



Yearly Status Report - 2019-2020

Part A

Data of the Institution

Part A	
Data of the Institution	
1. Name of the Institution	SHILLONG COLLEGE
Name of the head of the Institution	Dr. (Mrs.) E. Kharkongor
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	03642224903
Mobile no.	9402554445
Registered Email	shillcoll@yahoo.co.in
Alternate Email	iqac.sc@gmail.com
Address	Shillong College, Boyce Road, Laitumkhrah
City/Town	Shillong
State/UT	Meghalaya
Pincode	793003

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Urban			
Financial Status		Self financed and grant-in-aid			
Name of the IQAC co-ordinator/Director		Dr. S. Sarma			
Phone no/Alternate Phone no.		03642224903			
Mobile no.		9436335399			
Registered Email		iqac.sc@gmail.com			
Alternate Email		iqac.sc@shillongcollege.ac.in			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		http://shillongcollege.ac.in/naac/			
4. Whether Academic Calendar prepared during the year		Yes			
if yes, whether it is uploaded in the institutional website: Weblink :		https://shillongcollege.ac.in			
5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	72.60	2003	16-Sep-2003	16-Sep-2008
2	B	2.92	2010	04-Sep-2010	03-Sep-2015
3	A	3.06	2016	25-May-2016	24-May-2021
6. Date of Establishment of IQAC			16-Jun-2004		
7. Internal Quality Assurance System					
Quality initiatives by IQAC during the year for promoting quality culture					
Item /Title of the quality initiative by IQAC	Date & Duration		Number of participants/ beneficiaries		

Regular Meetings of IQAC	01-Aug-2019 1	15
Interaction with Departmental IQAC, Co-ordinators (teaching departments) to sensitize faculty members on preparation of NAAC, RAAF and Mentoring.	05-Dec-2019 1	17
Interaction with Departmental IQAC, Co-ordinators (teaching departments) to sensitize faculty members on preparation of NAAC, RAAF and Mentoring.	01-Oct-2019 1	16
Interaction with Conveners, Jt.Conveners, Teacher	25-Jun-2019 1	41
Systematic Data Capture for the College and this data is to be maintain by the IQAC and the same is in the process of being digitized.	16-Mar-2020 1	27
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Department of Sociology and Internal Quality Assurance Cell, Shillong College	Two Day National Seminar on The Changing Dynamics of Tribal Society in India with Special Reference to The North Eastern Region	VAF Chief Minister Fund. Letter No. DPL. 13/2012-13/Pt IV/1897-899 Dated 21/11/2019	2019 2	200000
Department of Sociology and Internal Quality Assurance Cell, Shillong College	Two Day National Seminar on The Changing Dynamics of Tribal Society in India with Special Reference to The North	Chief Minister Special Grant 2018-2019, Govt of Meghalaya Letter No.CM.25 /2019/Pt/18 Dated 13/11/2019	2019 2	100000

	Eastern Region			
Department of Sociology and Internal Quality Assurance Cell, Shillong College	Two Day National Seminar on The Changing Dynamics of Tribal Society in India with Special Reference to The North Eastern Region	ICSSR, NERC, NEHU, Letter No. 4.801/NERC/SEM/2019-519 Dated 4th March 2020	2019 2	40000
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	5
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

12. Significant contributions made by IQAC during the current year(maximum five bullets)
<ul style="list-style-type: none"> • Focus on organising International/National, Regional and State level Seminars, Conference, workshops, faculty development programmes, trainings etc. which are participated by renowned academicians from the country and abroad, policy makers, faculty, research scholars and others from all over the country which have greatly benefitted not only the college but the State and the country in general. • Catalyst for Research, Innovation Publication: Revising improving the guidelines/criteria for college minor research project and enhancement of the total fund allocation from Rs 2 lakhs to Rs 4 lakhs per annum. The categories for the award of project are teacher's project and teacher student project. The intention for these two categories is to promote research not just amongst the faculty but to imbibe the same in the students as well. With effect from April 2019 a maximum of Rs 50,000 can be availed for one research project. The IQAC has spearheaded various publications and one of its significant contributions is the publication of the Interdisciplinary Journal "Echoes from the Hills" with ISSN: 25815253 (print) first released on the 24th July 2018. The 3rd Edition of the journal with the sub theme entitled "Sustainable Development - Possibilities and Challenges" was released on the 17th March 2020. The next issue with the sub theme entitled "Society in a frantic Habitat" will be released shortly. • Continuous focus on improving teaching learning infrastructure and ICT equipments

and their maintenance for quality enhancement. Moreover, IQAC is striving for the introduction of PG Courses in other subjects. In its pursuit to grow and improve the college has acquired an opening permission for Post Graduate/M.A. in Khasi from the affiliating university, North Eastern Hill University. • The IQAC has started the process of systematic Data Capture to enable the college to prepare for NAAC according to the RAAF and aim for complete computerization of all academic and administrative work including the admission process. • The college is also constantly trying to develop better student mentoring system, conduct Student Satisfaction Survey, taking systematic and concerted efforts for entrepreneurship, promoting environmental consciousness and Green Campus campaign, promoting student's participation in co curricular and other activities that impart leadership training and universal values.

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

Plan of Action	Achievements/Outcomes
<p>1. Organizing Seminars/Conferences/ Workshops/Training and others.</p>	<p>1. B. C. Jyrwa Memorial Lecture organised by the Department of Khasi in the Conference Hall, Shillong College, held on 13th September 2019. 2. Shillong College Academic Society in collaboration with State Council of Science Technology and Environment organised a "StateLevel Children's Science Congress 2019" on the 24th 25th October, 2019 in the College Conference Hall. 3. TwoDay National on The Changing Dynamics of Tribal Society in India Special Reference to North Eastern Region organised by Sociology Department with IQAC held on 5th and 6th November 2019 sponsored by VAF CM's Fund, CM Special Assistance 201920, Government of Meghalaya, ICSSR, NERC, NEHU, Shillong. 4. On account of the National Mathematics Day, an Orientation Program of the StateLevel Resources Person for Free Crash Tuition on Mathematics and Science for the candidates of SSLC Exam 2020 organised by Mathematics Department, Shillong College from the 17th 19th December 2019 in the Conference Hall, Shillong College. 5. Legal Literacy Campaign on POCSO Act (2019) was organised by the Women Cell, Shillong College in association with the Meghalaya State Legal Service Authority Shillong on 25th February, 2020 in the Conference Hall, Shillong College. The Programme was sponsored by the Department of Justice, Ministry of Law and Justice,</p>

Government of India. Dr (Ms) M. Kharshing was the resource person. 6. Five Days Training Programme on TALLY Accounting Software for Non Teaching Staff organised by the college on the 28th February 2020 to March 2020 for better maintenance of accounts. 7. Live National Webinar on 'Use of Online EResources' for Faculty, Research Scholars organised by Shillong College Central Library and Internal Quality Assurance Cell, Shillong College in collaboration with Assam College Librarians' Association (ICT Cell) on 24th June 2020. 8. Live Webinar on 'Use of Online EResources' for Class XII and Degree students (Arts/Science/Commerce) organised by Shillong College Central Library and Internal Quality Assurance Cell, Shillong College in collaboration with Assam College Librarians' Association (ICT Cell) on 24th July, 2020 9. The Department of Computer Science Applications and Placement Cell organized a Training Programme for imparting skills in Cyber Security and Ethical Hacking from the 1st of February 2020 to 1st June 2020 at Shillong College in collaboration with Anudip Foundation. 10. Free Employability Online Training Cum Hiring programme was organised by Placement Cell in collaboration with TCS from 1st July 2020 to 21st August 2020. 11. The Department of Computer Science and Application in collaboration with the ICT and Website Maintenance Cell will be organising a "Handson Workshop on Online Learning Teaching Tools" tentatively in the month of September 2020. The workshop was necessitated due to the current Pandemic situations. 12. Webinar on "Preparation of Lesson Plan" for all Faculties will be organised by the Internal Quality Assurance Cell

2. Publication

1. Proceedings of TwoDay National Seminar on "The Changing Dynamics of Tribal Society in India with Special Reference to North Eastern Region" held on 5th -6th November 2019. 2. Third edition of the Peer Reviewed Annual Inter Disciplinary Journal entitled "Echoes from the Hills", Volume III (editorial board) with ISSN No. 25815253 registered under the Registrar National Press of India, New Delhi, RNI No. MEGENG/2017/74583 was released on

17th March 2020. 3. Fourth Edition of the Peer Reviewed Annual Inter Disciplinary Journal entitled "Echoes from the Hills", Volume IV (editorial board) on the Theme Society in a Frantic Situation with ISSN No. 25815253 registered under the Registrar National Press of India, New Delhi, RNI No. MEGENG/2017/74583 is under process for publication. 4. The Entrepreneurship Development Cell, Shillong College has published the Volume on Entrepreneurship Development: Challenges and Opportunities with ISBN: 978939043408 04 and released on 16th December 2020. This volume is an outcome of programmes and workshops organised by the cell as well as research papers contributed by academicians and resource persons based on experience and representations of primary and secondary data. 5. A Publication "Research Methodology" by IQAC Research Innovation and Publication Cell on the theme with ISBN is to be released shortly. 6. A Publication on "Cross Border Connectivity and Inclusive Growth: Possibilities and Challenges with Special Reference to the North Eastern Region" an outcome of the TwoDay International Seminar held on 24th and 25th October 2017 as part of the Diamond Jubilee Celebration, Shillong College will be released shortly. 7. A Publication on "The Changing Dynamics of Tribal Society in India with Special Reference to North Eastern Region" by Sociology Department and IQAC, Shillong College, an outcome of the TwoDay National Seminar held on 5th 6th November 2019 is in the process. 8. College Publication - Annual Magazine, NSS Magazine including departmental magazines/newsletters by various departments.

3. Affiliation of courses/ subjects /academic programmes

The College Development Council of the University has conducted inspection of the college for provisional/permanent affiliation and permission for opening of courses as detailed below: 1. B.Sc. (Honours) Microbiology Provisional Affiliation obtained for a period of three years with effect from academic session 201920 to 202122 Letter No. CDC/6/Sh.C/2014/Vol.V/267 2. B.C.A. (Honours) - Permanent Affiliation obtained Letter

No.CDC/6/Sh.C/2014/Vol.V/945 Dated 19th October 2020. 3. B.Sc. (Honours) Statistics Permanent Affiliation Letter No.CDC/6/Sh.C/2014/Vol.V/945 Dated 19th October 2020. 4. Bachelor of Business Administration (Honours)-Provisional Affiliation obtained for a period of three years with effect from academic session 201920 to 202122 Letter No. CDC/6/Sh.C/2014/Vol.V/269. 5. B.Sc. (Honours) Environmental Science - Granted provisional affiliation for a period of three years with effect academic session 201821 Letter No.CDC/6/Sh.C/2014/Vol.V/939 Dated 16th October 2020. 6. MA English, Renewal of Provisional Affiliation Letter No. CDC/6/Sh.C(PG)/2014/Vol.I/955 dated 20th October, 2020. 7. The college was granted PG Course MA in Khasi by North Eastern Hill University, Letter No. CDC/6/Sh.C(PG)/2014/Vol.I/956. 8. The college is in the process of pursuing to introduce Bachelor of Physical Education and Sports(BPES) at the UG Level.

