INSTITUTIONAL ASSESSMENT AND ACCREDITATION
(Effective from July 2017)

Accreditation - (Cycle - 4)

PEER TEAM REPORT ON

INSTITUTIONAL ACCREDITATION OF SHILLONG COLLEGE
C-16364

Shillong
Meghalaya
793003

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission
P.O. Box No. 1075, Nagarbhavi, Bengaluru - 560 072, INDIA

Section I:GENERAL INFORMATION

1.Name & Address of the institution:	SHILLONG COLLEGE Shillong Meghalaya 793003
2.Year of Establishment	1956
3.Current Academic Activities at the Institution(Numbers): Faculties/Schools:	
Departments/Centres:	21
Programmes/Course offered:	24
Permanent Faculty Members:	108
Permanent Support Staff:	57
Students:	2964
4.Three major features in the institutional Context (Asperceived by the Peer Team):	1. Strategic Location advantage 2. Information, Career Guidance and Placement 3. Good Social Connect
5.Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	From : 12-06-2023 To : 13-06-2023
6.Composition of Peer Team which undertook the on site visit:	

	Name	Designation & Organisation Name
Chairperson	DR. RAJEEV JAIN	Vice Chancellor,UNIVERSITY OF RAJASTHAN
Member Co-ordinator:	DR. PARDEEP KUMAR	Professor,Kurukshetra University Kurukshetra
Member:	DR. NAZIR SIMNANI	Principal,Government Degree College Bemina Srinagar
NAAC Co - ordinator:	Dr. Shyam Singh Inda	

Section II:CRITERION WISE ANALYSIS
Observations (Strengths and/or Weaknesses) on each qualitative metrices of the key Indicator under the respective criterion(This will be a qualitative analysis of descriptive nature aimed at critical analysis presenting strength and weakness of HEI under each criteria)

Criterion1 - Curricular Aspects (Key Indicator and Qualitative Metrices(QlM) in Criterion1)	
1.1	Curricular Planning and Implementation
1.1.1 QlM	**The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment**
1.2	Academic Flexibility
1.3	Curriculum Enrichment
1.3.1 QlM	**Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum**
1.4	Feedback System

Qualitative analysis of Criterion 1

SHILLONG COLLEGE offers UG and PG programmes and is affiliated to the North-Eastern Hill University. The academic schedule and action plan for the calendar year is decided in Teaching staff meeting. The academic calendar of the college is brought out every year in line with the affiliating university at the beginning of every academic year.

The calendar is displayed on the notice board and also communicated to the students through website and WhatsApp groups.

All the departments maintain student's records such as attendance register, continuous internal assessment records, mentor-mentee list, feedbacks and also other curricular activities of the college.

The curriculum is delivered to the students through chalk & talk supplemented with ICT tools, seminars, projects, and tribal connects etc..

The college is having the initiatives for integrating cross-cutting issues like **Code of Conduct** of Professional Ethics in the work-place, **Rules of Discipline enforcement, Gender Equity Cell, Women's Cell, Internal Complaint Committee (ICC)** . The college offers add on courses such as Human Values, Professional and Business Ethics, Personality Development, Environmental Sustainability, Entrepreneurial Development and Gender Sensitization for integrating cross cutting issues. However, due to COVID 19 these are on declining and needs to be strengthen again for realization of learning outcome.

A drop box feedback system is in place but remedial actions need to be strengthened on the basis of the feedback of various stake holders. Women grievances cell and Anti-Ragging committee is also in place to resolve pertaining issues.

The curriculum is delivered satisfactorily by following all necessary means and processes established by the college as per the directions of the affiliating university. However, for instance, in implementing and developing PSO's involvement of relevant stake holders is insufficient. These initiatives partially reflect the overall demands and requirements of the stakeholders.

Criterion2 - Teaching-learning and Evaluation (Key Indicator and Qualitative Metrices(QlM) in Criterion2)	
2.1	Student Enrollment and Profile
2.2	Student Teacher Ratio
2.3	Teaching- Learning Process
2.3.1 QlM	**Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences using ICT tools**
2.4	Teacher Profile and Quality
2.5	Evaluation Process and Reforms
2.5.1 QlM	**Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient**
2.6	Student Performance and Learning Outcomes
2.6.1 QlM	**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**
2.7	Student Satisfaction Survey

Qualitative analysis of Criterion 2

The college is grooming some of the first-generation learners. The college assesses the learning levels of the students at entry level based on the results /performance in previous exams to identify the slow & advance learners in first year. Subsequently, they are identified by their performance in the Continuous Internal Assessment (CIA) marks and University results. However, some qualitative rubrics like 'response in classroom' and 'communication skills' needs to be implemented for slow and advance learners.

