The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

AQAR for the year *(for example 2013-14)*

2017-18

1. Details of the Institution

1.1 Name of the Institution:

SHILLONG COLLEGE

1.2 Address Line 1:

BOYCE ROAD

Address Line 2:

LAITUMKHRAH

City/Town:

SHILLONG

State:

MEGHALAYA

Pin Code:

793003

Institution e-mail address:

shillcoll@yahoo.co.in

Contact Nos:

Phone: 0364- 2224903; Fax:0364-2502143

Name of the Head of the Institution:

Dr. K. D. RAMSIEJ

Tel. No. with STD Code:	**Phone:0364- 2224903;** **Fax**: **0364**-**2502143**

Mobile:	**08794745988**

Name of the IQAC Coordinator:	**Dr (Mrs.) E. Kharkongor**

Mobile:	**O9077343957** **9402554445**

IQAC e-mail address:	**iqac**.**sc@shillongcollege**.**ac**.**in** **OR** **iqac.sc@gmail.com**

1.3 NAAC Track ID(*For ex*. *MHCOGN 18879*) | **MLCOGN10415**

OR

1.4 NAAC *ExecutiveCommittee No. & Date:* | **EC(SC)/15/A&A/18.3**

(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
Of your institution's Accreditation Certificate)

1.5 Website Address: | **www.shillongcollege.ac.in**

Web-link of the AQAR: | **http**://**www.shillongcollege.ac.in/files/aqar.pdf**

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	70–75%	2003	16-09-2003 to 16-09-2008
2	2nd Cycle	B	2.92	2010	04-09-2010 to 03-09-2015
3	3rd Cycle	A	3.06	2016	25-05-2016 to 24-05-2021
4	4th Cycle	-	-	-	-

1.7 Date of Establishment of IQAC: DD/MM/YYYY   **16-06-2004**

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

   i. **AQAR 2011-12** submitted online on 29/09/2012 (DD/MM/YYYY)
   ii. **AQAR 2012-13** submitted online on 27/09/2013 (DD/MM/YYYY)
  iii. **AQAR 2013-14** submitted online on 27/07/2014 (DD/MM/YYYY)
  iv. **AQAR 2014-15** submitted online on 27/07/2015 (DD/MM/YYYY)
   v. **AQAR 2015-16** submitted online on 27/07/2016 (DD/MM/YYYY)
  vi. **AQAR 2016-17** submitted online on 13/11/2017 (DD/MM/YYYY)

1.9 Institutional Status

University   State [X] Central [X] Deemed [X] Private [X]

Affiliated College   Yes [✓]   No [X]

Constituent College   Yes [ ]   No [ ]

Autonomous college of UGC   Yes [ ]   No [ ]

Regulatory Agency approved Institution   Yes   No [ ] [ ]

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

Type of Institution: Co-education [✓] Men [ ] Women [ ]

           Urban [✓] Rural [ ] Tribal [✓]

Financial Status: Grant-in-aid [✓]   UGC 2 [✓]   UGC [✓]

Grant-in-aid + Self Financing [✓]   Totally Self-financing [ ]

1.10 Type of Faculty/Programme:

Arts [✓] Scienc [✓] Commerce [✓] Law [ ] PEI (Phys Edu) [ ]

TEI (Edu) [ ] Engineer [ ] Health Science [ ] Management [✓]

Others (Specify) | BBA, BCA, BSc Computer Science, B Sc. Microbiology, B. Sc. (Hons.) Statistics and BSc Hons.(Environmental Science); Physical Education as a subject.MA (English) to start this academic session 2018-19..

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

| North Eastern Hill University, Shillong |

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

Autonomy by State/Central Govt. / University

| NO |

University with Potential for Excellence

| NO | UGC-CPE | NO |

DST Star Scheme

| NO | UGC-CE | NO |

UGC-Special Assistance ProgrammeDST-FIST

| NO | | NO |

UGC-Innovative PG programmes

any other (*Specify*)

UGC-COP Programmes

| NO | | NO |

| NO |

2. IQAC Composition and Activities

2.1 No. of Teachers

| 07 |

2.2 No. of Administrative/Technical staff

| 03 |

2.3 No. of students

| 02 |

2.4 No. of Management representatives

| 01 |

2.5 No. of Alumni

| 02 |

2.6 No. of any other Stakeholder and

Community representatives

| 02 |

2.7 No. of Employers/ Industrialists

01

2.8 No. of other External Experts

01

2.9 Total No. of members

19

2.10 No. of IQAC meetings held

03

2.11 No. of meetings with various stakeholders: Faculty | 03 | Non-Teaching Staff | 01 |

Students | 01 | Alumni | 01 | Others | 04 |

2.12 Has IQAC received any funding from UGC during the year? Yes [ ] No [✓]

If yes, mention the amount | NA |

2.13 Seminars and Conferences (only quality related)

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

Total Nos. | 04 | International | 01 | National | 01 | State | 01 | Institution Level | 01 |

(ii) Themes
1. Cross Border Connectivity and Inclusive Growth
2. Library Automation
3. E Resources
4. Solid Waste Management

2.14: Significant Activities and Contributions made by IQAC:

1. Initiated meetings and discussions with different departments/cells/committees for continuous collaborative efforts for quality maintenance and sustenance.
2. Collaborating with departments/cells/library/ and others to organize seminars, workshops, faculty development programmes etc. IQAC collaborate in such programmes for their smooth conduct.
3. Taking major steps for ISBN and ISSN Publications including faculty publication and others.
4. Strengthening the visibility of the college through adequate publicity and college website.
5. Continuous strengtheningof ICT enabled teaching-learning process.
6. Continuous efforts to achieve total de-linking of the Higher Secondary section.
7. Initiating steps for starting of new courses/subjects of studies/certificate/add-on courses.
8. Sensitising and encouraging faculty members to undertake new research proposals and to apply for Minor Research Projects.
9. Informal orientation and counselling of teachers, particularly the new recruits, from time to time.
10. Continuous focus on initiatives for expansion of campus including expansion and improvement of infrastructure etc.
11. Verification of ASAR, PBAS and API scores of eligible teachers and taking up the process of their placement in higher grades.
12. Continuous efforts for improvement of facilities and amenities for all stakeholders including Students' Service Centre.
13. Continuous effort and focus for strengthening career guidance and placement activities.
14. IQAC continuously coordinate with the Anti-Ragging Cell to create awareness and encourage students about anti-ragging activities.
15. Enhancing awareness about objectives, functions, exclusions, guidelines, format and procedures of Grievance Redressal Cell to serve all stakeholders and ensuring proper information and necessary action.
16. To initiate the process for online admission.
17. Proposed for the appointment of SWAYAM cordinator of the College in connection with MOOCS.
18. Coordinating community participation programmes, entrepreneurship training, skills enhancement, gender sensitisation and other extension activities including extracurricular activities.
19. IQAC has consistently benchmark activities and programmes for environmental consciousness and protection which includes Action Plans for Botanical Garden and Green Campus.
20. Continuous efforts for strengthening student feedback mechanism including other stakeholders.
21. Facilitating the functioning of the IGNOU Study Centre in the College with programmes such as B. Sc., M. A. (Sociology and English) and M. Com.
22. Implementation of the SWAYAM Platform in the college by appointment of one faculty as Swayam Mentor.
23. Collaborating with different departments in organizing the S.C. Datta Memorial Lectures.
24. Considering the range of activities performed in the institution, Principal and the Governing Body have made it a practice that all major activities of the College are routed through collaborative efforts of the IQAC.

2.15: Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements/Outcomes
1. Organizing Seminars/workshops and others.	1. Two Day International Seminar on "Cross Border Connectivity and Inclusive Growth: Possibilities and Challenges with special reference to North Eastern Region", held on 24th – 25th August 2017 funded by North Eastern Council and VAF (CM's Fund), Government of Meghalaya. 2. Three Day National Workshop on "Open Source Software for Library Automation--Koha" held on 21st -25th September 2017 funded by ICSSR, NERC, NEHU & SCSTE, Government of Meghalaya. 3. Faculty Development Programme--INFOFEST 2017 on E-Resources held on 17th November 2017 funded by institution. 4. One Day Seminar on Solid Waste Management: Importance and Entrepreneurial Potential held on 30th November 2017, funded under RUSA Equity Initiative. 5. One Day Training Programme on Women's Health & First Aid was organized by the Youth Red Cross, Shillong College on 17th March 2018. 6. The Youth Red Cross conducted Preventive Health Care and First Aid Training in collaboration with Home Gaurds Department, Government of Meghalaya on 23-24 March 2018. The programme is funded by Indian Oil Corporation limited as part of its Corporate Social Responsibility. 7. One day awareness programme on the Importance of Gender Equality for the College Students was organized by the Gender Equality Monitoring Cell, Shillong College on 13th April 2018.
2. Publications	1. *"Sonder"*, A Collection of Essays, Poems & Short Stories from North East**;** editorial board: Department of English, Shillong College, Wordsmith Publishers, Guwahati, **ISBN No. 978-93-84455-02-6.** 2. *"Translation: Transcending Boundaries"*, (editors) - B. Wanniang. M.N. Bhattacharjee, A. Nongbri, S. Pandey &L.D.Marak: Eastern Book House, India, ISBN No: 978-93-86302-27-4; 2017. 3. *M. W. Synrem: Introduction to Number Theory: Eastern Book House, India. ISBN No. 978-93-86302-09-0.* 4. Proceedings of Seven Day National Workshop on Research Methodology organized by the Research Innovation and Publication Cell and IQAC on 7th-13th June 2017. 5. Proceedings of Two Day International Seminar on "Cross Border Connectivity and Inclusive Growth: Possibilities and Challenges with special reference to North Eastern Region", held on 24th – 25th August 2017.

		6. 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 7. Diamond Jubilee Souvenir, Shillong College: 1956-2016. 8. College Publication – Annual Magazine, NSS Magazine including departmental magazines/newsletters by various departments.
3.	New Courses	1. BSc (Hons) Environmental Science 2. Bachelor of Physical Education is yet to start and awaiting affiliation from NEHU. 3. MA English to start from this academic session 2018-19. The viability of starting other PG Courses is being looked into in consultation with departments.
4.	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. (Hons.) Microbiology - Provisional Affiliation obtained for a period of three years with effect from academic session 2016-17 to 2018-19. 2. B. C. A. (Hons) - Provisional Affiliation obtained for a period of three years with effect from academic session 2016-17 to 2018-19. 3. B. Sc. (Hons.) Statistics - Provisional Affiliation obtained for a period of three years with effect from academic session 2016-17 to 2018-19. 4. Bachelor of Business Administration (Hons.) –Provisional Affiliation obtained for a period of three years with effect from academic session 2016-17 to 2018-19. 5. B. Sc. (Hons) Environmental Science – granted provisional affiliation for a period of one year with effect academic session 2017-18. 6. M.A. (English) – provisional affiliation obtained for a period of one year with effect academic session 2018-19.
5.	Certificate/ Add-on Courses etc	1. The UGC Sponsored Three Months Certificate Course on Entrepreneurship Development is continuing under Entrepreneurship Development Cell. 2. A Three Months Certificate Course on Solid Waste Management with EDP Inputs conducted by the Department of Environmental Science in collaboration with Entrepreneurship Development Cell from August 2017 and funded under RUSA Scheme. 3. Three Months Add-On Course on Android App Development conducted by Department of Computer Science and Applications. 4. Six Months certificate course in Khasi Traditional Music conducted by the Department of Khasi, Shillong College from February 2018. Permission granted by the College Development Council, NEHU.
6.	Enabling skill development and entrepreneurship training.	1. The NSS periodically facilitates students for training in various skills and collaborates with different institutes in the State such as Don Bosco Technical Institute, Institute of Hotel Management (IHM), Rural Resource Training Centre, Umran and others. 2. TheEntrepreneurship Development Cell (EDC) is conducting the UGC Sponsored Three Months Certificate Course in Entrepreneurship Development