4. Enabling skill development and entrepreneurship training.

The IQAC adopts a systematic approach for skill development and entrepreneurship through the various cells and extension activities. A brief summary of these are: ? The EDC which is conducting the UGC Sponsored Three Months Certificate Course in Entrepreneurship Development since May 2013 has also been organizing programmes for entrepreneurship development in collaboration with the Meghalaya Institute of Entrepreneurship. It also collaborates with different organizations, government departments, industries and financial institutions such as KVIC, KVIB, SBI, MIDC, DHHDC, RRTC, DCIC, Bethany Society, Polaris Solutions Enterprise, Taxation Department, Tourism etc. for various programmes such as handson training, residential workshops amongst others. The EDC training programme has produced very good results and some participants have started business ventures while some have expanded. For instance, from the batch of participants of 2018 and 2019 we have: ? Benjamin has opened a grocery shop in Jaiaw Langsning in 2018, and has expanded his business to provide more services and market coverage to his customers. ? Arkibor

Kharpuri has started a venture under the name "Ace's Rent and Roll" (a two wheeler rental service). It is a selfdriven two wheeler (gear and gearless) rental business that offers customers a wide range of bikes and scooters for rent. It provides service to individual tourists and many guest houses and hotels within the city as well as those from outside the district. It is notable that its main customers are young tourists looking to get a good deal in their transportation expenses.

? Maxdonal Phalangki : On 30th August, 2020, Maxdonal has opened a FastFood outlet in his hometown - Nartiang, West Jaintia Hills with the name "Max FastFood". To add to his expertise and to be able to expand his venture, Max enrolled himself in a TwoWeek Training Programme in Bakery, FastFood and Cake opting for specialization in Cake at Don Bosco Technical School, Shillong. This training programme commence on 17th November, 2020. In addition to the FastFood, he also deals with cakery, gift items and decoration items. Max has now renamed his shop as "Max Cakery Fast Food".

? Afu Nyesase Y Jana: As a OnePerson Company under the name "YoCa Spices", Afu, in continuation to his work since 2018, has started ExportImport trading since the third quarter of 2020. He has set up a retail outlet in Iew Nongmynsong, Shillong and has also tied up with few local departmental stores located in key areas of Shillong city and its nearby areas. YoCa Spices is currently providing training courses on Black Cardamom Cultivation to singular individuals since November 2020 and has also been inducted into All India Radio's Farm and Home 2020 Programme. YoCa Spices are proud to declare that they are regular taxpayer. In addition to these, they are gradually expanding spice roster to walnuts, almonds, sesame seeds and cinnamon. (Follow this link to view YoCa Spices

5. Community Participation and Asset Creation.

Concerted efforts for community participation programmes and extension activities and these programmes have included activities such as computer literacy, debates, quiz, painting competitions, entrepreneurial training, finance, literacy, child marriage and a

host of others. A few of them are: 1. The Department of Computer Science and Applications through its students Club, Techies Club, conducted a Computer Literacy Camp at Mawlai Kynton Massar SSA LP and UP School, Shillong on the 19th 20th August 2019 as part of their community outreach programme. 2. The Department of Environmental Science, Shillong College participated in the Cleaning Drive of the View Points and Road along the Umiam Lake, Shillong on the 14th September 2019 conducted by Meghalaya Green and Clean. 20 students along with one faculty actively participated in the cleaning drive. 3. The Shillong College Academic Society organised an outreach programme where a One Day Seminar on National Education Policy (NEP) cum Career Counselling in collaboration with Mawsynram Border Area College held at Mawsynram College premises on the 30th September, 2019. 4. The NSS Unit of Shillong College conducted a six days special camping programme at one of its adopted village in Nongkyndah, situated at a distance of 76 Kms from the State Capital, Shillong from the 14th 19th October 2019. During the 6 days special camping programme, the NSS volunteers of Shillong College Unit along with the local Dorbar and the village community constructed a footpath within the vicinity of the village. Various awareness programmes on issues relating to child marriage and mother child health care was conducted at the school hall. Cleaning drive in and around the village was also conducted. 5. The Ministry of Jal Shakti, Government of India in its meeting held on the 9th August 2019 identified Shillong College, NSS Unit to conduct a tree Plantation at Jongksha village on the 27th August 2019 as part of the Jal Shakti Abhijan Campaign. 5000 Saplings were planted at the identified village land which is the catchment area of the village. This programme was held in collaboration with NSS, NCC and Nehru Yuva Kendra Sangathan and the Forest and Industries Departments, Government of Meghalaya along with the Local Durbar. 6. International Volunteers Day was observed by NSS Unit Shillong College with students of Smit Higher Secondary School, Smit Village, and

adopted village of the NSS Unit Shillong College on 5th Dec 2019. Dr (Mrs) M.W. Lyngdoh Nongbri, State Consultant, World Vision was the Resource Person on this day. 7. An amount of Rs100,000/ (Rupees One Lakh) only was contributed by the college towards PM CARES (A/C 076201003042020, Dated 12th May 2020) as a gesture of solidarity in fighting the COVID19 Pandemic.

6. Administration.

1. Computerization of administrative work and online admission process is underway. 2. Appointment of teaching faculty includes 01 UGC Sanctioned post in Department of Political Science. 3. Development of Online Admission Application System: Vendor Name: Alienleaf Studio LLP via work order "Ref No. SC/OAS/2020/01 dated 28012020. 4. Nomination of Shri Nicholas P. Jyrwa, Assistant Professor from the Department of Computer Science and Application, as Social Media Champion (SMC) of the College to collect information and publicize activities of the college in Social media for wide coverage. 5. Internet connectivity improved with fibreoptic technology 6. CCTV coverage of the whole campus 7. WIFI connectivity has been extended to cover the new Block - C of the college. 8. Continuous strengthening of the Shillong College Employees Staff Welfare Fund. 9. Scholarship schemes and a number of endowment awards for academic excellence besides awards for NSS NCC have been instituted for the students. Free studentship for deserving students. 10. Free studentship for deserving students.

7. Endowments & Scholarships

1. S.C. Dutta Memorial Award 2. S.C. Dutta Memorial Award 3. N. K. Sarkar Award (Highest Marks in English) 4. D. Mukherjee Award (Highest Marks in Physics) 5. Rekha Devi Award (Highest Marks in Zoology) 6. T. J.Kharbhih Memorial Scholarship (Highest marks in Chemistry @ Rs. 1000/ each) 7. Jaya Bhattacharjee Memorial Award (Highest Marks in Commerce) 8. Nirjharini Deb Roy and Biman Behari Deb Roy Memorial Scholarship 9. (For outstanding Girl students of Shillong College pursuing PostGraduate studies) 10. N.S.S. Award, N.C.C. Award, Sports, Rovers and Rangers 11. Award for Academic

Excellence in the Higher Secondary Section.

8. Expansion of Infrastructure.

There is continuous expansion in infrastructure and IQAC closely coordinates in these so as to enhance and sustain the overall academic and extracurricular activities. An update on the expansion of infrastructure of the college is as follows: 1. Boys Hostel in the extended campus at Mawkasiang. 2. Construction of sports infrastructure in the extended campus at Mawkasiang and Swimming Pool funded by UGC is yet to be completed. 3. Construction of auditorium in the new academic block is ongoing and nearing completion. 4. Construction and installation of the lift is underway. 5. Procurement of ICT Equipments, Science Equipments, furniture and library books. 6. Matters' relating to construction of Science Block is under process and will start soon. 7. Development of Botanical Garden in the Campus is undergoing. 8. Construction of new girls' wash room is completed. 9. Further improvement of indoor sports infrastructure in undergoing. 10. Renovation of boys' common room is under process.

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Governing Body, Shillong College, Shillong	06-Apr-2021

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

Yes

Date of Visit

23-Aug-2018

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2019

Date of Submission

30-Sep-2019

<p>17. Does the Institution have Management Information System ?</p>	<p>Yes</p>
<p>If yes, give a brief description and a list of modules currently operational (maximum 500 words)</p>	<p>The College has entered into contract for developing MIS with MASSTECH, Lower Lumparing, Shillong 793004. It is currently in the development phase of the Management Information System (MIS). The features of the Management Information System that will be incorporated into the proposed system are as follows: ? Student Management System o Student Information Management ? Example: Student Bio (names, phone numbers, address, emails etc.). A comprehensive store house of data pertaining only to the student present and future. Backlog entry of alumni data can be incorporated if required but the responsibility of data collection will rest with the institution. o Student Examination Management? Example: Student Internal Marks Assessment. A repository of student's performance graded by the teachers of the college. In this module, student performance can also be monitored for assessment and evaluation. Marks will have to be entered by authorised personnel or departmental heads o Fee Management System ? Example: Online payment of fees and basic accounting features to be integrated into the system. Facilities like fee history, payment reminders etc. will be incorporated into this module. o Attendance Management System ? Example: Student attendance is recorded for easy evaluation of examination permission at semester end. ? Staff Management System o Staff Information Management ? Basic Information pertaining to the teaching and nonteaching staff can be recorded within this module. ? Report Generation System o Basic Information Reports ? No. of students, student gender in numbers or percentages, fees collected, fees due, defaulters, types of fees collected, attendance records, etc. o Custom Reports ? Reports which cater to a particular requirement by an organisation or institution like NEHU, NAAC, AISHE, NIRF, RUSA etc. ? Administration Management System o Overall control of all the above mentioned modules. However, control</p>

will be tier based. ? Tier - I : Principal or designated official ? Tier - II : Teaching and NonTeaching Staff ? Tier - III : Students (for payment of fees) Based on the hierarchy, rights will be allotted to the operators according to their login IDs. o Fee changes, instalments, adding/removing fee types, subfees (if any), late fees, concessions etc. o Student promotions, editing or updating student details, etc. o Reminders via email or SMS

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

1. Academic calendar is prepared at the beginning of the year specific schedule for academic and extra-curricular activities as well as internal examinations. The end-semester examination schedule prepared by the affiliating university and held during April-May and October-November. The calendar highlights major activities to be carried out throughout the year. 2. 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. 3. General staff (teaching) meeting held and a detailed discussion on academic schedule and action plan takes place. This meeting provides platform for each every teacher to express themselves and discuss and address concerns put forth for better curriculum delivery. 4. Accordingly, the Routine Committee prepares the Master Routine for courses offered by the college. The Exam Committee is entrusted with finalizing dates for internal assessments based on which the Principal notifies date of course completion. 5. Departments then meet for course allocation as per master routine, distribution of workload faculty wise including mentoring, internal assignment, tutorials and remedial class allocation. These meetings are held regularly discuss and analyse implementation based on evaluation which includes feedback forms. 6. Departments suggest programmes they wish to organise as guest lectures, talks, seminars, workshops. These proposals are submitted to IQAC. Each department allotted a specific fund in every academic calendar to conduct various activities. 7. Teaching methods adopted effective curriculum delivery include: a) Lectures, lab manuals, tutorials, remedial classes, extra classes, assignments, lecture notes, guest lectures. b) ICT enabled teaching-learning. c) Project Based Learning and teachers are encouraged to take up research projects involving students and college has created a provision for funding these projects with grants amounting to Rs50,000/- per project through the Research Innovation and Publication Cell. d) Departments conducts case studies, group discussions, presentations, seminars, workshops, study tours, industrial visits. Internships are also being facilitated as part of collaborative learning experience. e) Currently students are encouraged to use self-learning portals. Teachers are also being encouraged to introduce and acquaint themselves with portals like MOOCS. The year 2019, with the hit of the Pandemic, classes are conducted using different online tools. the major problem faced this year academic year is that most rural students have no internet connectivity. 8. Students are encouraged to use the rich resources available at the central library including e-resources as well as the departmental

libraries. 9. Mentoring of students has been adopted to guide student and improve performance. 10. The Heads of Department ensures that at the end of semester, the Course Completion Certificates is submitted to the Principal. 11. Each department meticulously maintains student's attendance, internal assessments records, feedbacks and also other activities of the departments. 12. Every Saturday of each working week is set aside specifically for conducting remedial classes, Unit tests, and also other extra-curricular activity of the college/departments. 13. The IQAC in close coordination with administration monitors the teaching-learning process, results of each department and overall requirements for effective curriculum delivery and documentation

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Three Months Certificate Course in Entrepreneurship Development.	Nil	26/08/2019	90	The training calendar is prepared with careful consideration on the aspects of entrepreneurship training, base on the course content and its relevance to practical situations and exposure and the training conducted is based on a practical approach to	The EDC have a follow up action -plan and collaborate with the MIE and other departments and agencies that will enable the participants or trainees to apply their competencies in their chosen business plans and to avail finances for their enterprise
Three Months Add-On Course on Android App Development	Nil	21/10/2019	60	The Course introduced students to mobile application development for the Android platform. Android is a software stack for mobile devices that includes an operating	Students learnt the skills for creating and deploying Android applications. The aim of the course is to give students an edge over up-to-date technology.

				system, middleware and key appl ications. The Android SDK provides the tools and APIs	
Cyber Security and Ethical Hacking	Nil	01/02/2020	120	For imparting skills in cyber security and ethical hacking, the Dept of Computer Science and placement cell, Shillong College in c ollaboration with Anudip Foundation organised this training programme.	Nil
Six Months Certificate Course in Khasi Traditional Music	Nil	01/08/2019	200	Student who have completed the Khasi Traditional Music Certificate Course are qualified for the Post Graduate Diploma in Music, NEHU. Shillong. The course has also trained students for crafting of Khasi musical instruments.	This course will introduce the students to the basic understandin g of Khasi Traditional Music. It will train them to develop their vocational skills.

