SELF STUDY REPORT

FOR

4th CYCLE OF ACCREDITATION

SHILLONG COLLEGE

**BOYCE ROAD, LAITUMKHRAH, EAST KHASI HILLS DISTRICT
793003**

https://www.shillongcollege.ac.in

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BANGALORE

February 2023

Executive Summary

Introduction:

Shillong College Shillong, an 'A' Grade institution in North East India was founded on the 15th of August, 1956 and has striven, since its inception, to turn the youth of the North East into leaders of their own society- bureaucrats, businessmen, judges, lawyers, engineers, media persons, social activists and others. Prof. (Late) Sudhindra Chandra Datta a renowned professor of Mathematics in St. Anthony's College, Shillong was the founder Principal of the College. A visionary and a dedicated academician, he led a committed group of intelligentsia and laid the foundation of this public institution.

Starting from very humble origins in 1956, with 35 students on its rolls, the College has grown into a multi-faceted, multi-faculty institution. Today it has two sprawling campuses dedicated entirely to imparting quality education. First affiliated to Gauhati University (GU) and then to North-Eastern Hill University (NEHU), the pre-eminence of the college in the field Higher Education in North-East India is well established by its present student strength and long list of achievers. With staff strength of over 164 (Teaching and support staff) and 22 options for Honours, the college caters to around 3300 students. With students from different ethnic communities and international students on its rolls, it is a microcosm of the North-East and a vibrantly alive experiment of national integration at its best and inclusiveness.

In 2012, the college started with skill development programme through Entrepreneurship Development Cell (EDC) a novel venture, the first of its kind in the state. The Cell has seen major success imparting entrepreneurship training to rural youth a venture which has found support and sponsorship of various reputed agencies like UGC, MIE, Government of Meghalaya.

The college has clubs and societies which well accomplishes the task of student formation.

A digitised library with books and e books takes care of the extended reading and research needs of the students.

Post announcement of NEP, 2020 to enable shifting focus from content retention to building critical thinking and problem-solving abilities, to make the learning process more experiential, holistic, integrated, enquiry-driven the college is redefining the tasks, the training patterns and professional development mode of the teachers.

Vision:

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:

- 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 sensitize, encourage and promote moral, a secular, scientific and nation –building virtues in the backdrop of varied and complex multiplicities that weave the beautiful patterns of our country so that the students respect, protect, nurture and value the rich composite culture of the country, INDIA.

SWOC

Institutional Strength :

1. The college has built up an inclusive atmosphere with students from diverse socio-economic and ethnic backgrounds and nationalities. A conducive, multicultural and academic environment are its major strengths.
2. The college has an active **Research, Innovation and Publication Cell** providing financial assistance to encourage research activity amongst students and teachers. The publications by the faculty of the college (in national and internal journals) has seen a sharp rise since formation of the cell in 2009.
3. A continuously expanding infrastructure with requisite up gradation from time to time has resulted in increased intake and diversification.
4. The IT infrastructure is reliable, robust, and secure.
5. All classrooms, laboratories, conference halls, and seminar halls are ICT-enabled and supported by a suitable power backup system.
6. The college is a major recipient of the RUSA fund of the Government of India.
7. The college conducts Coaching for Competitive Examinations funded by RUSA. The sheer number of participants speaks about the success of the college initiative.
8. The college offers many programmes across all streams at the Undergraduate level, and two Postgraduate programmes have already been introduced.
9. The institution has a team of mutually supportive, experienced, sincere, dedicated, qualified, and skilled faculty and staff backed by progressive and cooperative management.
10. The library is digitalised and is equipped with all the necessary facilities. It provides easy access to its extensive collection of books, journals, and e-resources within the campus and off-campus.
11. **Information, Career Guidance and Placement Cell**(ICGC)is active conducting awareness programmes and placement opportunities with in- campus recruitment facilities, tie ups for the youths of the college.
12. Regular workshops, seminars, conferences, and webinars on important topics like Research Methodology, NEP, Application of Statistical Tools in Social Science research and many others have been conducted.
13. A higher number of faculties with Ph.D with high research output has ensured higher productivity.
14. The college has a strong focus on co-curricular and extra-curricular activities for the holistic development of the students.
15. The college has organised significant outreach and extension activities such as blood donations, cleaning drives, tree plantations, asset creations, and awareness programmes on health and sanitation. The college was acknowledged by the Government of Meghalaya for setting up Blood Donation camps in its campus and building blood banks.
16. The IQAC is vibrant. It plans, coordinates, and oversees the execution of quality initiatives of the college.
17. A strong alumni association, Shillong College Alumni Association (SCAA) takes initiatives to help the weaker sections of society.
18. Excellent track record in sports at university, state, national and international competitions.
19. A clean, eco-friendly, tranquil, and green campus with a good Air Quality Index (AOI) provides an ideal environment for healthy growth.
20. The college has several active MoUs signed with various institutions including hospital and professional bodies like **Institute of Company Secretaries of India (ICSI).**
21. The college NSS, NCC and Rovers and Rangers units have won awards and medals for excellent service (both teachers and cadets) at the national, state and university levels.
22. Full-time physical trainers has enabled and enhanced students' performance at national-level events.
23. The college coordinates closely with **Meghalaya Aids Control Society (MACS)** through Red Ribbon Club, NCC, NSS and Rangers and Rovers.

Institutional Weakness :

1. Major Research Projects feature majorly amongst weaknesses of the institution.
2. The internet connectivity (poor connectivity in the North-East) leaves a lot to be desired.
3. Optimum utilization of the renewable source of energy is still being worked on.
4. Waste management and recycling**.**
5. MoUs and collaborations with other institutions (international), national laboratories, and industries need enhancing.
6. Being an affiliated college, the college is entirely dependent on the Affiliating University for all curriculum-related matters, which hinders designing and implementation of curricula for Add-ons and skill-related courses.
7. The mandate to increase access adversely impacts the student-teacher ratio and imposes immense pressure on the existing infrastructure.
8. A uniform mechanism for assessing the learning levels of students across programmes is yet to be formalised.
9. The faculty is yet to be trained on implementation of Outcome-based education successfully. The measurements for the attainment of Outcomes have to be formalised.
10. Lack of financial assistance from the government for the college-sanctioned teaching post has led to the increase in the fees for Self-Financing Programmes(SFPs).
11. Student progression and placement records require proper documentation.

Institutional Opportunity :

1. Since the NEP 2020 provides more flexibility to institutions in curriculum design and implementation, the college will have ample scope to introduce Add-on and Skills development courses.
2. The college rents out its facilities to other organizations, and the revenue generated from such activities can further enhance and improve the facilities and services for staff and students.
3. Since there are very few seats for PG programmes in the parent university, there is much scope to increase the number of Post Graduate programmes offered by the college.
4. The Department of Education of the college, with the help of experts, can be entrusted with the task of training staff and students on Outcome-based education.
5. Senior and retired faculty members who are equipped with knowledge and skills can be invited to train and conduct FDPs that induct the younger generation of students and faculty into high-quality teaching and learning skills.
6. With 22% of the current faculty possessing Doctoral degrees, there is ample opportunity to further promote a culture of research among the faculty and students by augmenting research facilities through project funding and college start-up funds (which the college is already doing.).
7. Though the affiliating university does not grant guideship to faculty in colleges,faculty members with Ph.D. can be encouraged and incentivized to apply for guideship from other universities.
8. Since the college has a dedicated placement cell, it can work towards increasing the number of training for competitive exams, career counseling , and facilitating placement interviews for different employers.
9. There is scope for improved data collection relating to placement of the students.
10. There is room for having more activities with our partner Institutions/organizations with whom MoUs have been signed.
11. Since many students are from weaker sections of society, the introduction of skill development courses can play a determining role in the upliftment and betterment of these students.
12. Both the NCC and the NSS are highly vibrant. The various clubs in the college can collaborate with the NCC and the NSS to organize more national and international events and outreach programmes.
13. The keen interest in sports shown by students can be translated into better performance in the national and international arenas.

Institutional Challenge :

1. To garner financial resources for developing infrastructural facilities to accommodate more students. Also, NEP 2020 mandated research based infrastructure needs funding.
2. Mobilization of funds as the institution is **grants-in aid** and   no funds for developmental purposes are made available by the Government thus forcing the institution to look for funds from other agencies like UGC, RUSA and others.
3. One of the challenges is to find ways and means of designing and implementing **innovative curriculum** to provide students with relevant additional skills within the existing framework of the curriculum.
4. To convey the feedback on curriculum from stakeholders to the respective Boards of   Studies (BoS) across all programmes so that such feedback can be acted on to bring changes to the curriculum when needed.
5. To find ways and means to introduce new programmes which are self-funded but still accessible to the student-community.
6. To device methods that can help cover the syllabus in a condensed semester schedule.
7. To provide training to faculty for full fledged implementation of Outcome-based education in the college.
8. To cater effectively to the students from the socio-economically disadvantaged group and increase the number of freeships for them.
9. To provide better facilities and platforms to promote sporting excellence among students.
10. Toilet facilities for PwD need to be worked on urgently.
11. Rainwater harvesting can be better strategized.
12. There is excessive dependence on the Municipal Board for disposal of waste.
13. To establish linkages with industry and collaborations with other reputed institutions.
14. Organize many more skill development courses per the National Skills Qualifications Framework (NSQF).
15. To improve the documentation of students' progression to higher education.
16. To have more government-sanctioned faculty positions.
17. Increase of college fees should correspond with provision of additional facilities for students.

Criteria wise Summary

Curricular Aspects :

1. The Institution ensures effective curriculum delivery through a well-planned and documented process.
2. The college being affiliated, depends entirely on the affiliating University for matters regarding curriculum, academic calendar (which is closely followed) and end semester examination schedules.
3. To plan the curriculum transaction, the departmental continuous internal assessment and evaluation (tests, seminars, assignments, projects, internships.), and other departmental matters, departments hold a departmental meeting before or at the start of every semester to allocate the duties and responsibilities of faculty.
4. The Examination Committee of the college is responsible for the scheduling and conduct of semester sessional tests and the conduct of End Semester examinations.
5. The faculty are involved in paper setting, moderation, invigilation, and evaluation duties for the same.

6. In all examination related matters, the Examination Policy of the college, as drawn up by the Examination Committee and approved by the IQAC, is followed.
7. Faculty participates in all activities related to curriculum development and assessment of the affiliating University.
8. The college offers 22 Programmes. The courses/ Programmes include a single session of the UG Third Year Annual system coinciding with the second batch of the UG Semester system in 2016.
9. In addition, a variety of add-on courses conducted by several departments are on offer. These add-on courses do not necessarily coincide with the academic sessions but are immensely beneficial to students who join them.
10. Experiential learning is an integral part of the Science courses, with every course having a 'practical' component. In addition, Seminars, Projects, Fieldwork, Industry/Institutional visits are additional components of specific courses (Science and BBA) which students have to complete as part of their Undergraduate Programmes.
11. Before the Covid-19 lockdown, excursions to various places of interest in the country were regularly conducted by departments for the students during winter vacation.
12. Although not a part of the curriculum, these excursions are an excellent experiential learning tool for participating students.
13. Finally, the soliciting of feedback from the stakeholders (Students, Teachers, Employers, and Alumni) is an ongoing process.

Teaching-learning and Evaluation :

1. The institution strives to impart quality education at an affordable cost to students from diverse sections of society.
2. The institution offers a wide array of programmes (UG and PG) across Arts, Science, and Commerce Streams. A robust mechanism of admission to the different programmes is followed, adhering to the regulations prescribed by the government.
3. Being an affiliated college, the institution follows the curriculum framework and syllabus prescribed by the affiliating University.
4. The Programme Outcomes/Programmes Specific Outcomes/Course Outcomes are communicated to all stakeholders.
5. The learning levels of the students are assessed to identify slow and advanced learners based on a comprehensive mechanism. Special activities are to cater to their differential needs. Regular classroom teaching is judiciously complemented with various other co-curricular and extra-curricular activities to promote experiential and participative learning among the students.
6. The optimal use of ICT enhances the effectiveness of the pedagogy. A team of dedicated and qualified faculty complemented by a healthy teacher-student and mentor-mentee ratio helps achieve the institution's goals and objectives. The online teaching mode has also become an integral and essential method in the process.
7. A comprehensive mechanism of assessment and evaluation is followed to gauge the learning level of the students and the attainment of the stated outcomes. The **Examination Policy** serves as the guideline for the assessment and evaluation process.
8. The evaluation consists of an external component and an internal component. For the final grading of the students, 75% weightage is from the external examination conducted by the affiliating University, whereas 25% weightage is from the Continuous Internal Evaluation.
9. The average enrolment of students in the last five years has been around 3000.
10. The number of students and teachers the last academic year was 3300 and number of teachers 164 respectively, with a healthy Student-Teacher ratio of 28:1 approx.
11. The average teaching experience of all teachers during the last academic year was 12.2 years with 52 of them having Ph.D.
12. The average pass percentage of students for the past five years is 84.8 %.
13. Academic Calendar (January–December) is brought out every year.

