends on Science Teaching at St. Anthony’s College organised by the North Eastern Institute of Science and Technology, C.S.I.R., Government of India, Jorhat from 27<sup>th</sup> to 29<sup>th</sup> November, 2012.
  - The Mathematics Department offered a deserving concluding programme of another eventful year when it conducted a National Seminar on “Mathematics – the Need of the Hour” on 7<sup>th</sup> and 8<sup>th</sup> December, 2012 in the college campus to celebrate the ‘NATIONAL YEAR OF MATHEMATICS-2012’ commemorating the 125<sup>th</sup> birth year of Late Srinivasa Ramanunam. It was fruitful event sponsored by North Eastern Council and a number noted mathematician of the region graced the

Seminar as resource person while a good number of teachers and students from different higher secondary schools and degree colleges attended the Technical Sessions as delegates.

- Dr. (Mrs.) A. Nongbri of Khasi Department of the College authored a book entitled, “Process of Standardisation of Khasi Language” which was released in a function held on the 21<sup>st</sup> December, 2012, at the Conference Hall of College. The occasion was graced by Prof. (Mrs.) B. War of department of Khasi, North Eastern Hill University, and Shri S. S. Majaw, retired Head, Department of Khasi, Synod College, along with Principal, Vice Principal and other teachers and students of the College.
- On 19<sup>th</sup> April, 2013, IQAC, of the College organised a Book release function in which a book entitled, “Thought and Reality – A critical study of Hegel’s Philosophy” authored by Dr. K. Dhirendro Ramsiej, Principal of the College, was released. The Book was released by Shri H. D. R. Lyngdoh, Hon’ble Minister for PWD etc., Government of Meghalaya, who appreciated the efforts of Dr. Ramsiej in coordinating academics with administrative work so efficiently. Prof. L. Moa, Department of Philosophy, North Eastern Hill University, gave the key note address in the programme underlining some aspect of Hegel’s philosophy and efforts of Dr. Ramsiej in taking insight of the philosophy.
- National Seminar on “Convergence of Accounting Standards (for Reporting Purpose)” was organised on 24<sup>th</sup> and 25<sup>th</sup> May, 2013, in the college conference hall by the Department of Commerce & Management of the College and the Shillong College Academic Society. The conference was inaugurated by Shri W. M. S. Pariat, IAS, Hon’ble Chief Secretary to the Government of Meghalaya at 10.00 a.m. on 24<sup>th</sup> May, 2013. A number of resource persons and delegates from different parts of the country including those from the state of Meghalaya attended the seminar and this included Prof. Bhabatosh Banerjee, Guest faculty of IIM, Kolkata, Prof. Sujit Sikidar from Gauhati University, Guwahati, Prof. G. Soral, Department of Accounting and Statistics, Mohallal Sukhadia University, Udaipur, Rajasthan, Prof. S. K. Basu, St. Xavier’s College, Kolkata, Prof. K. C. Kabra, Department of Commerce, North Eastern Hill University, Shri S. Mukherjee and Shri R. K. Jha from North East Electric Power Corporation, NEEPCO. Shillong. The seminar ended with a valedictory function held on 25<sup>th</sup> May, 2013, at 3.00 p.m. All together 183 participants including the resource persons, delegates, paper presenters and student delegates attended the seminar.
- World Environment Day 2013 was celebrated by the Shillong College Academic Society in association with Shillong College and the NSS Unit of the College in the college campus. A day-long cleaning drive was taken up in the college campus. In view of the upcoming visit of the Union HRD Minister, no further detailed programme was taken up.
- The 7<sup>th</sup> June, 2013, marked as one of historical occasions in the annals of the College when Dr. M. M. Pallam Raju, the Honourable Union Minister of Human Resource Development visited the college and formally inaugurated the year-long celebration of “Golden Jubilee of Teaching Science in Shillong College”. The Inaugural Function was also graced by Dr. R. C. Laloo, Hon’ble Deputy Chief Minister and Minister in-charge of Higher and Technical Education, Government of Meghalaya. The Key note address was delivered by Prof. A. N. Rai, Vice-Chancellor of North Eastern Hill University. Dr. M. M. Pallam Raju also laid the foundation stone of the Sports Infrastructure Complex in the college campus which is to be built with financial assistance from UGC. The programme also included a grand cultural extravaganza in the afternoon session.



## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	2.5 acres	-	-	2.5 acres
Class rooms	34	2	College	36
Laboratories	5	1	College	6
Seminar Halls	1	-	-	1
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	10	2	UGC and College	12
Value of the equipment purchased during the year (Rs. in Lakhs)	49	7.5	UGC and College	56.5
Others	-	-		-

#### 4.2 Computerization of administration and library

1. Library is partially computerised, books and journals are properly categorised and indexed.
2. Administrative work has been partially computerised. Computerisation of accounts section is in progress.

#### 4.3 Library services:

**\*\*\* IMPORTANT: figures are updated from 2011-12 sessions only with respect number of books etc. newly added – actual number of book and journals are much more.**

	Existing (added in 2011-12)		Newly added (2012-13)		Total	
	No.	Value	No.	Value	No.	Value
Text Books	22	8,232/-	336	1,11,692/ -	356	1,19,924/-
Reference Books	08	4,000/-	89	49,002/-	97	53,002/-
e-Books	<b>Enrolment</b>	<b>For N- LIST</b>	<b>(E- Resources)</b>	<b>member ship</b>	<b>Is going on</b>	<b>At present</b>
Journals	16	39,839/-	08	8,300/-	24	48,139
e-Journals	-	-	-	-	-	-
Digital Database	Working	On the	Open	Source	Software, i.e.	Digital Library
CD & Video	30		20		50	
Others (specify)						
1. Photocopier – (Reprography Section)	2	1,98,555	-	-	2	1,98,555
2. Computer for Students with internet facility	5	2,15,385	2	89,686	7	3,05,071

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres and Library	Computer Centres	Office	Departments	Others
Existing	70	44	56	4	1	05	04	12
Added	15	-	14	1	-	05	03	06
Total	85	44	70	05	1	10	7	18

#### 4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

1. Short Training programme for employees and teachers was conducted.
2. In general, employees of the College, particularly the teaching staff, are encouraged to use computers in every level of teaching and learning process and also to be familiar with all internet facilities and provisions.
3. Browsing and internet facilities has been increased and also extended for students.
4. Plan for total computerisation of the administration and accounting has been chalked out.
5. Similarly, it is planned to equip all the departments with desktop or laptop in a phased manner.
6. IQAC is provided with extra laptop and LCD projector for organising programmes in the college and the departments are making use the facilities extended by IQAC.

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	8, 83,613.00
ii) Campus Infrastructure and facilities	55, 08,352.00
iii) Equipments	6, 01,247.00
iv) Others	10, 16,800.00
<b>Total:</b>	<b>80, 10,012.00</b>

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. Innovation and ensuring the College to have Endowment awards for the students who excel in various examinations and also to those students who belong to financially weaker section. Number of such prizes has been instituted.
2. Improvement of basic amenities such as safe drinking water, toilet, common room, sports and games as well cultural activities.
3. De-linking of higher secondary section with appointment of new set of teachers progressively so that the teachers may devote totally on the teaching-learning and other activities at the Degree level.
4. Encouraging students for taking NSS, NCC and other extension activities.
5. Formation of Placement Cell and Entrepreneurship Development Cell in an attempt to make the students compatible in job market.

#### 5.2 Efforts made by the institution for tracking the progression

1. Formation of Discipline Committee and tracking the student-activities continuously.
2. Regular monitoring of performance of students in various examinations through the respective departments as well the Examination Committee of the College.
3. Meeting with Parents/Guardians at least twice in a year.
4. Analysis of the University Examination results and discussion of the progress of the students in the meeting of the Head of the Departments and also Staff meeting and hence to plan future strategies.

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2233	-	-	1115

#### (b) No. of students outside the state

146
-----

#### (c) No. of international students

07
----

Men	No	%	Women	No	%
	1427	63.90		806	36.09

Last Year (for Degree only)						This Year (for Degree Only)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
184	86	1553	12	1	1826	82	-	2150	-	1	2233

Demand ratio 1:1.5

Dropout %: 04%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- |  |
|--|
| <ol style="list-style-type: none"> <li>1. Coaching for Entrance Examinations for Higher Secondary (+2) students.</li> <li>2. Coaching for job entry competitive examinations: SSC, UPSC, IBPS, etc</li> <li>3. Remedial classes for Tribal students in Degree and Higher Secondary level.</li> </ol> |
|--|