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		

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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	40	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
1. Three Months Certificate Course in Entrepreneurship Development.	26/08/2019	24
2. Three Months Add-On Course on Android App Development	21/10/2019	11
3. Cyber Security and Ethical Hacking	01/02/2020	34
4. Six Months Certificate Course in Khasi Traditional Music	02/08/2019	5

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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	To study the diversity and habitat of fresh water snails and other aquatic animals in Myntang River, Jowai. Department of Zoology. (Ongoing)	1
BSc	Diversity of Zooplankton in Chandra Reservoir, Smit East Khasi Hills, Department Zoology, (Ongoing)	5
BSc	Invitroanitibacterial activity Phytochemical screening of selected mushrooms in Meghalaya- Department of Microbiology. (Ongoing)	5
BSc	A survey on fish diversity along the river	2

	Umiew in Laitlyngkot village, East Khasi Hills Meghalaya- Department of Zoology. (Ongoing)	
BSc	To study the diversity of fishes in the middle region of Umiam River and the quality of water between Umiam lake and Umiam Department of Zoology. (Ongoing)	1
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

<p>Feedback Obtained</p> <p>Shillong College have a structured feedback system mainly through the Questionnaire method. The feedback process aims to rate and analyse the various criteria's of the institution upon which necessary actions are taken for quality enhancement. This year, taking into consideration the time consume and complexities involved in feedback data collection, analysis and reporting from all stake holders, the questionnaire is simplified with less and more specific questions. Online feedback option for this year is only for the Alumni. The Student Feedback System mainly aims to rate and analyse the college faculty's performance as well as the different facilities and services of the college such as library, canteen, laboratory, office services and so on. The student feedbacks are taken from a random sampling of 30-35 per cent of students from every semesters and departments. The forms are duly distributed to the Departmental IQAC Co-ordinator who is assigned with the task of circulating, and collecting the feedback forms from the students. The completed forms collected by the respective teachers from the departments are first analysed at teacher's level for awareness and improvement, if necessary. Then, within a specified time frame the departmental IQAC coordinators submit the filled forms to the IQAC for the assessment and final compilation. A copy of the IQAC report is then forwarded to the management or Principal for further review and information. Similarly, feedbacks are also taken from faculty, non-teaching staff, alumni and parents by using the Questionnaire method. In case of the Parents, the feedback form is handed to the students to give it to their parent or guardian to fill up and return the same to the teacher, who hands over to the IQAC for analysis and compilation. In case of feedback from the Alumni, the IQAC hands over the form available in both offline and online format, to the Shillong College Alumni Association to do the needful. It is to be noted that the questionnaires prepared and distributed to the Teaching Staff and Students focussed on all the Seven Criteria, laid down by NAAC. These criterions are: 1. Curricular Aspects 2. Teaching- Learning and Evaluation 3. Research and publications 4. Infrastructure and Learning Resources 5. Student Support and</p>

Progression 6. Governance, Leadership and Management and 7. Extension. In case of the Non-Teaching Staff, the feedback questions focuses on the management support in terms of infrastructure, training, etc and also its services. Suggestions are invited from all stakeholders and the institution makes an effort to continuously monitor and improve its services to all the stakeholders. The findings are divided into five (05) areas based upon the responses that had been analysed from the questionnaires received from the stakeholders. These five areas represented the Strength, Weakness, Opportunities, Challenges and Priorities. The reports of the findings are then submitted to the IQAC and management for further review and assessment. Based on these reports the management has taken steps from time to time to improve the services and functions of the institution.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Bachelor of Arts	560	1713	1366
BCom	Bachelor of Commerce	200	250	526
BSc	Bachelor of Science	240	1041	535
BSc	Microbiology	40	120	117
BCA	Computer Application	70	109	238
BBA	Bachelor of Business Administration	90	107	303
BSc	B. Sc Computer Science	40	20	33
MA	Master of Arts (M.A) in English	20	52	35

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	3118	35	124	2	126

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
126	126	91	30	Nil	91
View File of ICT Tools and resources					
View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The College has a mentoring system although somewhat informal whereby the teacher-student relationship is very cordial. Teachers are friendly and approachable and students can approach any teacher they are comfortable with to discuss academic matters, careers and in certain cases personal issues. It followed an open-door policy for students to come and interact with teachers and discuss problems. Moreover, the Information and Career Guidance Cell (ICGC) of the College set up in 2003 in response to need for student support services, particularly catering the need for career planning, and, from time to time conducts programs for students Career advancement. Recently, the college has restructured and a formal mentoring system has been introduced. Under this system each student is assigned a mentor/teacher by Head of the Department. A mentor -mentee list is prepared at beginning of the academic session and on the orientation day the students are introduced to all the teachers in department to familiarise them with their mentors. A particular time are allotted by mentors for the mentees to meet them in case they wished to discuss the problems they may face in their course of study. In case some students are comfortable with certain teachers, they can approach them as well. This makes the system more flexible in nature, which looks into the student's interest and well-being. The types of mentoring are in lines with professional guidance, career advancement and career opportunities, and course specific or individual students' performance and improvement. The teacher of respective departments maintains records of mentoring process. Critical issues are brought to attention of the Head of Department and in case needed refer to professional counsellors. The responsibilities of the mentors as envisioned by the college:

- Continuously monitor, counsel, guide and motivate the students in all academic matters.
- Advise students on how to improve their academic performance, career development/professional guidance and also provide them the resources they need for academic or career-oriented decisions.
- Keeping in touch with students even after their graduation.
- Goals of the mentoring system: The objectives of the practice followed by the College:
- Improve the teacher-student relationship.
- Understand the students from their point of view.
- Counsel the students on how to solve their problems and provide them the encouragement and self-confidence improve their performance.
- Guide and empower the students with information to enable them to choose the right career path for jobs, higher studies, entrepreneurship, etc.
- Monitor the student's regularity discipline with respect to their classes and studies. This is a continuous process till the end of the academic career of the student. During the last semester of study students are advised for higher studies along with proper career guidance. It is also pertinent to note that in the course of counselling and mentoring, a number of students have expressed their preference to pursue their own business ventures or start-ups. In such cases, they are advised to enrol in the Certificate Course on Entrepreneurship Development organised by the Entrepreneurship Development Cell.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3153	126	1 : 25

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
126	126	Nil	1	25

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies

2019	Smt Amina Marbaniang	Assistant Professor	NSS Award for Best Programme Officer at University Level, NEHU, Shillong
2020	Captain (Dr) B.P.Triparthi	Associate Professor	Governor's Award for tireless effort and aiding the State Administration in fighting against Covid-19
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCA	BCA2	1,3,5	05/12/2019	01/05/2020
BBA	BBA2	1,3,5	05/12/2019	01/05/2020
BBA	BBA2	2, 4,6	17/05/2019	30/07/2019
BCom	BCOM2	1,3,5	05/12/2019	01/05/2020
BCom	BCOM2	2, 4,6	17/05/2019	05/09/2019
BSc	BSC2	6	16/05/2019	05/09/2019
BA	BA2	1,3,5	13/12/2019	01/05/2020
BA	BA2	2	17/05/2019	10/09/2019
BA	BA2	4	17/05/2019	05/09/2019
BA	BA2	6	20/05/2019	02/08/2019
No file uploaded.				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

1. Continuous assessment through regular assignments, internal assessment, and class tests etc. 2. Departmental Students seminar especially for the degree final year students are held. These seminars are often based on small projects assigned to the students under the guidance of a faculty member in a department. 3. Periodic orientation and counselling of the students. 4. Case studies including on-site case studies, group discussions, study tours and industrial visits are arranged by departments. 5. Teacher-student projects are taken up especially from the science departments and college is funding such projects to the amount of Rs 50,000/- (fifty thousand rupees only) for a period of 24 months. 6. Remedial classes for students who require extra assistance. 7. Results of University examinations are reviewed during meetings of the Head of the departments, IQAC and management and action plan is prepared and adopted for further improvements. 8. Regular department meetings are held to ensure continuous monitoring, evaluation which give scope to development. 9. Mentoring of students by the teachers is adopted and this helps in guiding the student in the course taken and also helps the educator to better help the student and improve performance. 10. The Heads of Department are entrusted with receiving

course completion certificates which are placed in the HODs and Principals' meeting and reviewed at the end of the semester. 11. Suggestions from departments are also placed at these meetings to ensure that individual development of departments is addressed. 12. The assessment of progress is reviewed during staff meetings with the Principal and Vice Principals. Suggestions are discussed thoroughly to prepare an Action Plan for quality enhancement and sustenance. 13. Obtaining feedback from the students which are reviewed and enables teachers to improve upon suggestions given.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Academic calendar is prepared at the beginning of the year with specific schedule for academic and co-curricular activities as well as internal examinations. The end-semester examination schedule is prepared by the affiliating university and held during April-May and October-November and is included in the academic calendar. The first working day and the last working day, holidays, orientation programme for the new students, class/unit tests, presentations of students, seminar/conferences to be organized by departments, memorial lectures, celebration of library day, alumni day, student union election, formation of executive body of students' union, sports and cultural events, excursion tours, extension activities, commencement of certificate/diploma courses, declaration of results etc. are meticulously planned and laid down in the academic calendar. Moreover, observance of events of national, regional importance to inculcate universal values and ethics is included in the academic calendar. While preparing the academic calendar and setting the action plan, a meeting of heads of department is held wherein views of the departments are given due importance. Then a general staff (teaching) meeting is held and a detailed discussion on academic schedule and action plan takes place by adhering to the academic calendar to ensure effective completion of all events within the academic year.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://shillongcollege.ac.in/achievements/>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BA2	BA	Bachelor of Arts	333	243	72.97
BCOM2	BCom	Bachelor of Commerce	170	127	74.71
BSC2	BSc	Bachelor of Science	116	76	65.52
BSC2	BSc	Microbiology	36	35	97.22
BCA2	BCA	Bachelor of Computer Application	48	44	91.67
BBA2	BBA	Bachelor	52	41	78.85

		of Business Administration			
BSC2	BSc	B. Sc Computer Science	3	2	66.67
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://shillongcollege.ac.in/igac/>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Projects sponsored by the University	360	Shillong College	35000	21000
Projects sponsored by the University	360	Shillong College	50000	30000
Projects sponsored by the University	360	Shillong College	15000	9000
Projects sponsored by the University	720	Shillong College	25000	15000
Projects sponsored by the University	720	Shillong College	50000	30000
Projects sponsored by the University	720	Shillong College	50000	30000
Projects sponsored by the University	720	Shillong College	20000	12000
Projects sponsored by the University	720	Shillong College	15000	9000
Projects sponsored by the University	720	Shillong College	20000	12000
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
B. C. Jyrwa Memorial Lecture	Khasi	13/09/2019
National Seminar on "The Changing Dynamics of Tribes with Special Reference to North Eastern region" sponsored By CM Fund(VAF), CM Special Assistance 2019-20, Government of Meghalaya, ICSSR, NERC, NEHU, Shillong	Sociology	05/11/2019
National Mathematics Day: Orientation program of the State-level Resources Person for the free Crash Tuition on Mathematics and Science for the candidates of SSLC Exam 2020	Mathematics	17/12/2019
Webinar on Cyber Crime Awareness for Internet users	Computer Science and Applications	29/05/2020
Live National Webinar on 'Use of Online E-Resources'	Shillong College Central Library and Internal Quality Assurance Cell, Shillong College in collaboration with Assam College Librarians' Association (ICT Cell)	24/06/2020
Live Webinar on 'Use of Online E-Resources' for Class XII and Degree students (Arts/Commerce / Science)	Shillong College Central Library and Internal Quality Assurance Cell, Shillong College in collaboration with Assam College Librarians' Association (ICT Cell)	24/07/2020