Research, Innovations and Extension :

1. One of the main objectives of the college is to enhance its standards in Research, Innovation, and Extension activities.
2. Several faculties have published books, book chapters, and peer-reviewed research articles.
3. The affiliating university has minimal seats for PG studies. Hence, the PG programmes in the college provide students with the opportunity to access higher education and research, which was difficult in the past.
4. The college is well equipped with a good infrastructure for research purposes. Research projects funded by UGC and many other funding agencies including RUSA (who have majorly contributed) have led to the up-gradation of existing laboratories and the establishment of new research laboratories.
5. Through MoUs signed, the college has provided an environment for data generation and transfer of knowledge to students, staff, government agencies and others.
6. It has been instrumental in nurturing the college's in-house talents to promote all forms of innovation and creativity in a multidisciplinary environment. Students and staff are encouraged to participate and compete at many national and which have led to an exchange of ideas and many innovations.
7. The college's consistent extension activities have been well appreciated by the state government, government agencies, and the community as a whole. The various outreach programmes conducted by various committees and clubs has empowered the underprivileged and the needy. Programmes like Blood Donation Camps, Workshop on Drug Abuse Prevention, Cleaning Drive, World AIDS Day, and others have helped create awareness among the youth.
8. Various workshops and trainings organized by the institution have enabled students to explore career options in their field of study.
9. Events of national importance like International Yoga Divas, Independence Day and are regularly observed to uphold national integration and nation-building.

Infrastructure and Learning Resources :

1. The college has been adding and upgrading its infrastructure regularly in an attempt to cater to the new needs following increase in number of students and introduction of additional programmes and courses.
2. The Language Laboratory has state- of –the- art facility.
3. All infrastructures have been carefully designed to maximize accessibility and make teaching learning effective.
4. All classrooms, laboratories, conference halls, and the auditorium are 100% ICT-enabled with LCD projectors and internet and smart-boards in some classrooms and laboratories.
5. The conference halls and auditorium are used for seminars, workshops, conferences, and other cultural activities.
6. There are ample indoor game facilities in the main campus and outdoor game facilities in the extended campus.
7. About 27% of the total expenditure is utilized to maintain all the physical and academic facilities at the college.
8. Every facility provided by the college is governed by policies that help optimum usage and maintenance.
9. The IT facilities in the college are supported by a 100 Mbps internet backbone, and Optical Fibre Connections (BSNL & Jio Fibre) connecting different buildings.
10. The College Management System developed and maintained in-house is essential to strengthening e governance and contributing to the college's paperless transactions.
11. The learning resources including e-resources, facilities, and services in the Central Library cater to the information needs of the college community. The library has a dual mission of providing access to information while ensuring the required standard in preserving its collections.
12. The Central Library is digitized. In addition to over 40,000 books, the library also subscribes to e-Books,e-Journals, e-shodhsindhu, e-shodhganga, NDLI, DelCon consortium, and others.
13. The 60 internet-enabled PCs facilitate the access of e-resources for users in the library. The e-resources can be accessed by users anywhere from within the campus. Users can also access the e-resources off-campus through a username and password.
14. Free wifi zone has been set up in the vicinity of the library area.
15. Video Conferencing Suite in the Principals Conference Room has been made functional.

Student Support and Progression :

1. The college is committed to offering quality services to the student community in every sphere of student life.
2. The students are availing government scholarships regularly. The college has also sanctioned free studentships. The college also promotes capacity building and skills enhancement initiatives by conducting various programmes.
3. The college promotes an atmosphere of participation and inclusion in sports, games, and other extracurricular activities. In order to hone natural talents, the Sports Committee offers coaching and training for students who are interested. It has allowed for students of the college to excel in sports at the university and state levels and in the international arena.
4. In 2017, the college football team won the Runners-up prize at the International Football tournament organized by Reliance Cup Football.
5. The college has a transparent mechanism for timely redressal of student grievances, including sexual harassment and ragging cases.
6. The Equal Opportunity Cell (EOC) addresses problems and concerns of students representing different disadvantaged groups of the society, including STs, SCs, OBC, and Persons with Disabilities (PWD).
7. Internal Complaint Committee(**ICC**) was set up in 2021 as per guidelines of the Hon'ble Supreme Court of India, UGC and as per suggestions by NAAC. The Cell has well developed guidelines and norms for policy to uphold zero tolerance towards sexual harassment at workplace/institution.
8. The college encourages students' participation in various clubs to build leadership skills and abilities.
9. The NCC and NSS wings of the college allow students to learn leadership skills while serving the nation.

Governance, Leadership and Management :

The vision and mission of the college coupled with implementation of the academic programmes ensure opportunities for holistic growth. Leadership in this college is participatory and collaborative. Action plans formulated by the Principal, Vice Principals and Heads of Departments are executed as per college policies. The Internal Quality Assurance Cell (IQAC) reviews the functioning of the Institution and suggests measures for improvement. The college promotes a culture of participative management and hence faculty members are appointed as conveners/co-conveners of the various committees/cells/associations that serves as building blocks of administration. Committees perform their tasks independently and non-teaching staff are taken into confidence by incorporating them as member of many committees. Individual departments are given freedom to plan and organize academic activities related to their subject such as framing practical timetables, choosing and inviting guest speakers, sending students for field trips and other sessions outside the college. Students of the College have participated in Youth Exchange Programmes in other States under Cultural Exchange Programme of Government of India.

Faculty members are encouraged to undertake research work and pursue for M. Phil., Ph. D. degrees and are granted leave or reduced work load during such programmes. Faculties are also encouraged to pursue such programme under FIP, and necessary permission is given without any hassle. They organize and participate in subject seminars/workshops. The faculty also fills a

"Self-Appraisal Form" which helps them improvising their own performances and the college can monitor their activities. The College is able to attract and retain its faculty.

Annual Budget estimates provide allocation of funds to each department. An internal audit is conducted in regular intervals by an internal committee appointed by the Governing Body and cross checked by a Chartered Accountant. The external audit is conducted by the Examiner of Local Accounts of the Government of Meghalaya.

Institutional Values and Best Practices :

1. The institutional values and best practices of the college are congruent with national policies and priorities at all times.
2. The college has actively promoted Hindi over the years with introduction of Honours and Elective and Functional Hindi.
3. In close pursuance of NEP 2020, which is enshrined in the mission of the college o provide, ***"quality education and skill development for the students ….,"*** Shillong College pioneered setting up the Entrepreneurship Development Cell on 10**th** August, 2011 to play the strategic role of both trainer and facilitator of entrepreneurship development. EDC has conducted many Certificate Courses in collaboration with Meghalaya Institute of Entrepreneurship(MIE).Recently, the Cell has partnered with **Promotion and Incubation of Market Driven Enterprises** (**PRIME), Meghalaya** for entrepreneurship development wherein Rs. 30 (Thirty)Lakhs has been sanctioned (to be paid in three installments) for setting up **Entrepreneurship Promotion and Development Programme** and Incubators in academic institutions.
4. The college takes major initiatives to celebrate World Environment Day on 5th June every year in an attempt at inculcating environment consciousness amongst students and teachers and members of the community.
5. In keeping with the institutional commitment towards environmental stewardship, the college operates a highly rigorous and environmentally friendly waste management system with systematic management of solid waste, liquid waste and in recent times e waste.
6. The college is well equipped to work with alternative energy sources which take care of 51 percent (approx) energy needs of the college. The sources are solar energy and micro hydel power. The college has taken various steps towards conservation of water resources.
7. Rainwater harvesting facilities have been set up in the college main campus, girls' hostel and Mawkasiang campus.
8. Green Campus initiatives include restricting automobile access, landscaping, declaring the campus 'plastic free zone', environmental promotion activities on and off campus.
9. The **Green Audit**, including the Air Quality Evaluation, Ambient Noise Level, Water Quality Monitoring of the campus, has been completed. The Meghalaya State pollution Control Board conducted the Green Audit and issued a clearance certificate early this year.
10. Gender equity and sensitization programmes are being organized regularly help promote women empowerment.
11. The institution adopts and adheres to a **Code of Conduct** for teachers, students and others.
12. The college celebrates institution days like college Foundation Day, cultural and heritage celebrations, the commemoration of socially significant events, are celebrated to promote secular spirit amongst students.
13. The Information, Career Guidance and Placement Cell (ICGC) of the College was set up in 2003 in response to the need for student support services, particularly in catering to the need for career planning and placement.
14. The college constituted the **Disaster Risk Management Committee** to create a culture of disaster preparedness.
15. **Students' Grievance Redressal Cell** promotes and maintains an unbiased and free atmosphere conducive to studies through redressal of grievances.
16. Red Ribbon Club was established under National AIDS Control Programme (NACP) to create and spread awareness on adolescent health, to create awareness on HIV/AIDS and other communicable diseases.
17. The NSS, NCC, Red Ribbon Club (RRC), Youth Red Cross (YRC), Rangers and Rovers collaborates with **Meghalaya Aids Control Society (MACS),Regional Blood Bank, Pasteur Institute**, Government of Meghalaya on a regular basis and organizes awareness programmes on Blood donation and HIV/AIDS.

Profile

BASIC INFORMATION

Name and Address of the College	
Name	SHILLONG COLLEGE
Address	Boyce Road, Laitumkhrah, East Khasi Hills District
City	Shillong
State	Meghalaya

Pin	793003
Website	https://www.shillongcollege.ac.in

Contacts for Communication

Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Evakorlang Kharkongor	0364-2224903	9402554445	0364-2502143	shillcoll@yahoo.co.in
IQAC / CIQA coordinator	Sankar Sarma	-	9436335399	-	iqac.sc@gmail.com

Status of the Institution

Institution Status	Grant-in-aid and Self Financing

Type of Institution

By Gender	Co-education
By Shift	Regular Day

Recognized Minority institution

If it is a recognized minroity institution	No

Establishment Details

State	University name	Document
Meghalaya	North Eastern Hill University	View Document

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	01-12-1978	View Document
12B of UGC	01-12-1978	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No

Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus

Campus Type	Address	Location *	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Boyce Road, Laitumkhrah, East Khasi Hills District	Urban	4.32	17521.58

ACADEMIC INFORMATION

Details of Programs Offered by the College (Give Data for Current Academic year)

Program Level	Name of Program/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Department Of Economics	36	Class XII Pass	English	80	70
UG	BA,Department Of Education	36	Class XII Pass	English	80	76
UG	BA,Department Of English	36	Class XII Pass	English	80	91
UG	BA,Department Of Garo	36	Class XII Pass	English	30	11
UG	BA,Department Of Hindi	36	Class XII Pass	English	30	25
UG	BA,Department Of History	36	Class XII Pass	English	80	90
UG	BA,Department Of Khasi	36	Class XII Pass	English,Khasi	80	70
UG	BA,Department Of Philosophy	36	Class XII Pass	English	80	72
UG	BA,Department Of Political Science	36	Class XII Pass	English	80	79
UG	BA,Department Of Sociology	36	Class XII Pass	English	80	86
UG	BSc,Department Of Botany	36	Class XII Pass	English	30	21
UG	BSc,Department Of Chemistry	36	Class XII Pass	English	30	30
UG	BSc,Department Of Environmental Science	36	Class XII Pass	English	30	9
UG	BSc,Department Of Mathematics	36	Class XII Pass	English	30	28
UG	BSc,Department Of Physics	36	Class XII Pass	English	30	24
UG	BSc,Department Of Statistics	36	Class XII Pass	English	30	6
UG	BSc,Department Of Zoology	36	Class XII Pass	English	30	19
UG	BCom,Department Of Commerce	36	Class XII Pass	English	200	140
UG	BSc,Department Of Microbiology	36	Class XII Pass	English	30	19
UG	BBA,Department Of Bachelor Of Business Administration	36	Class XII Pass	English	100	106
UG	Bachelor of Computer Science,Department Of Computer Science And Application	36	Class XII Pass	English	30	9
UG	BCA,Department Of Computer Science And Application	36	Class XII Pass	English	100	103
PG	MA,Department Of English	24	Three Years Degree Pass	English	20	20
PG	MA,Department Of Khasi	24	Three Years Degree Pass	English,Khasi	30	35

Position Details of Faculty & Staff in the College

Teaching Faculty

	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total

	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0				25				46
Recruited	0	0	0	0	8	17	0	25	18	28	0	46
Yet to Recruit				0				0				0
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				37
Recruited	0	0	0	0	0	0	0	0	15	22	0	37
Yet to Recruit				0				0				0

Non-Teaching Staff

	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				26
Recruited	18	8	0	26
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				31
Recruited	18	13	0	31
Yet to Recruit				0

Technical Staff

	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers											
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	3	7	0	4	14	0	28
M.Phil.	0	0	0	0	1	0	6	11	0	18
PG	0	0	0	4	9	0	23	26	0	62
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers											
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	6	6	0	12
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties

Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Program		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	1773	231	0	0	2004
	Female	1094	107	0	0	1201
	Others	0	0	0	0	0
PG	Male	16	0	0	0	16
	Female	56	4	0	0	60
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	3	4	4	5
	Female	5	5	4	4
	Others	0	0	0	0
ST	Male	1711	1793	1676	1797
	Female	1081	1180	1102	1150
	Others	0	0	0	0
OBC	Male	21	27	25	25
	Female	5	8	13	14
	Others	0	0	0	0
General	Male	94	99	86	88
	Female	43	37	32	25
	Others	0	0	0	0
Others	Male	0	0	6	7
	Female	0	0	4	4
	Others	0	0	0	0
Total		2963	3153	2952	3119

Provide the Following Details

Number of Programs	Self-financed Programs offered	New Programs introduced during the last five years
	9	3

Provide the Following Details

Unit Cost of Education	Including Salary Component	Excluding Salary Component
38599.4849	38367888	5762530

List the departments: (respond if applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similarly, do not list the departments offering common compulsory subjects for all the programmes like English, regional languages etc.)

