



# **SELF STUDY REPORT**

**FOR**

**2<sup>nd</sup> CYCLE OF ACCREDITATION**

**NONGSTOIN COLLEGE**

**AT. NONGPYNDENG, PO NONGSTOIN WEST KHASI HILLS DISTRICT  
793119**

**[www.nongstoincollege.ac.in](http://www.nongstoincollege.ac.in)**

**Submitted To**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**March 2022**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

### Executive Summary

The accreditation report is the most valuable and precious document for the College towards its concentrated efforts to get accreditation by National Assessment and Accreditation Council (NAAC). It is with meticulous care, spirit of sincerity and honesty that the College has undertaken an industrious exercise to prepare the self-study report (SSR) for Second cycle based on the facts and instructions as laid down by NAAC.

The Nongstoin College is one of the oldest co-educational Institutions in West Khasi Hills District of Meghalaya. It was set up by the group of local people in the year 1978 to cater the needs of the higher education for the rural tribal hill students of the region. It was recognized by the North Eastern Hill University in the year 1990 for running the Under Graduate Pass Course for Arts Stream. With so many difficulties and problems, the College is able to open up the Honours Subject in Arts stream in the year 2000 and BSC in Honours Subject in 2018 and BCom with Honours with the temporary permission in the year 2019. Since then the College strives to march forward with the blessing of God to cater the needs of people to serve as the Motto says 'Learn to Serve'.

It is my proud privilege to place on record our sincerest appreciation to the faculty and non-teaching staff who are being ably guided by the IQAC Coordinator Dr. T.Dash and the members of the Steering Committee for preparation of the Self Study Report Cycle-II. It is indeed their collective and untiring efforts in ensuring a smooth and worthwhile completion of this report.

I further take this opportunity to place on record our sincere appreciation and gratitude to the members of the Governing Body for their kind support and help towards the accomplishment of this project. We sincerely believe that the experiences we gathered while preparing this Self Study Report (Cycle-II) would enrich us and in all our future endeavours for shaping the destiny of the institution in particular and its stakeholders and the society as a whole in general. We are looking forward to the visit of the NAAC Peer team to our College for Second Cycle with hopes and expectations that the Peer Team would acknowledge our efforts and achievements for an all-round development of the College catering to the needs of tribal students in particular and the rural tribal society as a whole. We believe that as an Institution, it will also be an opportunity for us to rebuild ourselves, to work on our weaknesses, to grow on our strengths and to develop the opportunities at hand and to contribute to the growth of this nation with the noble profession of Education.

**Dr (Mrs) Iaisan Mawthoh**

**Principal**

**Vision**

- To instil a spirit of full commitment and devotion among students at the mental and spiritual level so that they become good citizens who would serve the society as enshrined in the College motto.
- To produce leaders who will be agents of social change, primarily among the communities they live in, and in the nation as a whole; and to make the College serve local, national and as well global needs by providing quality human resource, by shaping intellectually sound, ethically sensitive and socially compassionate graduates.

**Mission**

- To promote social unity, religious tolerance and community development to foster national Integration with a thrust on achieving academic ambience.
- The College Mission is to achieve the vision of the founders by establishing and managing educational institutions based on the four cardinal principles of discipline, sound education, sports & service.

**1.2 Strength, Weakness, Opportunity and Challenges(SWOC)****Institutional Strength**

- Empowering poor especially ST girls
- Ragging-free Campus.
- Parents'-Teachers' Meet for honest feedback.
- ICT enabled classes.
- Soft-skill training given to students.
- Minimum percentage of dropout

**Institutional Weakness**

- No Research Resource Centre
- Due to lack of sanctioned posts for Science and Commerce streams, it is very difficult for rural tribal College to compare with the urban colleges at the National level.
- Lack of qualified teachers is also another problem of the College for enhancing the quality in teaching-learning process.

**Institutional Opportunity**

- The College vision & mission provides an opportunity for rural first learners – not only to graduate themselves but also to continue for education to the highest level.
- Introduction of employment generating new courses.
- More number of skill development or add-on courses.

**Institutional Challenge**

- Teachers and Students are readily using conventional ways to mitigate their educational needs by maximum using the library due to poor network.
- To improve the learners' communicative skills in English is a challenge. The challenge of improving the Communicative Skills is met out by Remedial, Bridge Courses and mandatory Communicative Skills classes for UG students, and soft skill courses for all UG students to develop the same.
- The College endeavour to create 'Students Adoption Programme' to motivate students towards effective learning.
- Student Mentoring Programme is another challenge for the College so as to help slow learners and backward students.
- Motivating students for job-friendly / skill development courses.
- Creating research attitude among students.

## 1.3 CRITERIA WISE SUMMARY

### Curricular Aspects

The goal and mission of Nongstoin College is to impart quality education to students and empower them with knowledge, skill and competence to make them self-reliant, enlightened and socially committed citizens of the country. The goals and objectives of the College are made known to all the stakeholders through the College Prospectus and also in College Website which the College endeavours to translate into reality through quality teaching and community oriented activities. At present the College offers 15 Under Graduate Courses and 1 Diploma in Traditional Music and 02 Certificate Course on Traditional and Western Music.

The Institute, being affiliated to North Eastern Hill University (NEHU), pursues a curriculum design format approved by it. However, one of our faculties along with our Principal are involved in curriculum design and review bodies like the Board of Under-Graduate Studies (BUGS, NEHU). In this way the faculty members of the institute help in framing the curriculum and syllabi, keeping in mind the present day needs and its social relevance.

Our Institution has recently developed a mechanism to collect feedback from students, employees, alumni and parents in different activities like the teacher's performance, academic matters, campus environment and administration etc. in which data will be analyze by the Internal Quality Assurance Cell (IQAC) that is to be conveyed to the principal for translating into action for the promotion of quality enhancement of teaching, non-teaching and College as a whole.

### Teaching-learning and Evaluation

The College follows the norms and guidelines prescribed by the Meghalaya State Government and North-Eastern Hill University for Under Graduate Courses in the admission process. The College annually publishes academic calendar containing the relevant information regarding the teaching learning schedule, holidays, dates of internal examinations, evaluation methods etc. Teachers are using traditional methods of teaching i.e. chalk-talk method along with power point presentation as a recent innovation. Apart from, in the last two years, teachers are teaching through Online and Offline.

The College is making a continuous effort to improve the learning through Participatory Learner Centered pedagogy like field trips, seminars, assignments for UG courses. RUSA sponsored remedial coaching classes

and Tutorial classes for the academically weak students form a regular feature of the teaching-learning method. Besides this, Unit Tests and assignments are conducted from time to time and student seminar for academic growth of students.

The Institution conducts orientation programme on the first day of commencement of classes where the Principal and heads of departments appraised the students about the rules and regulations and assessment procedures conducted by the College. Internal examination r were conducted as per the academic schedule.

In order to keep abreast of the dynamic scenario in academics, the faculty members participate in various Refresher and Orientation courses conducted by NEHU and other Universities. Recently, the Department of Education, NEHU under PMMTT Scheme in collaboration with Department of Education conducted a work shop for the improvement of our teachers in the field of teaching-learning. The faculty members also participate in seminars, workshops, both in and outside the College. Some of the teachers also published books and research papers in leading journals of International and National level to their credit.

The Institute enrolls students who are coming from low socio-economic backgrounds, under-privileged section and are first generation learners.