		since May 2013.
		3. The EDC is organizing programmes for skill development and entrepreneurship and coordinates 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 hands-on training, residential workshops amongst others.
		4. Personality development and Soft skills training will be conducted in the newly established ICT- enabledLanguage and Skill Development Lab.
7.	Community Participation and Asset Creation.	1. Continuously adopted community participation programmes and extension activities through the NCC, NSS, YRC, EDC, Rovers & Rangers, Women Cell, Departments and others. These have included activities such as computer literacy, debates, quiz, painting competitions, entrepreneurial training, finance literacy, credit counselling, child marriage and a host of others.
		2. Notably, the community participation programmes organized by the NSS in collaboration with Village Dorbars, Schools etc have created community assets in the adopted villages. A few of them are:
		3. Construction of a retaining wall at Nongeitnang village during the 5 Day Special Camping Programme of NSS from 3rd -8th July, 2017.
		4. Construction of a village footpath at Nongkyndah Village during the 5 Day Special Camping Programme of NSS from 3rd -8th July, 2017.
		5. Construction of a School footpath at Plietimai Secondary School, Ur Masi U Joh, Smit during the Five Day Special Camp of NSS from 23-28 October, 2017.
8.	Administration.	1. Computerization of administrative work and accounts is being maintained with tally software.
		2. Admission process and student's data under Semester system are being maintained with software instituted by the Department of Computer Science and Applications of the College.
		3. Examination data for students are being maintained with software instituted by the affiliating University.
		4. Appointment of teaching faculty includes 02 UGC Sanctioned post in Department of Khasi and 01 College Posts for Department of Environmental Science.
		5. Appointment of one faculty from the Department of Computer Applications as Swayam Mentor in connection with Massive Open Online Courses (MOOCS) in May, 2018.
		6. Continuous strengthening of the Shillong College Employees Staff Welfare Fund and Shillong College Employees Maintenance Scheme.
		7. Scholarship schemes and a number of endowment awards for academic excellence besides awards for NSS & NCC have been instituted for the students.
		8. Free studentship for deserving students.
	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 extra-curricular activities. The expansion in infrastructure 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 is almost complete with grants received from the UGC.
	3. Expansion of Girl's Hostel completed.
	4. Extension of all Science laboratories.
	5. Extension of Computer Science Science laboratories.
	6. Establishment of environmental Science laboratory.
	7. Seperate computer laboratory for the Department of Statistics.
	8. Opening of new canteen in the campus.
	9. Expansion of infrastructure in the new Academic Block C (Diamond Jubilee Annex) mainly financed under RUSA is as follows:
	  • Spacious parking space
	  • 08 UG Classrooms
	  • 03 Classrooms for MA English
	  • 01 Departmental Room for PG Faculty equipped with cubicles.
	  • 01 Teachers common room
	  • 02 Restrooms for Gents and Ladies.
	  • 01 Language cum Skill Development Laboratory.
	  • 01 Room for School of Humanties
	  • 01 Room for School of Social Science
	  • 01 Room for Cells/Committees
	  • 01 Room for Higher Secondary Section.
	  • 01 Girls' Common room with attached washrooms.
	  • 01 Room for Student's Service Center.
	  • Language Laboratory
	  • Construction of auditorium in the new academic block is ongoing and nearing completion
	  • Construstion of lift well is undergoing.
	  • Renovation, laying of tiles in classrooms, laboratories, library, fitting of gas pipeline in chemistry and others has been completed.
	  • Procurement of ICT Equipments, Science Equipments, furniture and library books.
	  • Procurement of Lift Machine is in the process.
	10. Construction of Science Block to start as soon as permission from Meghalaya Urban Development Authority is received.
	11. Development of Botanical Garden in the Campus.

10.MoU and Linkages	College has been able establish linkages with some national as well as local establishments/institutions to strengthen the academic programmes and also extra-curricular activities. Following MoUs have signed during this period: • With Institute of Company Secretaries of India and opening of "Study Centre' of course on Company Secretary. • Cluster of Colleges with Shillong Commerce College and College of Teacher Education (PGT). • With IGNOU for conducting Study Centre for B.Sc, M. A. (Sociology) and M. Com. The faculty members of the respective departments are engaged in conducting the course as counselors. • With Seven Hut Socio-Educational Society for collaborating in organising Seminar/Workshop etc. • With Durbar Shnong of Mawkasiang, New Shillong for development and maintenance of the extended campus of the College there and extension

	activities.
	• With Meribon K. H. Memprial College, Sohiong, East Khasi Hills District: Scope for exchange programs and extention activities etc.
	• With J. J. M. Nichols Roy College, Shillong for academic purposes, sharing of ideas and support for quality improvement.

* *The Academic Calendar of the year 2018 is enclosed as **Annexure I .***

2.15 Whether the AQAR was placed in statutory body   Yes [✓]   No [ ]

Management [✓] Syndicate [ ] Any other body [ ]

Provide the details of the action taken

1. The AQAR was approved by the Governing Body of the College in its meeting held on 29th June, 2018.
2. The Governing Body is in agreement with AQAR and appreciated the efforts taken.
3. The Governing Body appreciated the continuous efforts of the IQAC to improve teacher effectiveness by conducting faculty development programmes, seminars, conferences, workshops and trainings to encourage research, innovations and publications.
4. The Governing Body appreciated the IQAC in closely coordinating with the efforts of the institution to sustain and maintain the present infrastructure and also its expansion for further enhancement of academic programmes of the college.
5. The Governing Body impressed upon IQAC to coordinate efforts for full automation of library, and administration and also enhancing ICT infrastructure for teaching-learning process.
6. The Governing Body /Management authorised the IQAC to draw plans for further expansion of scope of higher education in different areas including possibility of starting PG courses in other subjects.
7. The Governing Body approved the proposals for new Courses and requested the Principal to work systematically along with the IQAC so that the courses can be started.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	X	X	X	X
PG	3 with IGNOU	01	X	X
UG	3	-	3	2
PG Diploma	X	X	X	X
Advanced Diploma	X	X	X	X
Diploma	X	X	X	X
Certificate	2	1	2	3
Others	-	-	-	1
Total	**8**	**2**	**5**	**6**

Interdisciplinary	-	-	-	-
Innovative	2	2	2	2

1.2(i) Flexibility of the Curriculum： CBCS/Core/Elective option / Open options
- Curriculum is decided by the affiliating University. Semester System has been introduced from the academic Session 2015-16. CBCS system is going to be introduced in a phased manner, as and when notified by the University.
- Students have wide-ranging elective options of subjects' combination in a course/stream and the institution does not restrict on the preference of the students on subject combination.
- College often develops new courses/curriculum though such programmes can be started after obtaining approval/affiliation from the University.

(ii) Pattern of programmes：

Pattern	Number of programmes
Semester	6
Trimester	X
Annual	X

1.3 Feedback from stakeholders* Alumni ✓ Parents ✓ Employers ☐ Students ✓

(On all aspects)

Mode of feedback: Online ☐ Manual ✓ Co-operating schools (for P☐

Please provide an analysis of the feedback in the Annexure

Feedbacks received from the students during the period have been analysed internally–

Report is enclosed as **Annexure II**. Parents and alumni are given option to submit feedback either online or manually. However, no such feedback has been obtained though many verbal submissions have been made during interaction such as Alumni meet, Parents meeting etc.

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

- Yes, as Semester system has been introduced, the syllabus in each subject has been recast under the new regulation of the University and most of the faculty members from various departments of the college are actively involved in such processes.
- For some departments the affiliating University has revised the syllabus to be in tune for the upcoming CBCS system. Here too most of the faculty members are involved in the process.
- For certificate/add-on courses faculty members are involved in designing and revision of the syllabus.
- The Syllabus of the UGC Sponsored Three Months Certificate Course in Entrepreneurship development developed by faculty members of the Entrepreneurship Development Cell have been revised and updated and is still continuing.
- The Department of Computer Science and Applications has developed the syllabus for the Three Months Add-On Course on Android App Development conducted by the department from June 2017 and is still continuing.
- The syllabus of the Certificate Course on Solid Waste Management with EDP Inputs has been developed by the Department of Environmental Science in collaboration with Entrepreneurship Development Cell.

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

The following departments have been either newly introduced or strengthened during past 12-16 months
- A full fledged Department of Environmental Science has been created and BSc (Hons) Environmental Science has started from this academic session 2017-2018. The Department has been strengthened.
- The Department of Statistics has been strengthened and faculty members have been appointed.
- The Department of English has been strengthened to start PG Courses in the subject and more faculties have been appointed to cater to MA English.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
125	40	31	-	55

2.2 No. of permanent faculty with Ph.D 27

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
1	1	-	-	-	-	4	4	5	-

2.4 No. of Guest and Visiting faculty and Temporary faculty 06

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	130	110	80
Presented papers	50	25	10
Resource Persons	05	10	10

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

1. Registration of students admitted with honours papers in a particular subject is done by respective departments so that the students become more interactive, shares the responsibility and feels at home at the college environment.
2. Creating opportunities for ICT enabled classes.
3. Continuous assessment through regular assignments and internal assessment.
4. Periodic orientation/counselling of the students.
5. Departmental Students seminar especially for the degree final year students. Such seminars are often based on small projects assigned to the students under the guidance of a faculty member in a department.
6. Case studies including on-site case studies, group discussions, study tours/industrial visits.
7. Students of respective departments being asked to participate in all National level and other seminars/workshops/training programmes organised by different departments in the college and outside as Student delegates.

2.7   Total No. of actual teaching days during this academic year   190

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

Display of answer scripts to the students in internal examinations.

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

| 24 | 15 | 15 |

2.10 Average percentage of attendance of students   90%

2.11 Course/Programme wise distribution of pass percentage: 2017-18

Title of the Programme	Total no. of students appeared	Division (No. of Students)				
		Distinction/ Rank Holder	I Class	II Class	Simple Pass	Pass %
B. A. (Hons.)	**319**	07	13	102	122	**76.18**
B. Com. (Hons.)	**172**	-	02	47	72	**70.35**
B. Sc. (Hons.)	**126**	04	27	52	06	**70.06**
B. B. A.	**62**	02	05	34	19	**93.54**
B. C. A.	**35**	05	10	12	01	**65.71**
B. Sc. (Microbiology)	**30**	10	18	02	-	**86.66**
B. Sc. (Comp. Science)	**---**	---	--	--	--	---

Rank Holders: (Total: 28)
1. BSc – Zoology (Hons): First Class 6thPosition.
2. BCA – First Class 2^{nd,}5th, 6th, 7th, & 8th Position
3. B. Sc. – Microbiology (Hons): First Class 1st, 2nd, 3rd, 4th, 5th, 6th, 7th, 8th, 9th& 10th Position.
4. BSc-Statistics: First 7th, 8th& 9th, Position.
5. BBA – First Class 3rd Position.
6. BA Education First Class 1st Position.
7. BA Economics First Class 10th Position.
8. BA Hindi First Class 1st, 3rd& 4th Position.
9. BA Khasi First Class 4th Position.
10. BA Political Science First Class 4th Position.