Departments	UG	PG	Research
Department Of Mathematics			
Department Of Microbiology			
Department Of English			
Department Of Environmental Science			
Department Of Political Science			
Department Of Computer Science And Application			
Department Of Bachelor Of Business Administration			
Department Of Chemistry			
Department Of Khasi			
Department Of History			
Department Of Commerce			
Department Of Hindi			
Department Of Sociology			
Department Of Economics			
Department Of Physics			
Department Of Botany			
Department Of Education			
Department Of Philosophy			
Department Of Statistics			
Department Of Garo			
Department Of Zoology			

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	The college offers various programmes across various streams which include Humanities, Social Sciences, Commerce and Management, Physical sciences and Life Sciences. There is ample scope for implementing a interdisciplinary approach to education as envisaged in the NEP 2020.The college has adequate infrastructure and qualified faculty to implement an interdisciplinary approach to education. Since we are an affiliated college, there will have to be a revision of the curricula by the affiliating university (North-Eastern Hill University) to allow for interdisciplinarity. College has expanded infrastructure, procured ICT equipments, strengthened internet connectivity, books for the library.

2. Academic bank of credits (ABC):	The affiliating university (North-Eastern Hill University) is yet to implement /make it functional the Academic Bank of Credits (ABC).However once the affiliating university adopts the same, the college is ready and remains committed and rule bound to implement the Academic bank of Credits (ABC).
3. Skill development:	In one of its major preparedness for NEP 2020, the various departments of the college have been instructed to offer specific skill sets to the students of the college which will be in accordance with the skills specified by National Skill Development Fund (NSDF).Various skills-oriented Certificate courses are already in existence- like EDC run certificate courses, Android App Development Course, a three months course on Learning French, certificate course on Khasi Traditional Music and Personality Development. Various others are being worked on. They include Tally with GST, Solid Waste Management with EDP inputs, Bee-Keeping/Vocational Studies from Life science Departments.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	The institution has well integrated the Indian Knowledge system with its major initiatives and thrust on teaching of Hindi (offered as Honours and Elective subject).Other local languages of the state like Khasi was started in 1956 and Garo in 1999.Both are offered as Honours and Elective subjects at the Under-Graduate level. The faculty of these departments have the acumen and expertise to collaborate ,design and implement curricula that integrates IKS. The tech savvy faculty of these departments have the requisite expertise to design and deliver content for such courses in the online mode.
5. Focus on Outcome based education (OBE):	Since the implementation of the Learning Outcomes-based Curriculum Framework (LOCF) by the UGC, all HEIs have been instructed to adhere to and follow the same. At present all Programmes offered by the college follow their respective POs, PSOs, and COs for curricula. The same is discussed by Faculty in class rooms and are made available for viewing in the college website. The attainment of outcomes is measured from the performance of the students in the internal assessments and external examinations. The college however is in the process of fine tuning the Outcome based Education (OBE) since the affiliating university is yet to do so.
6. Distance education/online education:	The college facilitates distance education and online education in the best possible way. The college has signed MoU with IGNOU and is one of the Study Centres since 2013 offering Masters in Commerce, Sociology, English and in Science subjects. The institution is planning to activate some more subjects in the study centre. The college organized awareness programmes on e content to be developed by teachers such as e PG Pathsala, CEC(under e-PG Pathsala CEC Undergraduate)SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives and institutional (Learning Management System(LMS). Following these awareness programmes several departments have developed e content through MOOCs platform.

Institutional Initiatives for Electoral Literacy	
1. Whether Electoral Literacy Club (ELC) has been set up in the College?	The Management of the College believes in democratic functioning of academic institutions and practices the same. Thus, it trains students to culture the basic tenets of democracy by getting involved in the process. To strengthen the process the college will be setting up an Electoral Literacy Club (ELC) with the objective of sensitising students on their role in the democratic process of the country and developing their active participation in the electoral process.

2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	The constitution of the ELC will comprise of faculty members and students' to coordinate the functions of the ELC to make it representative and strengthen the culture of electoral participation amongst the students.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	The college will initiate innovative programmes to promote voter awareness, ethical voting as well as enhancing participation of each and every section of society. Programmes will be designed to stimulate and motivate students to make informed and ethical choices to strengthen the democratic process of the country.
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	Students of the college are actively participating in programmes organized by the Chief Electoral Officer, Meghalaya, National Youth Parliament organised by the University, Symposiums on Party Politics and Political Participation organized by other institutions in the State. A number of NSS Volunteers have been felicitated by the Office of the Chief Electoral Officer, Meghalaya as Poll Volunteers in the programme for Mainstreaming of Electoral Literacy through Youth Organisations / Educational Institutions.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	The college will make efforts to create awareness and adopt mechanism to enable students to register and exercise their franchise.

QIF

1.Curricular Aspects
1.1 Curricular Planning and Implementation
1.1.1 The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Answer:

The institution strategizes and plans effective delivery of the curriculum through carefully crafted and foolproof mechanism wherein every step well integrates with the whole and ensures success. A birds' eye view is taken to plan out the entire curriculum infrastructure before implementation. The entire process is detailed out in the following lines:

The Master Routine is first prepared. Then, Departments prepare Departmental Routines and faculty meet for course allocation, class allotment, distribution of workload faculty wise including mentoring, internal assignment, tutorials and remedial class allocation. There is flexibility of routine at department level where modifications are allowed.

Departments organising programmes such as guest lectures, talks, seminars, workshops, study/field trips, etc, are asked to submit their proposals to IQAC, whereby each department is allotted a specific fund in every academic calendar to conduct these activities.

Every teacher prepares a Lesson Plan to guide them in curriculum delivery.

Blended mode is adopted, whereby teachers maintain their Google Classroom for study materials and explanations, in case students are absent, they can access the topics taught in their e-classrooms.

Students are enrolled and encouraged to use the rich resources available at the central library including e-resources.

Student-mentoring has been adopted to guide each student and help in improved performance.

The Departmental Heads ensure that at the end of every semester, the Course Completion Certificate is submitted to the Principal.

Every Saturday of the week is set aside specifically for conducting remedial classes, Unit tests, and other extra-curricular activity of the college/departments.

Academic Calendar is prepared at the beginning of the year with specific schedule for academic and extra-curricular activities as well as internal examinations. The end-semester examination schedule is prepared by the affiliating university and held

during April-May and November-December. The calendar highlights all holiday and major activities to be carried out throughout the year.

In preparing the Academic Calendar and setting the action plan, a meeting of Heads of Departments is held wherein views of the departments are given due importance.

Teaching staff meeting is held and a detailed discussion on academic schedule and action plan takes place. This meeting provides a platform for each teacher to express themselves and to discuss and address concerns put forth for better curriculum delivery for the academic year.

Each department meticulously maintains student's attendance register, internal assessment records, mentor-mentee list, feedbacks and also other activities of the departments.

Each department is allotted a specific fund in every Academic Calendar to conduct various activities in coordination with the IQAC.

Accordingly, the Routine Committee prepares the Master Routine for implementation.

Examination Committee is entrusted with the task of conducting Internal and external Examinations

The Committee finalizes the dates for **internal assessment**s based on which Principal notifies the date for submission of course completion.

Continuous Internal Evaluation (CIE) is done through regular assignments, collaborative or individual projects and seminar presentations.

File Description	Document
Upload Additional information	View Document

1.2 Academic Flexibility
1.2.1 Number of Add on /Certificate/Value added programs offered during the last five years

Answer: 5

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.2.2 Percentage of students enrolled in Certificate/ Add-on/Value added programs as against the total number of students during the last five years

Answer: 1.97

1.2.2.1 **Number of students enrolled in subject related Certificate/ Add-on/Value added programs year wise during last five years**

Answer:

2021-22	2020-21	2019-20	2018-19	2017-18
20	0	43	131	102

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

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

Answer:

The institution well integrates and cautiously guards and maintains Professional ethics in the workplace, ensures gender parity, promotes women empowerment and instills human values most arduously. Environment awareness and sustainability are part of

major policy initiatives of the college aligning with the global focus on green initiatives to save planet earth.`

A **Code of Conduct** guides every recruit (new and old) to strict adherence and maintenance of Professional Ethics in the work-place.

Rules of Discipline in the College Diary enforces disciplined behaviour and encourages early initiation into ethical conduct.

Gender Equity Cell, Women's Cell, Internal Complaint Committee (ICC) of the college addresses issues pertaining to gender discrimination and maintaining parity through Programmes, Policies and interactive sessions organized for the purpose. **Poster Campaigns, Special Lectures, Circulation of Memorandum** on Gender issues help in raising awareness. There are separate Common rooms for boys and girls and CCTV cameras provide additional security to the girl students in the campus.

Anti Ragging Cell is most active though there have been no instances of ragging in the college.

Promoting human values,the college (through the NSS, NCC,YRC and Rangers and Rovers) organizes **Blood Donation Camps** regularly and observes **International Day of Peace, National Integration Day, International Human Rights Day, Birth Anniversary of Mahatma Gandhi, Independence Day, National Unity day, Republic Day, World AIDS Day** with fervor and gusto. Through community outreach programmes students are taught to empathize and contribute to human values and social welfare.

Environmental awareness is raised and sustainability taught through various means and measures.

With various scientific and technological advances, such as the rise of big data, machine learning, artificial intelligence, climate change, and many issues emanating from such changes, the various curriculum encourages both teachers, and students to undertake projects and research into such areas thereby enriching their discovery and knowledge.

National Webinar on the topic *Overview of Climate Change in Meghalaya and Adaptation Initiatives* and seminar on e-waste management are two instances amongst several others of the institution's dedicated attempt at addressing the environmental issues.

Other major initiatives include observance of World Environment Day, World Water day, *Swachch Bharat Abhiyan* Campaign, Mega Pollution Awareness Pakhwada Cleaning Drive.

Green Campus initiative is also a major initiative taken by the college in recent years. The institutional initiatives for greening the campus include restricted entry of automobiles,use of bicycles/ Battery powered vehicles pedestrian friendly pathways, ban on use of plastic,landscaping with trees and plants.

Participation in World Environment Day Celebration Celebration, Poster Competitions,Drawing Competitions ensures involvement of the student community thus encouraging learning and thinking green.

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

The institutional environment and energy initiatives are confirmed through the Green audit, Energy audit,Environment audit,Clean and green campus recognitions/awards, Beyond the campus environmental promotional activities.

File Description	Document
Upload Additional information	View Document

1.3.2 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Answer: 7.66

1.3.2.1 **Number of students undertaking project work/field work / internships**

Answer: 239

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.4 Feedback System

1.4.1 Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website (Yes or No)

Answer: Yes

File Description	Document
Upload supporting document	View Document

2.Teaching-learning and Evaluation
2.1 Student Enrollment and Profile
2.1.1 Enrolment percentage

Answer: 85.16

2.1.1.1 **Number of students admitted year wise during last five years**

Answer:

2021-22	2020-21	2019-20	2018-19	2017-18
3119	2952	3153	2963	2869

2.1.1.2 **Number of sanctioned seats year wise during last five years**

Answer:

2021-22	2020-21	2019-20	2018-19	2017-18
3700	3520	3540	3500	3420

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

2.1.2 Percentage of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (Exclusive of supernumerary seats)

Answer: 71.16

2.1.2.1 *Number of actual students admitted from the reserved categories year - wise during the last five years*

Answer:

2021-22	2020-21	2019-20	2018-19	2017-18
2563	2515	2626	2496	2381

2.1.2.2 **Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years**

Answer:

2021-22	2020-21	2019-20	2018-19	2017-18
3700	3520	3540	3500	3420

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

2.2 Student Teacher Ratio
2.2.1 Student – Full time Teacher Ratio
(Data for the latest completed academic year)

Answer: 28.88

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 using ICT tools

Answer:

The institution planned and implemented student centric methods most dexterously as student enrichment and learning outcomes are most important aspects of education. The enrichment programmes enabled students to realize their potential in a variety of settings beyond the classroom. The teaching methods were made more activity based and practical.Being a multidisciplinary institution, the institution had opportunities at exploring different ways of teaching learning like participative learning, experiential learning and problem solving methodologies. The college encouraged each in an attempt at maximizing the gains. Industrial visits for the Commerce students, field trips for students of every stream, Invited Talks, Group discussions, real live case studies, projects, student centric seminars,have been encouraged/undertaken to help students associate seamlessly blend theory with the practical world. These methods enhanced the learning experiences of the students, helped in personality development making them more job ready or industry ready empowered with information and knowledge for life skills.