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Ph.D	Dr Balawan Mawrie	North Eastern Hill University	12/09/2019	Assistant Professor Department of Environmental Science, Shillong College
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
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1	Entrepreneurship Development Cell	UGC Meghalaya Institute of Entrepreneurship	Max Fast-Food	Service	30/08/2020
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
3	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Hindi	3	0
International	Environmental Science	1	5.28
International	Chemistry	1	2.46
International	Computer Science and applications	1	0
National	Shillong College	1	0
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
English	4
Khasi	3
Hindi	1
Political Science	1
Economics	7
Sociology	4
Mathematics	2
Physics	1
Zoology	4
Environmental Science	1
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as	Number of citations
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					mentioned in the publication	excluding self citation
A Review on Community Participation and Quality Drinking Water Supply	Shri S.O. Lyngskor	Echoes from the Hills Vol.III IS SN-2581-5253 RNI.Reg.No MEGENG/2017/74683 (Page No:106-113)	2019	0	Shillong College	Nil
Redefining Academic Libraries in the ICT Era: A Case Study of Shillong College Central Library	Smti Bethbhalin Lyngdoh	Echoes from the Hills ISSN -2581-5253 RNI.Reg.No MEGENG/2017/74683 (Page No: 95-105)	2019	0	Shillong College	Nil
Bacteriological of Pond water Located in Mawthadrai shan Village West Khasi Hills District, Meghalaya	Smti Mary Diengdoh	Echoes from the Hills ISBN -2581-5253 RNI.Reg.No MEGENG/2017/74683 (Page No:85-94)	2019	0	Shillong College	Nil
Study Of Butterfly Diversity and its implication on the environment found in NEHU, Shillong Campus	Dr L.M Jyrwa	Echoes from the Hills ISBN --2581-5253 RNI.Reg.No MEGENG/2017/74683 (Page No:72-84)	2019	0	Shillong College	Nil
Earthquake Preparedness With Special References To Colleges In East	Dr H. Iangrai	Echoes from the Hills ISBN -2581-5253 RNI.Reg.No MEGENG/2017/74683 (Page No: 26-43)	2019	0	Shillong College	Nil

Khasi Hills District Of Meghalaya						
A Critique of Sustainable Livelihood From A Tourism Perspective	Smti P.Khonglah	Echoes from the Hills ISBN -2581-5253 RNI.Reg.No MEGENG/2017/74683 (Page No: 7-19)	2019	0	Shillong College	Nil
Sustainable Development: Redefining Our Future	Dr E.Kharkongor	Echoes from the Hills Vol.III ISBN-2581-5253 RNI.Reg.No MEGENG/2017/74683 (Page No:1-60)	2019	0	Shillong College	Nil
Khasi to English Neural Machine Translation: An Implementation Perspective	Shri N.Donald Jefferson Thabah	International Journal of Engineering and Advanced Technology(IJEAT) ISSN 2249-8958(Online Scopus) (Page no-4330-4336)	2019	14	Shillong College	Nil
Khasi Samaj, Matrisattatmak Ya MatriVanshiya	Smti Daiaphira Kharsati	Chanakya varta ISSN 2456-1207 (Page No:55-56)	2019	0	Shillong College	Nil
Khasi Navjagaran	Smti Daiaphira Kharsati	Chanakya varta ISSN 2456-1207 (Page No 54-55)	2019	0	Shillong College	Nil
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
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Khasi to English Neural Machine Translation: An Implementation Perspective	N.Donald Jefferson Thabah	International Journal of Engineering and Advanced Technology (IJEAT) ISSN 2249-8958(Online) (Page no-4330-4336) Scopus	2019	14	Nil	Shillong College
Plant Species used for Dyeing Eri silk and their Conservation by the Bhoi Women in Meghalaya, India.	Dr Marvellous B Lynser	International Journal of Ecology and Environmental Sciences ISSN: 0377-015X(Print):2320-5199(Online) Page No: 129-133 National Institute of Ecology, New Delhi	2020	5	Nil	Shillong College
Synthesis, crystal structure, bovine serum albumin binding studies of 1, 2, 4-triazine based copper (I) complexes.	Dr. Larica Pathaw	Journal of Molecular Structure 1207, 1278 21,2020	2020	2	1	Shillong College
Metal free three component coupling reaction of ketones with electron rich Arenes and selenium	Dr B. M Laloo	The Journal of Organic Chemistry 2020, 85, 23,15652-1 5659	2020	4	Nil	Shillong College

dioxide for the synthesis of ?- Aryl selanyl ketones						
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	42	106	20	17
Presented papers	1	3	Nil	Nil
Resource persons	Nil	Nil	1	Nil
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Jal Shakti Abhijan Campaign -5000 Saplings were planted at the identified village land which is the catchment area of the village.	Ministry of Jal Shakti, Government of India and NSS, NCC and Nehru Yuva Kendra Sangathan and the Forest and Industries Departments, Government of Meghalaya	4	200
Special Camping and Asset creation 14th-19th Oct 2019	NSS Unit	4	100
International Volunteers Day was observed by NSS Unit Shillong College with students of Smit Higher secondary school, Smit Village on 5th Dec 2019	NSS Unit	2	100
NCC Cadets participated in the 2020 Republic Day Celebrations held at Polo Grounds, Shillong on the	NCC Unit	1	5

26th January 2020.			
NCC Cadets Volunteers to enforce Lockdown in collaboration with District Administration, East Khasi Hills, through DHTE from March 2020-April 2020	Seniors NCC Girls Cadets, Shillong College	1	4
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Best NSS Volunteer at the University Level	Best NSS Volunteer at the University Level 24th September 2019	North Eastern Hill University, Meghalaya	1
Felicitation of NCC Cadets representing NER Directorate at Republic Day, New Delhi	Felicitation for Being a part of Rajpath Contingent Republic Day, New Delhi on 13th February 2020	Governor of Meghalaya, His Excellency, Shri Tathagatha Roy	1
On account of the 72nd NCC Day celebration /Governor's Award for tireless effort and aiding the State Administration in fighting against Covid-19	Governor's Award for tireless effort and aiding the State Administration in fighting against Covid-19 On 28th November 2020	Governor of Meghalaya, His Excellency, Shri Satya Pal Malik	1
1. On account of the 72nd NCC Day celebration	Awarded Certificate of Appreciation of outstanding contribution towards SWACHHTA PAKHWADA On 15th December 2020	ADG,NCC Dte, NER	1
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Online Training on	Government of India on	Online Training on	4	13

Covid19	igot.gov.in April-May 2020	Covid19		
Training of Trainers - NSS POs and Volunteers	NSS regional office in Collaboration with UNICEF April-May 2020	Online Training of Trainers	2	2
NCC Cadets Volunteers to enforce Lockdown in collaboration with District Administration, East Khasi Hills, through DHTE	March 2020-April 2020	NCC Cadets Volunteers to enforce Lockdown in collaboration with District Administration, East Khasi Hills, through DHTE	1	4
Panel Discussion on the theme I am Generation Equality: Realising Women's Rights	Sankardev College, Shillong 7th March 2020	Panel Discussion on the theme I am Generation Equality: Realising Women's Rights	2	7
Panel Discussion on SC-ST Entrepreneurship Women Empowerment	SIDBI, GAIL, ONGC MSME, Government of India on 27th February 2020.	Panel Discussion on SC-ST Entrepreneurship Women Empowerment	2	25
Students performed Ka Phawar (Khasi Traditional Vocal Music)	International Languages Fest on Indigenous and Endangered Languages organised by Department of Linguistic, NEHU On 26th October 2019.	Students performed Ka Phawar (Khasi Traditional Vocal Music)	1	7
The Department of Environmental Science, Shillong College participated in the Cleaning Drive of the View Point and the Road along Umiam Lake on the 14th September 2019	Meghalaya Green and Clean	The Department of Environmental Science, Shillong College participated in the Cleaning Drive of the View Point and the Road along Umiam Lake on the 14th September 2019	1	20

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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Student Teacher Project: To study the diversity and habitat of fresh water snails and other aquatic animals in Myntang River- Ongoing since July 2019	Peter Sungoh and Dr. L.M Jyrwa, Department of Zoology, Shillong College	Shillong College	365
Student Teacher Project: Diversity of zooplankton in Chandra Reservoir, Smit East Khasi Hills- Ongoing since July 2019	Gloreen M. Mawlong , Ruby M. Thangkhiew, Queency M, Lyngkhoi, Siewdor Saiborne, Odelia Khongwir and Dr. S. Khongwir, Department Zoology, Shillong College	Shillong College	365
Student Teacher Project: Invitroani tibacterial activity Phytochemical screening of selected mushrooms in Meghalaya Ongoing since July 2019	Phibahunlang T. Wankhar, I.L. Imchen, C.D.R. Marak. Shiningstar Syiem, Prosperly Ryngkhlem and Shri Zoliansanga, Department of Microbiology, Shillong College	Shillong College	365
Student Teacher Project: A survey on fish diversity along the river Umiew in Laitlyngkot village, East Khasi Hills Meghalaya- Ongoing since July 2019	Dameshwa Rynjah, Deimaya Papeng and Dr. E. M. Pala Department of Zoology, Shillong	Shillong College	365
Student Teacher Project: To study the diversity of fishes in the middle region of Umiam River and the quality of water between Umiam lake and Umiam river- Ongoing since July 2019	Nangpyrkhatlang Giri Kharir and Dr. L.M Jyrwa, Department of Zoology, Shillong College	Shillong College	365

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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Institutional membership	Sharing of Resources	38-A, American Center, J.L, Nehru Road, Park Street area, Kolkata, West Bengal 700071	01/01/2019	31/12/2019	American Library, Kolkata
Internship for 6th Semester Students from Department of Library Information Science, NEHU	In-House operation of the Library	Department of Library Information Science, NEHU 0364-27 23141/272314 2	01/01/2019	31/12/2019	Ms. B. Lyngdoh (Librarian, Shillong College Central Library) and HOD, Department of Library Information Science, NEHU 1.Lambha Suting 2.Babul Boro 3.Baiakmenlang khonglam 4. Kerdina Shanpru 5. Bhanbeno T. Patton 6. Francis Ksiar 7.Orlando Nongbri
Research	Identification of fishes Research Identification of Crabs, Snails	ZSI, Shillong 0364-2223638	01/01/2019	31/12/2019	Dr S. Khongwir Dr E.M Pala Dr. L.M Jyrwa
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of
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			students/teachers participated under MoUs
Shillong Commerce College	26/07/2019	Academic	500
Mawsynram Border Area College	31/08/2019	Academic	500
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
60568591	60568591