No. of students beneficiaries

186
-----

5.5 No. of students qualified in these examinations

NET	<input type="text" value="-"/>	SET/SLET	<input type="text" value="-"/>	GATE	<input type="text" value="-"/>	CAT	<input type="text" value="-"/>
IAS/IPS etc	<input type="text" value="-"/>	State PSC	<input type="text" value="-"/>	UPSC	<input type="text" value="-"/>	Others	<input type="text" value="05"/>

5.6 Details of student counselling and career guidance

- |   |
|---|
| <ol style="list-style-type: none"> <li>1. Information and Career Guidance Cell (ICGC) of the College is engaged in organising counselling and career guidance activities in the college through the year though the counselling session is generally organised for the fresh students.</li> <li>2. Career guidance programmes are also conducted periodically by the ICGC, Placement Cell and also Entrepreneur Development Cell.</li> <li>3. The EDC has developed close relationship with number of organisations.</li> <li>4. Some campus recruitment programme was also conducted and in few cases the Placement Cell Convener escorted the students in Placement session conducted elsewhere.</li> </ol> |
|---|

No. of students benefitted

Counselling: 986;	Career Guidance: 356
-------------------	----------------------

5.7 Details of campus placement

<i>On campus</i>		<i>Off Campus</i>	
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
05	242	Data not available	Data not available

5.8 Details of gender sensitization programmes

- |   |
|---|
| <ol style="list-style-type: none"> <li>1. Women Cell of the College, which was formed in 2010, is conducting number of activities in respect of gender sensitization every year.</li> <li>2. Two girl students are elected every year in the Women Cell.</li> <li>3. During Annual College Social Week and Student Union Activities, gender sensitisation programmes are conducted every year.</li> <li>4. Some departments like Sociology, Political Science etc. also conduct interactive sessions which highlight the issue of gender equality, awareness of stakeholders regarding any sort of gender discrimination in society and so on.</li> </ol> |
|---|

## 5.9 Students Activities

### 5.9.1 No. of students participated in Sports, Games and other events

State/ University level  National level  International level

### No. of students participated in cultural events

State/ University level  National level  International level

### 5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

## 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	12	Rs. 26,000/-
Financial support from government	2134	Rs. 94,88,645/-
Financial support from other sources	3	15,000
Number of students who received International/ National recognitions	-	-

### 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

### 5.13 Major grievances of students (if any) redressed:

01 – Regarding number of classrooms, Canteen, Toilet and Drinking Water Facilities. The grievances have been resolved. Further, as the present major construction activities are going, all such facilities are going to be upgraded once the construction activities are over.

## Criterion – VI

### 6. Governance, Leadership and Management

#### 6.1 State the Vision and Mission of the institution

##### **VISION OF THE COLLEGE**

- We envision Shillong College as a Centre of Excellence for Wisdom, a beacon of hope, a model embodiment of the ideal upon which our Great Nation has been built.

##### **MISSION OF THE COLLEGE**

- To endeavour to provide to all sections of society, quality yet affordable education, and create a knowledge-based society where avenues of success are readily available to all sections of the society, both urban and rural.
- To provide the right atmosphere that will facilitate the tapping, honing and refinement of latent potential talent and skill through appropriate academic, extra- and co-curricular activities, promoting the pursuit of excellence thereof and leading to integrated personality development.
- To remain socially committed, with special impetus on catering to the needs of the socially, economically and educationally disadvantaged groups, and through academic excellence, confidence building and character development to elevate them to a level of excellence. Thus, providing them with a fair chance of success and better future.
- To be attuned to the emerging needs of the young generations in a world of constant flux and to inculcate knowledge and need-based work skills so that the products of our College possess a competitive edge in the job market and find themselves prepared for gainful employment.
- To constantly update, equip, improve and evolve ourselves in all aspects in order to become more proficient and efficient in fulfilling our commitments to the students and the society at large to the best of our ability.
- To not only help our students become job-proficient but to sensitise, encourage and promote moral, secular, scientific and nation-building virtues in the backdrop of varied and complex multiplicities that weave the beautiful pattern of our country so that the students respect, protect, nurture and value the rich composite culture of the country, INDIA.

#### 6.2 Does the Institution has a management Information System

This is done informally through various committees and centres that have been formed. There is no formal MIS. IQAC remains a facilitator to various initiatives of the Management and provides feedback to the Management to arrive at an appropriate decision in the interest of the institution and its stakeholders.