Student Clubs like **The Management Students Club, Botany Club, Techies Club and Zoonic Club** are most vibrant and sees enthused student participation and leadership.

Mentoring was one of the surest ways of problem solving while strengthening the student-teacher bond. Psychological benefits reaped were immense resulting in enhanced performance.

Students are encouraged to take part in extracurricular activities and community outreach programmes where they can learn, empathize, and contribute to social welfare and sharpen their skills like the NSS, Red Cross, NCC, Rangers and Rovers, etc. Each of the different teaching and learning methodologies has a complementary way of teaching.

Lessons from the recent pandemic situation have led to an adoption of blended mode of education and teaching. ICT has become an essential tool in offering students a comprehensive education at all times, enabling them to develop all their digital skills and abilities, thus enriching the teaching-learning process with dynamic and innovative methodologies. To implement ICT in the classroom, teachers have been trained through several training programs for the teachers to enable them to take classes by using ICT enabled tools for effective teaching-learning. Many hardware tools were used such as smart boards, laptops, stylus pen, writing graphics tables, microphones and apps such as Google classroom, G suite, OBS, Google meet, zoom, screen recorder, Power Point, Learning Management System (Moodle), etc. are being used as per individual teacher choice of what will enable efficiency and effectiveness in teaching learning process. On the other hand, students have also been encouraged to use ICT tools for their presentations and assignments. ICT infrastructure, students' engagement and participation in online mode of teaching still remain a challenge.

One faculty of the Department has been appointed as SWAYAM Mentor for the college in connection with Massive Open Online Courses (MOOCS). This Programme seeks to bridge the digital divide for students who have hitherto remained untouched by the digital revolution and have not been able to join the mainstream of the knowledge economy.

File Description	Document
Upload Additional information	View Document

2.4 Teacher Profile and Quality
2.4.1 Percentage of full-time teachers against sanctioned posts during the last five years

Answer: 100

2.4.1.1 **Number of Sanctioned posts / required positions for teaching staff/ full time teachers year wise during the last five years:**

Answer:

2021-22	2020-21	2019-20	2018-19	2017-18
108	108	104	101	100

File Description	Document
Upload supporting document	View Document

2.4.2 Percentage of full time teachers with NET/SET/SLET/ Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Answer: 60.84

2.4.2.1 **Number of full time teachers with NET/SET/SLET/Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years**

Answer:

2021-22	2020-21	2019-20	2018-19	2017-18
67	65	63	62	60

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Answer:

The College is committed to ensuring an effective and efficient management and administration of the examinations. The Examination Policy of the college is an important document for the Teaching Learning and Evaluation process adhered to by the institution. The examination policy is reviewed every year by a committee formed by the Principal for the purpose and changes if any are incorporated after due consultation with all the stakeholders. The Examination Policy ensures smooth planning, management and efficient conduct of the Internal and External examinations, provides a robust and streamlined mechanism of Continuous Internal Evaluation, enables the working of an efficient examination system that also provides with a transparent and effective mechanism to address any examination related grievances of the students.

Continuous assessments are adopted by all departments through regular assignments, internal examination, presentations, tests etc.

All teachers assign topics for assignments/class tests and a date is fixed for the submission of all assignments, and records are maintained by the department.

For Internal examination, the topics or units for the exams are given to the students well in advance and the routine for and conduct of the internal examination is undertaken by the examination cell of the college.

The break-up of internal marks are based on attendance, assignments, tests/internal examinations. Total internal marks are then prepared, maintained, and informed to the students well in advance, before submitting to the university, in order to give time to the students to address issues, if any.

The final marks are then submitted to the examination cell for record keeping and uploading in the university Online Admission and Student Information system (OASIS)

Regular department meetings are held to ensure continuous monitoring, and evaluation of students' performance.

As per the existing mechanism, all students are assigned topics for assignments, class tests, and internal examination by the subject teachers. The last date of submission is fixed by the teachers taking into consideration the problems which students may encounter. The routine and conduct of the internal examination are undertaken by the Examination Cell. The teachers are asked to prepare respective subjects question papers to the exam cell for photocopying and distribution. Invigilation duty is assigned to all teachers and the exams are conducted on dates specified in the routine. The exam cell distributes the scripts to respective teachers for evaluation of scripts. After the evaluation of the assignments and internal exam scripts the students are given their marks well in advance before the submission of the same to the university, to ensure that the students are given ample time to address their queries or grievances and the respective subject teachers can make modifications or explanations with respect to the marks allotted to each student. Once all issues are settled the internal marks are finally submitted to the University portal. Any grievances outside the purview of the department or exam cell are referred to the management for redressal.

File Description	Document
Upload Additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1 Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website and attainment of POs and COs are evaluated

Answer:

Student Performance and Learning Outcomes are given top priority. As Programme Outcomes and Learning Outcomes are stated in the Syllabus by the affiliating University (NEHU), the college keeps a close watch on strict adherence to the same.

Assessment of the programme outcomes and programme specific outcomes are done through a direct evaluation process. As per the guidelines given by the University, assessments are made through assignments, presentations, seminars, tutorials and end semester examinations. The internal assessments of every student are recorded in the respective departments. Out of 100% of total marks of the written examination, 75% evaluation is done through university examination and 25% through internal assessment which includes attendance, internal tests and assignments. Certificate Courses offered by the college are assessed by the college itself. Monitoring the students' knowledge base and acquisition of skills are also done throughout the year through seminars, group discussions and quiz. Students' progression onto higher studies, in reputed educational institutions are recorded by each department which are also ways of measuring attainment of programme outcomes, programme specific outcomes and course outcomes. Students' employment after graduation is another important parameter for measuring the attainment of programme outcomes, programme specific outcomes and course outcomes.

The **Placement and Information and Career Guidance Cell** of the college plays an active role in disseminating information regarding stream-wise career scope, and training the students for placement in reputed Companies, offices and business establishments. The Cell conducts various programmes such as workshops, seminars, awareness programmes etc. for the benefit of the students.

The programme outcome and course outcomes for all programmes are followed as per updated NEHU guidelines. The course curriculum are framed in accordance with the current relevant scenario, to enable the students to achieve their goals and realize their career dreams. Hence, the institution prioritized on the learning outcomes with a clear vision, mission and objective. The vision is to impart thorough knowledge to the learners that can be implemented in their lives. The mission of the college is to provide the best infrastructure, knowledge-based information and a good learning environment. The learning objectives are made known through the Principal's address to students and parents during the **Orientation Programmes** and through the teachers in classrooms where the students are informed about the course-specific outcomes. The teachers are deputed to attend Orientation Programmes, Refresher Courses, Faculty Development Programmes (FDPs), short-term courses, workshops and seminars to enhance their skills and well accomplish the desired outcomes. Often, successful alumni are invited to interact with both students and teachers and asked to share their success stories to motivate the internees enabling them to associate with the course and work sincerely in close pursuance of their goals.

All Programme outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on college website.

File Description	Document
Upload Additional information	View Document

2.6.2 Pass percentage of Students during last five years

Answer: 84.04

2.6.2.1 **Number of final year students who passed the university examination year wise during the last five years**

Answer:

2021-22	2020-21	2019-20	2018-19	2017-18
823	885	681	583	540

2.6.2.2 **Number of final year students who appeared for the university examination year-wise during the last five years**

Answer:

2021-22	2020-21	2019-20	2018-19	2017-18
849	928	939	771	692

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

2.7 Student Satisfaction Survey
2.7.1 Online student satisfaction survey regarding teaching learning process

Answer:

File Description	Document

Upload database of all students on roll	[View Document](#)

3.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 last five years (INR in Lakhs)

Answer: 6.29

3.1.1.1 **Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)**

Answer:

2021-22	2020-21	2019-20	2018-19	2017-18
2.75	0	1.87	0.85	0.82

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.2 Innovation Ecosystem
3.2.1 Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Answer:

Over the years, the institution has created an excellent ecosystem for innovations with a sound network and has worked on initiatives for creation and transfer of knowledge. The evolving set of actors, activities and artifacts are best manifest in the entrepreneurs from the rural areas least exposed to training and the knowhow required for such tasks. **Entrepreneurship Development Cell (EDC)** has been conducting training programmes for the youth on a regular basis. The ever increasing number of entrepreneurs speaks about the success of the initiative taken by the college.

In one of its stellar initiatives for the future, the entrepreneurship program envisioned making entrepreneurship a preferred career choice. To encourage and motivate the youth with brilliant and innovative business ideas, and to create the right support mechanism for them to convert their ideas into reality, the cell **collaborated with PRIME Meghalaya in its endeavours.** To meet its objectives and create an entrepreneurial mindset and empower students, the cell will be organizing many training programs such as a **Student-run E cell, design thinking, hackathons, boot camps, personality development, business ideas competitions and an entrepreneurship development course.** With the partnership with PRIME, the college will have access to experts and resources which will enable them to motivate more students to become job creators instead of job seekers.

In the last five years **student-teacher research projects** amounting to ` 6,07,850/- (Rupees Six Lakhs Seven Thousand Eight Hundred and Fifty Only) has been sanctioned by the college and majority of them have been completed well on time with others ongoing. The topics were diverse and ranged from **"Qualitative and Quantitative Analysis of Zooplankton from Water Samples of Ponds around Mawthadraishan,West Khasi Hills", "Study of the Haematological and Histological Effect of Neemastra Pesticide on the Blood Cells and Tissues of Clarias Gariepinus" ,"Bacteriological Analysis of Pond Water Located in Mawthadraishan Village, West Khasi Hills District, Meghalaya", "Bacteriological Analysis of Pond Water Located in Mawthadraishan Village, West Khasi Hills District, Meghalaya" "Difficulties of Students at the Higher Secondary Level of Education in Shillong", "Students' Attitude Towards Physics Practical at the Undergraduate (College) Level: A Study of the Colleges in Meghalaya" ,"Khasi language Word Embedding", "Mushroom Poisoning: A Study on Knowledge Attitude" and Practice (KAP) in East Khasi Hills", "Folklore In Translation", "Digitization of the rare books of Shillong College"** and other important topics.

2018 onwards, the college has been **mentoring** students through personal interactions in an attempt to enhance performance by taking care of the psychological and other issues plaguing the young minds. The Feedback from the parents and the students has been most encouraging and the results most visible.

Student –related **Seminars and Workshops** can be counted as one of the best initiatives taken by the institution at honing the talents of the youth.

Personality Development Programmes (PDP) s, Coaching for Competitive Examinations are outsourced (bringing in the best professionals) to give the students the cutting edge in the keenly competitive job market.

File Description	Document
Upload Additional information	[View Document](#)

3.2.2 Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Answer: 45

3.2.2.1 **Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

Answer:

2021-22	2020-21	2019-20	2018-19	2017-18
21	7	6	5	6

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.3 Research Publications and Awards
3.3.1 Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Answer: 0.5

3.3.1.1 **Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

Answer:

2021-22	2020-21	2019-20	2018-19	2017-18
11	18	8	13	18

File Description	Document
Institutional data in the prescribed format	View Document

3.3.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Answer: 0.71

3.3.2.1 **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years**

Answer:

2021-22	2020-21	2019-20	2018-19	2017-18
36	12	17	21	11

File Description	Document
Institutional data in the prescribed format	View Document

3.4 Extension Activities
3.4.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.

Answer:

The College is aware of its social obligations towards the community. It maintains a close relationship with local community and offers its expertise to the Society in many ways.

This College was established purely on public initiatives, and continues to serve the people and society maintaining the concept of 'Public College' and public funded education. So, despite all constraints and market demands, the Institutions still maintains very friendly environment and most affordable fee structure to serve the community, particularly the weaker sections.

Members of the local Dorbar are inducted as a member of the IQAC of the College.

Many of the faculties are members of Governing Body/Managing Committee of different school and colleges.