As far as co-curricular activities are concerned, our students are active members of National Service Scheme (NSS) and National Cadet Corps (NCC). The students co-operate actively during the College week celebrations and in various extension activities conducted during an academic year.

### **Research, Innovations and Extension**

Research plays an important part in academic life of a teacher. The College facilitates the faculty members to pursue research activities by granting them periodic leaves by providing substitute teachers. At present some of the colleagues are actively engaged in research and publications. The faculty also participates in District, State, Regional and National level Seminars conducted by the various Colleges and Universities. The institution has at present 13 Ph.D. degree holders, 01 with M.Phil degree and currently 05 faculty members are pursuing PhD respectively.

The National Service Scheme Unit of the institution has come a long way in assisting and enabling both students and faculty to involve themselves with activities that act as a link between the members of the College and the society. The College at present has two adopted villages, namely Sangriang and Nongrangoi of West Khasi Hills District of Meghalaya. The NSS Unit has undertaken various activities towards improving the living conditions of the people in the villages adopted by the College.

The National Cadet Corps (both Boys and Girls) Unit of the College imparts training to the cadets with an aim to acquire skills for their self-defence and promoting service to the nation. The cadets have achieved several awards in the past and have earned recognition in different parts of the country.

### **Infrastructure and Learning Resources**

At present the College has 35 rooms used for class room teaching along with 06 Laboratories. Apart from these,

there are library, canteen, gymnasium, NCC cum health care room, NSS room, Sports & Cultural Cum Career Guidance & Placement room, conference hall, Principal Conference Room, Students Common room, College office, Two Staff rooms, IGNOU room, IGNOU Warehouse, the Principal's office, Principal's Residence and Chowkidar Quarter. The College is constantly striving towards upgrading its infrastructural facilities within the limits of the resources available.

The academic facilities include spacious and well-ventilated classrooms with large blackboards and whiteboards. Recently LCD projectors have been installed in some of the classrooms to make teaching vibrant, interesting and effective. In addition to this, the College has a library consisting of 15,841 Text and Reference Books, 65 Encyclopedias and along with 115 Journals.

The College conducts College Week every year where students take part in indoor, outdoor games, curricular and co-curricular activities. The students also participate in various co-sports and co-curricular activities held at the Block, District, State and University level.

### **Student Support and Progression**

At present the College is offering in 8 subjects B.A. (Honours), 6 Subjects in BSC (Honours) and BCom (Honours) that enable students to complete their graduation with specialization in their respective subjects. The performance of students at the qualifying examinations has shown little improvement in the last four years.

Despite of the fact that, a large number of students are coming from far villages and belonging to economically disadvantaged strata of the society the success rate at the University examinations has been satisfactory and commendable. However there is a need to check and control dropouts.

The College publishes annual prospectus every year and provides all necessary informations that also includes fee structure and courses available. The Alumni Association which has been formed but no contribution in their part for the overall development of the College. The members of the alumni are holding important positions in different walks of life. The College also provides financial aid to poor and deserving students apart from the scholarships and free studentships received from the Government of India. Since 2014 onwards, the magazine committee of the College published the '*Nongstoinian*' a College Magazine to showcase student's hidden talents and creativity. The College has recently developed a feedback mechanism through feedback forms which is to be filled up by the students. It contains questions related to teaching and learning.

### **Governance, Leadership and Management**

The Governing Body is the supreme authority in the affairs of the College which is constituted and approved by the DHTE, Government of Meghalaya as per the notification from time to time. The Principal is the member secretary of the Governing body. The Principal along with the heads of department manages the entire affairs of the College.

For effective and smooth functioning, the College has constituted various committees such as Academic Committee, Examination Committee, Sports & Culture Committee, Canteen Committee, Magazine Committee, Library Committee, Career Guidance and Student Welfare cum Redressal Committee, Campus Development Committee, Research Committee, Disiplinary Committee, Women cum Students Redressal Committee, EU Cell, Skill Development Cell, Health Care Unit, Red Ribon Club, Eco Club, NSS Cell, NCC Unit, Cooperative

Society, Cleanliness Committee, Campus Care Committee, Music Cell, Electoral Club, Record & Documentation Committee, Publicity Committee, Student Mentoring Committee, etc.

Being a Deficit College getting financial assistance from the State Government of Meghalaya, the College collects fees as authorized by the Government. For expenditure over and above the grants provided, additional fee is charged. Accounts of the College are audited annually.

At Present, the College has only 37 Government Sanctioned and 28 management Sanctioned Teachers and 06 Government sanctioned and 09 management Non-Teaching Staff.

### **Institutional Values and Best Practices**

The College is committed to uphold the cherished values of higher education and the five core principles of NAAC – national development, fostering global competencies among aspiring students, inculcating a healthy value system, promoting the use of technology and quest for excellence - are now the cornerstone for students' building future career as humble citizens of the country. Keeping an eye the above objectives, the Institution has introduced various innovative practices such as Monthly Assembly and Extension Activity of the student for the community service with an end to motivate students in particular to channelize their energies on achieving academic pursuits on the College campus.

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	NONGSTOIN COLLEGE
Address	At. Nongpyndeng, PO Nongstoin West Khasi Hills District
City	NONGSTOIN
State	Meghalaya
Pin	793119
Website	<a href="http://www.nongstoincollege.ac.in">www.nongstoincollege.ac.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Mrs. Iaisan Mawthoh	3654-295124	9436128321	3654-295120	nongstoincollege@gmail.com
Associate Professor	Trilochan Dash	3654-295126	9436940276	3654-295128	trilochanpolsc@yahoo.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	01-01-1987



**University to which the college is affiliated/ or which governs the college (if it is a constituent college)**

State	University name	Document
Meghalaya	North Eastern Hill University	<a href="#">View Document</a>

**Details of UGC recognition**

Under Section	Date	View Document
2f of UGC	21-05-2005	<a href="#">View Document</a>
12B of UGC	21-05-2005	<a href="#">View Document</a>

**Details of recognition/approval by stationary/regulatory bodies like AICTE, NCTE, MCI, DCI, PCI, RCI etc (other than UGC)**

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day, Month and year (dd-mm-yyyy)	Validity in months	Remarks
No contents				

**Details of autonomy**

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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**Recognitions**

Is the College recognized by UGC as a College with Potential for Excellence (CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	At. Nongpyndeng, PO Nongstoin West Khasi Hills District	Tribal	15	2968.07

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BA,Economics	36	HSSLC	English	150	91
UG	BA,Education	36	HSSLC	English	300	213
UG	BA,English	36	HSSLC	English	300	261
UG	BA,Geography	36	HSSLC	English	120	51
UG	BA,History	36	HSSLC	English	150	74
UG	BA,Khasi	36	HSSLC	English	300	245
UG	BA,Political Science	36	HSSLC	English	300	216
UG	BA,Sociology	36	HSSLC	English	300	250
UG	BSc,Botany	36	HSSLC	English	120	10
UG	BSc,Chemistry	36	HSSLC	English	120	12
UG	BSc,Physics	36	HSSLC	English	120	19
UG	BSc,Biochemistry	36	HSSLC	English	120	2
UG	BSc,Mathematics	36	HSSLC	English	120	26
UG	BSc,Zoology	36	HSSLC	English	120	33
UG	BCom,Commerce	36	HSSLC	English	150	24

#### **Position Details of Faculty & Staff in the College**

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				0			
Recruited	0	1	0	1	1	0	0	1	19	13	0	32
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				31			
Recruited	0	0	0	0	0	0	0	0	18	13	0	31
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				5
Recruited	3	2	0	5
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				10
Recruited	4	6	0	10
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				2
Recruited	2	0	0	2
Yet to Recruit				0

### Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	1	0	1	0	0	2	0	0	4
M.Phil.	0	0	0	0	0	0	0	1	0	1
PG	0	0	0	0	0	0	17	12	0	29
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	4	5	0	9
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	14	8	0	22
UG	0	0	0	0	0	0	0	0	0	0

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

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

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

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

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
ST	Male	463	733	444	1084
	Female	508	763	456	912
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		971	1496	900	1996

**Institutional preparedness for NEP**

1. Multidisciplinary/interdisciplinary:	Nongstoin College has always strived for a multidisciplinary approach in its academic as well as co-curricular activities. Students are encouraged to undergo projects in the Multidisciplinary/
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	Interdisciplinary mode by formulating teams from different courses as per the North Eastern Hill University Curricula. Students are also encouraged to participate in various events as organised by different Departments in the District, State and also organised by the Universities. Currently, North Eastern Hill University is in process of revision of its curriculum in which provision will be made to offer minor degrees in the fields other than the parent discipline.
2. Academic bank of credits (ABC):	Till date, the Academic bank of credits for the students not yet implemented since the various committees are discussing under North Eastern Hill University along with the State Government.
3. Skill development:	Last five years the College is providing DTP Computer course to the students as an elective subject. Besides, Diploma in computer programme and Diploma and Certificate programme in Traditional music and Western music also imparting to the students. Recently the College along with the College of Agriculture, Kyrdemkulai organised various training programmes for the farmers for organic farming such as vegetables and potato, Value added milk products and chicken farming.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	Indian Knowledge system will include knowledge from ancient India to modern India and clear sense of India's future aspiration with regard to education, health and environment. Till date, the college has not implemented it.
5. Focus on Outcome based education (OBE):	We have well defined Program Outcomes (PO), Program Educational outcomes (PEO) and Course Outcomes (CO) on our website and notice board from time to time. Students are assessed as per OBE attainment model.
6. Distance education/online education:	The College signed MOU with IGNOU, Regional Centre, Shillong for offering various Online mode of education such as UG and PG courses for the deprived and poor students who could not join in regular programmes since 2001 till date. Recently, Institute has successfully imparted all its courses content delivery in online mode during the Pandemic (COVID-19) and also conducted online examinations successfully by using our own team developed by our own team.



## Extended Profile

### 1 Program

#### 1.1

Number of courses offered by the Institution across all programs during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
129	129	129	120	64
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 1.2

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
15	15	15	14	8

### 2 Students

#### 2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1375	1384	1330	1053	1596
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 2.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
570	570	570	534	390

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 2.3

### Number of outgoing / final year students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
262	116	76	206	182
File Description	Document			
Institutional data in prescribed format	<a href="#">View Document</a>			

## 3 Teachers

### 3.1

#### Number of full time teachers year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
40	44	34	40	32
File Description	Document			
Institutional data in prescribed format	<a href="#">View Document</a>			

### 3.2

#### Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
37	7	7	7	7
File Description	Document			
Institutional data in prescribed format	<a href="#">View Document</a>			

## 4 Institution

### 4.1

#### Total number of classrooms and seminar halls

**Response: 35**

## 4.2

**Total Expenditure excluding salary year-wise during last five years ( INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
16.92764	71.86029	71.17616	31.31551	46.60022

## 4.3

**Number of Computers**

**Response: 34**

## 4.4

**Total number of computers in the campus for academic purpose**

**Response: 45**

## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

##### 1.1.1 The Institution ensures effective curriculum delivery through a well planned and documented process

##### Response:

Nongstoin College is affiliated to North Eastern Hill University thus it follows the curriculum given by the university. The Curricular aspects of the courses taught at Nongstoin College are governed by North Eastern Hill University Ordinance and guidelines. For the effective implementation of the curriculum along with these the broad vision and goals of college are kept in mind. The vision and mission of the college are corroborated with the objectives of the College as well as society and also reflects the commitment of the Institute towards holistic development of the students and inculcating the social and human values in them through academic, co-curricular and socially meaningful activities. The College vision, mission and objectives are communicated to all stakeholders through college website ([www.nongstoin.college.ac.in](http://www.nongstoin.college.ac.in)), college magazine and admission prospectus. The academic committee prepares academic calendar which is duly approved by the committee and communicated to the various heads of the departments for smooth and effective implementation of the curriculum. The departments distribute courses to different teachers as per the syllabus and time table. The teaching plan is also prepared by respective departments. The College infrastructure and facilities and well-equipped laboratories are continuously being upgraded to suit the needs of changing curriculum and pedagogy. The College also has 15 classrooms with projector facilities. The renovated college library is available for both teachers and students to meet their academic requirement. The College has also a provision to collect feedback from both teachers as well as from students for continuous development in all the aspects.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Link for Additional information	<a href="#">View Document</a>

##### 1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

##### Response:

The teaching, learning and evaluation schedules are strictly as per the Academic calendar of the College. The college has well qualified, dedicated and experienced faculty. Each Department holds meetings at the end of semesters to discuss and plan in advance the execution of courses in the subsequent semester. Various course delivery methods are followed by the faculty such as, Lectures, Tutorials, and Practicals and conducts projects as per the university guidelines. The college adopts numerous policies for bridging the knowledge gap of the enrolled 'weak' students to enable them to cope with the programme of their choices as well as promote, reward and facilitate 'advanced' learners. This includes scholarships,

mentorship, tutorials and remedial teaching classes. The entire approach is student centric. The Internal assessment which consists of internal tests and assignments are conducted to evaluate the performance of students. As per directives of NEHU the college have resorted to conduct 25 marks of the CIE. The 25 marks are divided into different heads such as 15marks for internal test, 10 marks for assignment with maximum of 75%, for ARTs and COMMERCE stream. But for SCIENCE stream this 25 marks is split into 12 marks for theory, 6 marks for practical and 7 marks for assignment. For science students, attendance is allotted along with the practical. Apart from, some departments conduct student seminar and field trip or project in order to help the weak students to perform better. This practice has really helped the students to overcome stage fright and also motivate them to have the spirit of competition. There is clear impartiality and transparency in awarding internal marks. Marks are duly displayed on the notice boards. Marks are awarded on the basis of student's performance, active participation, regularity in attendance, leadership qualities and their contribution and co-operation in the enhancement of the reputation of the college.

Thus the Continuous review of the progress of syllabus completion and performance of the students are done in the department level meetings on the regular basis. The final Internal Assessment of the students is uploaded and submitted to the University in timely manner under the supervision of Examination Committee of the college.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Link for Additional information	<a href="#">View Document</a>

### 1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

**Response:** B. Any 3 of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View Document</a>

## 1.2 Academic Flexibility

### 1.2.1 Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective

**course system has been implemented**

**Response: 100**

**1.2.1.1 Number of Programmes in which CBCS/ Elective course system implemented.**

Response: 15

File Description	Document
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**1.2.2 Number of Add on /Certificate programs offered during the last five years**

**Response: 9**

**1.2.2.1 How many Add on /Certificate programs are offered within the last 5 years.**

2020-21	2019-20	2018-19	2017-18	2016-17
2	2	2	2	1

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years**

**Response: 1.65**

**1.2.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
44	22	22	10	14

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 1.3 Curriculum Enrichment

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

#### Response:

#### Gender:

- The curriculum is designed in such a manner that includes gender equality as a result of teaching and learning in higher education.
- Educational systems that adopt gender quality aspect are able to ensure that the content of the course syllabus includes value attitude of gender quality.
- Gender equality issues are part of curriculum in order to help future teachers to be more sensitive about gender equality. Thus when they become teachers they can become agents of change in their profession.
- Emphasizing attitudes and values that promote gender equality, it may be mentioned that Khasi, Jaintia and Garos being a matrilineal society there is no discrimination of sex, both sexes are equally important. This practice had been inculcated in us by our ancestors since time immemorial.
- Our institution is co- educational institution where students from both sexes and from different background accept each other without discrimination. Thus gender issues do not arise in our society in general and in our institution in particular.