#### 6.3 Quality improvement strategies adopted by the institution for each of the following:

##### 6.3.1 Curriculum Development

IQAC initiates strategies to start new courses/subjects/programmes and the same, when approved by the respective subject experts (faculty of the college and from universities) are sent to the affiliating University for approval and according affiliation of the curriculum. It has been proposed to develop Curriculum on Physical Education and B. Sc. (IT). For quality improvement, the institution continuously tries to interact with intelligentsia from within and outside State during the Seminar and other programmes conducted. Publication of books, journals etc. are also given priority towards this end.

### 6.3.2 Teaching and Learning

- Staff meeting of the Faculty members of the College conducted twice in a year also contributes to the new strategies in Teaching and Learning processes.
- On the suggestion forwarded by IQAC, innovations in Teaching and Learning processes are formulated, upgraded and implemented.
- ICT is used to the best extent possible, and it has been decided to increase the capacity in this sector.

### 6.3.3 Examination and Evaluation

Examinations in the College is managed by Examination Committee, which is formed every year for the specific purpose, and this committee is responsible for conduct of all examinations – college internal examinations, examinations of the University and also those notified by Meghalaya Board of School Education for Class XII standard.

Evaluation system for internal examinations is thoroughly transparent and answer scripts are displayed to the students.

Continuous evaluation is also done through assignments given to the students from time to time.

### 6.3.4 Research and Development

- College has a Research Cell constituted by the Management which is engaged in sensitising the teachers to take up research projects as per the infrastructure available.
- College has also earmarked some amounts wherein the faculty member may take local level research projects each carrying a total amount of Rs. 6,000.00. Students' projects in this category are also encouraged with amount of Rs. 3,000.00.
- Teachers encouraged to pursue for research leading to Ph. D. And M. Phil. Degrees.
- Teachers are also encouraged to obtain MRP from UGC and other funding agencies.
- Institution provides all necessary support, including furnishing of laboratories to the extent possible and providing leave.
- Teachers pursuing Ph. D. are encouraged to opt for FIP.

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- Each department is allotted an amount of Rs. 20,000.00 – 30,000.00 every year to purchase new books in the subjects and upgrade the library.
- Computer Laboratory is well furnished and every step is taken time to time so that it remains up to the mark for any advanced courses.
- Equipment/instruments for the science laboratories are purchased every year according to the demands of the department either from own resources of the college or through grants obtained from UGC or elsewhere.
- Interactive Boards are placed in three class rooms which is helping the teachers and students in teaching-learning process.
- Institution has planned to provide computers to as many departments possible, and encourage the teachers to use the same in improving the teaching methodology.

### 6.3.6 Human Resource Management

- Done through Teachers' Association for Faculty Members.
- Through Non-teaching Staff Association.
- Through properly elected Students' Union for the Students.
- Discipline Committee takes care of general discipline and beautification of the college campus.
- Excellent cordial environment is maintained through regular interactions among all section employees, students, alumni and other stakeholders.

### 6.3.7 Faculty and Staff recruitment

1. For faculty members, the recruitment is done as per the norms set by the UGC through proper Selection Committee and also following the norms set by State Government, particularly with respect to State Reservation Committee.
2. For non-teaching Staff, the recruitment is done through properly constituted Selection Committee as per the rules of State Government and following the State Reservation Policy.
3. All Recruitments processes are absolutely transparent but rigorous.
4. Any vacancy created, due to retirement or otherwise, is filled up at the earliest through proper selection procedure and advertisement of such posts are displayed in at least one national and one local newspaper in addition to the college website.

### 6.3.8 Industry Interaction / Collaboration

No scope exists for industry interaction/collaboration except that some firms/public sectors are involved in collaboration in conducting some seminars/workshop/other programmes which are related to academic, cultural or sports activities of students as well as teachers. Some departments and Entrepreneurship Development Cell organised study tour of the students at NESAC, and few industrial Units in Byrnihat.

### 6.3.9 Admission of Students

- Separate Admission Committees are constituted for each stream: Arts, Science, and Commerce, and also for Professional Courses Admission process in the College is very transparent and democratic but ensures Merit as first priority.
- The decision of the Admission Committee is considered final and binding, and Management does not interfere in the process except for giving a broad guideline that compliments the mission and vision of the college.
- Since this college charges minimum fees from the students from amongst all the colleges in the City, there is enough demand for admission in the College every year, particularly from the students belong to weaker section of the society. But this is managed efficiently without compromising the merit.
- Apart from general condition laid down in prospectus, additional priority is given to differently able students and also students with good track record in sports and games, cultural activities and those having background of NSS, NCC activities.