Advisory system exists and class advisors interact with the slow learners to assess their problems and counsel them. Remedial/tutorial classes other than the regular classes are held for the needy. However, compared to advance learners the slow learners needs adequately to be engaged in creative learning activities/opportunities etc..

The college adopts participative learning and problem-solving methods for strengthening learning process.

Students undertake projects/mini-projects & field visits, case studies and participate in technical/guest lectures, placement training, etc. to enhance their knowledge.

Teachers use ICT enabled tools, PPTs and resources like SWAYAM /MOOC courses, e-learning, e-books, technical magazines & journals for effective teaching-learning process. The college has ICT enabled class rooms & smart rooms, with LAN, internet & Wi-Fi facilities.

The college uses various assessment methods such as Continuous Internal Assessment (CIA), assignments, unit tests, laboratory tests, seminar etc. as per the scheme and curricula of the university. The performance of the students is evaluated through formative, CIA and Semester end exam.

However, the CIA is not comprehensive enough to evaluate the intended learning outcome in a more thorough manner.

The notices regarding the conduct of internal assessment and declaration of internal marks are intimated to the students in advance. In case of summative assessment (university level), the principal communicates the grievances to the university.

College has framed and published CO's, PO's as per university curricula and published them on Website. The end semester examinations and continuous internal evaluation results are used as inputs for calculating attainments of all the outcomes. However, the learning assessments to evaluate the intended learning outcomes are not comprehensive enough to precisely evaluate the outcomes.

Criterion3 - Research, Innovations and Extension (Key Indicator and Qualitative Metrices(QlM) in Criterion3)	
3.1	Resource Mobilization for Research
3.2	Innovation Ecosystem
3.2.1 QlM	**Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge**
3.3	Research Publications and Awards
3.4	Extension Activities
3.4.1 QlM	**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.**
3.4.2 QlM	**Awards and recognitions received for extension activities from government / government recognised bodies**
3.5	Collaboration

Qualitative analysis of Criterion 3

The college has an eco-system to support innovations and incubation through various student clubs for creation and transfer of knowledge. The college has an ENTREPRENEURSHIP DEVELOPMENT CELL (EDC). But these are is in a nascent stage and doing some activities in collaborated with PRIME Meghalaya in its endeavors and organizing training programs like design thinking, hackathons, boot camps, personality development, business ideas competitions and an entrepreneurship development course.

The teachers are doing some research in collaboration with the nearby university partners. There are some initiatives in place to improve research, however, adequate measures needs to be taken to make research as a culture. Other research initiatives are also taken, which has resulted in the faculty achieving some publications Some MOU's are in place but these needs to be made more active. However, there are less signs of focused research as a long term research agenda.

Workshops on Personality Development Programmes (PDP) s, Coaching for Competitive Examinations Entrepreneurship are outsourced.

The college has several active MoUs signed with various institutions including hospital and professional bodies like Institute of Company Secretaries of India (ICSI).

Full-time physical trainers have enabled and enhanced students' performance at national-level events.

The college coordinates closely with Meghalaya Aids Control Society (MACS) through Red Ribbon Club, NCC, NSS and Rangers and Rovers.

The college has established various clubs, committees and cells including Rovers and Rangers, music club, Electoral Literacy Club (ELC) and Eco club. Through some of these units the students are encouraged to extend their activities to the nearby society. The Units of NCC and NSS are active on campus.

The college organizes special camps on awareness on health and hygiene, Swachha Bharat Abhiyaan, National Day Celebration, and blood donations camps etc. However, the societal impacts in terms of these initiatives and intellectual outcomes needs to be strengthened.

Criterion4 - Infrastructure and Learning Resources (Key Indicator and Qualitative Metrices(QlM) in Criterion4)	
4.1	Physical Facilities
4.1.1 QlM	**Availability of adequate infrastructure and physical facilities viz., classrooms, laboratories, ICT facilities, cultural activities, gymnasium, yoga centre etc. in the institution**
4.2	Library as a Learning Resource
4.2.1 QlM	**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**
4.3	IT Infrastructure
4.3.1 QlM	**Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection**
4.4	Maintenance of Campus Infrastructure

Qualitative analysis of Criterion 4

The college has sufficient built-up area to meet the requirements. The college has well equipped classrooms and laboratories, seminar rooms, and admin block. There are classrooms with ICT facilities, smart rooms are provided with interactive boards and multimedia facilities. Laboratories, seminar halls, meeting rooms and an auditorium are equipped with IT facilities. The College has enough computers for the students.

A training & placement cell coordinates placement activities.

There are separate Hostels for Girls & Boys having good amenities with IT enabled common rooms.

The College has one multipurpose hall for indoor games such as badminton and basketball court. There is an indoor facility for games like Table tennis carom, chess etc. There is a well-equipped gymnasium and Yoga Hall for students and staff members. The swimming pools, cricket, and other outdoor field are in extended campus at a distance of 12 km from the main campus of the college.