#### Environment and Sustainability

- Since NEHU introduced environmental studies which is a multi disciplinary science in academic curriculum as one of the compulsory papers for all the sixth semester students (Arts, Science, and Commerce). Our college also follows the same curriculum since its introduction. Environmental studies have many areas like.
- Conservation of natural resources.
- Ecological aspects.
- Pollution of the surrounding natural resource.
- Controlling the pollution.
- Social issues
- Impacts of the human population on the environment.

#### Human Values and Professional Ethics into curriculum

- Ethics is the basic concepts and fundamental principle of decent human conduct it include study of the universal values such as essential quality of all men and women, obedience to law of land, preservation of natural environment .

- Ethics influences behavior and allows individual to make the right choices. The word 'Moral' concerned with the principles of right and wrong behavior while 'Values' concerned with the standard of behavior of what is important in life.
- Ethics in education is essentially important as they help the system to run smoothly, it is applicable on both the teacher and students.

Teachers play a very important role in a student's life; they not only impart education but also help develop the personality of a student

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 0.93

#### 1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
2	2	2	0	0

File Description	Document
Programme / Curriculum/ Syllabus of the courses	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

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

Response: 0

#### 1.3.3.1 Number of students undertaking project work/field work / internships

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>



## 1.4 Feedback System

**1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2) Teachers 3) Employers 4) Alumni**

**Response:** D. Any 1 of the above

File Description	Document
Any additional information (Upload)	<a href="#">View Document</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View Document</a>
URL for stakeholder feedback report	<a href="#">View Document</a>

**1.4.2 Feedback process of the Institution may be classified as follows: Options:**

1. Feedback collected, analysed and action taken and feedback available on website
2. Feedback collected, analysed and action has been taken
3. Feedback collected and analysed
4. Feedback collected
5. Feedback not collected

**Response:** A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
Upload any additional information	<a href="#">View Document</a>
URL for feedback report	<a href="#">View Document</a>

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average Enrolment percentage (Average of last five years)

**Response:** 37.52

##### 2.1.1.1 Number of students admitted year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1243	1467	814	850	626

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

2020-21	2019-20	2018-19	2017-18	2016-17
2850	2850	2850	2670	1950

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy ) during the last five years ( exclusive of supernumerary seats)

**Response:** 261.02

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

2020-21	2019-20	2018-19	2017-18	2016-17
1527	1996	900	1496	971

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 2.2 Catering to Student Diversity

### 2.2.1 The institution assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners

**Response:**

The College is identifying the advanced learners and slow learners from the time of admission. The departments as well as in the Staff lay special emphasis that teaching cannot be possible without identifying the advanced learners and slow learners. The job of the teacher is to reach the poor and weak students and also to the gifted students in the class. It is with the above perspective that the College insists on its faculty members to have unit tests in the class. It is also ensured that the tutorial classes in both online and offline mode provided for students who are needed. The above method helps the teachers to assess the learning levels of the students easily. The advanced learners can be easily identified from unit tests. Sometimes the teacher tries to see that the slow learners shy away from the mainstream and occupy back seats. They seldom participate and respond in the class room. It becomes easy for the teacher to identify the two categories. The College tries to ensure that a few remedial classes are held for helping out such students who try to withdraw from the main focus. It is satisfying to note that these remedial classes have proved to be quite helpful for slow learners.

As for the advanced learners, the College tries to make available various opportunities to such students by sending them to various levels of competitions organised on inter-college basis. The teachers try to help them out so that they can keep the spark of light burning among the advanced learners. It is important that they don't lose interest, while the teacher addresses the issues of slow learners. It is indeed a difficult task, there being fewer opportunities in a semester system due to shortage of class rooms.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional Information	<a href="#">View Document</a>

### 2.2.2 Student- Full time teacher ratio (Data for the latest completed academic year)

**Response:** 34.38

File Description	Document
Any additional information	<a href="#">View Document</a>

## 2.3 Teaching- Learning Process

### 2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

**Response:**

Besides the regular classroom activity, the teachers of the College employ various other techniques and tools to impart teaching and training to the students. It has always helped when students are initiated to such leadership programmes as (a) presenting a paper in the Seminar, (b) making extempore lectures, (c) participating in a workshop (d) being part of a field work. These student-centric programmes are introduced so as to make them experience better methods of learning. The above students-centric methods, which are part of participative learning and experiential learning, go a long way in developing and shaping the personality of the advanced learners. Even the average ones and slow learners benefit from these activities. The two wings of NSS having approximately 200 volunteers from among our students, and 100 cadets of NCC undergo such experiential and participative learning very often. Quite often our NCC cadets and NSS volunteers are facing problem when they go for (1) National Integration Camps, (2) Trekking and Mountaineering (3) Deployed in hospital for first Aid duty, (4) Deployed for maintenance of law and order during covid Padndemic time by the District Magistrate .

The College NSS has adopted a village named Nongrangoi, about 10 kilometers away from the College, where they organise three-day camps and several other activities. Social awareness programmes such as Swachh Bharat Mission, Awareness against AIDS, Adult Literacy, etc. are organised. The students under the guidance of two teachers who work as NSS Programme officers visit the village quite often and the programmes are organized round the year in a structured manner. The best part which has been observed has been that the majority of these volunteers are good at classroom studies also. The above programmes have proved to be very useful for enhancing the learning experiences of the students.

File Description	Document
Link for additional information	<a href="#">View Document</a>

**2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.****Response:**

The use of technology has become a powerful tool in the teaching-learning process in our College. Information and Communications Technology (ICT) can impact student learning when teachers are digitally literate and understand how to integrate it into curriculum. During the last five years the use of technology has become quite common among the teachers of the College for a number of reasons. The college authority is encouraging teachers to use ICT, Power-Point Presentations for both teachers and students in teaching-learning process.