### 6.4 Welfare schemes

for

Teaching	1. Shillong College Employees Welfare Fund 2. Staff cooperative Society. 3. Provident fund Benefits.
Non teaching	1. Shillong College Employees Welfare Fund 2. Staff cooperative Society. 3. Provident fund Benefits.
Students	1. Awards for academic achievements, achievements in Sports, Culture, NSS, NCC etc.

### 6.5 Total corpus fund generated

Rs. 1.95 crores

### 6.6 Whether annual financial audit has been done

Yes

No



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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	NO	-	Yes	College Management
Administrative	NO	-	Yes	College Management

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes      Yes  No

For PG Programmes      Yes  No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Not Applicable

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

Not Applicable

6.11 Activities and support from the Alumni Association

A very active and dynamic Shillong College Alumni Association exists which takes up number of programme every year such as Celebrating College Foundation Day, extending financial grants to students, donation of book to college library, etc.  
There are two alumni members in the IQAC, and college gets considerable support from the alumni.

6.12 Activities and support from the Parent – Teacher Association

There is no Parent-Teacher Association, as such. Principal, Vice Principal and Teachers are easily accessible to the parents/guardian any time and they interact quite often and settle the issues. At least two meetings are held every year with the Parents where Principal, Vice Principal and Teachers are present. At the start of the academic session, Parents are also invited in the orientation programme.

6.13 Development programmes for support staff

Whatever programmes are initiated for regular staff; similar benefits are extended to all other staff. In fact, no division exists among the staff.  
Some of the staff, particularly belonging to Grade IV, is provided with quarter in the campus.  
Non-teaching staff are also given facilities like advance in cases some financial constraints etc.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- Shillong College accords appropriate priority to Environment Conservation, zero littering and maintenance of hygienic conditions everywhere. Regular Cleaning Drives are conducted every year in and around the College campus. NSS unit of the College has adopted villages in the State and maintains them. In addition, NSS Unit also conducts cleaning drive and environment awareness programme in other areas of the State.
- Shillong College along with Shillong College Academic Society (an NGO formed by the teachers of the College in 1998) celebrates World Environment Day every year since its inception through number of student oriented programmes inviting students from various institutions (school and college). In fact, these programmes have become very popular and the contribution of the College in not only making campus eco-friendly but also sending the message elsewhere is now being acknowledged by all.

## Criterion – VII

### 7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Delinking of Higher Secondary Section has been planned to be done progressively..
- Organising more Seminars and Workshops which benefit not only the faculty member but the students.
- Initiative for starting Physical Education as a subject.
- Monitoring of students through regular tests. Saturdays have earmarked for class tests.
- Putting stress on research activities and publications by the faculty members. A good number of teachers are applying for MRP and some of them received the sanction from UGC.
- Computerisation of most of the Administrative work and extending computer facilities to most of the departments.
- Introduction of Memorial Lecture in the name of founder Principal, Late Shri S. C. Datta.
- A general friendly relationship between the teachers, between the teachers and students, and easy accessibility to Principal/Vice Principal/Management.
- Practice of democratic functioning and equity considerations in all levels of decisions of the Management as well as by the Principal in day to day work.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- A master plan for Major Construction work for Academic-cum-Multipurpose Annex has been drawn and construction work to be started soon.
- Appointment of new teachers in Higher Secondary section and progressive de-linking.
- Physical Education as a subject is introduced.
- Asserting more stress on the attendance of students in academic as well as extra-curricular activities.
- Creating of Sports infrastructure in the college campus with assistance from UGC. Foundation stone for new Indoor Sports Infrastructure was laid by Union HRD Minister, Dr. M. M. Pallam Raju, when he visited the college.
- Two National Seminars were organised during this period.
- Formalities for procuring additional land for the college completed, site identified and is expected to procure the same by October, 2013.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

1. Infrastructure: Expansion of the Campus. (vide Annexure II)
2. Creating more infrastructure of Sports (vide Annexure III)

7.4 Contribution to environmental awareness / protection

- Systematic programmes on Environmental awareness by NSS, NCC, and Shillong College Academic Society and declaring the College campus as zero littering area
- Periodic Cleaning Drive in the campus and various parts of City as well as in nearby villages.
- Prohibition of Smoking/tobacco usage in the college campus.