The institution promotes institution-neighbourhood-community network and student engagement in various ways. Prominent among them are:

- College keeps close contact with Local Durbar.
- College through its Students' Union and NSS Cell conducts Cleanliness Drive, Zero littering campaign, Anti-plastic drive, campaign against drug abuse and drug trafficking etc. in its neighbourhood and also in the rural areas
- NSS Unit organises Blood Donation camp every year in the college campus wherein students as well as teachers donate blood with voluntarily.
- College along with its Alumni Association organise visits to orphanages and hospitals and offer food items, clothes etc.
- Cleanliness Drive - Trekking *cum* cleanliness drives are organized. Such drives are carried at different localities mostly at the initiative of NSS.
- NSS Unit organized Awareness Programme on Drug Addiction and Alcoholism, Voluntary Blood Donation Camp, *Sadbhavana* Day Awareness Programme on the theme "Safe and Secure Shillong", Free eye and Diabetic Health Camp, Awareness Programme on Right to Information (RTI), Children's Programme and a Cleaning Drive in village adopted by it, construction of footpath in the village, and many other such programmes.
- Promotion of communal harmony and National Integration remains a priority and the College encourages all such activities undertaken by NSS, NCC or other committees/cells.
- NSS volunteers and NCC cadets participate in National Integration and republic Day Parades.
- NSS Unit conducted Special Camping Programme at villages and perform voluntary welfare activities like cleaning drive, construction of village footpath, Farmers training Programme in collaboration with Department of Agriculture, Government of Meghalaya, Free Medical and Eye Check-up Camp.

File Description	Document
Upload Additional information	View Document

3.4.2 Awards and recognitions received for extension activities from government / government recognised bodies

Answer:

Name of Extension	Name of the activity	Name of the Award/ recognition	Name of the Awarding government bodies
ROVERS & RANGERS	WAGGS Global Projects	Certificate of Proficiency Batch 1. Arbisstar Kharkongor B.A. 2. Mrs. R. Pyngrope	WAGGS Global Projects
	Rovers & Rangers	"State Commissioner" (Headquarters) was conferred on the Ranger Leader Mrs. R. Pyngrope Rovers from the Shillong Rovers and Rangers Team received the prestigious 'Governor's Award' or Rajya Purashkar	Meghalaya Bharat Scouts & Guides
	'Governor's Award' or Rajya Purashkar	1. Arbisstar Kharkongor B.A. 2. Shenroy Mynsong B.A. 3. Vum Joel Niehsel	'Governor's Award' or RajyaPurashkar

	University Level Award for Best Volunteer	University Level Award for Best NSS Volunteer to Ms Rikynti Bashisha Thabah	NEHU
	University Level Award for Best Volunteer	University Level Award for Best NSS Volunteer to Mr Lucky Star Kharrymba	NEHU
	Best NSS Unit awarded to Shillong College	Best NSS Unit awarded to Shillong College	NEHU
	University Level Award for Best Volunteer	University Level Award for Best NSS Volunteer Mr Barrister Kharsahnoh	NEHU
	World Blood Donor, Day	NSS Unit Shillong College was felicitated for promoting and organising Voluntary Blood Donation Camps	By Raj Bhavan, government of M
NSS	University Level Award for Best Programme Officer	University Level Award for Best Programme Officer to Smt. A. Marbaniang	NEHU
	University Level Award for Best Volunteer	University Level Award for Best Volunteer to Mr H.Samborlang Thabah	NEHU
	World Blood Donor, Day	NSS/NCC Unit Shillong College was felicitated for promoting and organising Voluntary Blood Donation Camps	By Meghalaya Aids Control Soci Blood Transfusion Council
	NSS Foundation Day Award for Selfless Service	NSS YuvaYodha Award to Ronnie Richard Khongsni NSS Volunteer	Smt. Diya Navin Punjabi President and Trustee Krisha Foundation
	NSS Award at University Level (NEHU)	Best NSS Volunteer at the University Level for the year 2022Shri Pyndemlang Lyting	Awarded to NSS Volunteer, Shill
	Contribution and Promotion of Voluntary Blood Donation	Certificate of Appreciation for Contribution and Promotion of Voluntary Donation to Shillong College	State Blood Cell, NHM Meghala Services(Research) Meghalaya S Council Licensed Blood Banks
	Award for RDC 2020 by the Governor of Meghalaya	Award for RDC 2020 by the Governor of Meghalaya to SUO Ibalarihun L Nongpiur	Governor of Meghalaya
NCC	Governor's Award	Governor's Award to Capt. B. P. Tripathi	Shri. Satya Pal Malik, Governor
	Governor's Award	Governor's Award to NCC Nangiohbok Rymbai	Shri. Satya Pal Malik, Governor
	Governor's Award	Governor's Award NCC SGT Lianmuansang Valte	Shri. Satya Pal Malik, Governor

File Description	Document
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3.4.3 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 organised in collaboration with industry, community and NGOs) during the last five years

Answer: 78

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

Answer:

2021-22	2020-21	2019-20	2018-19	2017-18
7	19	18	12	22

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.5 Collaboration

3.5.1 Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Answer: 64

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

4.Infrastructure and Learning Resources
4.1 Physical Facilities
4.1.1 Availability of adequate infrastructure and physical facilities viz., classrooms, laboratories, ICT facilities, cultural activities, gymnasium, yoga centre etc. in the institution

Answer:

The college has adequate facilities for teaching-learning. There are a total of 59 classrooms (all the 59 classrooms in the college are ICT enabled), 9 laboratories (including computer laboratories), 2 seminar halls, an auditorium and a language lab with state-of- the –art facility. Expansion of Girls' Hostel has been completed with grants received from UGC and 8 new rooms have been added. Renovation, laying of tiles in classrooms, laboratories, library, fitting of gas pipeline in chemistry and others funded under RUSA has been completed. Construction works in the new Academic Block C (Diamond Jubilee Annex) has been completed facilitating more parking space. An update on the expansion of infrastructure of the college is as follows: (1) Boys Hostel in the extended campus at Mawkasiang. (2) Auditorium in the new Academic Block. (3) Installation of the lift. (4) Procurement of ICT Equipment, Science Equipment, furniture and library books. (5) Construction of Science Block/ Block-D completed. (6) Laying out of Botanical Garden in the Campus is nearing completion. (7) Construction of new girls' wash room has been completed. (8) Indoor sports infrastructure is completed. (9) Renovation of boys' common room completed. (10) Construction of Training cum multipurpose Room is nearing completion. (10) Library has been renovated and updated with latest facilities. (11) Extension of the computer laboratory to install more computer terminals for students. (12) 2 PWD toilets have been completed and a ramp is under construction. (13)There are two Canteens and a Coffee Corner in the Campus.(14) An Infirmary with qualified Nurse is available during college hours. The college has also signed an MoU with Nazareth Hospital for handling emergency cases. (15)Students Service Centre where books and stationery items are sold at a discounted rate. (16)There are separate Common Rooms for Boys and girls.(17) A Student Union Room facilitates all union related activities.

The college provides adequate facilities for sports and games. In the college premises (main campus), there is an Indoor Sports Infrastructure funded by UGC-NERO, Guwahati where the games like Badminton (2 Courts of prescribed standard size), Basketball (One Court of international standard size) are being played in this indoor infrastructure (both for practice sessions and tournaments). Yoga sessions have been conducted in this indoor sports infrastructure from time to time on days like International Yoga Day. As the college is in the process of starting with a professional course in Bachelor of Physical Education and Sports (BPES), there is well equipped gymnasium for the students as well as for the staff of the college. Next to the gymnasium; there is a space for Table Tennis Board. At the extended campus of the college at Mawkasiang (New Shillong Township), the college has a standard size natural turf football ground and recently the Swimming pool of dimension 25 metres by 21 metres has been completed meeting all the requirements as per the instruction of the concerned experts and the funding agency UGC-NERO, Guwahati.

File Description	Document
Upload Additional information	View Document

4.1.2 Percentage of expenditure, excluding salary for infrastructure augmentation during last five years (INR in Lakhs)

Answer: 79.38

4.1.2.1 **Expenditure for infrastructure augmentation, excluding salary during the last five years (INR in lakhs)**

Answer:

2021-22	2020-21	2019-20	2018-19	2017-18
396.29532	300.99811	278.83015	296.42122	346.05928

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

4.2 Library as a Learning Resource
4.2.1 Library is automated using Integrated Library Management System (ILMS), subscription to e-resources, amount spent on purchase of books, journals and per day usage of library

Answer:

Library resources are basically sources of information. Traditionally, these resources were mostly books, journals, newspapers and other editorials, and encyclopaedias. But with the appearance of the web, digital sources of knowledge became current. Every year the Shillong College Library is upgraded in terms of size, services, books and subscriptions. Currently the Shillong College Library measures an area of **465 square metres** and *comprised qualified librarians, skilled supportive personnel, and part–time assistants.* The College library incorporate Virtual Learning Centre installed with 32 Personal Computers for users and comprised of separate sections designated for books, reading, photocopying, web-browsing, art and culture gallery, and Post Graduate students to aid them in their assignments and research/dissertation. It has a total of 120 seating capacity and a Wi-Fi lounge for students to enable access to e-sources as well. The library was partially automated using **Integrated Library Management System (ILMS)–KOHA** for all housekeeping operation since 2014. This has become possible because of the technological advancements and changing information needs of the users. The computerized bibliographic information of the library holdings have also been available for users' searching through Local Area Network (intranet) using OPAC. Automated circulation system using barcode technology has been used since August, 2018 which provides easy and prompt service to the users. Providing 24 x 7 accessibility to library e-resources for teachers and students and maintenance of records has been a priority for the college. The Library upgraded its existing Library Management Software since January 2021 by integrating with e-gate entry portal to save the time of the users and to record the number of users who visits the library. To enable real time recording of entry and exit users are to scan the barcode from their ID card to login into the E-Gate entry portal kept at the entrance and logout before they exit the library. An SMS & E-mail Alert System was also integrated with the library Management software. The new system send SMS & Email alert for every transaction to the users i.e. issue, return, renewal, etc of books with necessary information. For overdue books, reminder will be send to the user along with the fine amount. To enrich the library resources with up-to-date information on research studies and trends, the library has subscriptions to most renowned research journals and magazines in the field of humanities, Science and technology, Commerce and management and general magazines, for teachers and students alike. To ensure teachers and students with knowledge on how to access the library resources, an awareness program is conducted from time to time by the Shillong College library.

File Description	Document
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Provide Link for Additional information	View Document

4.3 IT Infrastructure
4.3.1 Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Answer:

The various IT facilities in the college consists of resources such as servers, computers (desktop and laptop), projectors, smart boards, network switches, Wi-Fi access point, etc. Only genuine licensed software's (such as MS Windows, MS Office, Antivirus, etc.) are installed and used in the college for various purposes. The college has also introduced the Management Information System (MIS) for automating the various day to day functions. Some of these functions are Administration, Student Management, Examination Management and Fee Management. In the future, the college is planning to update by adding more features to the MIS. One cloud server is used for hosting Library KOHA application, MOODLE and DSpace.

The college has been maintaining and updating the IT facilities on a regular basis from time to time.

As per the year 2017-2018 the IT facilities are as follows:

- There is a total of 146 desktops altogether. Out of this, 75 are used in the computer laboratories and the remaining are used in the various departments as well as in the administrative office of the college.
- There is a total number of 20 laptops which have been distributed to the various departments for better class preparation and other related activities.
- Since then a lot of new machines have been bought for the purpose of replacing the old and outdated ones.

As per the year 2021-2022 the IT facilities are as follows:

- There is a total of 286 desktops in which 167 are used solely in the computer laboratories.
- The total number of laptops is 34.

During the session 2017-2018, very few classrooms were equipped with projectors. Presently, new projectors have been added and installed in almost every classroom in order to facilitate the teachers of the institution to switch over to IT supported teaching – learning process. Smart boards are also installed and used in some classrooms for the purpose of interactive audio-visual classes. The college campus is under Closed Circuit (CC) TV surveillance. A good number of CC Cameras have been installed at all strategic places. The college is also equipped with a Language Laboratory. This ICT- enabled lab is equipped

with the latest technology for various skills to be imparted, learnt, monitored and measured. This lab represents the latest innovation in the field of learning and education with audio-visual, multimedia and teleconferencing facilities.

In order to host online meetings, the college has installed a Video Conferencing System in the Principal's Conference room.