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

1. Results of University examinations are reviewed during meetings of the Head of the departments, IQAC and management.
2. The process 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.
3. Regular interaction with teachers, particularly with the Head of Departments.
4. Conducts training programmes/workshops to enhance teacher effectiveness.
5. Conducts training programmes on effective use of ICT tools and on effective usage of e-resources.
6. Obtaining feedback from the students.
7. Periodic interaction of the management with the Students Union and considering the suggestions of such interactions.
8. Encourages faculty members to design contemporary, skill based and value-added courses.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	02
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	01
Faculty exchange programme	-
Staff training conducted by the university	02
Staff training conducted by other institutions	02
Summer / Winter schools, Workshops, etc.	05
Others	30

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	43	01	01	-
Technical Staff	04	02	02	-

Criterion – III

3. Research, Consultancy and Extension

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

1. Research, Innovation and Publications cell is continuously sensitizing faculties to take up research projects in local, regional, national and international level. IQAC coordinator is a member of this cell and continuously infuses ideas for expansion of research activities.
2. The College through the Research, Innovation and Publications cell is funding local level research projects undertaken by faculties along with students. At the instance of IQAC, the college has enhanced the grants from Rs. 6000/- to Rs. 20,000/-.
3. Faculty members opting for Ph. D. and M. Phil. work are given appropriate support by the College.
4. IQAC is continuously encouraging research, innovation and publications.
5. IQAC is constantly encouraging teachers to take up minor and major research project under the provisions of UGC, from the college and also from other funding agencies – both national and international.
6. Encouraging faculty paper presentations, participation in international/national/regional workshops, conferences and symposia.
7. College has publish 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
8. One Minor Research Projects sanctioned by UGC have been completed during this period July 2017 to July 2018.
9. One proposal for Minor Research Projects has been submitted to UGC during the same period.
10. Two teacher-student local level research projects funded by the College have been completed during the same period.
11. Five (5) teacher-student proposals for local level research have been submitted to the Cell during the same period.
12. A major project proposal entitled 'Digitization of Threshold Knowledge of Meghalaya' has been prepared by Shillong College Central Library in collaboration with IQAC & has been sent for review to experts.
13. The IQAC has been the main motivating factor to enhance research and publication.
14. IQAC have suggested the idea of establishing a Central Instrumentation Centre and to eqip departments specially science departments with instruments to promote research culture.

3.2 Details regarding major projects

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

3.3 Details regarding minor projects: July 2017-- July 2018

UGC Sanctioned

	Completed	Ongoing	Sanctioned	Submitted
Number	01	01	--	01
Outlay in Rs. Lakhs	3.2 lakhs	2.9 lakhs	3.2 lakhs	30,000/-

College Sanctioned

	Completed	Ongoing	Sanctioned	Submitted
Number	02	06	05	02
Outlay in Rs.	44,000/-	1.05 lakhs	95,000/-	44,000/-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	10	15	20
Non-Peer Review Journals	-	-	25
e-Journals	05	03	-
Conference proceedings	10	15	05

3.5 Details on Impact factor of publications：Not Available

Range [ ]   Average [ ]   h-index [ ]   Nos. in SCOPUS [ ]

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	2 years	UGC, NERO	3.2 lakhs	2.9 lakhs
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-

Projects sponsored by the University/ College	1 year	Shillong College	95,000/-	45,000/-
Students research projects *(other than compulsory by the University)*	-	-	-	-
Any other (Specify)	-	-	-	-
Total	-	-	4.15 lakhs	3.35 lakhs

3.7 No. of books published

i) With ISBN No.
03

Chapters in Edited B[ ]
15

ii) Without ISBN No.
15

3.8 No. of University Departments receiving funds from

UGC-SAP
-
CAS
-
DST-FIST
-

DPE
-
DBT Scheme/funds
-

3.9 For colleges   Autonomy
-
CPE
-
DBT Star Scheme
-

INSPIRE
-
CE
-
Any Other (specify)
-

3.10 Revenue generated through consultancy   -

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	01	01	02	-	15
Sponsoring agencies	NEC, ICSSR, &State Govt.	ICSSR-NERC, NEHU, Indian Oil Corporation Limited, & State Govt.	RUSA	-	SELF

3.12 No. of faculty served as experts, chairpersons or resource persons   10

3.13 No. of collaborations: International   -   National   2   Any other   10

3.14 No. of linkages created during this year   02

3.15 Total budget for research for current year in lakhs:

From funding agency   3.2 lakhs   From Management of University/College   2.0 lakhs

Total   5.2 lakhs

3.16 No. of patents received this year

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

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

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

3.18 No. of faculty from the Institutionwho are Ph. D. Guide [-]

and students registered under them [-]

3.19 No. of Ph.D. awarded by faculty from the Institutio [--]

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

JRFSRF [NA]   Project [NA]   Fellows [NA]   Any other [NA]

International level [NA]

3.21 No. of students Participated in NSS events:

University level [300] State level [120]

National level [25] International level [-]

3.22 No. of students participated in NCC events:

University level [53] State level [53]

National level [53] International level [-]

3.23 No. of Awards won in NSS:

University level [3] State level [3]

National level [-] International level [-]

3.24 No. of Awards won in NCC:

University level [-] State level [10]

National level [10] International level [-]

3.25 No. of Extension activities organized

University forum [-] College forum [21]

NCC [10] NSS [10] Any other [15]

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

Highlights of important activities during the period.

1. Self Defence Training for Women was organized by Women Cell in collaboration with Meghalaya School of Martial Arts on 17th august, 2017. The event was well attended and the training imparted included kicking, wushu, Jeet Kune-do, Zendokai Karate, Kungfu, & Muay Thai.

2. The Final Diamond Jubilee Inter-Department Basketball competition for men & women was held on 18th August, 2017.

3. The Diamond Jubilee Basketball Exhibition Match between teaching staff of Shillong College vrs St. Mary's College was held on 18th August, 2017.

4. Workshop on "Online Safety" was organized by Women's' Cell in collaboration with Centre for Social Research, New Delhi on 18th august, 2017.

5. Certificate Course on Solid Waste Management with EDP Inputs conducted by the Department of Environmental Science in collaboration with Entrepreneurship Development Cell and IQAC was inaugurated on 18th August, 2017. The Course is funded under RUSA.

6. Coaching Class for Competitive Examinations funded under RUSA was inaugurated on the 21st August 2017 in the presence of the Principal, Vice Principal, Shillong College, Coordinator IQAC and Principal Consultant (RUSA), faculties and other resources persons.The first batch include 80 students students from different streams i.e. Arts, Science, Commerce, and professional departments mainly from the 5th Semester.

7. Annual Social, Cultural & Sports Week organized by the Shillong College Students' Union coinciding with Diamond Jubilee Celebration commenced from 21st August, 2017, culminating with a beauty pageant and a grand formal function on 26thAugust, 2017.

8. Food Fest was organized on the 22nd August, 2017 by the Food & Refreshment Committee, Diamond Jubilee Celebration which focuses on ethnic food variety of the different tribes of Meghalaya.

9. Cleaning Drive was organized by the NSS, NCC, YRC& Rovers & Rangers on 23rd August, 2017.

10. Inaugural Function of International Seminar on Cross Border Connectivity and Inclusive Growth: Possibilities and Challenges with Special Reference to the North Eastern Region organized as part of the closing ceremony of the Diamond Jubilee Celebration was held on 24th August, 2017.The inauguration was graced by our Hon'ble Member of Parliament Shri Conrad Sangma as the Chief

Guest, Prof S.K Srivastava, Vice Chancellor, North Eastern Hill University, Shillong as the Guest of Honor, Prof Mahendra, P.Lama, Delhi School of International Studies, Jawaharlal Nehru University, New Delhi as the key note speaker besides a host of other prominent dignitaries, invitees, experts, resource persons, delegates and participants from the State and other states of India as well as participants from abroad.

11. Closing Ceremony of the Diamond Jubilee Celebration coinciding with the Valedictory Function of the Two Day International Seminar on Cross Border Connectivity and Inclusive Growth: Possibilities and Challenges with Special Reference to the North Eastern Region on 25th August 2017. The function was graced by Dr Mukul Sangma, Hon'ble Chief Minister, Government of Meghalaya as the Chief Guest and Shri H.D.R Lyngdoh, Hon'ble Home Minister, Government of Meghalaya as the Guest of Honour besides other prominent dignitaries, invitees, experts, resource persons, delegates and participants from within and outside the Country.

12. Grand finale of the Annual Social, Cultural & Sports Week organized by the Shillong College Student Union was held on 26thAugust, 2017.

13. An Awareness Programme on Banking Products and Services organized by The Shillong College Employees' Mutual Benefit Fund and Consumers Cooperatives Society Limited in collaboration with Indian Overseas Bank, Shillong was held on the 29th August 2017.

14. Awareness Programme on Heart Care was organized by Health Care Committee & Department of Microbiology in collaboration with Heart Care Society, Assam on 31st August, 2017.

15. Teachers of Higher Secondary Section, Shillong College participated at the celebration of the 56th Teachers Day organised by the Education Department, on the 5th September 2017 in which the College Choir of the Higher Secondary Section enthralled the audience.

16. Three Day National Workshop on "Open Source Software for Library Automation--Koha" was organised by Shillong College Central Library in collaboration with IQAC on   21st -25th September 2017.

17. The coaching class for competitive exams under RUSA for the second batch comprising of 85 students commenced from November 2017 to April 2018.

18. A Documentary to celebrate the Diamond Jubilee of the college entitled 60th Milestone was screened on 8th November 2017 in the Principal Conference Hall, Shillong College.

19. Constitution of Committee for proposed major project entitled Digitization of Threshold Knowledge of Meghalaya on 6th December, 2017.

20. Faculty Development Programme--INFOFEST 2017 on E-Resources organised by the Shillong College Central Library in collaboration with IQAC was held on 17th November 2017.

21. One Day Seminar on Solid Waste Management: Importance and Entrepreneurial Potential was organized by Department of Environmental Sciences & IQAC on 30th November 2017. The seminar is part of the Felicitation Programme for Participants of the Two Months Certificate Course in Solid Waste Management with EDP Inputs funded under RUSA Equity Initiative.

22. Celebration of 1st Anniversary of Management Students' Club on 6th December, 2017, organized by the Department of Business Administration, Shillong College.

23. Six Month Career Oriented Certificate Course in Khasi Traditional Music conducted by the Department of Khasi commenced from 13th February 2018. Permission has been granted by the College Development Council, North Esatern Hill University, Shillong. The next session will commence from August 2018.

24. Youth Red Cross (YRC) conducted a Training Programme on Women's Health & First Aid Training on 17th March 2018.

25. The Youth Red Cross conducted Preventive Health Care and First Aid Training in collaboration with Home Gaurds Department, Government of Meghalaya on 23-24 March 2018. The programme is funded by Indian Oil Corporation limited as part of its Corporate Social Responsibility.

26. One Day Career Counselling Seminar for Tech Mahindra Smart Academy for Health Care in collaboration with ICCO and Health Care Committee, Shillong College was held on the 23th March 2018.

27. A valedictory programme of the RUSA Sponsored Coaching Class for Competitive Exam 2017-18 Batch was held on 13th April 2018, in the presence of the Principal, Shillong College Dr K.D Ramsiej, Shri R. Mawroh, Principal Consultant, RUSA, Shri K.D Roy, Vice Principal, Professional course and others. All the aspirants were felicitated on this day.

28. One Day Awareness Programme on the Importance of Gender Equality for the College Students was organized by the the Gender Equity Monitoring Cell, Shillong College on 13th April 2018. In this programme the students were apprised of the issues of gender inequality and how to meet the challenges.