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with Wi-Fi OR LAN	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Video Centre	Newly Added
Seminar halls with ICT facilities	Existing
Seminar Halls	Existing
Campus Area	Existing
Class rooms	Existing
Classrooms with LCD facilities	Existing
Laboratories	Existing
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
KOHA	Partially	17.05.07.000	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	24360	7364680	759	67256	25119	7431936
Reference Books	9752	3196153	1248	101407	11000	3297560
e-Books	35000	Nil	Nil	Nil	35000	Nil

Journals	54	118085	31	84815	85	202900
e-Journals	Nil	17700	Nil	5900	Nil	23600
View File						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	250	3	228	12	1	22	90	50	0
Added	5	0	0	0	0	1	0	0	0
Total	255	3	228	12	1	23	90	50	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

50 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Most teachers used You tube as a platform for video lectures, Google Workspace(Gsuite) for assignments, Tests and as an informal platform for discussion through posts and Zoom for live interaction with the students.	Nil

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
4591749	4591749	17765240	17765240

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Shillong College procedures and policies for maintaining and utilizing physical, academic and support facilities are as follows: Step 1: All the departments Laboratories i.e. Physics, Botany, Zoology, Chemistry, Microbiology, Environmental Sciences, Computer, Library, Gymnasium, Building,

Classrooms etc, have Laboratory Assistants or support staff who looks into the condition of all equipment's, Glassware, Slides, tubes, microscopes, classrooms and all other facilities. Step 2: All departmental laboratories maintain a stock register and files of all the chemicals, equipment, consumables, etc which is regularly updated by the faculty of each department. Step 3: Committees or Cells consisting of 12 to 20 members, comprising of Convenor, joint convenors, members and IQAC representative, has been set up by the college management with the sole responsibility to supervise the maintenance and utilisation of the different facilities namely: 1. Library Advisory Committee 2. Sports Development Cell 3. Hostel Advisory Committee 4. Building Committee 5. Green Campus Development Committee 6. Website Maintenance and ICT Development Cell. 7. Purchase and Fund Allocation Committee Step 4: For any purchase of materials such as furniture, science equipments, consumables, IT gadgets library resources etc. up to a budget of five lakhs (Rs 5,00,000/-). Step 5: For Payment of bills: Below Rupees Five lakhs only requires approval of Principal Above Rupees Five lakhs only requires approval of Principal and countersigned by President Governing Body Step 6: For any major construction work, the Building Committee study the matter and the requirements and write a forward letter to the Governing Body for approval. When the matter is approved by the governing body, the office issues a Tender Notice to call tenders from all prospective contractors or engineers in well-established newspaper, and college website. On receipt of all tenders, a date is set for opening and closing of tender by the Building Committee. The applications are scrutinised by the members of the committee and the contract is given to the lowest bidder. Finally, a work order is issued by the college authority for commencement and implementation.

<https://shillongcollege.ac.in/iqac/>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Nil	Nil	Nil
Financial Support from Other Sources			
a) National	National Scholarship Portal	1576	Nil
b) International	Nil	Nil	Nil

[View File](#)

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Free Employability Online Training cum hiring	01/07/2020	34	Placement Cell in collaboration with TCS
Live Webinar on 'Use of Online E-Resources' for Class XII and	24/07/2020	288	Shillong College Central Library and Internal Quality Assurance Cell,

Degree students (Arts/Commerce / Science)			Shillong College in collaboration with Assam College Librarians' Association (ICT Cell)
Live National Webinar on 'Use of Online E-Resources'	24/06/2020	293	Shillong College Central Library and Internal Quality Assurance Cell, Shillong College in collaboration with Assam College Librarians' Association (ICT Cell)
Webinar on Cyber Crime Awareness for Internet users	29/05/2020	451	Computer Science and Applications, Shillong College, Shillong.
Placement Seminar	07/02/2020	39	Placement Cell, Shillong College
Cyber Security and Ethical Hacking	01/02/2020	34	Placement Cell in collaboration with Anudip Foundation
National Mathematics Day: Orientation program of the State-Level Resources Person for free Crash Tuition on Mathematics and Science for the candidates of SSLC Exam 2020	17/12/2019	120	Department of Mathematics, Shillong College in collaboration with SCSTE, Government of Meghalaya
UGC Sponsored Certificate Course on Entrepreneurship Development, (3 Months Course)	26/08/2019	16	EDC, Shillong College
A 3-day State- level Workshop on Mathematics for Upper Primary School teachers of Meghalaya	26/06/2019	120	Department of Mathematics, Shillong College in collaboration with SCSTE, Government of Meghalaya
One day Interactive Session on Differential equation. Prof Rajib Haloi, Department Mathematical Science, Tezpur	03/06/2019	65	Department of Mathematics, Shillong College

University, Tezpur
Assam was the
Resource Person.

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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	National Mathematics Day: orientation program of the state-level Resources Person for the free Crash Tuition on Mathematics and Science for the candidates of SSLC Exam 2020	Nil	120	Nil	Nil

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
1	1	5

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
TCS	21	Nil	Nil	Nil	Nil

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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
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2019	6	BA (Hons)	Education	3 - North-Eastern Hill University, Shillong, 1 - NEHU, Tura, 1-St Anthony's College, Shillong, 1 - Shillong Law College	5 MA (Education) 1 LLB
2019	7	BA (Hons)	Economics	1- North Eastern Hill University, 4-The Indira Gandhi National Open University, 3- University of Science and Technology Meghalaya	7 MA (Economics)
2019	3	BA (Hons)	History	3 - North-Eastern Hill University, Shillong	3 MA (History)
2019	6	BA(Hons)	English	1-Delhi University, 1-Kolkata University, 1-EFLU, Shillong, 1-USTM, Meghalaya, 1-Shillong College, 1-William Carey	6 MA (English)
2019	7	BA (Hons)	Garo	2 - North-Eastern Hill University, Shillong, 1 - Mahatma Gandhi University, 2 - William Carrey University, 1- DIET, Resubelpara, 1- North-Eastern Hill University,	3 MA (Garo) 2 MA (Sociology) 1-DIET 1-MSW

				Tura	
2019	6	BA (Hons)	Khasi	6 - North-Eastern Hill University, Shillong	6 MA (Khasi)
2019	14	BA (Hons)	Philosophy	14 - North-Eastern Hill University, Shillong	14 MA (Philosophy)
2019	9	BA (Hons)	Political Science	2- North Eastern Hill University, Shillong, 5-Synod College, 2-Shillong Law College	7 Department of Sociology, Tezpur University, NAPAAM Tezpur 2 LLB
2019	4	BA (Hons)	Sociology	2- North Eastern Hill University 1-Ph.D North Eastern Hill University 1-Ph.D Dept of Humanities and Social Sciences, IIT Gandhinagar, Gujarat	2 MA (Sociology) 1-Ph.D-Regn No: 2917 of 24/11/2017 1-Ph.D Regn No.18310047
2019	8	BCA	BCA	2 -NEHU, Tura Campus, 1 Indian Institute of Professional Studies, Shillong affiliated to Mahatma Gandhi University, Khanapara, 2- Assam Don Bosco University, Azara Campus, 3- St. Anthony's College, Shillong,	8 -MCA

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	9
CAT	12
View File	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Arm Wrestling	Institutional	22
Table tennis	Institutional	8
Table tennis	Institutional	7
Carom board	Institutional	16
Carom board	Institutional	16
Phawar	Institutional	3
Solo Dancing	Institutional	4
Solo Dancing	Institutional	7
Solo Dancing	Institutional	8
Group Dancing	Shillong College Annual Social, Sports and Cultural Celebrations (2019) Institutional	13
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5.3 – Student Participation and Activities

5.3.1 – 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	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Table Tennis (Women) The College was declared Champions at the Inter College University Games (2019-2020)	National	4	Nil	SC-209 SC-227 SC-024 SC-052	Champion (Women) 2019-2020 The Team comprised of: 1. Camelia Diengdoh 2. Tanushri Das Gupta 3. Phindari sha Mawrie 4. Nakilara Kharbikhiew
2019	Badminton (Women) The College Team was adjudged	National	2	Nil	SC-159 SC-112	Runners Up (Women) 1. Cheryl Mawlieh 2. Sangita K. Singh

	Runners Up at the Inter College University Games (2019-2020)					
2019	AIFF 'D' Coaching Certificate	National	1	Nil	No. SC:178	Wanlang Diengdoh(B.A Sixth Semester Batch 2017)
2019	Represented North Eastern Hill University at the National Inter-University Games 2019-2020 which was held at Bhubaneswar, Odisha	National	2	Nil	SC-209 SC-227	1.Camelia Diengdoh 2.Tanushri Das Gupta
2020	Football (Women) Runners Up at the Inter College University Games (2019-2020)	National	1	Nil	Nil	Runners Up 2019-2020 (Women)
2020	Bronze In 50m. Breast Stroke in Women Category	National	1	Nil	No.SC:214	Ms Cheerleen M.K Nongkynrih (B.A Sixth Semester, Batch 2017)
2020	Gold Medal in Shooting	National	1	Nil	No.SC:258	Dennyson Kyrasian (5th Semester BA)
2020	Awarded Bronze Medal at the 60 Kg Women Boxing	National	1	Nil	SC-199	Nalangki Takai 3rd Semester B.A

	Federation Of India North East Zone Boxing Championship					
2020	Awarded Bronze medal in the 60 Kg Women in the 3rd Bengal Boxing Classics, All India Elite Open Boxing Championship	National	1	Nil	SC-199	Nalangki Takai 3rd Semester B.A
2019	Golden Boot and Golden Ball Winner and awarded Scholarship Amount Rs 10,000/- for the Second season i.e 2019-2020	National	1	Nil	SC-209	Robert Khongjoh

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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Shillong College Students' Union (S.C.S.U.), was established in 1960 i.e. 4 years after the inception of the college. The Union is a democratically elected body and election is conducted every year by an Election Tribunal constituted by the College. The Students 'Union have no political affiliation. Definite set of rules and regulations are in place for the election process and also for the functioning of the SCSU. The elections are held by ballot in accordance with the system of simple majority votes. The election process followed is based on the two-tier system in which firstly, every student of different classes has the right to vote in the election to elect two class representatives'-- one each from both genders i.e. male female representative. In the second step, the Class representatives elect the Executive Body, wherein the Principal of the College is the ex-officio President of the union while other posts are elected. A candidate contesting the election must be a regular student of the college. The SCSU functions under the guidance of the Principal, Vice-Principals, Overall in-charge of Students' Union, Faculty representatives/Teacher-in-Charge of various activities. It comprises of:

- President: Principal (ex-officio).
- Vice President: elected.
- General Secretary: elected.
- Assistant General Secretary: elected.
- Music Secretary: elected.
- Assistant Music Secretary: elected.
- Sports Secretary: elected.
- Assistant Sports Secretary: elected.
- Debate Secretary: elected.
- Assistant Debate Secretary - elected.
- Discipline Secretary - 2 nos. - elected.
- Assistant Discipline Secretary - 1 no. elected.