There are altogether a total of 10 different internet connections in the college. The details are as follows:

Plan	No. of connections
JIO Fiber:@1Gbps	1
JIO Fiber:@500Mbps	1
JIO Fiber:@300Mbps	5
JIO Fiber:@150Mbps	1
BSNL Fiber@300Mbps	2

The distribution of Wi-Fi connectivity in the college campus is as follows

Block	No. of Routers
Block A	6
Block B	6
Block C	8
Block D	4

File Description	Document
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4.3.2 Student – Computer ratio (Data for the latest completed academic year)

Answer: 15

4.3.2.1 **Number of computers available for students usage during the latest completed academic year:**

Answer: 208

File Description	Document
Upload supporting document	View Document

4.4 Maintenance of Campus Infrastructure
4.4.1 Percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years (INR in Lakhs)

Answer: 25.52

4.4.1.1 **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

Answer:

2021-22	2020-21	2019-20	2018-19	2017-18
143.98096	12.82138	128.09509	136.86807	98.55104

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.Student Support and Progression
5.1 Student Support
5.1.1 Percentage of students benefited by scholarships and freeships provided by the Government and Non-Government agencies during last five years

Answer: 41.6

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government and Non-Government agencies year wise during last five years

Answer:

2021-22	2020-21	2019-20	2018-19	2017-18
1989	801	818	1085	1571

File Description	Document
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Institutional data in the prescribed format	View Document

5.1.2 Capacity building and skills enhancement initiatives taken by the institution include the following

1. *Soft skills*
2. *Language and communication skills*
3. *Life skills (Yoga, physical fitness, health and hygiene)*
4. *ICT/computing skills*

Answer: A. All of the above

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.3 Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Answer: 7.08

5.1.3.1 **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

Answer:

2021-22	2020-21	2019-20	2018-19	2017-18
605	112	32	192	125

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.4 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. *Implementation of guidelines of statutory/regulatory bodies*
2. *Organisation wide awareness and undertakings on policies with zero tolerance*
3. *Mechanisms for submission of online/offline students' grievances*
4. *Timely redressal of the grievances through appropriate committees*

Answer: A. All of the above

File Description	Document
Upload supporting document	View Document

5.2 Student Progression
5.2.1 Percentage of placement of outgoing students and students progressing to higher education during the last five years

Answer: 17.54

5.2.1.1 **Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

Answer:

2021-22	2020-21	2019-20	2018-19	2017-18
144	149	139	131	52

5.2.1.2 Number of outgoing students year wise during the last five years

Answer:

2021-22	2020-21	2019-20	2018-19	2017-18
823	885	675	583	540

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.2.2 Percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Answer: 100

5.2.2.1 *Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ Judicial Services/Public Prosecution services/All India Bar Exams/State government examinations) year wise during last five years*

Answer:

2021-22	2020-21	2019-20	2018-19	2017-18
3	7	7	3	2

5.2.2.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year wise during last five years

Answer:

2021-22	2020-21	2019-20	2018-19	2017-18
3	7	7	3	2

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

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 last five years

Answer: 77

5.3.1.1 *Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year wise during the last five years*

Answer:

2021-22	2020-21	2019-20	2018-19	2017-18
15	12	22	11	17

File Description	Document
Upload supporting document	View Document

| Institutional data in the prescribed format | View Document |

5.3.2 Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Answer: 45

5.3.2.1 **Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

Answer:

2021-22	2020-21	2019-20	2018-19	2017-18
65	31	46	46	37

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

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

Answer:

The college has a registered Alumni Association called **Shillong College Alumni Association** and maintains links with its valued members part of its journey.

The institution through the Shillong College Alumni Association organizes a reunion every year to share with them the progress of the college and contribution to the development of the community. Past students visit their *alma mater* when they come down for vacations.

The faculty members are encouraged to invite past students who have established themselves in various fields to address the current batches of students and share with them their life experiences. A case in instance is

Leading Light - Meet Your Alumni which is a series of programmes introduced by the Department of English (Under Graduate Section), Shillong College to provide an opportunity to introduce the current English Honours students to the array of opportunities available to them having pursued an English Honours degree. Hence, through this interactive short session the Department aimed at encouraging our present students to interact, seek clarifications from their seniors who are now gainfully employed. The intention of holding this programme is to encourage all students to "Chase their dreams and to dare to dream". In the first series of this program held on 11th of October, 2021 held virtually the Department was privileged to have Mrs. Ivyreen Warjri an alumna of the English Department who currently is serving as the Assistant Director (Good Governance Cell) at the Meghalaya Administrative Training Institute, Government of Meghalaya.

Retired faculty is invited on Annual day of the college. They are felicitated on important occasions of the institution. Contacts with alumni and former faculty are also maintained through social network.

The Principal and Vice Principals who were former students of the college also attended the demonstrative class as students re-living their students' days. Former teachers demonstrated great acumen in teaching depicting that they still preserve their expertise in teaching and cherish the good old memories of their teaching days in the College.

It is a unique feature of this College that both Principal and the Vice Principal of the College are alumni of this college and there are at least six more teachers and 3 non-teaching staff are regular employees of the College. Thus, college has its in-house feedback system. Further, two alumni of the College are the members of the Governing Body of the College and three more the members of the IQAC. Thus, a strong bond network continues.

An amount of **Rs. 2,00,000/- (Rupees two Lakhs only)** was contributed by the Association for purchasing chairs for the auditorium.

File Description	Document
Upload Additional information	View Document

6.Governance, Leadership and Management
6.1 Institutional Vision and Leadership
6.1.1 The governance and leadership is in accordance with vision and mission of the institution and it is visible in various institutional practices such as decentralization and participation in the institutional governance

Answer:

The college was founded as an educational institution for young people with its main focus on the marginalized. The mission was "*to provide quality education and skill development for the students to serve the society committed into the moral, secular, and scientific and nation –building virtues.*"

In strict accordance with its vision and mission, management by objectives and participative decision making is adopted by the institution. It is administered by a duly constituted **Governing Body** and is well represented by all stakeholders. With the Principal as Secretary, it has representatives from the teachers, parents and alumni and all other stakeholders. This body collectively takes decisions pertaining to academic, administrative and operational policies. The Principal monitors the day-to-day functioning of the college in close coordination with the Vice Principals, IQAC and non-teaching staff. Cells and Committees are set up to look into the various aspects of the institutional functioning which are directly related with the mission and vision of the college. To mention a few:

1. Library Advisory Committee
2. Information, Career Guidance and Placement Cell (ICGC)
3. Research, Innovation and Publication Cell
4. Grievance Redressal Cell
5. Sports Development Cell
6. Hostel Advisory Committee
7. Building Committee
8. Green Campus Development Committee
9. ICT and Website Updating Cell
10. Purchase and Fund Allocation Committee
11. Anti-Ragging Cell
12. Gender Equality Monitoring Cell
13. Entrepreneurship Development Cell
14. Internal Complaint Committee (ICC)
15. Women's Cell
16. *Swachh Bharat* Cell
17. Internal Account Audit Committee
18. Disaster Management Cell

The Committees and Cells organizes programmes throughout the year and works in close coordination with the management for the welfare of the students, teachers and the Institution as a whole.

The Principal delegates power to faculty and different Committees/Cells constituted by a judicious mix of senior and junior faculty which helps the latter to gain requisite experience. Students and Non-teaching staff are made members when necessitated. These committees/cells organize programmes and are given ample scope to participate in the decision-making process.

Relevant issues are discussed in meetings of IQAC, meetings of Heads of Department and Staff Meetings. These meetings provide the basic outline for an action plan to be adopted for the year, and the Vice Principals along with IQAC prepares the detailed draft action plan which is notified after approval of the Governing Body. Execution of action plan is monitored continuously by the management and IQAC. Assignment of workload, planning and purchase of departmental requirements are done at the Departmental level. Departments are given freedom to organize field trips and other events outside the college. The teachers and students work in close coordination thereby motivating and encouraging each other to grow. By working in close coordination with the Principal and Vice Principals the IQAC reviews and monitors implementation of policies and suggests measures for qualitative improvement.

File Description	Document
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6.2 Strategy Development and Deployment
6.2.1 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, deployment of institutional Strategic/ perspective/development plan etc

Answer:

The functioning of the institution is made most effective and efficient as is visible from carefully framed policies, sound administrative setup, revised and updated appointment and service rules, planned procedures, and deployment of institutional

strategic/perspective/development plans.

The strategic plan with respect to academic matters is as follows:

- Curriculum designing and development is decided by the affiliating University and senior faculty members are part of the Board of Studies and offer their valuable suggestions related to curriculum development.
- The IQAC initiates strategies and encourages faculty members to design syllabus/curriculum for certificate and value-added courses.
- Class routines are revised every year to accommodate maximum hours for class room teaching.
- The College has started and is making rapid progress in upgradation of ICT enabled classrooms.
- Examinations in the College are centrally managed by an Examination Committee, formed every year for the specific purpose.
- The teachers lend their counsel and mentor students for helping them achieve academic excellence and accomplish career goals.
- College has a Research, Innovation Publication Cell to enhance research and publication.
- The college extends Welfare Schemes for all staffs.
- MOUs are signed with other institutions with specific objectives and goals.
- Separate Admission Committees are constituted for each stream: Arts, Science, Commerce, and Professional Courses. Heads of Departments and faculties supervise and co-ordinate the entire Admission process.
- Development of Management Information System to ensure smooth and fast flow of information at all levels and functions of the institute.

File Description	Document
Upload Additional information	View Document

6.2.2 Implementation of e-governance in areas of operation

1. *Administration*
2. *Finance and Accounts*
3. *Student Admission and Support*
4. *Examination*

Answer: B. Any 3 of the above

File Description	Document
Upload supporting document	View Document

6.3 Faculty Empowerment Strategies

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

Answer:

The college facilitates the empowerment of faculty through ongoing training *via* in-service modules. Faculty is motivated to take up research projects and to upgrade in their respective areas of specialization they are deputed to Seminars/ Workshops/Conferences. They acquire practical knowledge while organizing Seminars/Workshops. Further, complete involvement of the faculty in different committees ranging from all academic to various extra-curricular and extension activities makes them aware of duties and responsibilities and motivates them to lead and perform with diligence.

Members of the faculty are encouraged to undertake research activities. College has an active Research Innovation & Publication Cell to look after these aspects, provision for sanctioning local research projects from fund generated by college and UGC. Teachers are granted Leave to take up Teacher Fellowships awarded by UGC.

Special sessions are conducted for increased efficiency of non-teaching staff on computer skilling, accounting systems while attending workshops conducted outside the college.

The Statutory and Voluntary Welfare measures taken by the college for teaching and non-teaching staff are:

1. Working hours – 09.00 A.M. – 05.00 P.M. for non-teaching staff and more flexible timing for the teaching staff i.e., 6 hours/day
2. Infirmary facility – A full time qualified nurse is hired.
3. Canteen facility– Two canteens and one coffee stand shop are within the college campus.
4. Drinking water facility. Aquaguard has been installed in all the Blocks.
5. Sanitation and washroom facility– Separate washrooms are provided for the ladies and gents, non-teaching staff and teaching staff of the college.
6. Maternity Leave – As per Government rules.

7. Recreational facility – Staff picnics are organized every year and Carrom Boards and TV is installed in the Teachers' Common Room.
8. Library facilities – Up to date textbooks and journals including e-resources are made available to the teachers and students.
9. Staff quarter – Staff quarters for non-teaching staff is provided within the college Campus.
10. NPS for teaching and non-teaching staff (GB sanctioned posts).
11. CPF for govt. sanctioned post teachers.
12. Shillong College Employees' Welfare Fund for all college staff are other important welfare measures taken by the college.
13. GSLI for teaching and non-teaching staff.
14. Loan facility (maximum up to Ten Lakhs) from Shillong College Employees Cooperative Society Ltd.
15. Departmental rooms are allotted to every Department for better functioning.
16. Each department has been provided with Laptop and Desktop.
17. Teachers are encouraged to participate in FDPs conducted by the college and other institution in and outside the state.
18. Faculty is allowed to attend Orientation and Refresher Courses as per CAS.

Performance Appraisal Forms are submitted to the Internal Quality Assurance Cell (IQAC) of the college every year.

Faculty members attending different seminars, conferences etc. elsewhere are asked to submit a report to IQAC for evaluation of their performances. There is Annual Self Appraisal report to be submitted by the teachers every year, particularly for the Assistant Professor up to stage 3.

File Description	Document
Upload Additional information	View Document

6.3.2 Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Answer: 1.15

6.3.2.1 **Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

Answer:

2021-22	2020-21	2019-20	2018-19	2017-18
0	3	1	1	1

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

6.3.3 Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years

Answer: 96.76

6.3.3.1 **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years**

Answer:

2021-22	2020-21	2019-20	2018-19	2017-18
165	145	72	108	77

6.3.3.2 **Number of non-teaching staff year wise during the last five years**

Answer:

2021-22	2020-21	2019-20	2018-19	2017-18

| 54 | 0 | 4 | 2 | 5 |

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Answer:

The budgetary allocation for the College as a whole is projected at the beginning of every year and then approved by the Governing Body with provisions. This takes care of various activities and also allocation for each department by taking into consideration student strength, fees (library and laboratory), etc.