7.5 Whether environmental audit was conducted? Yes  No

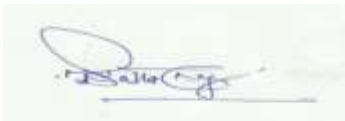
7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

SWOC Analysis of the College has been planned with IQAC taking the initiative. SWOC team has been formed in the IQAAC meeting. Team has started working on the assignment.

### 8. Plans of institution for next year

1. To complete SWOC analysis of the college.
2. Construction/Extension of Science Block of the College.
3. Procurement of new land and development of new campus with appropriate master plan.
4. Extension of Research and Publications activities.
5. Strengthening of few departments with appointment of new teachers.
6. To plan for next cycle of accreditation by NAAC, since the present cycle of re-accreditation will end by September, 2015.
7. Finalising and putting in place new Staff Welfare Scheme being worked out by the Committee appointed for the purpose.

Name: Dr. M. N. Bhattacharjee



\_\_\_\_\_  
Signature of the Coordinator, IQAC

Name: Dr. K. D. Ramsiej



\_\_\_\_\_  
Signature of the Chairperson, IQAC

\_\_\_\_\_  
\*\*\*  
\_\_\_\_\_

## ANNEXURE I

# SHILLONG



# COLLEGE

Boyce Road, Shillong – 793 003

[www.shillongcollege.ac.in](http://www.shillongcollege.ac.in)

e-mail: [shillcoll@yahoo.co.in](mailto:shillcoll@yahoo.co.in)

Phone- 0364-2224903

*A NAAC Re-accredited Grade B Institution 2.92 in 2010*

---

## **ACADEMIC CALENDAR -2013**

### **FEBRUARY 2013 TO JANUARY 2014**

<b>Sl.</b>	<b>Date</b>	<b>Event</b>
1	1 <sup>st</sup> January 2013	General Excursion & New Year's Day
2	10 <sup>th</sup> January 2013	College office reopens after Winter Vacation
3	30 <sup>th</sup> January 2013	College classes reopens after Winter Vacation
4	14 <sup>th</sup> February to 1 <sup>st</sup> May 2013	B.A./B.Sc./B.Com./B.B.A./B.C.A. (NEHU) Examinations
5	16 <sup>th</sup> February to 22 <sup>nd</sup> March 2013	H.S.S.L.C., (MBOSE) Examinations
6	27 <sup>th</sup> March 2013	Holi
7	29 <sup>th</sup> March 2013	Good Friday
8	12 <sup>th</sup> March 2012	Meeting of Heads/Senior Teachers of Departments
9	15 <sup>th</sup> March 2013	Declaration of Class XI Promotion Results
10	2 <sup>nd</sup> April 2013	Commencement of Class XII Classes (Arts/Sc/Com)
11	15 <sup>th</sup> April 2013	Assamese New Year (Bihu) & Bengali New Year
12	16 <sup>th</sup> April 2013	Shad Suk Mynsiem
13	2 <sup>nd</sup> May 2012	Commencement of Degree II <sup>nd</sup> Yr & III <sup>rd</sup> Yr Classes (BA/B.Com/ BSc/ BCA/ BBA)
14	5 <sup>th</sup> May 2013	Meeting of Teaching Staff
15	6 <sup>th</sup> May 2013	Buddha Purnima
16	7 <sup>th</sup> May 2013	Meeting of Non-Teaching Staff
17	4 <sup>th</sup> June 2013	Commencement of Class XI Classes (Arts/Sc/Com) & Degree 1st Yr Classes Arts / Science / Commerce (Gen Courses), BCA, BBA & BSc(Computer Science) / B.Sc. Microbiology [Professional Courses]
18	5 <sup>th</sup> June 2013	Celebration of World Environment Day
19	13 <sup>th</sup> July 2013	Behdeinkhlam
20	17 <sup>th</sup> July 2013	U Tirot Sing Day
21	28 <sup>th</sup> July 2013	Janamasthami
22	12 <sup>th</sup> August 2013	Librarians' Day