Students of the college participate in inter and intra state/ University/ college level competitions. The college has a covered courtyard for small functions and used it is also used as multipurpose sports hall.

College has its Management Information System (MIS) for automating the some of the day-to-day functions.

The college library is automated with Integrated Library Management System (ILMS), KOHA. The library has a good number of books, e-books, e-journals, e-magazines and previous year question papers. College is a member of National Digital Library. There are few rare books collection. Library facility is used adequately by both students and faculty. There is a cultural museum depicting tribal heritage of the state.

Stock registers are maintained in each laboratory and technicians/instructors inspect the equipment periodically.

The college has resources for maintaining the facilities available within the campus and it is having a separate office to maintain the physical and IT facilities. However, proper established system is needed for this

purpose.

Institution updates its IT facilities including Wi-Fi. The general upkeep and maintenance of the College is very good.

Criterion5 - Student Support and Progression (Key Indicator and Qualitative Metrices(QlM) in Criterion5)	
5.1	Student Support
5.2	Student Progression
5.3	Student Participation and Activities
5.4	Alumni Engagement
5.4.1 QlM	**There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services**

Qualitative analysis of Criterion 5
The college encourages the student's participation in co-curricular and extra-curricular activities through various committees including Career guidance & Training and Placement Cell, Entrepreneurship & Incubation centre. This gives scope to the students to develop their personality, organizational skills, technical skills, extracurricular skill and career through interactive programs. However, in some extracurricular activities like participation in competitions held in other institutions needs to be improved. Alumni association of the college called as **Shillong College Alumni Association** has been registered. The college is attempting to use alumni network for strengthening industry-academia bonding. Few interactions with Alumni Association have been conducted to strengthen this. However, the all-round supports both monetary and non-monetary are yet to be fully realised. There is a process to keep track of alumni. There are few illustrious alumni and are connected with the college. The association feels that there is a scope of improving the curriculum and starting some certificate course as per the local need to improve the placement scenario.

	Criterion6 - Governance, Leadership and Management (Key Indicator and Qualitative Metrices(QlM) in Criterion6)	
6.1	Institutional Vision and Leadership	
6.1.1 QlM	**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**	
6.2	Strategy Development and Deployment	
6.2.1 QlM	**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**	
6.3	Faculty Empowerment Strategies	
6.3.1 QlM	**The institution has effective welfare measures and Performance Appraisal System for teaching and non-teaching staff**	
6.4	Financial Management and Resource Mobilization	
6.4.1 QlM	**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)**	
6.5	Internal Quality Assurance System	
6.5.1 QlM	**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**	

Qualitative analysis of Criterion 6

The management runs the College along with its clear vision and mission. The College is having a reasonable decentralization and participative organisational structure. The Governing Body and faculty identify the need and make and approve all the institutional plans. All recruitments are done through advertisements. For appointments interviews are conducted and the results are placed before management and state authorities for approval as per the government norms and policies.

The administrative and financial powers are delegated to the Principal, HOD's and other committees tare recommending authorities.

However, the College is yet to define its road map, both short term and long-term goal, including the Strategic Perspective Plan.

The College organogram specifies the positions of leaders and their roles. The College management apply rules and regulations related to employee as per the statutory bodies.

The College has made some consistent number of enrollments during the window period.

The PG programme in Khasi is to promote the local language.

The College has various bodies, cells and committees as per requirement and it is documented appropriately.

The College being a Deficit Grant in Aid funding status hence all effective welfare measures for their teaching, non-teaching staff and students are in place for sanctioned posts. In case of SFS programmes the

teaching and non-teaching employees are governed through rules laid down by management.

The College has a self-appraisal system for teaching and non-teaching staff, and accordingly promotions are made as per government norms and rules. The College conducts internal and external financial audits regularly as per existing norms.

The college strategies for mobilising resources require some thinking to improve this area. Relying highly on the student-fee oriented revenue and RUSA grants, the college could create a good infrastructure.

The Internal Quality Assurance Cell (IQAC) has been existing and functional. However, the cell has to play more active role in academic planning and other issues related to quality. The College may continuously review its teaching learning process, structures & methodologies of operations and learning outcomes in coordination with the IQAC.

Criterion7 - Institutional Values and Best Practices (Key Indicator and Qualitative Metrices(QlM) in Criterion7)	
7.1	Institutional Values and Social Responsibilities
7.1.1 QlM	**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**
7.1.4 QlM	**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)**
7.2	Best Practices
7.2.1 QlM	**Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual**
7.3	Institutional Distinctiveness
7.3.1 QlM	**Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words**

Qualitative analysis of Criterion 7
The College has deployed trained security personnel, and CCTV in campus and in hostels as security measures. Wearing identity card as mandatory and is being practiced. Fire extinguishers, first aid kits, Napkin vending machine and incinerator are also installed.