There is a Fund Allocation Committee which earmarks provisions of grants for different activities including Seminars etc. This Committee has already earmarked extent of allocation funds for funds for different activities of the College.

Building Committee scrutinizes the proposals for expansion and construction works and recommends the allocation of fund accordingly. This Committee is also responsible for finalizing the Master plans of all the three campuses of the College.

Incomes and expenditures are closely monitored by the Accounts branch. Proper procedure for purchases is adopted with comparison of prices and inviting Quotations wherever required. The institution is liberal, yet, follows the policy of maximum restraint as far as the expenditure is concerned. The regular internal audit of the budget also exercises check on the expenditures.

An internal audit is conducted annually by an appointed committee comprising the teachers mostly from Commerce and Management department and also others.

The Governing Body has appointed a Chartered Accountant who along with his team conducts and verifies the audit and the audit is up to date as of now. Utilization Certificates for various grants received from UGC and others are provided by the Chartered Accountant and submitted to the respective authorities time to time.

In addition, the Director of Local Accounts under the Government of Meghalaya conducts periodically the audit of Grants-in-aid, and there is no adverse report till date excepting some minor mistakes which are sorted out. The last audit by Examiner of Local Accounts was conducted in 2021-22.

College takes appropriate measures for maintaining the records of accounts, audit process of the seminar or other grants from UGC and other agencies, and Utilization Certificates are sent on time.

Accounting process of the college is now under the process of computerization with software being installed by a private organization, and the Staff is also being trained for the same.

The major of institutional receipts and funding constitute:

- Grant-in-aid received from the Education Department, Government of Meghalaya. This comprises salary (100%) grants for all the posts sanctioned by the Government of Meghalaya.
- Tuition fees and other development fees collected from students.
- Grants received from UGC for infrastructure development and also general development grant.
- Grants received from UGC, RUSA, ICSSR, Government of Meghalaya, NEC, Nationalized Banks and others for organizing Seminars/Workshops etc.

College has not faced any major deficit as of now, and hence could utilize some of the savings for Staff and Students Welfare.

The college has received grants under various schemes from the UGC such as purchase of books, general development, and construction activities etc.

File Description	Document
Upload Additional information	View Document

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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Answer:

The IQAC provides the **framework** within which appropriate structures, goals and objectives are set in order to achieve the vision and mission of the College. These structures, goals and objectives are implemented in the College spearheaded by the Management through different academic and non-academic units/bodies/committees.

These units/bodies/committees so formed have their respective constitutions that guide their policymaking and subsequent execution of policies through their duly selected/appointed/co- opted members to be chosen from amongst the teaching/non-teaching/students as is appropriate and required. The IQAC in all its aspects reflects the pedagogical philosophy formulated by its Founding Fathers and implemented by them and their successors in educating the youths of the region.

The IQAC ensures that both the standard and quality of different facets of the College falling under the following two broad areas are maintained and, as opportunities present themselves, are further enhanced.

1. Areas of Internal Quality Assurance
2. Areas of External Quality Assurance

- The IQAC conducted from 01-11-2021 till 15-11-2021 to strengthen the Data Validation and Verification process. The Cell conducted Academic and Administrative Audit (AAA) to evaluate the performance of various departments including the institution and give suggestions for further improvement of the quality of research, administration, teaching, curricular and extra-curricular activities.
- The college in consultation with IQAC is working steadily towards implementation of NEP, 2020.
- The IQAC spearheaded various publications and four (ISBN) publications on Research Methodology, Cross Border Connectivity and Inclusive Growth: Possibilities and Challenges with Special Reference to the North Eastern Region", Changing Dynamics of Tribal Society in India with Special Reference to North Eastern Region" and proceedings volume *Ka Jaitbynriew Hynniew Trep ha ka Jingiaid Lynti Ba 50 Snem and* the peer reviewed Annual Interdisciplinary Journal *Echoes from the Hills*.
- IQAC is continuously focusing on upgradation of teaching-learning infrastructure, development of MOOCs and e-content, LMS and ICT equipments and their maintenance for quality enhancement. Keenly pursuing its policy of growth and expansion, IQAC has introduced PG programmes in other subjects besides English such as Khasi which is operational in 2022.
- The IQAC has started the process of systematic Data Capture to enable the college to prepare for NAAC according to the RAAF and phase wise computerization of all academic and administrative work. Development of MIS: Phase 1 online admission and payments of fees has become operational from Academic Year 2020.
- The IQAC is also trying to develop a standardized student mentoring system (SMS), conduct better Student Satisfaction Survey (SSS), making systematic and concerted efforts for entrepreneurship development while promoting environmental awareness through Green Campus Campaign and various other programmes.
- IQAC initiated signing of MoUs with institutions of higher learning (HEIs), and hospitals and other professional bodies.

File Description	Document
Upload Additional information	View Document

6.5.2 Quality assurance initiatives of the institution include:

1. *Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements*
2. *Collaborative quality initiatives with other institution(s)/ membership of international networks*
3. *Participation in NIRF*
4. *any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA, ISO Certification etc*

Answer: A. All of the above

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

7.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 and Institutional initiatives to celebrate / organize national and international commemorative days, events and festivals during the last five years

Answer:

The concerns that women have to be equipped with the capacity to act and impact has been well recognized by the college. Hence the college initiated measures to promote gender equity in the campus. NEP 2020 stresses on women empowerment and UGC also has emphasized the setting up of women's Study Centres /Women's Cell to promote women's development since the

80's. More importantly, it is reflected for the first time in the planning process wherein the objective of the Eleventh Plan **"towards faster and more inclusive growth"** recognizes the differential needs of all women and attempts have been made to guarantee their rights and entitlements to ensure their capacity building.

Hence to provide a platform, to create opportunities, to build and shape leadership qualities among the students' Shillong College established the Women's Cell, on the 3**rd** of April, 2009. Women's Cell, Shillong College organized its first ever deliberative and interactive session entitled, "**Women and Leadership**" followed by many others on issues such as State level Consultation on **"Human Trafficking of Women and Girls in Meghalaya", Legal Literacy Campaign on POCSO Act (2019), Popular Talk on "Work –Life Balance", Self Defence Training Programme for girl students, Workshop on Online Safety** and several others.

Following the mandate of the UGC the 'Gender Equality Monitoring Cell,' Shillong College was formed in 2014.The objective was to sensitize all the constituencies of the college towards the Constitutional & Supreme Court mandate of prohibition of gender discrimination at work place, give information about the functioning of the 'Gender Equality Monitoring Cell', prevent gender discrimination, by promoting gender amity amongst all college students & employees, deal with cases of gender inequality, in a time bound manner, aiming at ensuring support services to the victimized and termination of the harassment, recommend appropriate punitive action against the guilty party to the Principal, creating appropriate environment in the institution where students and teachers perform their functions without any disadvantages related to gender bias, to lay down procedures for the prohibition, resolution, settlement & prosecution of acts of gender inequality in any form.

Institutional initiatives to celebrate/organize national and international commemorative days, events and festivals during the last five years include Lecture on Gandhi Philosophy and its Relevance in Modern Days World, Online and Essay /Poetry Writing /Slogan and Drawing Competition, Poster and Slogan Competition, Independence Day Flag Hoisting, A Lecture on Gandhi Jayanti, "Government Services for the Upliftment of Women", World Environment Day, Yoga Day, Boys Cadets took part in the Online singing of the National Anthem to mark *Azadi Ka Amrit Mahotsav* ,National Webinar on the theme "On Reinventing and Redifining Library Spaces in Digital Era" to commemorate the Birth Anniversary of Dr S.R Ranganathan, Independence Day, Inter- college quiz competition on the theme "50 years of Meghalaya: A trip down memory lane".

File Description	Document
Upload Additional information	View Document

7.1.2 The Institution has facilities and initiatives for

1. *Alternate sources of energy and energy conservation measures*
2. *Management of the various types of degradable and nondegradable waste*
3. *Water conservation*
4. *Green campus initiatives*
5. *Disabled-friendly, barrier free environment*

Answer: A. 4 or All of the above

File Description	Document
Upload supporting document	View Document

7.1.3 Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. *Green audit / Environment audit*
2. *Energy audit*
3. *Clean and green campus initiatives*
4. *Beyond the campus environmental promotion activities*

Answer: A. All of the above

File Description	Document
Upload supporting document	View Document

7.1.4 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic diversity and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Answer:

The institutional efforts/initiatives at providing an inclusive environment promoting tolerance and harmony towards cultural, regional, linguistic, communal socio-economic diversity and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens have been continuous and exhaustive.

The institution has students and staff belonging to different communities with different caste affiliations and professing diverse faiths. To develop and strengthen the emotional bond, affinity and tolerance among the students and the faculty, commemorative days are celebrated on the campus with the initiative and support of the management to generate feeling of oneness and social harmony. Several outreach programmes have been organized in an attempt at sensitizing the students towards social issues. The college celebrates the essence called India through music, dance, theatre, folk traditions, performing arts, paintings and writings that are known, as the 'Intangible Cultural Heritage' (ICH). Departments organize talks, field trips, and webinars on many issues. Besides academic and cultural activities, the institution has built infrastructures for a variety of sports activities for the physical development of the students and students' common room where students can meet and gain social acceptance. Cells/committees such as gender equality and monitoring cells and equal opportunity cell has been constituted by the institution to ensure tolerance and harmony among students from various backgrounds, NSS conducts cultural exchange programme at national, regional and state level.

Observance of Constitution Day

To observe the **Constitution Day on 26th** of November and to commemorate the adoption of the Constitution of India, the Department of Political Science held a pledge taking and reading of the Preamble. Due to the ongoing pandemic and following Government protocols, only 50 students were included in the programme. Before the pledge was taken, Smt. A. Marbaniang, Assistant Professor about the significance and relevance of the Constitution to the youth. She also highlighted on what the Constitution is and our role as citizens are.

To commemorate the 129th birth Anniversary of Dr. B. R. Ambedkar, the Department of Political Science, Shillong College organised a slogan and poster competition on the theme **'Fundamental Duties''** for all honours students of the department in March 2020. The objective of the programme was to celebrate the life of Dr. Ambedkar and acknowledge his contribution towards nation building. The programme also aimed at developing a spirit of patriotism and brotherhood amongst the students.

The NSS Unit, Shillong College conducted a programme on the 12th of March, 2020 at the College Conference Hall on **"Gandhi's Philosophy and its Relevance in the Modern Day"** to commemorate the 150th Birth Anniversary of the Father of the Nation, Mahatma Gandhi. The highlight was on the aspects of Gandhi as a leader and his relevant philosophy of satyagraha and non-violence during the freedom movement and the achievement of India's independence through this philosophy.

File Description	Document
Upload Additional information	View Document

7.2 Best Practices
7.2.1 Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual

Answer:

1. Title - Strengthening Entrepreneurship Development

2. Objectives:

Objectives of the Entrepreneurship Development are:

1. To create an entrepreneurial mindset amongst the students.
2. To encourage students to be job creators rather than job seekers.
3. To educate and empower students with the knowledge on identifying business opportunities and managing resources.
4. To facilitate, support and hand holding students with the network, linkages to funds and market for their startups.

3. The Context

Shillong College pioneered Entrepreneurship Development by setting up the Entrepreneurship Development Cell since 2013. The Cell have organized numerous activities including the UGC Sponsored Three Months Certificate Course on Entrepreneurship Development. It has collaborated with various departments and agencies to achieve its objectives. The success stories of the students have encouraged the cell to continue to create a bigger and better impact. To strengthen its pursuit of entrepreneurship development, the Entrepreneurship Development Cell has collaborated with PRIME (Promotion and Incubation of Market Driven Enterprises) Meghalaya, to set up Entrepreneurship Promotion and Development Programme (EPDP) and Incubator, to create and promote an entrepreneurial ecosystem in the state. This collaboration will enable the students to avail credit, relevant technology, skilling and mentoring support, and access to high-leverage markets. Students with business ideas are nurtured and supported to translate their innovative ideas into business and hand holding them to succeed.

4. Practice

The entrepreneurship program envisions making entrepreneurship a preferred career choice. To encourage and motivate the youth with brilliant and innovative business ideas, and to create the right support mechanism for them to convert their ideas into reality, the cell has also collaborated with PRIME Meghalaya in its endeavours. To create an entrepreneurial mindset the cell will be organizing many training programs such as Student-run E cell, design thinking, hackathons, boot camps, personality

development, business ideas competitions and entrepreneurship development course. With the partnership with PRIME, the college will have access to experts and resources which will enable them to motivate more students to become job creators instead of job seekers.

Sources of the Fund – PRIME is supporting the college with financial grant up to ₹. 10 Lakhs per year for 3 years. The college will be adding its contribution of at least 10%, i.e ₹ 1 Lakh per year for 3 years.