During the pandemic of COVID 19, since March 2020, the College has adopted the method of Online teaching on a regular basis in an organised manner. A time-table is in place, and about eighty percent of the students are connected through WhatsApp and google meet. These students also have started to gain interest and are responding diligently to the online teaching method, which is delivered through Whatsapp and Google Meet. During the last five and a half months curriculum has been delivered Online effectively. So much so that even an internal test for the Sixth, Second, and fourth Semester students has been successfully conducted online. Besides the online classroom activities, certain initiatives have been taken by teachers which have added quality and value to the ICT enabled teaching. The College is also

conducting webinars.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process.	<a href="#">View Document</a>

### 2.3.3 Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year )

**Response:** 21.15

#### 2.3.3.1 Number of mentors

**Response:** 65

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	<a href="#">View Document</a>
Mentor/mentee ratio	<a href="#">View Document</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

### 2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

**Response:** 450.19

File Description	Document
List of the faculty members authenticated by the Head of HEI	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

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

**Response:** 5.55

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	2	3	2	3

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 2.4.3 Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)

**Response:** 11.68

##### 2.4.3.1 Total experience of full-time teachers

Response: 467

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

### 2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

**Response:**

As per North Eastern Hill University Assessment parameters, Students evaluation is divided in to two assessment levels Internal Assessment for 25 marks (institute level) and Semester End Exam for 75 Marks conducted by university. Internal Assessment is conducted subject / Department wise. For the continuous internal evaluation students' performance in unit tests, projects, assignments etc. are consider as parameter for internal assessment. Internal assessment in institute is transparent, flexible and robust. The institute follows the regulations of North Eastern Hill University for the internal evaluation process of the theory practical subjects. This process has been conveyed to students and parents during the orientation programe at the beginning of every Academic year. Similarly every department organizes a semester wise orientation program with students the first week of the beginning of every new semester. The tests are conducted internally subject wise for more than 2 times as to give a fair chance to the absentees due to unavoidable circumstances and bring students under uniform internal evaluation system. The assignments and project topics are given on the basis of student's capacity and to bring out the best as per their intellectual competence. Slow learners are permitted to improve their marks by redoing the experiment/ project/ assignment / tests, if they have scored low. Department heads are fully empowered to suggest the reassessment of the total marks by the approval of department faculty members. All the grievances, issues, difficulties related to internal marks are resolved at the department level by the HOD. Any unsolved



dispute at the department level is brought to the notice of Principal. Such issues are rare in nature. The process of internal evaluation starts at the classroom level. Subject teachers evaluate the preparatory answer scripts and discusses the same with the students in the class room or sometimes calling personally on how to improve the answers.. Theory paper marks are displayed by the program heads on the department notice board after the University declares the result.

File Description	Document
Link for additional information	<a href="#">View Document</a>

### **2.5.2 Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient**

#### **Response:**

Since the Semester System has been implemented by the University for the Colleges (since 2016), the mechanism of internal assessment started receiving more attention than before. As per the regulations of the University the marks awarded by the College in the internal assessment of the students is twenty percent of the maximum marks in a paper. It is imperative that the mechanism of Internal Assessment is part of the University examination.

Several meetings of the Staff-Council were conducted by the Principal with all the teachers where the curriculum designed for the Semester System and the regulations incorporated therein were discussed at length. It was made clear to everyone concerned that the process of internal evaluation must receive utmost attention because that would form part of the University evaluation and result. It was unanimously agreed that a detailed mechanism of internal assessment be devised to ensure its transparency and robustness. The Examination department were given the responsibility of smooth conduct of the internal examination. It was decided that there would not be any casual attitude towards this. As per regulation the Internal Assessment tests were organised for 50 minutes. It was a settled issue that the evaluation would be done in a straight and fair manner. This mechanism of internal assessment has been made totally transparent and the system is so robust that it is not possible for anyone to take liberty with it. The process of internal assessment is continued for all six Semesters and finally it is found to be useful for determining various POs attained by the students. All records have been documented and are available with the department concerned.

File Description	Document
Link for additional information	<a href="#">View Document</a>

## **2.6 Student Performance and Learning Outcomes**

### **2.6.1 Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.**

**Response:**

The College has got a mechanism in place for making the teachers and students aware of the stated programmes offered by the institution and the Course Outcomes as visualized by the institution. As for making the members of the faculty aware about the stated programmes and Course Outcomes, every detail is explicitly and categorically discussed in the Staff-Council meetings held during the beginning and closure of every session. The teachers are free to discuss the objectives and goals of a particular programme in such meetings which they finally convey to their students in their induction classes as also in other classes.

The vision and mission statement is made available in entrance of the College to acknowledge for both the students and other stakeholders coming to the College. Besides there is a detailed description of the stated programme and the planned target available on the College website. Every small detail about the vision behind offering a particular programme, and the achievement of the students can be located on the College website. Also the goals and objectives of the college are prominently placed on the website.

Apart from the above, every student seeking admission to the College is given a prospectus.

At the beginning of the Academic Session after a meeting of the Staff-Council is held by the Principal, every Department Head is required to conduct department-wise induction programmes for their students, wherein the effort is made to convey every detail about the objectives and goals of the particular programme.

The institution offer general higher learning programmes like, **English Language and Khasi and Garo local language enables** the learners to express and comprehend the topic/theme in which he/she is interested.

The subject also taught the student to value one's culture, thus rendering to be a better citizen.

**Education** as a subject contributes to the development of the learner, mentally, spiritually and psychologically. They learn to appreciate values much as honesty, sincerity, punctuality, etc. These are important for the overall growth and welfare of the learner. The social science subjects such as Economics helps to understand the economy of India as well as the world at large. The learner understands the law of demand and supply and practices it in their dealings. Demonstrate a knowledge of macro-economic theory as it relates to current macro-economic policy and issues. **History** is a window to the past. It provides the learner an insight into the past reflects it in the present and learnt to improve for the future. The learner learnt to value culture, custom, social setup, system of administration etc. Similarly, **Political Science** helps to understand the dynamics of Local, Regional and National and International Polity of society in general. At the same time, helps to educate students to become good citizen which is the bedrock of our democracy.

The introduction of B.Sc develop Intellectual Skills and Commerce programme demonstrates knowledge of major theories and models in key areas of organisational behaviour.



File Description	Document
Upload COs for all courses (examples from Glossary)	<a href="#">View Document</a>
Paste link for Additional information	<a href="#">View Document</a>

### 2.6.2 Attainment of programme outcomes and course outcomes are evaluated by the institution.

#### Response:

The college authority empowers each and every department to maintain its own Programme outcome, Programme Specific outcome and course outcome the method used for measuring the attainment of POs, PSOs and COs differs from one department to another. However, the basic method used is the class test or unit test and internal test as well as external examination as directed by NEHU.

Class test or unit test is conducted after the completion of a particular topic or unit. The test is conducted in order to test the students' level of understanding. Every teacher takes the initiative to conduct such tests and if the students' performance is satisfactory then the teacher can proceed to the next topic or unit and if the students' performance is below average then the teacher uses other ways to help the students better understand the topic.

Internal Test however is conducted in a more systematic manner whereby a routine is prepared by the Examination Committee. Question Papers are prepared by the department concerned and the pattern of the questions as well as marking is similar to the external examination papers in order to familiarize the students with the External Examination. Internal Test is compulsory/mandatory for the students to take as 25 marks of the test are submitted to the University. There is transparency in this kind of test since the marks obtained by the students are displayed and the students are well aware of their internal marks. The answer scripts are also given back to the students so that they can check their mistakes and improve on their writing skills. One of the advantages of internal test is that our college conducts three such tests so that any students who fail to attend one test can easily sit for the remaining two tests.

External Examinations is conducted under the direction from the North Eastern Hill University. The total mark is out of 75 as 25 is from the internal test. The main objective for external examination is to test the student's aptitude and promote him/her to the next semester.

The college place on records the attainment outcome at the entry level e.g. 1st semester result in comparison to the exit level e.g. 6th semester result. The differences show the attainment of students throughout the degree course within the college.