• Editor (Student) College Magazine - elected. • Student Members of College Magazine Editorial Board: 3 nos. - Elected. • Secretary Boys' Common Room - elected. • Secretary Girls' Common Room - elected. • Representative to Women Cell - elected. The Student Union plays a major role especially in the co-curricular activities of the college. The Executive Committee which meets often oversees all the activities of the Union. It organizes fresher's social, farewell party for final year students and most importantly annual week-long social cultural fiesta, as regular programs. This is a week-long program consisting of inter-class competitions along with individual and class-wise sports and games events. These activities promote student's talent, creativity and skills at shouldering responsibilities, planning, organizing, and maintaining discipline, spirit of co-operation and competition in addition to money management and accountability. The college has allotted a room for the Students' Union to conduct usual activities smoothly. The Executive Committee meets often to chalk out its programs. Further, the Union also participates in the other activities of the college such as assisting in the smooth conduct of the admission process, seminars amongst others and also acting as volunteers in maintaining discipline, cleanliness etc. The academic and administrative bodies that have student representatives are: • IQAC • Women Cell • Discipline Committee • Canteen Committee • Grievance Redressal Cell • Gender Equality Monitoring Cell • Editorial Board of College Magazine.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The College has a registered Alumni Association with about 3000 active members, called the "Shillong College Alumni Association". The alumni meet at least once a year. The association is very active and organizes a number of programmes such as celebrating the College Foundation Day in the month of August, extending financial grants to students, donation of books to college library amongst others. Their activities and contribution towards the college have added to the dynamics of curricular and co-curricular activities of the institution. A brief mention of the activities of the association are: • The Association has also instituted a number of prizes and scholarships for meritorious and deserving students. For instance, the family members of (L) Jaya Bhattacharjee an active alumnus of the college have instituted the Jaya Bhattacharjee Memorial Award for students' scoring the highest Marks in Commerce to commemorate her love for her alma mater. • The alumni association felicitates students who have excelled academically thereby motivating others to strive to higher goals. • The association organizes programmes that reaches out to the community. • The former Principal and the present In-charge Principal of the College are themselves alumni of the College. • The Governing Body of the College has two alumni as committee members - one in-house and one external. • There are two alumni members in the IQAC, and college gets considerable support from them. • Alumni who are eminent personalities and who have distinguished themselves in their chosen fields are invited to deliver guest lectures and have interactive sessions with the students. • A number of alumnus are employed as faculty in different departments and support staff in the college. They play an important role in academic and institutional development. • The college is proud to have distinguished alumni who are holding or held responsible positions in their public/professional life in the field of academics, politics, social service, administrator and others. Some names are provided below: ? Padmashree Smt. Theilin Phanbuh, Chairperson, Meghalaya State Women Commission. ? Shri Robert G. Lyngdoh, Vice Chancellor, Martin Luther Christian University, Shillong. ? Smt. M. Ampareen Lyngdoh, MLA, Laitumkhrah constituency. ? Shri Prestone Tynsong, Hon'ble Deputy Chief Minister, Government of Meghalaya. ? Shri Kyrmen

Shylla, Minister of Social Welfare etc. Government of Meghalaya. ? Shri Samlin Malngiang, Minister of Public Health Engineering etc. Government of Meghalaya. ? Shri Wanlura Diengdoh, Hon. Justice, Meghalaya High Court. ? Dr. Malay Dey, In-charge, Principal, Shillong College, Shillong. ? Prof. J. B. Massar, Principal, Shillong Commerce College. ? Prof. Sainkumar Mawiong, Department of Information Technology, School of Basic Science, North Eastern Hill University. ? Prof. Reginald Kharmawphlang, Department of Physics, School of Basic Sciences, North Eastern Hill University. ? Dr. Sudip Dey, Senior Scientific Officer (SEM), SAIF - Instrumentation Centre, North Eastern Hill University, Shillong. ? Shri. Debashish Das Gupta, CA, Director Financial Institution Group, Eastern Region, American Express Bank Ltd. ? Smt. Winnie Lyngwa, Sr. Vice

5.4.2 – No. of enrolled Alumni:

2960

5.4.3 – Alumni contribution during the year (in Rupees) :

No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :

1

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

1. 1. Shillong College 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 besides others. This body collectively takes decisions pertaining to academic, administration and operational policies. The principal monitors the day-to-day function of the college in close coordination with the vice principals, IQAC and non-teaching staff. The Principal delegates' power to the faculty and different committees/cell are constituted with a judicious mix of senior and junior faculty which helps the latter to gain requisite experience. Students and Non-teaching staff are made members wherever they are related. These committees/cells like the Placement Cell, Entrepreneurship Development Cell, Women Cell, ICGC, NSS etc. organizes programs and are given ample scope to participate in the decision-making process. Relevant issues are discussed in the meetings of the IQAC, Heads of Department meetings and staff meetings. These meetings provides the basic outline for an action plans to be adopted for the year, and the Vice Principals along with the IQAC prepares the detailed draft action plan which is notified after due approval of the Governing Body. Execution of the action plan is monitored continuously by the Principal along with the Vice Principals and IQAC. Assignment of workload, planning and purchase of departmental requirements are done at the Departmental level. Each Department plans and organizes academic activities and events. They are given freedom in choosing and inviting guest speakers or part-time teachers, accompanying students for field trips and other events outside the college. The teachers and students work in close coordination thereby motivating and encouraging each other to grow. Working in close coordination with the principal and vice principals the IQAC review and monitor implementations of the growth strategies and suggests measures for qualitative improvement. 2. 2. Shillong College follows a healthy democratic process in the Election of the Shillong College Students' Union which serves as an example on how democracy should be conceived, practiced and implemented. The democratic process of

constitution and functioning of the Students' Union under the active supervision of a Senior Faculty acting as overall in-charge of the Union gives them ample scope to inculcate leadership qualities. The duly constituted Students' Union meets and discusses on issues pertaining to student welfare and interacts confidently with the management giving their suggestions for all round growth of the institution. The Students' Union is given in-charge of organizing programs especially during annual week-long social cultural fiesta, as regular programs. They work in close coordination with the discipline committee and are responsible for maintaining discipline in the campus which is very much evident especially during the admission process. The Union is a major support system of the institution lending their assistance in various aspects such as when seminars/conferences are organized, monitoring the green campus initiatives of the college and many others. Their participation in nearly all activities of the college have promoted confidence building and leadership qualities

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	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. Curriculum on Physical Education, BSc IT have been formulated by concerned departments and submitted to affiliating university. Syllabus of the Three Months Certificate Course in Entrepreneurship development developed by faculty members of the EDC has been revised and updated. Department of Computer Science and Applications has developed the syllabus for the Three Months Add-On Course on Android App Development which is being conducted since June 2017
Teaching and Learning	Class routines are revised every year to accommodate maximum hours for class room teaching. More practical classes have been included in the routine for Science departments so that the students may be provided with intensive care and individual interaction. The College has started and is making rapid progress in upgradation of ICT enabled classrooms. Teacher workshop on ICT is also organised by the college. The College Library is continually upgraded

and is digitised through KOHA software. E- resources are being made available. All science laboratories including computer lab have been extended and renovated with provisions for ICT based teaching-learning Staff meeting of the Faculty members of the College conducted twice in a year also contributes to the new strategies in Teaching and Learning processes. Extra emphasis is laid on continuous internal assessments, assignments, and evaluation, and also presentation of seminars, project works, case studies etc. by the students, particularly for the final year degree students. Departments arrange field trips, study tours within the State and outside to enhance exposure

Examination and Evaluation

Examinations in the College are centrally managed by an Examination Committee, formed every year for the specific purpose. This committee is responsible for conduct of all examinations - college internals, semester examinations of the affiliating University and also those notified by Meghalaya Board of School Education for Class XII standard. College conducts the internal assessment of students according to the university guidelines. Class tests, assignments, paper presentation, case studies etc. are conducted by departments to evaluate the students. The University has implemented the OASIS software for examination purposes and the internal marks, admit cards etc. are uploaded, generated through this software by the examination committee and office staff. Evaluation systems for internal examinations are thoroughly transparent and answer scripts are displayed to the students. Students closely interact with their teachers for discussions on their progress and suggestions for overall improvement. Continuous evaluation is also done through assignments given to the students from time to time. Due to the Pandemic, the college management has instructed and trained the staff to operate online with the conduct of examination and evaluation process.

Research and Development

College has a Research, Innovation and Publications Cell constituted since 2009 which closely coordinate with the

IQAC to enhance research and publication. The IQAC has initiated in revising the research guidelines. Under the revised guidelines the college through the Cell is funding a total amount of Rs. 50,000.00/- (rupees fifty thousand only) for conducting minor research projects by faculties including student's projects. Encouraging faculties to also take up minor/major research projects funded by other agencies - both national and international. Institution provides all necessary support, including furnishing of laboratories to the extent possible and also sanctioning of leave to encourage research. The college has a Peer Reviewed Annual Inter Disciplinary Journal entitled "Echoes from the Hills", (editorial board) with ISSN No. 2581-5253 registered under the Registrar National Press of India, New Delhi, RNI No. MEGENG/2017/74583, which is in the fourth year of publication. This reinforces the commitment of the college to research which is inclusive of faculty and student. The college has started the process to apply of the journal under UGC ICARE LIST. The college organizes Seminars/Conferences/Workshops regularly and the proceedings of the same are printed in book form with ISBN.

Library, ICT and Physical Infrastructure / Instrumentation

The different committees and departments of the college place their proposals for books equipment to the college and the same is discussed by the purchase committee and yearly sanctions are made for upgradation of library, ICT and augmentation of infrastructure/instrumentation. Plans are proposed for extension of library to cater to the PG students in English. Computer laboratory is well furnished and every step is adopted to meet changing needs. All science laboratories are renovated with provisions for ICT enabled learning. Concerted efforts are on to equip all classrooms with ICT equipment's. Laptops are provided to departments for facilitating ICT based teaching-learning. The College Library is digitized and maintained using the KOHA software. E Resources include n-list, inflibnet etc.

Human Resource Management

Appointment of staff is done through a duly constituted interview board following UGC Guidelines and policy of the Government of Meghalaya. Appointments are made strictly based on merit. IQAC facilitates the process for Career Advancements/placements of faculties smoothly without any undue delays. Assignment of workload is judiciously done by the administration for non-teaching staff and heads of respective departments for the teaching staff based on syllabus/specializations etc. Departmental routines with assigned teaching workloads are forwarded to the principal. The principal monitors to ensure that the responsibilities assigned are sincerely carried out. In case of any discrepancies the principal discusses the issue with the staff concerned to arrive at solutions. Staffs meetings (teaching and non-teaching) are held at least twice a year and departmental meetings are held regularly. Healthy constructive discussions take place and convergent opinions are build-up to create mutual understanding and respect for all components ensuring excellent team work and sincerity to duties and responsibilities. Students' and staff support systems and infrastructure for enhancing academics, co-curricular and administrative activities are provided and improved upon every year to meet changing needs and challenges. Faculties are encouraged to attend the different programs such as orientation, refresher, FDPs/seminar/workshops/conferences and also to take up research and publication, assignments for resource persons by the government and other institutions etc. for their professional excellence and career advancement. All the staff and students can easily meet the Principal any time and discuss on matters related to the college to arrive at solutions which results in excellent team-work and job satisfaction. Respective departments monitor students' progress along with the different committees such as discipline committee, ICGC, Placement Cell the IQAC and others. Students are encouraged to participate in extension activities, sports and other co-curricular activities. Participation of

students in these activities has built their personalities, enhance confidence building and in many cases have shaped their careers. Cordial and close relationships exist between teachers and students. The teachers lend their counsel and mentor the students for achieving excellence in their academic career and in planning their future. The Students' Union takes up issues for student's welfare and their opinions, suggestions are considered. The college extends welfare schemes for all staffs.

Industry Interaction / Collaboration

Despite the fact that Meghalaya is an industrially underdeveloped State, the Entrepreneurship Development Cell of the college has been able to collaborate and coordinate its programs with a number of micro and small scale industrial units in the State, cooperative societies and others. Some of these are: Meghalaya Institute of Entrepreneurship (MIE) With DCIC, MIDC, KVIC and KVIB and DCIC for hands on trainings at its various micro and small scale industrial units located in the State and for exposure trips to its industrial centres. Rural Resource Training Center, Umran for hands-on training and residential workshops. Kara Food Products, Pohkseh etc for resource persons and hands on training in food processing. Uurlong Tea Integrated Village Co-operative Society, Mawlyngngot and Meghalaya Village Development Promotion Tourism Co-operative Society Limited, Shillong. Bethany Society, Shillong. Banks and other financial institutions. Regional Blood Bank, Pasteur Institute, Shillong Meghalaya Aids Control Society Collaboration with various Village Durbars through NSS activities. State Council for Science Technology, Government of Meghalaya. Don Bosco Technical Institute, Institute of Hotel Management (IHM). Tata Consultancy Services (TCS) for Free Employability Training cum hiring. Shillong Jio for Centre Training Certification. Mahindra for Employability Skills Training Programme Chillibreeze Orientation Programme for employability.