Challenges-

1. Scheduling all programs for each academic year.

2. The financial support will be given for 3 years. Then, college has to come up with means to sustain itself in its endeavours.

Best Practice

1. Title of the Practice- **Shillong College Employees' Welfare Scheme 1995**

2. Objectives of the practice

The objectives of the **Shillong College Employees' Welfare Scheme** are to:

1. Give monetary benefit to all ful-time employees;
2. Boost morale of employees and keep them motivated;
3. Create a loyal, contented workforce in the organization;
4. Create a better image of the institution;
5. Enable workers to live comfortably post retirement;
6. Develop efficiency of the workers;
7. Practice philanthropic and benevolent activities of the institution;
8. Foster a feeling of well being;
9. Develop a sense of belonging to the institution;

3. The Context

To achieve these objectives the college created a comfortable "SURPLUS" from sources other than Government Grants-in aid or monthly tuition fees collected from students, (thus totally outside the purview of Government Grants in Aid rules) through efficient financial management and the Governing Body decided to extend monetary benefits to the employees of the institution in recognition of their services and contribution in various capacities towards development of the College. **Shillong College Employees Welfare Scheme, 1995** was thus framed by the Governing Body on 23-10-1995 and came into effect on 01-01-1995**.**

4. Practice

The scheme has been formulated taking into account the resource position and liability.

The Welfare Scheme categorically states that all college employees would be entitled to the benefits under the Scheme provided they are full time employees of Shillong College, duly appointed against substantive posts and approved by the Government of Meghalaya /(Assam). The benefit under this scheme is made available on (a) Retirement (b) Resignation (c) complete disablement or death.

However, at least 10 (ten) years of uninterrupted and continuous service in this college is taken into account for giving full benefit under the scheme except on complete disablement or, death.

Sources of Fund-Fund was initially created by transferring two Fixed Deposits set aside by the College out of Miscellaneous Fund, which does not include any amount received from the Government of Meghalaya in the form of Grants-in- aid. The FDs are renewed from time to time.

Fund is managed by Shillong College Employees Welfare Scheme Committee constituted by the Governing Body. The Committee plans on how profitably the fund of the Scheme can be utilized and advises the Governing body accordingly.

Receipts to the Fund are as follows:

1. The corpus contribution by the college Governing Body or such contribution as may be made from time to time.
2. Contributions/ subscriptions as may be specified by the competent authority, made by the employees.
3. Any contribution or donation by the public or any authority, institution, body or endowments.
4. An amount of ₹ 50/- (subject to increase from time to time) is collected from students during admission as "Staff Welfare Fee".

The Fund is vested in the college Governing Body.

Amount

Shillong College Employees Welfare Scheme sanctions a maximum amount of ₹ **7, 00,000/- (Rupees Seven Lakhs Only**) as emoluments/ex-gratia grant for teaching and ₹ **6,50,000/- (Rupees Six Lakhs Fifty Thousand Only)**for non-teaching staff of the college.

The calculation/Assessment of the admissible amount of benefits under the scheme are done on the basis of provisions of the Scheme.

Challenges-

1. With increase in the number of members (both teaching and non-teaching) further enhancement of the present amount may become a major challenge.
2. The investment in a profitable scheme has also become a hurdle because of liquidity and security reasons.
3. Due to absence of a professional Fund Managing Committee, management of the enormous fund (running into crores) may become a problem.

File Description	Document
Any other relevant information	View Document
Best practices as hosted on the Institutional website	View Document

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Answer:

The college had its genesis in a particularly pressing historical situation. The existing colleges in the capital city though many, were beyond the reach of the less affluent. Thus, on 15th August, 1956, the institution was born of the need to cater to the educational needs of the marginalized. Led by a few dedicated intellectuals of the capital city Shillong, under Shri. S. C. Datta the **Founder-Principal** collegiate education at low cost was made accessible to every section of the society.

The Mission of the college was "*To provide quality education and skill development for the students to serve the society committed into the moral, secular, and scientific and nation –building virtues*." The Mission statement elaborates on the path to achieve the vision of the college as:

- To promote not only academics but also co-curricular activities notably in sports, community participation, cultural activities and entrepreneurial skills and competencies.
- To ensure all round development of all stakeholders.
- To mould the students into socially conscious and productive human beings.
- To inculcate moral and spiritual values and also scientific temper in the students.
- To make the teachers and the students' partners in the learning process.
- To promote a student friendly atmosphere in the college by encouraging them to be self- reliant and self- employable.
- To develop an efficient and responsive administrative system

The growth has been all round and the Institution was awarded Grade 'A' with a CGPA of 3.06 in a progressive score.

The one area which has received maximum priority and thrust has been **holistic development** of the inductees of the institution. Over the years all plans, policies and programmes have been designed, formulated and implemented keeping the core concern in mind. The performance of the institution well supports and reflects its dedicated effort to achieve the same.

The Institution provides various opportunities for the **all-round development** of students. These include relevant academic programmes as well as co-curricular activities through cells, clubs, linkages and associations, NCC and NSS, Shillong College Academic Society and sports and culture. The college constantly endeavours in moulding and shaping the students as good citizens with qualities of mind and heart showing commitment towards the community in which they live and promote National Integration. Consequently, they become a part of the societal transformation around the globe and equipped to face the emerging situations.

The wide range of co-curricular/cultural activities promote indigenous rich cultural heritage, and amalgamate with Indian tradition and philosophy. Extension activities through awareness-raising campaigns, workshop and many others seek social justice and equal opportunity for all.

Through extensive sports activity, the college inculcates professionalism and sportsmanship in its students for the promotion of a culture of peace and progress.

To keep pace with time, and to be able to provide all facilities for learning outcomes, the college aims at upgrading its infrastructure gradually and provide latest equipment to facilitate teaching-learning process.

Since Skill Development was well integrated into the mission of the college. Shillong College had the distinction of being the first college in Meghalaya to establish an **Entrepreneurship Development Cell**. The objective was to create awareness, motivate and encourage the development of entrepreneurial skills and knowledge amongst students, to identify the vast entrepreneurial resources that exists in the local environment that can be utilized for sustainable development, to facilitate training programmes in collaboration with various organizations of repute, having expertise in a wide range of appropriate technologies that will equip and subsequently empower students for self-employment, to organize certificate or diploma courses that will serve as an added advantage to students for self-employment. The College was the first to introduce and conduct the UGC Sponsored **Three Months Certificate Course in Entrepreneurship Development** in the State. Shillong College initiatives and the Cell's efforts and commitment have been recognized by the Meghalaya Institute of Entrepreneurship, Government of Meghalaya. The MIE proposes to replicate the initiatives of the College and establish such Entrepreneurship Development Centres in every district of the State to attract educated youths in skill development learning and venture into entrepreneurial pursuit (Certificate of Recognition, MIE, Government of Meghalaya, dated 30th March, 2016) The contribution of EDC has been reflected in the NAAC Peer Team Report, on Institutional 3rd Cycle Re-Accreditation of Shillong College, Meghalaya-793003 (Dates of Visit – 21st – 23rd April, 2016). The Cell organised the first Awareness Session on North East Entrepreneurship Development Programme on the 13th September, 2022, in collaboration with PRIME, Meghalaya, North Eastern Council, and Indian Institute of Management, Innovation Park, Kolkata.

The Institution stayed relevant to the changing needs of the time. Post-Pandemic, **Entrepreneurial Development Cell (EDC),** from being stationed in the college became a mobile unit imparting skills and trainings to rural youths enhancing their entrepreneurial energies providing them with newer prospects of life and means of livelihood.

The NEP 2020 has given impetus towards **the learning of foreign language**s. In addition to high-quality offerings in Indian languages, French is being offered at the Post Graduate level, for students to learn about the cultures of the world and to enrich their global knowledge and mobility according to their own interests and aspirations. Not only does it develop the learner's social and interpersonal skills, it can also give the learner a more global perspective.

In the light of the recommendations by the NEP and the advantages of learning a second language, The English Department, Shillong College introduced a **French language learning programme called "The French Connection.**

The Internal Quality Assurance Cell, Shillong College, **organized Two-Day National Workshop** to look into the various aspects of its implementation and the challenges therein especially in the North Eastern region and to enlighten and explore the sphere of National Education Policy,2020. The deliberations of the Two-Day Workshop focused on creating awareness among all the stakeholders and to enable the transformation towards multidisciplinary education and acquiring skills to implement and strengthen an inclusive system of education.

File Description	Document
Any other relevant information	View Document
Appropriate web in the Institutional website	View Document

Extended Profile

Students

Number of students year wise during the last five years

Answer:

2021-22	2020-21	2019-20	2018-19	2017-18
3119	2952	3153	2963	2869

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

Teachers

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Answer: 136

File Description	Document
Upload supporting document	View Document

| Institutional data in the prescribed format | View Document |

Number of teaching staff / full time teachers year wise during the last five years

Answer:

2021-22	2020-21	2019-20	2018-19	2017-18
108	108	104	101	100

Institution

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

Answer:

2021-22	2020-21	2019-20	2018-19	2017-18
585.79598	229.09648	484.53509	376.65875	363.05845

Conclusion

Additional Information :

The main objective of accessibility to higher education is enshrined in the very vision of the college and the college has never strayed from its true purpose.

In an unprecedented situation consequent upon a COVID ravaged world with worst hit education sector, health crisis, death of kin, resultant mental health issues, fear, paranoia and loss of livelihood, cutting edge approach was demanded of the institution to tackle the crisis. The college met the challenge squarely, drafted plans and policies targeting holistic development of students, empowered teachers with new skills for benefits to percolate down to the students. Essential and relevant infrastructures were streamlined, upgraded and kept future-ready.

The College is wholeheartedly working towards implementation of NEP 2020. Several rounds of meetings have been held, task force formed and suggestions sought. A National Workshop on NEP themed *Translating Vision into Action NEP 2020: An Implementation Perspective* was organized by the college in July 2022 in an attempt at finding solution to several major bottlenecks in the implementation of the Policy especially in terms of infrastructure that 4 year Programme needs and faculty strength required for its implementation. The themes included

An expanded concept of 'Quality: Challenges in Universalizing Quality Education.

Leveraging Technology:Achieving Universal Digital Access and Literacy.

Gender Sensitivity: Bringing about Systematic Change.

Governance and Leadership.

Budgetary allocation, personal training and improved curriculum development.

Making India's Education System strong, inclusive and equitable: Challenges and Opportunities Experiential learning and thinking: making available the research infrastructure.

Dr. Kiran Hazarika, Member, UGC, New Delhi, Ministry of Education, GoI, Chairperson of UGC Experts group on formulation of Implementation Plan for National Education Policy, 2020, Prof. S.M. Sungoh, Professor, Department of Education, North Eastern Hill University, Shillong were amongst the prominent personalities attending the workshop.

There are several initiatives taken in the past (which have only been strengthened in recent times) to ensure equity with Programmes funded by *Rastriya Uchchatar Sikasha Abhiyan***(RUSA).**

Shillong College a public institution driven by mission to serve firmly believes in human potential and has stayed committed to enhancing and celebrating the pure potential in each under its guardianship.

Concluding Remarks:

In the six decades of its purposeful existence and dedicated service to the youths of the region Shillong College has well accomplished and continues to stay close to its founding father's dreams, visions and missions. The contribution made by thousands of our students in various fields bear testimony to this fact. Encouraged by its resounding success, evident in increased demand for enrollment each passing year, the college set new goals, brought about changes in its policy initiatives and worked out plans and programmes, each in tune with the needs of the community, society, state and the country at large.It strategized plans at

regular intervals to enhance further its programmes, infrastructures, facilities, and human resources to maximize its impact on students academic and professional development. Of the many objectives in the Strategic Plans the college achieved certain significant milestones.

New buildings have been constructed to create larger classrooms, rooms for departments, laboratories, and offices. New assets have been acquired for different departments with practical components in their curriculum. The extended campuses are being readied with developing infrastructure and facilities that will support programmes and activities relevant to the area and the demands of the job market. The Post Graduate Programmes in English and Khasi have been introduced in the last five years and the Post Graduate Programe in English has seen tremendous success with two students winning gold medals in two consecutive years.PG Programme in Khasi took off in 2022.Students internship facilities have been made most vibrant through collaborations with different firms and industries in the country with the resultant increase in the number of skilled professionals. Add-on Courses and skill training programmes of the college have significantly impacted students' employability.

The faculty and students are encouraged and receive financial support to engage in research and publication.

Various processes, offices and committees of the college have been streamlined and enhanced to ensure optimal performance to support the academic activities of the college. BPES the four year Programme is scheduled for a start shortly.

Full preparations are on for complete change in the direction mandated by the National Education Policy,2020.

EXCLUDED METRICES

No Metrices are Excluded

ANNEXURE