29. NSS Unit of the college observed the World No Tobacco Day on the 31st May 2018 in collaboration with the NPCDCS O/o District Medical & Health Officer East Khasi Hills. On this day a rally was conducted from Police Bazaar to State Central Library. 40 numbers of NSS volunteers participated in this programme.The campaign was inaugurated by signing of a pledge

against tobacco by dignitaries. East Khasi Hills Deputy Commissioner P.S Dkhar highlighted the role of the government in controlling the tobacco menace in the State and not only extended his support for such awareness programmes in future but also promised to take action in his administrative capacity. During the programme, a panel discussion was organized with experts from different walks of life sharing insights on various aspect of Tobacco control. Others who spoke on the occasion were Dr. E. Pdah and Dr. D. Marak from the office of DMHO, East Khasi Hills District, Shillong.

30. ICGC organized an Orientation and Counselling Programmefor 1St Semester (B.A/B.Com/B.Sc/BBA) on 5th June 2018.

31. NSS Unit organized various competitions to commemorate World Environment Day 2018. These competitions were held on the 8th June 2018 at Plietimai Presbyterian Secondary School, Ur Masi U Joh, Smit Village which is the adopted village of the Unit. Altogether three Schools participated which comprises of Pleitimai Secondary School, Lumkynsai Presbyterian LP and UP School and Umtew-Maw- U –Sam Presbyterian School. The competition was held in three categories in Drawing, Painting and Essay competition. Altogether 48 students took part in the competition.

32. The NSS Unit, Shillong College observed the World Blood Donors Week from 11th to 16th June, 2018 by organising various competitions for the students and volunteers of the college on various events. The first event conducted was the Drawing Competition on the 11th June, 2018 from 2 p.m. onwards and about 50 volunteers took part. The next event conducted was the Slogan Competition on the 12th June, 2018 and about 30 volunteers participated. Then a Sketching Competition was conducted on the 13th June, 2018 and about 24 students participated in this category. The last event conducted was the Poster Competition on the 15th June, 2018, where about 15 volunteers participated. These events which witnessed enthusiastic response from students has also created awareness among the students in particular and the public at large about Blood Donation and its positive impact on the Blood Donor who voluntarily donated one's precious blood for saving one precious life considered to be the gift of life. Prizes were distributed to all the winners of various competitions at a small but impressive function held on the 16th June, 2018.

33. The NSS Unit in collaboration with the NCC Unit and Physical Education Department observed the International Yoga Day on the 21st June, 2018 in the College Campus. Yoga exercises and demonstrations were conducted by the Resource Persons Shri. Girdhari Mishra, Shri. Akash Gupta and Shri. Vikash Rathour of DSVV, Department of Yoga & Health, Haridwar, India

(GayatriPariwar, Subcentre Barapathar, Shillong). Shri. Akash Gupta conducted different Yoga exercises and demonstrated to the students various forms of Yoga Exercises. Shri Girdhari Mishra highlighted on the various health benefits which are gained through regular Yoga exercises. 150 students took part in the programme along with the Principal, Vice Principal and some teachers.

34. Parents/Gaurdian meeting of 3rd Semesters B.A/ B.Sc/ B.Com/ was held on 7th July 2018 to discuss on the feasibility for the Introduction of Uniform for the students.

35. A meeting of the Management and College Post Staff (Teaching and Non-Teaching) was held on the 10th July 2018 to discuss the implementation of National Pension Scheme.

36. Parents/Gaurdian meeting of1st Semesters B.A/ B.Sc/ B.Com/BCA was held on the 14th July 2018 to discuss on the feasibility for the Introduction of Uniform.

37. IQAC organized a programme on the 24th July 2018 to Release of the Diamond Jubillee Souvenir and the Interdisciplinary Annual Journal entitled "Echoes from the Hills" with ISSN No. This programme also included the inauguration of the Language cum Skill Development Lab funded by the college in convergence with RUSA fund. The programme was graced by Shri PrestoneTynsong Hon'ble Deputy Chief Minister, Government of Meghalaya as the Chief Guest and Prof H. Lamin, Pro Vice Chancellor, NEHU was the Guest of Honour in the presence of Shri R. Mawroh, Principal Consultant, RUSA, other dignitaries, guests, faculties and students.

38. The UGC Sponsored Three Months Certificate Course on Entrepreneurship Development was inaugurated on 25th July 2018. Shri B.K Sohliya(MAS) OSD, Meghalaya Institute of Entrepreneurship delivered the Inaugural address.

39. On the 25th July 2018, North Eastern Hill University, Shillong granted the much awaited permission/Provisional Affiliation to start PG Department/ course M.A English from academic session 2018-19.

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	46,272.18 sq. m.	587.78 sq. M	- - - -	46,859.96 m^2
Classrooms	59	--	College Fund & RUSA	59
Laboratories	9	-	College Fund	9
Seminar Halls	2	-	-	2
Departmental Rooms	12	4	College Fund	16
Language Laboratory	--	1	RUSA & College Fund	1
No. of important equipments purchased (≥1lakh) during the current year.	43	139	RUSA	182
Value of the equipment purchased during the year (Rs. in Lakhs)	87.8 lakhs	6 lakhs	RUSA	93.8 lakhs
Others: a. New auditorium – undergoing	0	1	RUSA & College Fund	80 lakhs
b. Expansion of Girls' Hostel	1	0	UGC & College Fund	60 lakhs
c. Construstion of lift well is undergoing.	0	1	RUSA	13 lakhs
d. Boy hostel	0	1	UGC & College Fund	94 lakhs
e. Swimming Pool	0	1	UGC	1.25 crores
f. Language Laboratory	0	1	RUSA & College Fund	35 lakhs

4.2 Computerization of administration and library

Administration:
Administrative work is almost computerized. Students' data are being maintained with software developed by the faculty members of the Department of Computer Science and Applications. New software has been obtained to maintain accounts of the college with a private organization. Administrative staffs are regularly trained in this respect.

Library
- Major expansion of the Library has been accomplished. Library work, maintenance and records of books are totally computerised.
- There are 21 computers in the Library with internet/wifi facilities for students and four (4) for staff.
- Library has a reprographic section which is widely used by the students and services are provided at a discounted rate.
- Each book has a bar code number.
- Shillong College Central Library along with IQAC conducted a Faculty Development Programme on "Effective Usage of E-resources" on the 30th August 2016.
- User awareness is created through creation ofWhatsapp group, facebook page alongwith email, 2-Way SMS etc.

4.3. Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	19802	60,15,893/-	3240	12,26,447/-	23042	72,42,340/-
Reference Books	8590	22,88,927	470	7,28,115/-	9060	30,17,042/-
Journals	68	1,99,504/-	54	1,18,085/-	122	3,17,589/-
e-Books /e-Journals	NLIST	5000	NLIST	5000	NLIST	10000
Digital Database	--	--	--	--	--	--
CD & Video	---	--	--	--	--	--
Others (specify)	---	---	---	---	--	--

Other major services of library are:

- Organizing book exhibitions.
- The library facilitates Facilitates 4 Interns students from North Eastern Hill University.
- Facility of book bank.
- Upgrading the PG section.
- Shillong College Central Library is a member of the American Library Association
- Avalability of inter-library loan services with NEHU & Rajiv Gandhi University, Arunachal Pradesh.
- Shillong College Central Library organized a Three Day National Workshop on *"Open Source Software for Library Automation (KOHA)"* on the 21st – 23rd of September, 2017 in collaboration with the IQAC, Shillong College.
- Shillong College Central Library organized a One Day INFOFEST 2017 On: E- Resources for faculty members on the 17th of November, 2017 in collaboration with the IQAC, Shillong College.

- Migration of Data from Remote Server to Cloud based and launching of Web-OPAC is under process.
- Constantly updating the collection of Books with latest edition.
- Conducting of library tours.
- Sanction for organizing a Two Day International Conference on *Bridging the Digital Divide -- Role of Libraries and Information Centers with Special Reference to the North Eastern Region* organized by Shillong College Library in collaboration with IQAC to be held on 5th -6th September, 2018 have been received under VAF (CM's Fund), Government of Meghalaya& ICSSR, NERC, NEHU, Shillong. Preparations are underway.

4.4 Technology up gradation（overall）

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	235	110	04	18	1	21	31	24
Added	7	10	--	--	-	-	52	-
Total	242	120	04	18	1	21	83	18

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

- Department of Computer Science and Application conducts short term training programmes for the teaching and non-teaching staff of the College in computer fundamentals and upgradation. The faculty of this department lends ready assistance and suggestions to all for computer usage.

- All employees of the College, particularly the teaching staff, are encouraged to use computers and ICT facilities in the teaching-learning process and to be familiar with all internet facilities and provisions.

- The Department of Computer Science &Applications, through the Techies' Club organizes its annual computer literacy campaign as part of the Department's extension/ outreach programmes.

- Remedial Coaching for weak students who have opted for BCA.

- The Department has also developed the syllabus for the Three Months Add-On Course on Android App Development which is being conducted by the department from June 2017.

- 21 Computers in the Library are meant for students and are provided with broadband facilities.

- Five computers in the Staff Common Room are placed with internet facilities.

- Main Campus of the college has been made Wi-Fi enabled.

- Main campus is under 24 hours cc tv surveillance with main monitoring of the cc tv is done from the library. Entrance, exit and inner facilities of the Library are also under constant surveillance.

- Initiating the process for online admission with online payment support in the college.

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

4.6 Amount spent on maintenance in lakhs :

i) ICT (computer, Laptop, projectors etc.

Rs 18,25,000/-

ii) Campus Infrastructure and facilities

Rs. 1.40 crores

iii) Equipments and Furniture :

Rs. 14,39,510/-

iv) Others

Rs. 4,00,000/-

Total :

Rs. 1.77 crores.

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. An orientation programme is conducted at the beginning of every academic session for the newly admitted students. They are made aware about the various Student Support Services available in the college. These informations are also publish on notice boards and college website for better information.
2. For any enhancement of student support services notifications are displayed in notice boards and circulars are circulated to departments.
3. Student Service Centre renders its services to the students such as photocopy, questions banks, circulation of study materials, books, stationery items and others at discounted rates and has become a one-stop store for all their needs. IQAC have ensured the institution of scholarships, endowment awards for students who excel in various examinations and for those students who belong to financially weaker section.
4. Coordinating with departments and various committees to ensure wide participation of students in academic and extra-currilar activities.
5. Wide publicity is given for sports & games events to ensure students participation.
6. Improvement of basic amenities such as safe drinking water, canteen, toilets, common rooms, sports and games facilities and also for cultural activities.
7. Free Wi-Fi service and broadband internet facilities to the students.

5.2 Efforts made by the institution for tracking the progression

1. Students are encouraged to maintain close contact with the college through email, sms and through alumni linkage – information is gathered to track progression.
2. Respective departments maintain record of such students and remain in touch for exchanging information.
3. Through student's academic verification system by various recruiting agencies.
4. Feedback from students/parents/guardians through personal contacts with teachers/staff/princioal/vice principal. .