Admission of Students

Admission process in the College is transparent, democratic and ensures merit as first priority. Separate Admission Committees are constituted

for each stream: Arts, Science, Commerce, and Professional Courses. The decision of the Admission Committee is considered final and binding, and Management does not interfere in the process except for giving broad guidelines that compliments the mission and vision of the college. Heads of Departments and faculties supervises and coordinate the entire admission process. Provision for admission is given for SC, ST, OBC, PWD's and Minorities. Preference is given to students excelling in sports and other curricular activities, NSS and NCC. Since this college charges minimum fees from the students from amongst all the college in the City, there is enough demand for admission in the College every year, particularly from the students in the rural areas and those belonging to weaker sections of the society. But this is managed efficiently without compromising on merit. To accommodate increasing pressure and demands, the numbers of seats in each course of studies are augmented every year and the infrastructure is enhanced accordingly. With the current Pandemic situation, the management is making an effort to ensure that admission for the next academic session 2020-2021 is online.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	The college has proposed a complete office automation to include students data base, faculty and staff data base, feedback system , admission, examination, achievements etc. The project is underway.
Administration	The College through its IQAC and the website and ICT Development Cell to further updating the website of the college to ensure that information of the college is readily available to the users. This will include staff profile, department profile, committees, feedback forms, etc. The online admission process is being discussed with the bank.
Finance and Accounts	The entire finance and accounts of the college which was maintained manually is now being switched to Tally ERP system. Training programmes on this have been conducted for the office

	<p>staff. Tenders are still being notified through the college website, local media and the process of e-tender is yet to be implemented for college funded sanctioned projects. Salary of the staff and teachers are directly transferred to the bank accounts but salary bills are still credited through PFMS by treasury. Payment of bills for UGC funded schemes and RUSA are done through PFMS system.</p>
Student Admission and Support	<p>The College has introduced online mode of admission for the session 2020-2021. Further it has also proposed that bulk SMS/ E-mail delivery system be introduced soon. However, contact details of the members of different committees like grievance redressal, anti-ragging, placement cell etc are displayed in the college website for the students.</p>
Examination	<p>The generation of admit cards, entering of internal marks are online through the OASIS software of the affiliating university. With the present Pandemic situation, the college has trained and instructed the teachers to conduct online mode of examination and evaluation.</p>

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Nill	UGC Scholarship Workshop/Training held at Mata Sundri	20/06/2019	20/06/2019	Nill	1

		College, New Delhi				
2020	Live National Webinar on 'Use of Online E-R esources' Shillong College Central Library and Internal Quality Assurance Cell, Shillong College in collaborat ion with Assam College Li brarians' Associatio n (ICT Cell)	Nil	24/06/2020	24/06/2020	293	Nil
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher Course in Tribal Studies (Interdisciplin ary)	3	14/11/2019	27/11/2019	15
Refresher Course in Khasi	2	11/11/2019	24/11/2019	14
UGC Sponsored 49th Orientation Program organised by HR DC-North-Eastern Hill University, Shillong	4	14/10/2019	03/11/2019	21
Refresher Course in Social Science	1	08/08/2019	21/08/2019	14
UGC Sponsored	1	08/07/2019	21/07/2019	14

Special Summer School In Basic Sciences Technology				
IDA Connect Workshops at Didac India 2019 organised by	1	24/09/2019	26/09/2019	3
Refresher Course in Library and Information Science, Journalism and Mass Communication organised by Kannur HRDC, Kannur, Kerala	1	16/01/2020	29/01/2020	14
Virtual International Development Programme for the Librarians on Imbibing Skills for todays Librarianship: Techniques and Tools Organized by MES Institute of Management Career Courses (IMCC) Mumbai University and College Teachers Association (M	1	24/05/2020	30/05/2020	7
One week Online International FDP on Challenges Restructuring the Innovative Teaching and Learning Techniques	2	02/06/2020	08/06/2020	7
One week Online National FDP on Research Methodology using SPSS Art of writing a	1	15/06/2020	20/06/2020	6

Research Proposal organised by St. Claret College, Bangalore.

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
126	126	48	48

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<ul style="list-style-type: none"> • Shillong College Employees Welfare Fund. • Staff Cooperative Society. • Provident fund Benefits. • NPS (College Posts) 	<ul style="list-style-type: none"> • Shillong College Employees Welfare Fund • Staff Cooperative Society. • Provident fund Benefits. • NPS (College Posts) 	<ul style="list-style-type: none"> • Scholarship by the College as well as from the Government. • Awards for academic achievements, achievements in Sports, Culture, NSS, NCC etc. • Students' Service Centre • Free Coaching for competitive exams • Career Guidance Cell (ICGC) and Placement Cell. • Remedial classes • Training for soft skills and personality development programmes, entrepreneurial capability.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

• An internal audit is conducted annually by a duly constituted Internal Accounts Audit Committee. • A Chartered Accountant is appointed to audit the college accounts. Utilization certificates for various grants received from UGC and others are audited and submitted to the respective authorities'. • The Director of Local Accounts, Government of Meghalaya periodically conducts audit of Grants-in-aid. There has been no adverse report till date excepting for some minor mistakes which are sorted out. The last audit by Examiner of Local Accounts was conducted in • Tally has been adopted for the accounting process of the college and staff training is conducted for the same.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Meghalaya Rural Bank	10000	B C Jyrwa Memorial Lecture

[View File](#)

6.4.3 – Total corpus fund generated

12100234

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	No	Nil
Administrative	No	Nil	No	Nil

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

There is no formal Parent-Teacher Association. The Principal, Vice Principal and Teachers are easily accessible to the parents/guardian any time and they interact quite often and settle any issue that may needs attention. As such the need for such association was never felt as stakeholders remain largely satisfied. The few activities undertaken are: • At least two meetings were held with the Parents and principal, vice principals and teachers to discuss important matters. • Parents are invited in the orientation programme at the start of the academic session. • There is Parents/Guardians–teacher interaction in case of poor performance of the students and for other critical matters.

6.5.3 – Development programmes for support staff (at least three)

• Social benefit or welfare schemes are extended to all the staff. • A few grade IV staff are provided with quarters in the campus. • Non-teaching staff are also given facilities like advance in cases of any financial constraints etc. • Deputing the relevant staff for specified training on administrative reforms, ICT training, library automation, accounting processes and other relevant areas.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

• Strengthening mechanisms for environmental consciousness and preservation, developing mentoring system, • Systematic data capture towards building of accuracy and transparency in the functioning of both academic and non-academic activities of the institutions. • Strengthening of research publication, organizing international, national, regional, state level seminars, workshops and faculty development programmes, focus on placements, student progression and entrepreneurship building and much more.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Two Day National Seminar on The Changing Dynamics of	05/11/2019	05/11/2019	06/11/2019	161

Tribal
Society in
India With
Special
Reference to
North
Eastern
Region
organised by
Sociology
Department
with IQAC
sponsored by
VAF CM's
Fund), CM
Special
Assistance
2019-20,
Government
of Megha

2020

Third
edition of
the Peer
Reviewed
Annual Inter
Disciplinary
Journal
entitled
Echoes from
the Hills,
Volume III
No I
(editorial
board) with
ISSN No.
2581-5253
registered
under the
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17/03/2020

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2020

Live
National
Webinar on
'Use of
Online E-
Resources'
for Faculty,
Research
Scholars
organised by
Shillong
College

24/06/2020

24/06/2020

24/06/2020

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Central Library and Internal Quality Assurance Cell, Shillong College in collaboration with Assam College Librarians' Association (ICT C

2020	Entrepreneurship Development Cell, Shillong College released a book titled Entrepreneurial Development: Challenges and Opportunities ISBN: 978-93-90434 08 4	16/12/2020	16/12/2020	16/12/2020	30
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Awareness Programme on Early Child Marriage Mother Child Health Care organised by NSS Unit Shillong College at Mawkyndah Village	15/10/2019	15/10/2019	70	30
Panel Discussion on the theme I am Generation Equality:	07/03/2020	07/03/2020	5	2

Realising Women's Rights organised by Sankardev College, Shillong.

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

1. Percentage of annual power requirement of the Institution met by the renewable energy sources from 2016: Year Power requirement met by renewable energy sources Total power requirement: 2019-20 Percentage met through: 25944 units Renewable energy source: 59748 units Renewable energy generated and used: 43.42 Energy supplied to the grid: Solar Energy: 22452 units Any additional information: - 2. Percentage of annual lighting power requirements met through LED bulbs from 2016: Year: 2019-20 Total Lighting requirements: 12614 watts Percentage Lighting through LED bulbs: 13.27 Percentage Lighting through other sources: 86.96 Any additional information: -

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Provision for lift	Yes	4
Rest Rooms	Yes	4
Scribes for examination	Yes	4
Special skill development for differently abled students	Yes	4

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	Nil	1	05/12/2019	1	Awareness Programme at NSS adopted Village (Smit Higher Secondary School, Smit Village)	Observance of International Volunteers Day	21
2020	Nil	1	30/10/2020	1	Cleaning Drive at Lyngkhat Border	Zero Littering and clean waste practices	21

					Haat organised by NSS Shillong College , Shillong		
2019	Nill	1	27/08/2019	1	The Ministry of Jal Shakti, GOI Identified Shillong College NSS unit to conduct a tree plantation at Jongksha Village as part of the Jal Shakti Abhijan Campaign	5000 Saplings were planted at the identified village land which is the catchment area of the village	200
2019	Nill	1	14/09/2019	1	Meghalaya Green and Clean in collaboration with Environmental Science, Department , Shillong College	Cleaning Drive of the View Point and the Road along Umiam Lake	21
2019	Nill	1	02/10/2019	1	SWAACHCH BHARAT PROGRAMME Green Campus Committee in collaboration with NSS and Political Science Dept	Environmental Consciousness	75
2019	Nill	1	15/10/2019	1	Awareness	Early Child	100

					Programme	Marriage, Mother Child Health Care	
2019	Nil	1	16/10/2019	1	Awareness Programme	Skit perform by Volunteers on Clean India Campaign	100
2019	Nil	1	17/10/2019	1	Cleaning Drive	Environmental Consciousness	100
View File							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
General instructions Rules Of Discipline is given in Students' Dairy also in the Prospectus of the college.	01/05/2019	The college has its internal coordinating and monitoring mechanisms which works with a sense of collective leadership to implement various decisions and responsibilities. The Principal oversee the implementation of the work ethics (academic and non-academic) in the college in close coordination with the two Vice Principals and IQAC. Heads of all the departments, faculties, discipline committee, hostel advisory committee and others including students' union cooperate for effective governance.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Swachh Bharat Abhiyan Campaign	10/10/2019	10/10/2019	150
Observance of Independence Day	15/08/2019	15/08/2019	300
Observance of 150th Birth Anniversary of Mahatma Gandhi	02/10/2019	02/10/2019	200

National Unity Day	31/10/2019	31/10/2019	30
International Volunteers Day	05/12/2019	05/12/2019	100
Republic Day Parade, at Polo Ground, Shillong	26/01/2020	26/01/2020	4
Observance of 150th Birth Anniversary Year of the Father of the Nation, Mahatma Gandhi.	12/03/2020	12/03/2020	90
International Anti Tobacco	31/05/2020	31/05/2020	10
International Day against Drug Abuse and Illicit Trafficking	26/06/2020	26/06/2020	30
World Environment Day observed by NSS Volunteers of Shillong College on the theme "My Tree in the Backyard"	05/06/2020	05/06/2020	30
View File			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Use of renewable energy sources: • Solar power system of 25 KW was installed in the college, Shillong Campus since 2017 to complement the energy requirements in the college and it is functioning till date. In addition, 5 KW solar power systems have also been installed at the Mawkasiang Campus. • Use of low energy consumption devices such as LED bulbs. Phasing out of CFL bulb and tube lights, tungsten bulb has started from 2018. • A Micro hydel power project has been proposed at Mawkasiang campus

2. Segregation of solid waste as follows: • Segregation of solid waste into blue dustbins for non-biodegradable and green dustbins for biodegradable waste. These wastes are then taken by the municipal waste collection unit twice or thrice a week as and when needed. • Posters regarding waste segregation and proper disposal have been printed to create awareness. • Regarding E-waste management, the college in the year 2019 has assigned a staff to look after the e-wastes generated. The assigned staff collects all the unused or non-functioning electronic items from the laboratories, college office, classrooms, etc and store them properly. When there are enough waste, a dealer will come to collect them from the college.