In order to measure the PSOs of the students every teacher of every department assigned a task to their students based on the mentor-mentee list. Any assignment can hand written, practical, field work, presentation etc. depends upon the teacher's discretion.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for Additional information	<a href="#">View Document</a>

### 2.6.3 Average pass percentage of Students during last five years

**Response:** 53.58

#### 2.6.3.1 Total number of final year students who passed the university examination year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
391	86	111	68	174

#### 2.6.3.2 Total number of final year students who appeared for the university examination year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
571	193	237	108	386

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Paste link for the annual report	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

### 2.7.1 Online student satisfaction survey regarding teaching learning process

**Response:** 3.55

File Description	Document
Upload database of all currently enrolled students (Data Template)	<a href="#">View Document</a>

## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

**3.1.1 Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)**

**Response:** 1.5

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	1.5

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
e-copies of the grant award letters for sponsored research projects / endowments	<a href="#">View Document</a>

**3.1.2 Percentage of departments having Research projects funded by government and non government agencies during the last five years**

**Response:** 1.49

**3.1.2.1 Number of departments having Research projects funded by government and non-government agencies during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	1

**3.1.2.2 Number of departments offering academic programmes**

2020-21	2019-20	2018-19	2017-18	2016-17
15	15	15	14	8

File Description	Document
Supporting document from Funding Agency	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Paste link to funding agency website	<a href="#">View Document</a>

### 3.1.3 Number of Seminars/conferences/workshops conducted by the institution during the last five years

Response: 10

#### 3.1.3.1 Total number of Seminars/conferences/workshops conducted by the institution year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
4	1	1	1	3

File Description	Document
Report of the event	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 3.2 Research Publications and Awards

### 3.2.1 Number of papers published per teacher in the Journals notified on UGC website during the last five years

Response: 0.37

#### 3.2.1.1 Number of research papers in the Journals notified on UGC website during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
6	1	4	1	2

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

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

**Response:** 0.13

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

2020-21	2019-20	2018-19	2017-18	2016-17
1	1	0	1	2

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 3.3 Extension Activities

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

**Response:**

Extension activities are encouraged to be taken up by the students in order to fulfil the aspiration of Vision and Mission statements of the institution. Students are encouraged to participate in co-curricular and extra-curricular activities. Every year the college organizes a College Week for students where various activities are conducted so that students can showcase their talents.

One of the activities of the college was conducting of regular activities by the NSS unit of the college. This was done regularly from the year 2016 to 2020. The main activity includes adopting village whereby the NSS volunteers do renovation works of the school building of the village, organising programmes on time management for the students and plantation of trees in neighbourhood villages. The other activities include awareness cum voluntary blood donation camps organised by the blood bank hospital, Pasteur Institute, Shillong and Red Ribbon Club of the College. The aim is to serve patients who are in need of blood during the time of emergency. On the occasion of the world environment day the college undertook various activities for the conservation of the environment in the college as well as outside the college. The college has tried its best not to use plastics bags and also took part in cleaning drives within the campus as well as outside the campus in collaboration with other entities of the government on several occasions. The aim is to infuse a sense of cleanliness among the people for a clean, green and better environment.

To inculcate moral Human Values towards achieving the vision and mission of the institution, the College allows students to participate in various workshops, lectures organized by the various departments in the District as well as State level.

To make students aware about traffic management, safety rules, safety driving guidance, Disaster preparedness, the College encourages NSS Volunteers to participate in various local as well state events organised by different departments. The Various programs undertaken by the Institute throughout the year make staff members, students and people living nearby understand its benefits and real life learning experiences.

Another area of activity was taking part in the Road Safety Week which was organised by the Local Traffic Police and another by the unit itself. In this occasion information was disseminated to the drivers on the topic safe driving and also leaflets were distributed to the drivers which contained rules on safe driving.

National Voters Day was also celebrated in collaboration with the Election Office of the Deputy Commissioner. The aim of the programme is to encourage the youth to enrol themselves in the electoral process so as to widen the scope of democracy.

### **3.3.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years**

**Response: 3**

#### **3.3.2.1 Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	1	0	2

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
e-copy of the award letters	<a href="#">View Document</a>

### **3.3.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years**

**Response: 35**

#### **3.3.3.1 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
3	12	1	10	9

File Description	Document
Reports of the event organized	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

### 3.3.4 Average percentage of students participating in extension activities at 3.3.3. above during last five years

**Response:** 34.02

#### 3.3.4.1 Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
202	751	98	577	622

File Description	Document
Report of the event	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 3.4 Collaboration

### 3.4.1 The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-job training, research etc during the last five years

**Response:** 8

#### 3.4.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-job training, research etc year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1	1	1	3	2

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
e-copies of linkage related Document	<a href="#">View Document</a>

### 3.4.2 Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the last five years

**Response: 9**

#### 3.4.2.1 Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1	3	2	1	2

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
e-Copies of the MoUs with institution./ industry/ corporate houses	<a href="#">View Document</a>



## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

**4.1.1 The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.**

**Response:**

Nongstoin College is situated in West Khasi Hills District. It is affiliated with NEHU and recognized by UGC. The college was established in the year 1978, covering a total area of 15 acres and built in area 2968.07 Sq.mtrs. It offers degree courses for Arts, Science and Commerce stream and DTP, GARO as Elective courses. It is situated at Nongpyndeng village which is 5kms distance from Nongstoin town. Apart from, the college is also offering Certificate and Diploma programme in Traditional Music. In the main campus, the College has Administrative building, Arts and Science Academic building, Library building, Principal and Chowkidar Residence. The Commerce Academic Building is under Construction which is expected to be completed by the end of June, 2022. At present, the Commerce department session is running together in the Science block. Adjacent to the Main Campus, there is a separate campus for Girls and Boys hostel. Another building for Girls hostel cum Guest house is under construction which is expected to be completed by the end of June, 2022. The College has a football playground and Botanical garden which is 2 KMs distance from the main building.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

**4.1.2 The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.**

**Response:**

- **Sports Activities**

The college campus contains a football field, a basketball court, a volleyball court and an open stage to give ample facilities to its students for extra-curricular activities. The College has common rooms for Boys and Girls with some materials for Indoor Games like Table Tennis and Carom board. Apart from learning the students take part actively in extra-curricular activities and sports internally and externally.

**The Basketball court** lies on the right side of the main building that covers an area of 850m<sup>2</sup> approximately which was constructed in 1996.

**Football Playground** lies 1 km distance from the main campus of the College, it was functional in 2019. The playground was used not only by the students but also by the children and youth residing in the nearby areas who are actively interested in outdoor games.

At present the college has no Indoor stadium but it organises all the indoor competition in district indoor stadium for indoor games during the college week. The College also provides Sport materials required for various games. The student has brought many laurels in District and State Level tournament in Badminton and Table Tennis and football.

- **Cultural Activities**

The College has a small auditorium which was constructed in the year 2014 with plinth Area of 13328 m<sup>2</sup> approximately with a seating capacity of 200. The college also organize various cultural programme and events which encourage the student's to showcase their talents and skills in Singing, Dancing, Drama, Fancy dress and Traditional competition. Students show interest in these extracurricular activities by participating enthusiastically in these events organized by the College. This shows that the student take pride of their own culture and in promoting the community and society at large. The College has preserved some archive like instruments, traditional dresses and ornaments.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

#### **4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)**

**Response:** 31.43

##### **4.1.3.1 Number of classrooms and seminar halls with ICT facilities**

**Response:** 11

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

#### **4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)**

**Response:** 100

##### **4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
16.92764	71.86029	71.17616	31.31551	46.60022

File Description	Document
Upload audited utilization statements	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

### 4.2.1 Library is automated using Integrated Library Management System (ILMS)

#### Response:

The College Library is equipped with 100 seating capacity. It has a total of 10484 books and 8231 are reference materials, 934 encyclopaedias, others 983 and Dictionaries 125, North-East Books 340, Religion books 104, Atlas 8. The library also has Wi-Fi facility and provides internet services and reference services to teachers and students. The College has N-List connection for open accessing books and Journals since 2018 till date. Recently, the Library is fully automated and has recently introduced Koha v. 18 as the Library Management Software. Nongstoin College Library uses KOHA Library software for library management. KOHA is a fully featured scalable library management system. It is the world's best open software used by over 30, 000 academic, public and special libraries around the world. KOHA has all the modules expected in fully functional library software which includes acquisition, serials, members, circulation, cataloguing and tools.