5.3 (a) Total Number of students (2017-18)

UG	PG	Ph. D.	Others
3209	-	-	1551

(b) No. of students outside the state

495

(c) No. of international students

20

Men

No	%
2056	64.07

Women

No	%
1164	36.27

Last Year (2016-17)						This Year (2017-18)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
146	06	2957	02	-	3111	163	16	3019	10	01	3209

Demand ratio: 1:1.5 Dropout %: 0.2%

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

1. Remedial classes for needy students in Degree and Higher Secondary level
2. Remedial classes for students from Arts stream enrolled for BCA Course.
3. Coaching class for competitive exams is being conducted to impart the conceptual knowledge about the subject and syllabi of the various competitive exams conducted by SSC/IBPS/State Govt. Public sector etc. The coaching class funded under RUSA is conducted intwo batches.
4. Mock Interviews, Mock tests and Group Discussions are conducted to prepare students for job interviews.
5. Personality development and soft skills programmes are being conducted for the degree students mostly the 5th and 6th Semesters.

No. of students' beneficiaries | 300

5.5 No. of students qualified in these examinations

NET | NA | SET/SLET | NA | GATE | NA | CAT | NA

IAS/IPS etc | NA | State PSC | NA | UPSC | NA | Others | 19

5.6 Details of student counseling and career guidance

- Continued focus on strengthening career guidance, counselling and placement activities in the College through various programmes organized by Information and Career Guidance Cell (ICGC), Placement Cell, departments etc..
- Career Counselling Seminar for Tech Mahindra Smart Academy for Health Care in collaboration with ICCO and Health Care Committee, Shillong College was held on the 23th March 2018 at 2pm in the Conference, Shillong College.
- Orientation Programme for 1^{St} Semester (B.A/B.Com/B.Sc/BBA) was held on 5th June 2018.
- Coaching class for competitive exams is being conducted for two batches to impart the conceptual knowledge about subject and syllabi of the various competitive exams conducted by SSC/IBPS/State Govt. Public sector etc. The coaching class funded under RUSA is conducted in two batches.
- Mock Interviews, Mock tests and Group Discussions are conducted to prepare students for job interviews.
- Personality development and soft skills programmes are being conducted for the degree students mostly the 5th and 6th Semesters.
- Maintenance and upgradation of student's data base to streamline placement activities and assist campus placement is continuing with focus on strengthening career guidance and

placement activities in the College.
- Study Centre' of the Institute of Company Secretaries of India is continuing its collaboration with the Department of Commerce in continuing its activities and conducting relevant counseling programmes and career guidance.

No. of students benefitted

Counseling: **1300**;   Career Guidance: **600**

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
2	**200**	**06**	**05**

5.8 Details of gender sensitization programmes

Gender sensitization programmes are organized by the Gender Equity Cell, Women's Cell besides the YRC, Rovers & Rangers, NSS & NCC, departments etc. of the college. A few of them are:
- Poster campaigns& Special Lectures are organized to create awareness on gender issues.
- Appointment of gender champions from among the students of the college.
- Circulation of a Memorandum on gender issues to all Departments to sensitize and create a sense of responsibility and belongingness in the campus.
- Two girl students are representatives to the Women Cell of the College.
- Self Defence Training for Women was organized by Women Cell in collaboration with Meghalaya School of Martial Arts on 17th august, 2017.
- Workshop on "Online Safety" was organized by Women's' Cell in collaboration with Centre for Social Research, New Delhi on 18th august, 2017.
- Youth Red Cross (YRC) conducted a Training Programme on Women's Health & First Aid Training on 17th March 2018.
- One Day Awareness Programme on the Importance of Gender Equality for the College Students was organized by the the Gender Equity Monitoring Cell, Shillong College on 13th April 2018.
- Departments like Sociology, Political Science etc. also conduct interactive sessions which highlight issues of gender equality, awareness of stakeholders regarding any sort of gender discrimination in society and so on.

5.9 Students Activities:

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

State/ University level | 65 | National level | 22 | International level | -

No. of students participated in cultural events

State/ University level | 45 | National level | 20 | International level | --

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

Sports: State/ University level | 20 | National level | 05 | International level | --

Cultural: State/ University level | 06 | National level | 01 | International level | --

5.10 Scholarships and Financial Support

	Number of Students	Amount
Financial support from institution	5	Rs. 25,000/-
Financial support from government	4200	Amount disbursed from Government to Students' SB. Account.
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs: State/ University le [02] National le [-] International lev [-]

Exhibition: State/University leve [ ] National leve [-] International leve [-]

5.12 No. of social initiatives undertaken by the students [02]

5.13 Major grievances of students (if any) redressed:

  (a) Canteen Facilities: This grievance has been redressed and another canteen has been newly set up.

  (b) ICT enabled teaching learning process: This has also been taken up and major improvements are ongoing.

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION OF THE COLLEGE

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

MISSION OF THE COLLEGE

➢ To endeavour to provide to all sections of society, quality yet affordable education, and create a knowledge-based society where avenues of success are readily available to all sections of the society, both urban and rural.

➢ To provide the right atmosphere that will facilitate the tapping, honing and refinement of latent potential talent and skill through appropriate academic, extra- and co-curricular activities, promoting the pursuit of excellence thereof and leading to integrated personality development.

➢ To remain socially committed, with special impetus on catering to the needs of the socially, economically and educationally disadvantaged groups, and through academic excellence, confidence building and character development to elevate them to a level of excellence. Thus, providing them with a fair chance of success and better future.

➢ To be attuned to the emerging needs of the young generations in a world of constant flux and to inculcate knowledge and need-based work skills so that the products of our College possess a competitive edge in the job market and find themselves prepared for gainful employment.

➢ To constantly update, equip, improve and evolve ourselves in all aspects in order to become more proficient and efficient in fulfilling our commitments to the students and the society at large to the best of our ability.

➢ To not only help our students become job-proficient but to sensitise, encourage and promote moral, secular, scientific and nation-building virtues in the backdrop of varied and complex multiplicities that weave the beautiful pattern of our country so that the students respect, protect, nurture and value the rich composite culture of the country, INDIA.

6.2 Does the Institution has a Management Information System

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

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

6.3.1 Curriculum Development

> - IQAC initiates strategies to start new courses/subjects/programmes and the same, when approved by respective subject experts (faculty of the college and from universities) are sent to the affiliating University for approval of the curriculumand affiliation.
> - 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 the affiliating university.
> - Faculty members of Entrepreneurship Development Cell have also designed curriculum of PG course in Entrepreneurship which has been submitted to the relevant authorities.
> - The Syllabus of the Three Months Certificate Course in Entrepreneurship development was developed by faculty members of the EDC and has also been revised and updated.
> - The 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.
> - The syllabus of the Certificate Course on Solid Waste Management with EDP Inputs has been developed by the Department of Environmental Science in collaboration with EDC. This course started in the month of August 2017 funded under RUSA.

6.3.2 Teaching and Learning

- Class routines are revised every year to accommodate maximum hours for class room teaching and minimizing the loss of teaching hours.
- 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.
- ICT is used to the best extent possible. IQAC monitors ans closely coordinates with the with the management in providing all support for ICT based education.
- All science laboratories including computer lab have been extended and renovated with provisions for ICT based teaching-learning
- A number of classrooms have been provided with equipments for ICT based teaching-learning methods and major efforts are being carried out for ICT equipments and their maintenance..
- Staff meeting of the Faculty members of the College conducted twice in a year also contributes to the new strategies in Teaching and Learning processes.
- On the suggestion forwarded by IQAC, innovations in teaching and learning processes are formulated, upgraded and implemented.
- 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 and learning.
- Students are given such assignments to promote and encourage them to use library resource materials with guidance on how to effectively utilize library resources including e-resources.

6.3.3 Examination and Evaluation

- Examinations in the College are centrally managed by an Examination Committee, which is formed every year for the specific purpose. This committee is responsible for conduct of all examinations – college internal examinations, examinations of the University and also those notified by Meghalaya Board of School Education for Class XII standard.
- Evaluation systems for internal examinations are thoroughly transparent and answer scripts are displayed to the students.
- Students closely interact with their teachers for disussions on their progress and suggestions for overall improvement.
- Continuous evaluation is also done through assignments given to the students from time to time.
- Presentations on projects, case studies and other presentations are comtinuously discussed, evaluated and suggestions given for better results.

6.3.4 Research and Development

- College has a Research, Innovation and Publications Cell constituted since 2009 which is continuously organizing programmes and sensitizing faculties to take up research projects in local, regional, national and international level. The IQAC closely coordinates with the Cell and has been the main motivating factor to enhance research and publication.
- The College through the Research, Innovation and Publications cell is funding local level research projects undertaken by faculties along with students with a total amount of Rs. 20,000.00. Student-projects in this category are also encouraged with a provision of grant amounting of Rs. 10,000.00.
- Faculty members opting for Ph. D. and M. Phil. work are given appropriate support by the College.
- Encouraging faculties to take up minor and major research project under the provisions of UGC, from the college and also from other funding 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.
- Faculties pursuing Ph. D. are encouraged to opt for FIP.
- Encouraging faculty paper presentations, participation in international/national/regional workshops, conferences and symposia.
- Organization of International/National/Regional/State level seminars, workshops, training

and faculty development programmes.

- Publication of 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 will greatly encourage research and publications by faculties.
- A major project proposal entitled 'Digitization of Threshold Knowledge of Meghalaya' has been prepared by Shillong College Central Library in collaboration with IQAC & has been sent for review to experts.
- IQAC have suggested the idea of establishing a Central Instrumentation Centre and to eqip departments specially science departments with instruments to promote research culture
-

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Each department is allotted an amount of Rs. 20,000.00 – 30,000.00 every year to purchase new books in the subjects and upgrade the library.
- Library has been renovated with one additional spacious room, more books and journals and more computers with internet facilities.
- Plans are being proposed for extension of library to cater to the PG students in English.
- Computer laboratory is further extended The Laboratory is well furnished and every step is taken from time to time so that it remains up to the mark for any advanced courses. A number of institutions are conducing on-line examinations in the college taking advantage of the facilities available in this institution.
- All science laboratories including computer lab have been extended and renovated with provisions for ICT based teaching-learning
- Equipment/instruments for the science laboratory are purchased every year according to the demands of the department either from own resources of the college or through grants obtained from UGC or elsewhere.
- Concerted efforts are on to equip all classrooms with ICT equipments.
- Interactive Boards are placed in selected class rooms which are helping the teachers and students in teaching-learning process.
- Institution provided lap-tops and LCD projectors to all the departments for augmenting ICT based teaching-learning.
- Department of Statistics has been provided with a computer labaratory.

6.3.6 Human Resource Management

- Done through Teachers' Association for Faculty Members.
- Through Non-teaching Staff Association.
- Through properly elected Students' Union for the Students.
- Discipline Committee takes care of general discipline in the college.
- Excellent cordial environment is maintained through regular interactions among all section

of employees, students, alumni and other stakeholders.

- Staff of all categories is extended unique post retirement maintenance scheme and also welfare scheme which attract them to job in the college.
- Academic and professional resources of the faculty are utilised to the optimum in the day to day academic, administrative and extra-curricular activities of the college. The college also gives appropriate opportunities to develop further in academic and professional life.

6.3.7 Faculty and Staff recruitment

- For faculty members, the recruitment is done as per the norms set by the UGC through proper Selection Committee and also following the norms set by State Government, particularly with respect to State Reservation Committee.
- For non-teaching Staff, the recruitment is done through properly constituted Selection Committee as per the rules of State Government and following the State Reservation Policy.
- All Recruitments processes are absolutely transparent but rigorous.
- Any vacancy created, due to retirement or otherwise, is filled up at the earliest through proper selection procedure. Advertisements of such posts are displayed in at least one national and one local newspaper in addition to the college website.
- Few new appointments were made during the year.
- For College posts, the recruitments follow the similar pattern as in point no. 1.
- All new staff members are governed by the Service Rules as framed and adopted by the College.