3. Steps taken for Green campus/ Green Practices such as Green landscaping with trees and plants, Plastic-free campus, Paperless office, Students, staff using Bicycles, Public Transport, Pedestrian friendly roads: • The college has a botanical garden which is looked after by the Botanical Garden Committee. Apart from this, the Green Campus Development Committee in 2019 has taken initiatives in beautifying and greening the campus by planting flowers, creepers and ornamental shrubs within the college. • A proposal for introducing Traditional Kitchen at Mawkasiang Campus has been submitted. • Majority of the students submitted their assignments without using a plastic cover files. The College starts adopting online mode of teaching where internal test and submission of

student's assignments were done through online mode. 4. Rain water harvesting structures and utilization in the campus: • Apart from the rainwater harvesting infrastructures available in the main Shillong Campus, additional rainwater harvesting infrastructures were recently constructed at the Mawkasiang Campus using low cost technology.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Title of the Practice: (The title should capture the keywords that describe the Practice) Student Support System: 2. Goal: (Describe the aim of the practice followed by the institution. Mention the underlying principles or concepts in about 100 words) The underlying principle of this practice is enshrined in the vision of the college's inception which is to provide quality education to the students to enable them to serve society. Hence, to provide quality education the college located in the North East India, having people belonging to different economic backgrounds felt the need of ensuring accessibility of this quality education amongst all and the need to provide necessary motivation amongst them so as to ensure that the college creates a generation of young people to serve the society and committed to the moral, secular scientific and nation -building virtues. 3. The Context: (Describe any particular contextual features or challenging issues that have had to be addressed in designing and implementing the Practice in about 150 words.) Right from inception the college has been aspiring to deliver quality education and meet the need of civil society. The biggest challenge is that it caters to many first-generation learners among the youth from economically backward class, and also Person with disability (PwD). To be able to serve the students better, the college has over the years come up with many initiatives like free studentship, tuition waiver, scholarships and endowments, book bank, etc, to motivate and support them to the extent that the college can afford and stakeholder's aid. The college is also actively encouraging students to undertake research and minor projects. In spite of all these challenges, it continues to provide quality education and is constantly on the lookout for ways and means to provide equal opportunity to students belonging to all sections of the society and to compete with the other colleges in the state. 4. Practice: (Describe the Practice and its implementation in about 400 words. Include anything about this practice that may be unique in the Indian higher education. Please also identify constraints or limitations, if any.) Shillong College since its inception has taken many measures to provide quality education to students coming from different economic backgrounds and to provide necessary motivation and support to ensure that the college creates educated youths to serve the society. A few initiatives taken are as follows • The college has since 2017 decided to offer Free-studentship/ Tuition Waiver to students of economically backward and Persons with disability to provide equal educational opportunities. • Setting up of Book Bank by the Library for provision of text books to the departments for lending out the same to the students who cannot afford to purchase Text books. • The Students service centre was set up by College Cooperative Society to provide text books, stationery, Laboratory coats and provision of other services such as photocopying, spiral binding, lamination etc at a nominal rate for students of the college. • Departmental Fieldtrips and College Excursions are organised for students every year to expose students to the various developments in the field and acquaint them on cultural diversity in other states. Industrial visits are also organised to familiarise students to the various industry in the state. • The Research and publication Cell has also encouraged the students to take up Students Projects under a Teacher Supervisor. The total Teachers' Student projects sanctioned from 2009-2019 are 23. • The College has also established an Endowment committee from 2006 to identify students who have excelled in their academics

and co curricular activities and to reward them with an intention of motivating better performance. The Awards are as follows: -S.C. Dutta Memorial Award (1st Class First) -Rank Holders from Different Departments (Other than Professional Courses) - N.S.S. Award - N.C.C. Award - Award for Excellence in sports - Award for Academic Excellence in the Higher Secondary Section - Nirjharini Deb Roy and Biman Behari Deb Roy Memorial Scholarship (For outstanding Girl students of Shillong College pursuing Post-Graduate studies) - Rovers and Rangers awards - Awards Sponsored By Retired Teachers: N. K. Sarkar Award(Highest Marks in English), D. Mukherjee Award (Highest Marks in Physics) Rekha Devi Award(Highest Marks in Zoology), T. J.Kharbhih Memorial Award (Highest Marks in Chemistry) T. J.Kharbhih Memorial Scholarship(Supporting Students with Excellence Performance in Chemistry) - Awards Sponsored By Alumni: Jaya Bhattacharjee Memorial Award (Highest Marks in Commerce) 5. Evidences: (Provide evidence of success such as performance against targets and benchmarks and review results. What do these results indicate? Describe in about 200 words.) A few evidences of the best practices during this period are as follows: A: Students Research Projects: 2019-2020 05 (Five) B: Free studentship/Tuition Waiver/: Person with disability and BPL Batch Number of students Remarks Batch 2017 03 Waved off Batch 2018 01 Waved off Batch 2019 05 Waved off Batch 2020 02 Free studentship C: Texts Book in Book Bank provided by the Library for under-privilege students: Stream Total number of books Commerce 400 Arts 1060 Science 500 Professional courses 150 D: Endowments and Scholarships: 2019-2020 Name of the Award Scholarship Number of Awardees S.C. Dutta Memorial Award(1st Class First) 02 Rank Holders from Different Departments (Other than Professional Courses) 14 Rank Holders from Professional Courses 12 N. K. Sarkar Award(Highest Marks in English) 01 D. Mukherjee Award(Highest Marks in Physics) 01 Rekha Devi Award(Highest Marks in Zoology) 01 T. J.Kharbhih Memorial Award 01 T. J.Kharbhih Memorial Scholarship 06 N.S.S. Award 02 N.C.C. Award 02 Excellence in Sports 01 Jaya Bhattacharjee Memorial Award (Highest Marks in Commerce) 01 Nirjharini Deb Roy and Biman Behari Deb Roy Memorial Scholarship(For outstanding Girl students pursuing Post-Graduate studies) 01 Rovers and RangersAward 02 6. Problems Encountered and Resources Required (Please identify the problems encountered and resources (Financial, Human and others) required to implement the practice in about 150 words.): In implementing this practice the problems encountered were that there are many students from the economically backward class. However, the college has to screen applicants and provide assistance to only a few. The enrolment of Pwd students in the institution also entails expenditure to ensure accessibility of the services such as a separate unit for Pwd's in the library, construction of Ramps etc. It is a great achievement that in spite of the problems the college with the support of stakeholders taken a positive step in this direction to ensure accessibility of quality education for all. 7. Notes (Optional): (Any other information that may be relevant and important to the reader for adopting/ implementing the Best Practice in their institution (about150words). These steps taken up by the College as part of the implementing of Best Practices has not only fulfilled the vision of the college being set up but has enhanced the image of the institution as one which strives towards accessibility of quality education. Today, the student waiver/ free studentship for those belonging to the economically backward class is much sought after but due to paucity of funds it is offered to deserving and meritorious students which in turn has generated the awareness amongst them that such privileges are awarded to those who persevere and prove with results, thereby creating a group of citizens who claim not by right but by merit. Further, the inclusion of Pwd students in normal education is an inclusive strategy that aims as creating a group of students who are sensitive and teachers who can go out of their way. There is undoubtedly room for improvement and positive steps in this direction will be taken.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://shillongcollege.ac.in/igac/>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Shillong College established in 1956, has seen unprecedented all-round growth and development. At present, it is firmly established itself as one of the premier institutions of the state and has been awarded Grade A with a CPGA of 3.06 in 2016. The college is well-known as one of the institutions that promotes not only academics but also co-curricular activities notably in sports, community participation, cultural activities, students support and entrepreneurship skills and competencies. In its endeavours to pursue excellence in education and apart from providing Under graduate courses in many disciplines, and Post graduate course in English, the college has venture into providing Post Graduation Courses i.e MA in Khasi language, and has also initiated the construction of Swimming pool, etc in the extended campus at Mawkasiang, where it proposes to expand into other courses such as Bachelor of Physical Education and Sports (BPES), and will be the first college in the state introducing this course. Currently, the science block in the main campus is also undergoing construction to accommodate the growing population of students. The college is constantly trying to find different ways and means of funding to accomplish its mission in expanding its services and to look into the growing needs of the student community in the education sector. Over the years, the college has also tried to encourage and support the teachers in undertaking research/ projects and also students' project for the development of both teachers and students alike. With the present Pandemic and Nation Lockdown from March 2020, the college has taken initiatives to strengthen its ICT base knowledge and infrastructure and has conducted training for the teaching staff and to develop a Management information system to ensure that there will be no lapse in its services and that the students does not suffer, but the same cannot be said for those students residing in villages with no internet connectivity. These activities have strengthened the mission and vision of the college to provide quality education and skill development for the youths to build a vibrant workforce and contribution towards nation building.

Provide the weblink of the institution

<https://shillongcollege.ac.in/igac/>

8.Future Plans of Actions for Next Academic Year

Shillong College is committed to keep up its pace of progress and visualizes to achieve much more in the future. A brief highlight of the future plans of the institution for the next academic year are as follows: ? To strengthen ICT enabled teaching - learning mechanisms and their maintenance for effective curriculum delivery. ? To organize capability or skill enhancement training programme for faculties to enable effective ICT Usage and delivery by using latest technology. ? To develop mechanisms and encourage faculties to develop E-content and modules for delivery in various platforms. ? To organize International, National, Regional and State Level Seminars, Conference, workshops, faculty development programmes, trainings etc. to benefit not only the college but the State and the country in general. ? To organize programmes that would promote universal values, national integration and citizenship building. ? To mobilize funds and sponsorship for college activities from the various sources available. ? To organize capability or skill enhancement training programme for

non-teaching staff. ? The IQAC will continue to pursue starting of other PG/Diploma/Certificate Courses in the college. ? To strengthen Students Feedback Mechanism and feedback from all other the stakeholders. ? To pursue the programmes submitted under Community College and start courses under the scheme. ? To strengthen mechanism for minor/major research projects funded by different agencies as well as teacher-student research projects, innovations and publications in UGC listed journals and others. ? To establish a link through google scholar for the in-house interdisciplinary journal "Echoes from the Hills" to be recognized in the ICARE list to have Impact factor. ? To organize programmes to enhance career counseling and placement for students in reputable companies and institutions. ? To continue strengthening programmes for entrepreneurship development. ? To pursue institution-industry linkages and collaborations for various courses and programmes. ? To develop an effective student mentoring system that would enable close interaction and counselling between the teacher and the taught. ? Holistic approach in the areas of sports and games and other co-curricular activities to impart leadership training and confidence building ensuring professional development and job placements. ? To consistently pursue the construction of separate building complex for Higher Secondary Section of the College to be able to de-link the Higher Secondary section totally. ? To pursue the installation of Management Information System in the college, and streamline the reporting process from administration and all departments for NAAC verification. ? To start Academic Audit and also administrative audit, to be able to identify the strength, weaknesses, challenges and opportunities for improvisation and development. ? To focus on strengthening mechanisms that will enable the college to meet the challenges of NAAC Revised Accreditation and Assessment Framework.