The college has anti-ragging, prevention of sexual harassment, women empowerment and student's counselling cells.

There are separate common rooms for boys and girls. Access and amenities for the differently abled is in place.

Dustbins have been kept in each floor for collection of solid wastes. Non-biodegradable wastes are disposed through municipality. The sewage water passes through sewer lines for treatment in sewage treatment plant which is used for gardening. E-wastes like computer peripheral, CD, handsets, batteries, USB cables, etc. are disposed through certified vendors.

Rain water harvesting facility is available on the campus.

Green campus initiatives include pedestrian friendly pathways and landscaping. As the campus area is limited, there is not much scope to increase green vegetation.

The college celebrates National Festivals and birth anniversaries of the great Indian personalities.

All financial transactions relating to receipt and payment are made as per accounting procedures.

The best practices used by the college are: (1) Looking beyond Syllabus, (2) Campus to Corporate, and (3) Domain Specific Training with Industry linkages is given to improve the technical skills of students. However, more needs to be done to fully realise the benefits of these practices.

Students are sensitized to serve community and understand societal concerns through Swachh Bharat campaign, Unnat Bharat Abhiyaan etc.

The distinctive area as per vision of the college is creating highly competent individuals with social consciousness, by which the institution strives to be a leader in the area. While attempts are made towards achieving this through some discrete activities and initiatives, more needs to be done in terms infusing this motto into the educational delivery processes including curriculum enrichment, pedagogical interventions and so on.

Section III:OVERALL ANALYSISbased on Institutional strengths.Weaknesses,Opportunities & Challenges(**SWOC**)(up to 500 words)

Overall Analysis

Strength:

Progressive management, dedicated faculty members with clear vision

Good Infrastructure, lab facilities and well-equipped classrooms and laboratories

Good social network through implementation of social awareness programs Collaboration with Local Administration and Tribes

Green and eco-friendly campus

Weaknesses:

Research and Development culture needs to be improved.

Less in numbers of Faculty with Ph.D.

Quality publications needs to be enhanced.

Placement and training facilities of the students' in core sectors need to be enhanced.

Alumni association is to be made more vibrant and be motivated to take care of institutional development

Deficiency in collaborative research leading to start up.

Insufficient funded projects and research outcomes including research articles and patents.

Opportunities:

To strengthen industry academia interaction.

Ever increasing demands and complexities are opportunities to create both new cutting edge educational and research programmes.

As a long serving institution and given the proximity of alumni, the institution shall involve alumni in academic, placement and other activities in a larger scale and also starting more PG programmes.

Given the reach to the needy society, both educational and research outcomes can be extended to benefit of the neighborhoods.

Challenges:

Upgrading the laboratories with latest technological development.

Enhancing the employability of the students in core sectors.

Attracting core National and Multi-National companies for campus recruitment.

Motivating a greater number of students towards entrepreneurship.

Getting research projects and grants from various funding agencies including both Centre and State Governments.

The ability of the institution to be strengthened in being organic to reflect the rapidly changing dimensions and needs of both the society and economic sectors.

Finding a trade-off between the available revenue and making education affordable to all walks of life is a challenge.

Finding funding and revenue sources to meet the demands of both the institutional development and academic excellence.

26-06-2023 11:03:48

Section IV: Recommendations for Quality Enhancement of the Institution

(Please limit to **ten major ones** and use telegraphic language) (It is not necessary to indicate all the ten bullets)

- Teachers with higher qualifications to be appointed and existing teachers to be motivated to upgrade their qualifications and skills.

- Research and innovation ecosystem to be encouraged and faculties should focus on quality research publications in highly reputed journals.

- The scope of employment in core sectors needs to be strengthened.

- The College needs to strengthen the Entrepreneurship and Incubation centres.

- More alumni participation needed for the larger interest of students and growth of the college.

- Scope for renewable energy needs to be strengthened.

- Industry College Interaction required to be strengthened.

- Interdisciplinary and more value-added courses need to be introduced.

- The institution's ability in catering to the contemporary educational needs is challenged by its current status of non-autonomy. The intuition, therefore shall work towards achieving autonomy.

- In teaching and learning, the institution needs to make suitable pedagogical interventions, so as to make the learning delivery more applicable to learners.

I have gone through the observations of the Peer Team as mentioned in this report

Signature of the Head of the Institution

Seal of the Institution

Principal
Shillong College
Shillong.

26-06-2023 11:03:48

Sl.No	Name		Signature with date
1	DR. RAJEEV JAIN	Chairperson	
2	DR. PARDEEP KUMAR	Member Co-ordinator	
3	DR. NAZIR SIMNANI	Member	
4	Dr. Shyam Singh Inda	NAAC Co - ordinator	

Place

Date

26-06-2023 11:03:48