6.3.8 Industry Interaction / Collaboration

Despite the fact that Meghalaya is an industrially underdeveloped State, the college has been able to collaborate and coordinate relevant programmes and value added courses with a number of micro and small scale industrial units in the State, cooperative societies, government departments, and others. Here, the EDC is collaborating with the following partners:
- With Meghalaya Institute of Entrepreneurship (MIE) which is also sponsoring budding entrepreneurs to attend the UGC Sponsored Three Months Certificate Course in Entrepreneurship Development.
- 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. KVIC and others facilitates awareness and training for PMEGP Schemes.
- Rural Resource Training Center, Umran for hands-on training and residential workshops.
- Department of Agriculture, Animal Husbandry, Kara Food Products, Pohkseh etc for resource persons and hands on training in food processing.
- Department of Urban affairs, Department of Taxation, Government of Meghalaya.
- Rilum Foundation for Sustainable Development, East Khasi Hills, Shillong.
- Urlong Tea Integrated Village Co-operative Society, Mawlyngngotand Meghalaya Village Development Promotion Tourism Co-operative Society Limited, Shillong.

- Bethany Society, Shillong.
- Banks and other financial institutions including SBI, MCAB, NEDFI etc.
- Successful entrepreneurs from the State and the country.

6.3.9 Admission of Students

- Admission process in the College is very transparent and democratic but ensures Merit as first priority.
- Separate Admission Committees are constituted for each stream: Arts, Science, and Commerce, and also for 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 cultural events at the state and national level.
- Provision for admissions is also given for candidates who excel 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.

6.4 Welfare schemes for

Teaching	1. Shillong College Employees Welfare Fund 2. Shillong College Employees Social Maintenance Scheme. 3. Staff cooperative Society. 4. Provident fund Benefits.	
Non teaching	1. Shillong College Employees Welfare Fund 2. Shillong College Employees Social Maintenance Scheme. 3. Staff cooperative Society. 4. Provident fund Benefits.	
Students	1. Scholarship by the College as well as from the Government. 2. Awards for academic achievements, achievements in Sports, Culture, NSS, NCC etc. 3. Students' Service Centre 4. Free Coaching for competitive exams 5. Training for soft skills and personality development programmes. 6. Career Guidance Cell (ICGC) and Placement Cell. 7. Facilitating entrepreneurial capabilities through Entrepreneurship Development Cell, which also conducts three-month UGC-sponsored Entrepreneurship Development Course every year.	

6.5 Total corpus fund generated   3.36 crores

6.6 Whether annual financial audit has been done   Yes ✓   No ☐

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	✓	NAAC	/	IQAC
Administrative	✓	NAAC	No	------

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

For UG Programmes   Yes   No

For PG Programmes   Yes   No

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

Not Applicable.
However, College has its own internal mechanism for all internal examinations which is at par with the University standard with additional features like display of scripts of internal examination.

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

Such efforts have not been witnessed.
Future prospect for autonomy is not ruled out.

6.11 Activities and support from the Alumni Association

- A very active and dynamic Shillong College Alumni Association exists which takes up number of programme every year such as Celebrating the College Foundation Day, extending financial grants to students, donation of book to college library, etc.
- A number of alumni are well placed in the society such as academicians; administrators, bankers, entrepreneurs, ministers etc. They are actively involved with the Alumni Association and support the college in a number of ways.
- The Vice President of the Shillong College Alumni Association has been nominated to the Governing Body of the College as donor representative. In fact, both the Principal and Vice Principal of the College are alumni.
- There are two alumni members in the IQAC, and college gets considerable support from them.
- Besides a number of programmes organized that reaches out to the college and communitythe Alumni Association also felicitates students who have excelled academically thereby motivating others to strive to higher goals.

6.12 Activities and support from the Parent – Teacher Association

- There is no formal Parent-Teacher Association.
- 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 crop up.
- As such need for such association was never felt as stakeholders remain largely satisfied.
- At least two meeting are held every year with the Parents where Principal, Vice Principal and Teachers are present. At the start of the academic session, Parents are also invited in the orientation programme.
- Parents/Guardians are also called for after examination results for those poor performing students.

6.13 Development programmes for support staff

- Social benefit or welfare schemes are extended to all the staff.
- Some of the staff, particularly belonging to Grade IV, is provided with quarters in the campus.
- Non-teaching staff are also given facilities like advance in cases of any financial constraints etc.
- Periodical computer literacy training organised by the Computer Science and Applications Department of the College.
- Deputing the relevant staff for some specified training on administrative reforms and learning accounting processes.
- Deputing Library staff for ICT training, library autumation and other relevant areas.

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

- Shillong College accords high priority to Environment Conservation, zero littering and maintenance of hygienic conditions everywhere.
- Programmes are consistently organized by NSS, NCC, Swach Bharat Cell and other Extension Cells in the campus and outside in collaboration with Government, administrative units in the villages and others for environmental consciouness, conservation and sustenance.
- Regular cleaning drives are conducted by NSS, NCC, Swach Bharat Cell and others not only in the campus but participating in the Swachh Bharat Campaign with the rest of the country.
- Declaring the College campus as zero littering area.
- Prohibition of Smoking/tobacco usage in the college campus.
- Installation of solar energy panels in the campus.
- The process for setting up of a Botanical Garden in the campus has started and is continuing.
- The Action Plan for Green Campus has been prepared by the campus development committee which supervises and monitors in keeping the campus clean and eco-friendly.
- Steps are taken to make the campus a Plastic free zone
- Phasing out of old tube lights and CFL bulbs by replacing them with energy efficient LED

bulbs.
- Ensuring that the lights are switched off in class rooms where no classes are taking place.
- Improving Green Cover and General Cleanliness of the Campus.

Criterion – VII

7．Innovations and Best Practices

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

- Continuous assessment of the performances of the students through attendance, assignments, their evaluation and cross verification of the same by the students.
- Upgradation of students' service centre to become a one stop shop for their needs.
- Active participation of students in academic and extra curricular activities at the state and national levels.
- Active participation of students in NSS, NCC, Swacch Bharat Campaign and other extension activities at the University, state, national and international levels.
- Organizing international, national and state level Seminars, workshops, faculty development programmes benefitting faculties and students.
- Emphasis on research and publications.
- Conduct of the S. C. Datta Memorial Lectures which has contributed towards intellectual debates among the Staff and the Students.
- Enchancing visibility of the college.
- Skill and Entrepreneurship Development.
- Community Participation Programmes and Asset Creation.
- Staff Development Programmes and Welfare Measures for both Staff and Students.
- Scholarships for Deserving Students and Awards for Meritorious Students.
- Creation of Environmental Consciousness and its Protection.
- Expansion of Infrastructure to Enlarge the Scope of Higher Education.
- Decentralisation of administration and formation of various committees and cells to manage various functions of the college leading to a sense belonging to everyone.
- A general friendly relationship between the teachers, between the teachers and students, and easy accessibility to principal/vice principal/management.

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

beginning of the year

- One international seminar, one national workshop, one regional seminar, one state level seminar, training programmes and a number of other programmes at the institution level organized by departments, cells, committees and extension activities.
- Three ISBN Publications
- One Peer Reviewed Annual Inter Disciplinary Journal entitled *Echoes from the Hills* with ISSN No. 2581-5253 registered under the Registrar National Press of India, New Delhi, RNI No. MEGENG/2017/74583.
- Two Proceedings of International Seminar & Seven Day National Workshop on Research Methodology

- Diamond Jubilee Souvenir, Shillong College: 1956-2016 and a number of college publications including college annual magazine.
- A number of research projects funded by UGC and the college have been completed and a few more research proposals have been submitted to funding agencies.
- A major project proposal entitled 'Digitization of Threshold Knowledge of Meghalaya' has been prepared by Shillong College Central Library in collaboration with IQAC & has been sent for review to experts.
- Opening of BSc (Hons) in Environmental Science from academic session 2017-18.
- Starting of Post Graduate Department in MA English.
- UGC Sponsored Three Months Certificate Course on Entrepreneurship Development is continuing.
- Three Months Add-On Course on Android App Development started in June 2017 by Department of Computer Science and Applications.
- A certificate course on Solid Waste Management with EDP inputs started in August, 2017 funded by RUSA.
- Six Months certificate course in Khasi Traditional Music conducted by the Department of Khasi, Shillong College from February 2018.
- Setting up of the Language cum Skill Development Laboratory.
- Coaching for Competitive Examinations funded under RUSA.
- Personality & Skills Development Programmes.
- Maintenance of students' data base to streamline placement activities and enable proper maintenance of records about campus placements.
- Wide publicity in print and electronic media for almost every activity of the college and in the website and enhancing visibility of the college.
- Upgradation of students' service center to become a one stop shop for their needs.
- Concerted efforts to promote activities of anti-ragging cell and grievance redressal mechanisms
- Strengthening of Website Maintenance & ICT Development Cell
- Installation of solar energy panels in the campus.
- Setting up of a Botanical Garden in the campus.
- Adoption of strategies for for Green Campus.
- Enabling skill development and entrepreneurship training.
- Strengthening community participation and asset creation.
- Procurement of an additional plot of land for further expansion.
- Free studentship for deserving students.
- Continous expansion of infrastructure, renovation and their maintenance.

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)* **See Annexure III. and IV**

7.4 Contribution to environmental awareness / protection

- A Certificate Course on Solid Waste Management with EDP Inputs conducted by the Department of Environmental Science in collaboration with Entrepreneurship Development Cell and funded under RUSA.
- Programmes are consistently organized by NSS, NCC, Swach Bharat Cell and other Extension Cells in the campus and outside in collaboration with Government, administrative units in the villages and others for environmental consciouness, conservation and sustenance.
- Periodic cleaning drives conducted by NSS, NCC, Swach Bharat Cell and others not only in the campus but participating in the Swachh Bharat Campaign with the rest of the country. For instance, the NSS volunteers observed the Swachhta Pakhwada (Fortnight) by organizing cleaning drives at the local market located at their adopted village of Smit.
- The NSS adopt a few villages and consistently organizes cleaning drives and a number of programmes that enhance environmental awareness and protection besides creation of assets in these villages.
- Observation of the World No Tobacco Day on the 31st May 2018 by NSS Unit of the college in collaboration with the NPCDCS O/o District Medical & Health Officer East Khasi Hills.
- Organization of various competitions to commemorate World Environment Day 2018 by NSS Unit. These competitions includes drawing, painting and essay competition were held on the 8th June 2018 at Plietimai Presbyterian Secondary School, Ur Masi U Joh, Smit Village -- the adopted village of the Unit.
- One Day Seminar on Solid Waste Management: Importance and Entrepreneurial Potential was organized by Department of Environmental Sciences & IQAC on 30th November 2017 funded under RUSA.
- Declaring the College campus as zero littering area.
- Prohibition of Smoking/tobacco usage in the college campus.
- Continuous efforts by the College and Shillong College Academic Society (SCAS) to observe World Environment Day since its inception in 1998 by organizing programmes that create awareness about the environment. These programmes are participated by students from various schools and colleges in the State have become very popular in enhancing environmental awareness and protection not only in the college but also in the State.
- Installation of solar energy panels in the campus.
- Setting up of a Botanical Garden in the campus.
- Adoption of strategies for for Green Campus.
- Proposal to make the campus a Plastic free zone to be taken up as soon as possible.
- Proposed action to declare the campus as Plastic Free Zone.