23	14 <sup>th</sup> August 2013	Alumni Day
24	15 <sup>th</sup> August 2013	Independence Day & College Foundation Day
25	19 <sup>th</sup> August 2013	Tithi of SrimantaSankarDev
26	9 <sup>th</sup> August 2013	Id-UI-Fitre
27	2 <sup>nd</sup> September 2013	Students' Union Election
28	5 <sup>th</sup> September 2013	Teachers' Day
29	6 <sup>th</sup> September 2013	Formation of Students' Union
30	10 <sup>th</sup> September 2013	Non-Teaching Staff Day
31	2 <sup>nd</sup> October 2013	Birth Anniversary of Mahatma Gandhi
32	3 <sup>rd</sup> October 2013	Budget Meeting of Students' Union
33	11 <sup>th</sup> October to 18 <sup>th</sup> October 2013	Fresher's Social Week / College Week
34	10 <sup>th</sup> October to 19 <sup>th</sup> October 2013	Durga Puja / Laxmi Puja
35	31 <sup>st</sup> October 2013	Study Leave
36	1 <sup>st</sup> November to 20 <sup>th</sup> November 2013	Pre- Board - Examinations for Class XII (Arts/Sc/Com) / Selection Test for Degree Classes & Pre- Promotion Examination for Class XI (Arts/Sc/Com)
37	2 <sup>nd</sup> November 2013	All Souls' Day
38	8 <sup>th</sup> November 2013	Wangala Festival
39	2 <sup>nd</sup> November 2013	Kali Puja / Diwali
40	22 <sup>nd</sup> to 30 <sup>th</sup> November 2013	Departmental Study Tour
41	23 <sup>rd</sup> November 2013	Seng Kut Snem
42	14 <sup>th</sup> November 2013	Muharam
43	27 <sup>th</sup> November 2013	Meeting of Heads / Senior Teachers of Departments
44	17 <sup>th</sup> November 2013	Birth Anniversary of Shri. Guru Nanak
45	29 <sup>th</sup> November 2013	Declaration of Selection Test Results
46.	1 <sup>st</sup> February 2013 to 14 <sup>th</sup> February 2013	Class XI (Arts / Sc. / Com) Promotion Examinations
47	12 <sup>th</sup> December 2013	Pa Togan N. Sangma
48	15 <sup>th</sup> December 2013	Last Working Day for Teaching Staff and commencement of Winter Vacation *
49	18 <sup>th</sup> December 2013	Death Anniversary of U SosoTham
50	23 <sup>rd</sup> December to 27 <sup>th</sup> December 2013	Christmas Holidays
51	30 <sup>th</sup> December 2013	U Kiang Nangbah Day

❖ Classes will reopen after Winter Vacations on 30<sup>th</sup> January 2014.

## ANNEXURE II

### 1. Title of the Practice

Infrastructure: Expansion of the Campus

### 2. Goal

College has been facing number of hurdles in expanding academic activities as there is lot of space constraints in terms of number of class rooms, seminar room, auditorium and many others. Existing land area available with the college is not sufficient to construct building that can accommodate all such programmes. Further there is need for opening appropriate Boys' Hostel, Girls' Hostel and Guest House. Considering all these aspects, and also based on the fact that very minimum support is extended by the State Government, the Governing Body of the College has embarked on procuring more land either in the City or in its outskirts, depending on the financial capability. On procurement of land, a realistic master plan will be drawn up to look at various academic enhancement programmes.

### 3. The Context

Looking at the development all around the globe, it is very important that the academic programmes are re-structured and new courses are developed to meet the emerging need of the students. Students must become competitive in job-market and for this they must be trained in skills along with procurement of knowledge. But opening of new courses require correct infrastructure in terms of space, class rooms and other logistics including ICT. It is in this context that that college embarked on procurement of additional land and hence to develop infrastructure so that the enhancement of quality academic programmes and courses, as per the need of the Society, may be taken up.

### 4. The Practice

College has always taken steps to increase the number of courses commensurate with the demanding situations. Consequently, the courses like B.B.A., B.C.A., B. Sc. in Microbiology and B. Sc. in Computer Science have been introduced during past few years. The trend must continue and situation demands that more professional courses in addition to strengthening of the fundamental subject course must be taken up with priority. The present endeavour of procuring of additional land and enhancing the infrastructure is a move along this direction and practice.

### 5. Evidence of Success

Appropriate land has been identified on the outskirts of the city, in a place called Mawkasiang. The Governing Body has approved the land and funds required for procuring land from the college nd. It is expected to be finalised in 2-3 months. Detailed master plan for construction of various facilities is being prepared.