KOHA includes a range of features such as

1. Online public catalogue access (OPAC) module which provides a simple and clear interface for library users to perform task such as searching for and reserving items.
2. Full catalogue module which enables library staff to capture details of all library items. It is MARC compliant and also Z39.50 compliant, meaning data entry and exchange will be greatly simplified.
3. Circulation module which fully automates borrowing, issuing and item management, integrating with the OPAC so users can see which items they have outstanding.
4. Acquisition module which assists librarians with both acquisition and more generally with budget management.

KOHA enables easy access to information for library staff and users due to effective searching and issuing of items. It reduced time of processing of library items. It reduced time of processing of library items due to MARC and Z39.50 compatibility. Online supervision becomes possible, reducing the line management responsibilities of senior staff. Library management also becomes easier through automated collection of data and as a whole KOHA brings together library users and staff as both can see various aspects of the

system and can work together more effectively to achieve each user's goal.

Varies types of reports can be generated with the use of above mentioned software which is useful for various committees and inspections from time to time. Book database is created along with user's database. Issue return process is fully automated and manual cards are kept as supporting documents for students and faculty.

#### **Bar-coding used: Yes**

Book issue and return is carried out with the help of barcode system. Each book and user's borrower card is bar coded.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for Additional Information	<a href="#">View Document</a>

#### **4.2.2 The institution has subscription for the following e-resources**

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases
- 6.Remote access to e-resources

**Response:** D. Any 1 of the above

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

#### **4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)**

**Response:** 7.43

##### **4.2.3.1 Annual expenditure of purchase of books/e-books and subscription to journals/e-journals year wise during last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
4.16	2.66	17.933	2.41	9.99

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 4.2.4 Percentage per day usage of library by teachers and students ( foot falls and login data for online access) during the latest completed academic year

**Response:** 2.83

##### 4.2.4.1 Number of teachers and students using library per day over last one year

**Response:** 40

File Description	Document
Details of library usage by teachers and students	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 4.3 IT Infrastructure

#### 4.3.1 Institution frequently updates its IT facilities including Wi-Fi

**Response:**

Nongstoin College started computer literacy programme in the year 1996 with a single teacher on a contractual basis. Students of all streams were allowed to participate at the initial stage. A basic computer course was taught to begin with, on how to handle a computer, DOS commands were also taught along with computer programming. In 2003 around 20 Desk top computers were installed in the college with the aid received from the NEC, Shillong and UGC Scheme, from that year the participation from the students growing rapidly. In 2019, 10 computers received from RMSA, Government of Meghalaya for Geography laboratory. Apart from, the introduction of IT in Business paper in Commerce Department and FORTRAN programming in Physics department opportunities is provided for students to have more ideas about computer through various theory and practical classes. The installation of Wi-Fi facilities (Jio-Reliance) with the speed of 35 Mbps in the college campus has provided students accessibility to the information from internet with regards to their academic work. The installation of Wi-Fi facilities (BSNL Optic Fibre) with the speed of 100 Mbps in the Library building has provided students easy accessibility to the information from internet with regards to their academic work.

The installation of projectors in classrooms has also helped teachers to integrate audio-visual tools of learning in their lecture thus, providing students with better opportunity to understand and learn.

At present, the College is still lagging behind in student computer ratio. Till date the strength of the college students is almost 1527 and the computer lab is not catering to even 1% of the student's population. The size of the room is 20ft x 30ft=600sqft and only 20 computers can fit in. Thus, the student computer ratio is very low. The college management is working hard to get a bigger hall for IT lab and also to start a new department of computer Application. The College is looking forward for positive response from higher authorities in near future.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

#### 4.3.2 Student - Computer ratio (Data for the latest completed academic year)

**Response:** 30.56

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Student – computer ratio	<a href="#">View Document</a>

#### 4.3.3 Bandwidth of internet connection in the Institution

**Response:** A. 750 MBPS

File Description	Document
Upload any additional Information	<a href="#">View Document</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View Document</a>

### 4.4 Maintenance of Campus Infrastructure

#### 4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

**Response:** 5336581.61

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

2020-21	2019-20	2018-19	2017-18	2016-17
799799	2525835	5558407	1665433	2477067



File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>

#### **4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.**

##### **Response:**

##### **Information Technology Policy**

The purpose of the IT policy is to highlight the process of acquisition, utilisation and maintenance of IT related infrastructure. The IT Committee of the college is responsible to uphold the IT policy and all its intricate details. According to the IT policy, the laboratory in-charge looks after the usage and status of infrastructure within the computer lab of the college. The rules and regulations relating to the usage of the computer lab will be drafted by the IT Committee of the college. The college also maintain for fixing of issues related to the internet connections of the college, in issuing of official college email and passwords to staff and students of the college, acquiring IT related stationeries, software installation, handling and maintaining the college website and the video surveillance of the college.

##### **Library Policy**

The Library policy was drafted in accordance with the several guidelines provided by statutory bodies like International Federation of Library Association and the American Library Association and the Indian Library Association. The Library policy highlights the regulations for using library resources by the users of the college library. The Library has provided strict instructions to all users against defacing and damaging the properties of the library ranging from furniture, reading materials and technological infrastructure. Fines and penalties have also been put in place for defaulters.

The Library also encourages optimum usage of e-resources provided access by NLIST and open access resources that have been compiled together in a blog started by the Library.

##### **Sports Policy**

The sports policy focuses on the acquisition, usage and maintenance of sports related equipments and infrastructure. It covers the process the acquisition of required funds for acquisition of funds for purchasing new equipments and maintenance of sports infrastructure from external agencies and usage of college funds for the same. The in-charge of the committee will be responsible for issuing any equipment to students, teachers and coaches. Fine charges will be imposed on borrowers if the equipments were found to be damaged or broken at the time of returning. The in-charge of the Committee is responsible in ensuring that the infrastructure is well-maintained. For any financial implication in maintaining the infrastructure,

the college will bear all costs from student fees only.