7.5 Whether environmental audit was conducted?   Yes   No   √

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

- Shillong College was awarded the Best NSS Unit at the University/State level. The award was handed to the Principal of the college on the NSS Foundation Day the 24th September, 2017 at a grand function held at the Convention Hall, North Eastern Hill University, Shillong.
- Dr K. D. Ramsiej, Principal, Shillong College was presented with the *Distinguished Services Award* awarded by Society for Education and Economic Development, New Delhi – Indian Colleges Forum on 7th September, 2016.
- Dr K. D. Ramsiej, Principal, Shillong College was awarded the *Dr A. P. J. Abdul Kalam Education Excellence Award* presented by the International Business Council at New Delhi on 28th August, 2018.

8. **Plans of institution for next year**

- To organize international, national, regional, state level seminars, workshops and faculty development programmes.
- The IQAC will continue to pursue starting of other PG Courses in the college.
- To develop the new extended campus at Mawkasiang and to make it operational.
- To strengthen Students Feedback Mechanism and all the stakeholders.
- To pursue the programmes submitted under Community College and start courses under the scheme.
- Continue to encourage and create facilities for Research, Innovations and Publications activities.
- Strengthening ICT enabled teaching mechanisms.
- To enhance career counseling and placement for students.
- To pursue the offering of courses under cluster of college for which MOU with two colleges had been signed.
- To pursue institution-industry linkages and collaborations.
- To strengthen mechanisms for environmental consciousness and preservation
- To continue strengthening programmes for entrepreneurship development.
- Strengthening of the various departments given the fact that the Semester system has been introduced by the University and the Choice Based Credit System will be in place soon.
- 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 focus on strengthening mechanisms that will enable the college to meet the challenges of NAAC Revised Accreditation and Assessment Framework.
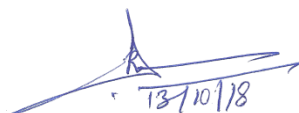
Name: Dr. (Mrs.) E. Kharkongor

13/10/18

_____

Signature of the Coordinator, IQAC

Name: Dr. K. D. Ramsiej

13/10/18

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Signature of the Chairperson, IQAC

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Annexure I

ACADEMIC CALENDAR -2018

SL.	DATE	EVENT

1.	1ST JANUARY 2018	GENERAL EXCURSION & NEW YEAR'S DAY
2.	17TH JANUARY 2018	COLLEGE OFFICE REOPENS AFTER CHRISTMAS HOLIDAYS
3.	26TH JANUARY 2018	REPUBLIC DAY
4.	31STJANUARY 2018	COLLEGE CLASSES REOPENS AFTER WINTER VACATION
5.	1ST FEBRUARY 2018 TO 14TH FEBRUARY 2018	CLASS XI (ARTS / SC. / COM) PROMOTION EXAMINATIONS
6.	5TH FEBRUARY 2018	COMMENCEMENT OF 2ND, 4THAND 6TH SEMESTER CLASSES
7.	14TH FEBRUARY TO 22ND FEBRUARY 2018	H.S.S.L.C., (MBOSE) PRACTICAL EXAMINATIONS
8.	23RD FEBRUARY 2018	MEETING OF HOD'S
9.	2ND MARCH 2018	HOLI
10.	6TH MARCH TO 29TH MARCH 2018	H.S.S.L.C., (MBOSE) THEORY EXAMINATIONS
11.	7TH MARCH TO 11TH APRIL 2018	B.A./B.SC./B.COM./B.B.A./B.C.A. (NEHU) ANNUAL EXAMINATIONS
12.	15TH MARCH 2018	DECLARATION OF CLASS XI PROMOTION RESULTS
13	16TH , 17TH& 24TH MARCH 2018	TRAINING PROGRAMME BY YOUTH RED CROSS
14.	30TH MARCH 2018	GOOD FRIDAY
15.	2ND APRIL 2018	COMMENCEMENT OF CLASS XII CLASSES (ARTS/SC/COM)
16.	4TH TO 6TH APRIL 2018	STUDENTS' COUNSELLING FOR CLASS XII (ARTS/SC/COM)
17.	9TH APRIL 2018	SHAD SUK MYNSIEM
18.	15TH APRIL 2018	ASSAMESE NEW YEAR (BIHU) & BENGALI NEW YEAR
19.	21ST APRILTO 30TH MAY 2018	2ND , 4TH& 6TH SEMESTER B.A./B.SC./B.COM./B.B.A./B.C.A. (NEHU) EXAMINATIONS

20.	30TH APRIL 2018	BUDDHA PURNIMA
21.	10TH MAY 2018	MEETING OF TEACHING STAFF
22.	11TH MAY 2018	MEETING OF NON-TEACHING STAFF
23.	17TH MAY 2018	ADMISSION FOR CLASS XI ARTS, SCIENCE AND COMMERCE
24.	1ST JUNE 2018 TO 15TH JUNE 2018	ADMISSION FOR DEGREE 1ST SEMESTER UNDERGRADUATE CLASSES
25.	4TH JUNE 2018	STUDENTS' COUNSELLING FOR CLASS XI CLASSES (ARTS/SC/COM)
26.	5TH JUNE 2018	CELEBRATION OF WORLD ENVIRONMENT DAY
27.	6TH JUNE 2018	COMMENCEMENT OF CLASS XI CLASSES (ARTS/SC/COM)
28.	15TH JUNE 2018	STUDENTS' COUNSELLING FOR DEGREE 1ST SEMESTERUNDERGRADUATE CLASSES
29.	16TH JUNE2018	ID-UL-FITRE
30.	18TH JUNE 2018	COMMENCEMENT OF DEGREE 1ST /3RD /5TH SEMESTERUNDERGRADUATE CLASSES
31.	22ND JUNE 2018	REV. THOMAS JONES' DAY
32.	3RD JULY 2018	BEHDEINKHLAM
33.	17TH JULY 2018	U TIROT SING DAY
34.	13TH AUGUST 2018	LIBRARY DAY
35.	15TH AUGUST 2018	INDEPENDENCE DAY & COLLEGE FOUNDATION DAY
36.	18TH AUGUST 2018	ALUMNI DAY
37.	22ND AUGUST 2018	ID- UL- ZOHA
38.	3RD SEPTEMBER 2018	JANAMASTHAMI

39.	5TH SEPTEMBER 2018	TEACHERS' DAY
40.	5TH ,TO 7TH SEPTEMBER 2018	INTERNATIONAL CONFERENCE ORGANISED BY LIBRARY
41.	13TH SEPTEMBER 2018	NON-TEACHING STAFF DAY
42.	14TH SEPTEMBER 2018	STUDENTS' UNION ELECTION
43.	19TH SEPTEMBER 2018	FORMATION OF STUDENTS' UNION
44.	26TH SEPTEMBER 2018	BUDGET MEETING OF STUDENTS' UNION
45.	1ST OCTOBER TO 9TH NOVEMBER 2018	1ST / 3RD / 5TH SEMESTER B.A./ B.SC. /B.COM. /B.B.A. /B.C.A. (NEHU) EXAMINATIONS PRE- BOARD - EXAMINATIONS FOR CLASS XII (ARTS/SC/COM) / PRE- PROMOTION EXAMINATION FOR CLASS XI (ARTS/ SC/COM)
46.	2ND OCTOBER 2018	BIRTH ANNIVERSARY OF MAHATMA GANDHI
47.	15TH OCTOBER TO 24TH OCTOBER 2018	DURGA PUJA / LAXMI PUJA/ DASHERA
48.	2ND NOVEMBER 2018	ALL SOULS' DAY
49.	6TH NOVEMBER 2018	KALI PUJA
50.	7TH NOVEMBER 2018	DIWALI
51.	9TH NOVEMBER 2018	WANGALA FESTIVAL
52.	12TH NOVEMBER 2018	COMMENCEMENT OF DEGREE 2ND / 4TH /6TH SEMESTERUNDERGRADUATE CLASSES
53.	13TH& 14TH NOVEMBER 2018	ANNUAL SPORTS AND CULTURAL MEET & PRIZE DISTRIBUTION
54.	21ST NOVEMBER 2018	MEETING OF HEADS / SENIOR TEACHERS OF DEPARTMENTS
55.	23RD NOVEMBER 2018	BIRTH ANNIVERSARY OF SHRI. GURU NANAK AND SENG KUT SNEM

56.	26TH NOVEMBER 2018	DECLARATION OF SELECTION TEST RESULTS(CLASS XII)
57.	27TH NOVEMBER TO 4TH DECEMBER 2018	DEPARTMENTAL STUDY TOUR
58.	12TH DECEMBER 2018	PA TOGAN N. SANGMA
59.	18TH DECEMBER 2018	DEATH ANNIVERSARY OF U SOSO THAM
60.	19TH DECEMBER 2018	COLLEGE CLASSES CLOSES FOR WINTER VACATION
61.	20TH TO 31ST DECEMBER 2018	CHRISTMAS HOLIDAYS
62.	30TH DECEMBER 2018	U KIANG NANGBAH DAY

- ❖ UNIT TEST, SPORTS ACTIVITIES & OTHER PROGRAMMES ARE TO BE CONDUCTED ON SATURDAYS
- ❖ COLLEGE WILL REOPEN AFTER WINTER VACATIONS ON 31ST JANUARY 2019.
- ❖ CLASSES OF 2ND/4TH /6THSEMESTER WILL CONTINUE FROM 4TH FEBRUARY 2019
- ❖ CERTAIN DATES ARE SUBJECT TO CHANGE DEPENDING UPON NEHU / MBOSE EXAMINATION SCHEDULE/ GOVERNMENT NOTIIFCATION.
- ❖ IMPORTANT DAYS / HOLIDAYS OF NATIONAL / REGIONAL INTEREST MENTIONED ABOVE MAY BE UTILISED TO ORGANISE RESPECTIVE EVENTS IN THE COLLEGE BY THE CONCERNED DEPARTMENTS IN ORDER TO UPLIFT THE SPIRIT OF 'NATIONAL INTEGRATION' / 'SECULARISM' ETC.

Feedback received from the students have been analysed by an Internal IQAC Member.

(Refer Item No. 1.3)

STUDENTS FEEDBACK SYSTEM AND REPORT February 2018   **Dated: 20th June 2018**

The student's feedback is taken from a random sampling of 30-35 per cent of students from every semesters and departments. The Feedback forms prepared by the IQAC comprise of questions which cover the course content, infrastructure and other services provided by the institution. The forms are duly distributed to all departments to circulate among the students. The completed forms are collected by the respective teachers from the departments to be analysed by the teaching faculty and thereupon make modifications, if necessary. Within a specified time frame the departments 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 for further review.

The Students feedback report is written based on the overall assessment as per the feedback forms filled by the students:

(Rating Scale: 5-Excellent, 4-Very good, 3- Good, 2 – Average, 1- Below average)

Particulars	Feedback Response Range
A. Course content:	
1. Has the teacher covered entire syllabus as prescribe by NEHU (Yes/No)	80% responded as Yes 20% responded as No
2. Has the teacher covered relevant topics beyond syllabus (Yes/No)	64% responded as Yes 36% responded as No
3. Effectiveness of teachers in terms of:	
i. Technical content	Average to Excellent
ii. Communication skills	Good to Excellent
iii. Use of Non print teaching aids/ ICT	Average to Good
iv. Availability beyond normal classes and co-operation to solve individual problems	Average to Good
v. Pace on which contents were covered	Good to Excellent
vi. Overall Effectiveness	Average to Excellent
4. How do you rate the contents of the curricular?	Average to excellent
B. Infrastructural facilities and others:	
5. How do you rate lab facilities, if applicable?	Good to very good
6. Regarding library facilities	Good to very good

7. Regarding internet facilities	Mostly average
8. Regarding Co-curricular activity	Average to Good
9. Regarding Extra Co-curricular activity	Average to Good
10. Regarding office administration	Below average to very good

Other Remarks and Suggestions by the students are as follows:
- ➤ All rooms should have projectors installed.
- ➤ To improve the toilet facilities for both boys and girls preferably bigger and water
- ➤ To install more drinking water facility.
- ➤ To keep more copies of books in the library.
- ➤ To have more number of classes in honours papers.
- ➤ To improve the services of the office staff w.r.t punctuality and speed.
- ➤ Better and cheaper canteen facility.