Governing Body has also approved the master plan of the Academic-cum-multipurpose annex in the main campus. Various funding agencies are being approached to materialise the plan. However, the Governing Body has also decided to start with major foundation work for the annex from the funds available with the college.

### 6. Problems Encountered and Resources Required

- (a) First problem encountered is non-availability of appropriate land in the city, particularly in the near vicinity of the college. Some plots of land which were available were too costly and also in congested area which is not conducive for running academic activities.
- (b) Fund crunch is a problem. Taking note of pointed noted above [6(a)], the college decided to procure land in the outskirt of the college so that the required land may be fund obtained/purchased from the fund available with the college.
- (c) Despite all constraints, the college has managed to accumulate the funds from its own resources and hence next phase of planning is being taken up.

### 7. Notes (Optional) - College has now three campuses, and all these will be progressive developed.

## **Annexure III**

### **1. Title of the Practice**

Creating more infrastructure of Sports

### **2. Goal**

Along with the goal of academic excellence, the college aims at developing talent of its students in sports and cultural activities to seek their holistic growth. In conformity with the aims and objectives of the College, the college strives to provide ample opportunities to the students. For such a plan to materialise, appropriate infrastructure is required. Thus the Governing Body of the College has drawn up plans to strengthen the sports infrastructure of the College – both indoor and outdoor.

### **3. The Context**

There is need for all-round development of the students which include sports and culture along with academics. The purpose of education is to develop skilled human resources by increasing capacity of individuals to achieve core competencies in their selected fields. It must create systems to cater to diverse needs of individuals. Keeping in view this goal, the college is trying to develop a network of systems in multi-areas of sports and cultural domain along with academics to provide wider choice to individuals for their versatile & multidimensional growth.

### **4. The Practice**

The College is well known for its sports and cultural activities in the region. It provides ample opportunities to the students to pursue with sports and games, cultural activities and on allied fields. Since its inception, the students of the college have given thrust to sports activities and consequently, the students of the college have performed creditably in almost disciplines of sports and games. In the changing world scenario, it is now important to upgrade the in-house facilities so that the students need not go elsewhere to practice their skills. Academics and sports must get integrated. Following the practice the college has started:

- (a) Physical Education as a subject since 2014-15 session. The college is taking steps to start Bachelor of Physical Education course from 2015-16 session.
- (b) The college is trying to procure sufficient land so that a playfield of international standard and swimming pool may be developed.
- (c) College proposed to build an Indoor Sports Infrastructure Complex in the main campus. Financial grant from UGC has just been obtained. Foundation of the Sports Infrastructure Complex was laid by Dr. M. M. Pallam Raju, the then Union Minister for Human Resource Development, on 7<sup>th</sup> June, 2013.
- (d) The major sports and games in which students of the college take interest and the College promotes such interest are: Athletics, Badminton, Basket-ball, Cricket, Chess, Football, Karate, Gymnastics, Rowing, Table tennis, Taekwondo, Volley-ball, Weight-lifting.
- (e) To impart training the college uses its infrastructure on the campus as well as facilities available with Shillong Sports Association, NSCA Stadium, grounds of nearby locality with appropriate permission from the concerned authority.
- (f) For each event there are Teacher-in-charges who manage the show and also appoint Coaches whenever required.

### **5. Evidence of Success**

Every year a good number of students participate in local, university level, state level, regional and national events and on few occasion in international cultural & sports events, when such opportunity arises, and bring laurels to the college. These apart, students bring laurels to the college in performing at various levels of NSS and NCC activities.

## 6. Problems Encountered and Resources Required

- (a) College has to manage all the expenditure incurred on the training and providing facilities along with other related expenditures like conveyances, fooding and lodging etc. to the students. It does not get any support from government or state federations and associations on regular basis, except for permission to use the facilities of such bodies for specific purposes.
- (b) College is in the process of developing its own infrastructure realising the potential of the students in such activities. For all these, college is trying to generate its own funds though some funds have been provided by UGC.
- (c) There is not much scope for population of this region to demonstrate their talent in national and international arena. This act as deterrent. However, the recent developments of having tournaments like I-league, some cultural events etc. has widened the scope and the students are getting encouraged.

## 7. Notes (Optional)

The college has made tremendous contribution to university sports, adding a major share in Sports, NSS, and Cultural acclaim earned by North Eastern Hill University year after year.