Dated, Shillong
20th June 2018

Sd/-
(P. Khonglah)
Asst. Professor, Department of Commer
Shillong College, Shillong (Internal Member)

BEST PRACTICES

Two Best Practices of the institution (*please see format in the NAAC Self Study Manual*)

*Provide the details in annexures.

1. Community Participation and Asset Creation – vide Annexure III

2. **Research and Publication -- *v*ide Annexure IV

Best Practices

1. **Title of the Practice (**The title should capture the keywords that describe the Practice**.)**
   Community Participation and Asset Creation.

2. **Goal:** (*Describe the aim of the practice followed by the institution. Mention the underlying principles or concepts in about 100 words*)

   Community participation programme help the students to grasp the hard ground realities of varied situations in the society, to understand their responsibility towards developing their state, sharing knowledge and acquainting the community with the latest happenings in the world of health and medicine, nutrition and hygiene amongst others. This practice is in line with the college stated mission objectives to develop skilled human resources that would enable them to apply their education in finding practical solutions to individual and community problems, develop their potential and capacity to meet development goals and most importantly develops the students' competence to shoulder responsibilities which is the basis for their careers and jobs.

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.*)

   Shillong College being, one of most popular and premier college in the state participates in sharing the gains of education and knowledge with the community with particular emphasis in the rural areas. This is particularly relevant in the state of Meghalaya which is basically a rural economy having numerous villages which are sparsely populated, dispersed and inaccessible at times remain totally cut off from the kind of development and progress that are seen in the towns and capital city. The college have taken up the challenges to connect the educated youngsters with the localities and villages and since a major proportion of the students are from rural areas; connecting with the villages through the students with a thorough knowledge of the kind of difficulties that they faced has acted as a bonus. Hence the college have contributed tremendously towards creating assets, awareness and sensitizing the rural population on sensitive issues like AIDs, infant mortality, sanitation, agricultural awareness programme, IT Programmes and a host of others.

4. **The 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.*)

   Community participation programmes and creation of assets in various villages in the state have been actively implemented by the various extension cells constituted in the college such as NSS, NCC, Rovers and Rangers, Youth Red Cross, Red Ribbon Club, Women Cell amongst others and different departments notably the Department of Computer Applications. In implementing this practice the extension cells have consistently organized programmes that reach out to the community and created a

number of productive assets that are applicable in the local context. A brief examples of the implementation of this practice is as follows:

- The Department of Computer Science &Applications, through the Techies' Club organizes its annual computer literacy campaign as part of the Department's extension/ outreach programmes.
- The NSS Unit of the college have adopted six villages in various districts of the State
- The assets created in these villages include construction of footpaths, retaining wall, dustbins, repair of water supply and others.
- Regular cleaning drives are conducted by not only in the campus but participating in the Swachh Bharat Campaign with the rest of the country. Among others the Swachh Bharat volunteers including NSS volunteers participated in the Abhiyan Cum-Cleaning Drive at Iewduh, the main market of the city in organized by the Office of the Deputy Commissioner, East Khasi Hills, Shillong under the Chief Minister's Youth for Green Campaign and also observed the Swachhta Pakhwada (Fortnight) by organizing cleaning drives at the local market located at Smit village.
- Systematic organization and participation in Health Camps, Blood Donation Camps, Disaster Management Programmes in the campus and in various localities and villages besides training programmes on agriculture, health campaigns, alcoholism, drug addiction and others.
- The extension cells have consistently organised programmes and competitions for environmental awareness and protection in various localities of villages and schools in the rural areas.
- Special camps are organized for sharing knowledge, training on national integration and others which are enthusiastically participated by NSS volunteers, NCC Cadets, Rover and Rangers.

5. **Evidence of Success:** *(Provide evidence of success such as performance against targets and benchmarks and review results. What do these results indicate? Describe in about 200 words.)*

- The college is participating in the development process of the State and it is well known for its activities that has tremendously benefited the community especially in the rural areas.
- Strengthen collaboration with Government agencies that deal with Health & Nutrition, Agriculture and Allied Activities, Welfare for Scheduled Caste and Scheduled Tribes, and a host of others.
- Strengthen collaboration with banks and financial institutions and NGO's which widen the avenues for the college to operate and benefit the community.
- Close relationship with the traditional heads of villages, members of the local durbars and the community thereby strengthening collaborative efforts and linkages.
- Students are trained to meet emergencies and natural disasters.
- Students have the opportunity to participate in various camps as well as military training camps, and others organized not only within the State but in various parts of the country and abroad.
- Programme officers and student volunteers have gained recognition and received numerous awards. For instance, since 2010 till date, Shillong College NSS Volunteers have bagged the Best University Award and the NSS Unit of the college too has been awarded the Best Unit at the State level in the year 2011 and 2018. Further NCC Cadets have received national and international recognition besides Best Cadet Camp Senior Award.
- Participation of students at National and International Youth forum, Conferences, Republic Day

Parades and others which enhances their sense of national integration.

• Enhances institutional responsibility and a sense of well-being and noble achievement.

6. **Problems Encountered and Resources Required**: *(Please identify the problems encountered and resources (Financial, Human and other) required to implement the practice in about 150 words.)*

The major problems encountered were time constraints and not compromising on the teaching-learning process. Also, there is the problem of increased work pressure on the faculty members' in-charge of the various activities since they have to balance between their daily work routine and managing the various extension activities. Schedules were worked out in such a way that none were compromised. Besides, financial constraints are a major issue. The college with its limited resources often has to postpone events/delay projects in absence of funding agencies/late release of assistance by Government/UGC/others.

7. **Notes (Optional)**: *(Any other information that may be relevant and important to the reader for adopting/implementing the Best Practice in the institution (about 150 words).*

Shillong College is committed to serve the villages in Meghalaya and will continue to strengthen its linkages with the community and participate in the development process of the State.

Contact Details

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1. **Title of the Practice (**The title should capture the keywords that describe the Practice**.)**
     Research and Publication

2. **Goal:** (*Describe the aim of the practice followed by the institution. Mention the underlying principles or concepts in about 100 words*)

   As envision in its stated mission objectives to constantly update, equip, improve and evolve in all aspects in order to become more proficient and efficient in fulfilling our commitments to the students and the society…. Shillong College have adopted this practice to create the driving forces of thinking out of the box which is the catalyst for creativity and innovations. This practice aims to not only motivate teachers to undertake research but to facilitate learning outside the classroom in order to promote analytical, practical and observation skills in the learners and encourage them to participate and present their findings in various forums thereby contributing to academic excellence, which is so crucial in the present day.

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.*)

   The education scenario in the state of Meghalaya like the rest of the country necessitates a transformation or redesigning of the educational system that would enable research and stimulate innovations. These would empower not only the teachers and learners but also provide opportunities for collaborative exchanges and equip them to face the competition in the globalized era of the present day.
   Recognising these challenges and in response to the suggestion given by the NAAC Peer Team in the first Accreditation Cycle, Shillong College initiated steps to adopt this practice and constituted the Research and Publication Cell on 3rd November 2009. From then onwards the Cell has played a strategic role to promote research culture among the teachers and learners. Moreover to increase the effectiveness of research such that it stimulates innovations the Research and Publication Cell has been redesignated into the Research, Innovation and Pulication Cell in the year 2011.

4. **The 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.)*
   The Research, Innovation and Pulication Cell comprises of the Convener and other members drawn from department of different streams and function under the supervision and advice of the Principal. Amongst its main objectives, the Cell aims to facilitate research and publications and stimulates innovations; generate awareness about the various funding agencies for major and minor research projects; encourage and equip students to participate and present their findings in academic forums and to open opportunities for collaboration with entities within and outside the country.

To implement this practice the College made the provision to provide financial assistance for undertaking research projects for faculty as well as for teacher-student projects. Initially, the provisions for financial assistance were Rs 5000/- for projects undertaken by the faculty and Rs 3000/- for teacher-student projects students for duration of 6 months.

The college has constituted a Fund Allocation Committee and this committee had recommended important changes in the provision of financial assistance for research.

At present the financial assistance for research projects submitted by Departments of Science, Technology & Environment has been enhanced to an amount of Rs 20, 000/- for the duration of 24 months and Rs 12,000/- for the duration of 10-15 months. The provision for Departments of Arts, Humanities & Commerce research projects is Rs 15,000/- for the duration of 24 months and Rs 10,000/- for the duration of 10-15 months.

The research proposals are submitted to the Cell which assesses the viability of the proposal and fulfilment of the prescribed criteria. Accepted proposals are then recommended and submitted to the Principal through the Fund Allocation Committee for the release of grants.

5. **Evidence of Success:** *(Provide evidence of success such as performance against targets and benchmarks and review results. What do these results indicate? Describe in about 200 words.)*
   Since its inception the cell has been able to generate awareness and motivate teachers and learners to undertake research and publications. Brief highlights of the success of this practice are:

A. **Number of College Minor Projects sponsored by the college from 2009 till date:**
   - Teachers' Project (2009-2018): 23 completed.
   - Teachers -- Student projects (2009-2018): 23 completed.
B. **Number of Minor Research Projects sponsored by the UGC, NERO:**
   (2009-18)= 10 completed.

C. **Publications:**

   It is noteworthy that a number of these research projects have been published in reputed national and international journals with ISSN No. Since 2009 the college has also been able to publish a number of publications with ISBN No. from both national and regional publishing house. Recently, the college has been able to publish 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. Till date the number of publications by the college inclidng proceedings of Satte/National/International Seminar/Conference/Workshops and others is more than 30.

D. Activities:

The Cell had also conducted a number of activities to empower the faculties for research and publication and these are:

- Lecture on **Choice Based Credit System: Challenges and Prospects** held on the 13th August, 2015.
- Interactive Program on **Research and Innovation in Under Graduate Colleges** on the 16th October 2016.
- **Seven Day National Workshop on "Research Methodology"** on the 7th -13th June 2017
- A documentary film entitled *MiAmua* showcasing the religious ceremony performed by the indigenous Garo tribes in connection with Jhum cultivation undertaken by the Department of Garo and sponsored by the Chief Minister's VAF Fund.

6. **Problems Encountered and Resources Required**: *(Please identify the problems encountered and resources (Financial, Human and other) required to implement the practice in about 150 words.)*

The major problems are financial constraints and the college with its limited resources is doing the best that it can. Another problem encountered is lack of interest and motivation to undertake research by the faculties, lack of research culture, lack of adequate equipments and facilities which hinders submission of major projects to UGC/other funding agencies.

7. **Notes (Optional)**: *(Any other information that may be relevant and important to the reader for adopting/implementing the Best Practice in the institution (about 150 words).*

Shillong College remains committed to enhance research, publication and to be able to stimulate innovations. Keeping up with its objectives a major project proposal entitled 'Digitization of Threshold Knowledge of Meghalaya' has been prepared by Shillong College Central Library in collaboration with IQAC & has been sent for review to experts.

Contact Details

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