### Laboratory Policies

The Laboratory policies focus on the issue and maintenance of laboratory equipment's. The different departments with laboratories have their own policies for issuing and maintenance of equipment's and related infrastructure. Practical classes are allotted to the concern teachers as per the routine. Students are allowed to use the instruments and equipments under the instruction and supervision of the teachers. Students are permitted to use laboratory computers only during presentations.. The records of damaged Laboratory equipment's are maintained accordingly.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>



## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 24.55

##### 5.1.1.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
586	313	390	297	0

File Description	Document
upload self attested letter with the list of students sanctioned scholarship	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

#### 5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 0.92

##### 5.1.2.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	13	54

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

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

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

**Response:** A. All of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link to Institutional website	<a href="#">View Document</a>

**5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years**

**Response:** 0.29

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	20	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

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

**Response:** B. 3 of the above

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View Document</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View Document</a>

## 5.2 Student Progression

### 5.2.1 Average percentage of placement of outgoing students during the last five years

**Response:** 3.66

#### 5.2.1.1 Number of outgoing students placed year - wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
25	4	2	1	4

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Self attested list of students placed	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

### 5.2.2 Average percentage of students progressing to higher education during the last five years

**Response:** 46.18

#### 5.2.2.1 Number of outgoing student progressing to higher education.

**Response:** 121

File Description	Document
Upload supporting data for student/alumni	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

### 5.2.3 Average percentage of students qualifying in state/national/ international level examinations

during the last five years (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

Response: 36

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

2020-21	2019-20	2018-19	2017-18	2016-17
1	2	1	1	2

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

2020-21	2019-20	2018-19	2017-18	2016-17
3	5	3	3	5

File Description	Document
Upload supporting data for the same	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

### 5.3 Student Participation and Activities

**5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.**

Response: 6

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

2020-21	2019-20	2018-19	2017-18	2016-17
1	3	1	1	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
e-copies of award letters and certificates	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 5.3.2 Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )

#### Response:

The Students' council makes a conscious effort to promote the well-being of the student community at large. The College motivates and encourage students to participate in the activities and events conducted by the College. The various Committees include the elected members of various classes in the College Student Council. In order to encourage the students in supporting the authorities in different affairs of the college makes an effort to provide students with opportunities to participate in various committees. These activities promote the students to develop leadership skills and opportunities to express their talents which will help them to become responsible leaders in future.

The Student Council helps the College in various committees in organizing different activities such as Fresher's meet, Orientation programme, College week, Student seminar, celebration of National and International events, Cleanliness drive, awareness programme, etc., besides sensitizing the administration of their problems and requirements from time to time. However, due to Covid-19 pandemic, the above activities could not be carried out due lockdown because of Covid-19 Pandemic in 2020 and 2021.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

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

Response: 10.4

#### 5.3.3.1 Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	14	14	15	9

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Report of the event	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

## 5.4 Alumni Engagement

### 5.4.1 There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

#### Response:

The College has registered Alumni that are in regular contact with the Alumnus and also former faculties of the institution. The Alumni gives suggestions on various issues pertaining to the development of the College and lend their support for qualitative improvement of the College. The Alumni are given opportunities to contribute to the College in various areas. The Alumni was established and registered in the year 2015. They use to conduct meetings from time to time and suggest necessary information's to the authority for further improvement of the institute. However, the association is unable to contribute financially towards college till date.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 5.4.2 Alumni contribution during the last five years (INR in lakhs)

**Response:** E. <1 Lakhs

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

#### 6.1.1 The governance of the institution is reflective of and in tune with the vision and mission of the institution

##### Response:

The Governing body is the top management body that conducts periodic meetings to discuss and frame future policies and plans for enhancing the quality education as according to the needs of the time. The main objective is to provide quality education to the disadvantaged, poor and economically poor people living in the region. The motto of the College 'Learn to Serve' which serves the very purpose of the mission, vision, aims and objectives of the College. The Principal along with the Heads of the department conducts meeting in the beginning of new academic session to discuss about the various issues for providing better and quality education. The College also has a number of committees assigned with specific and specialized functions to cater the diverse needs of students and the society as a whole.

The Principal who is a member secretary reviews periodical meetings with the members of the Governing Body to discuss about the future plans of the College as well as to fulfill the stated mission.

The Principal, being the Secretary of the Governing Body prepares the agenda for the introduction of new policy and submit to the GB, for its approval. Once, approved, the work is then executed with the help of the Academic Committee, Heads of the Department and with the various Cells /Committees/Units of the College.

The Principal along with senior teachers formulate the action plans of the College for new academic session. The College has grown from strength to strength since its inception owing to the vision of the founders and their continuous leadership which had an aim in providing quality education to the poor and needy people of the region. Reinforcing the culture of excellence, the present leadership is committed to provide the quality services and academic growth by taking into account the faith on the faculty and other support staff in carrying out the plans and objectives for the progress of the College.

The IQAC, the Planning Board and Various Committees/Cells / Units along with the Principal monitor and evaluate policies and plans of the Institution for effective implementation and improvement from time to time.

Every year, the Principal along with the senior teachers interact with the various stockholders such as Parents Council, Student's Council and Alumni Association and whatever suggestions emanate from their discussion, the Principal brought the matter in the Governing Body meeting and they took appropriate necessary action for the betterment of the College.

The College encourages the faculty members to attend Orientation, Refresher courses and seminars, summer/winter school and participate in workshops.

The duties and responsibilities assigned to the faculties in different committees/ Cells /Units are in rotation basis so that the younger teachers will get chance to grow their leadership.

The presence of various committees/ Cells/ Units in the College brought the organizational change in the governance system for ensuring quality education to the students with necessary knowledge to meet the challenges within the changing scenario.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 6.1.2 The effective leadership is visible in various institutional practices such as decentralization and participative management

#### Response:

The Institute supports a trend of decentralized governance system with proper well defined Inter-relationships. The management of the institute conducts timely regular meetings of for the effective and smooth functioning of the institute. There are three levels of administrative structure under which all the activities of the institute are carried out.

**Society Level:** The management of the institute is directed by Governing Body, whose members, are appointed in accordance with the guidelines provided by the Director of Technical Education, Government of Meghalaya and North eastern Hill University.

**Institute Level:** All the main decisions related to the institute are taken by the Principal in

Consultation with the Head of departments. Principal is the academic and administrative head of the Institute and the Member of the Governing Body. Some financial power is given to Principal for the development of the institution.

**Department Level:** The Department Heads are responsible for to look day-to-day administration of the department and report to the Principal. In addition, any institute staff member can give suggestions and idea for improvement. Students also participate through different formal and informal feedback mechanisms. Suggestion box is kept for suggestions.

#### Participative management

The institute always promotes the culture of participative management by involving staff and students in various activities. All decisions of the institution are governed by management. The students and faculties are allowed expressing themselves for any suggestions to improve the excellence in any aspect of the Institute.

#### 1. Strategic Level



The Principal, HODs and staff members are involved to defining the policies and procedures, making guidelines and rules/regulations pertaining to admission, discipline, grievance, counselling, and library services etc., Staff members are also involved in deciding academic activities and examinations to be conducted in institute.

## 2. Functional Level

At functional level the faculty members participate in sharing the knowledge by discussing on latest trends/technology during faculty meeting. Some Staff members are involved in preparation of respective committee budget of the institute.

## 3. Operational level

The Principal is the main channel of communication between the staff and the Governing body in regard to policy matters for speedy redressal of grievances of teachers. The Principal of the institution is a member of the GB. The GB gives suggestions and monitors the procurement, introduction of new programs and welfare activities. All the staff members actively participate in implementing the policies, procedures, and framework designed by the management in order to maintain and achieve the quality standards and achieve vision and mission of the institution. Office staff is involved in executing day to day support services for students and faculties. Thus the internal administration of the College delegates authority into the Departments, Committees, Units and Cells towards decentralized governance system.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

## 6.2 Strategy Development and Deployment

### 6.2.1 The institutional Strategic / Perspective plan is effectively deployed

#### Response:

The Principal along with the Project Implementation Committee under RUSA and Planning Committee under UGC and DoNER Scheme evaluate the needs of the Scheme and in consultation with the Architecture prepares the project. Once the project is duly approved by the Governing Body and the Principal who is a member secretary of the Governing body submits the proposal to the concerned ministry or the department for the sanction. Once the project is sanctioned, the Governing Body is entrusted to the concerned implementation committee for the smooth implementation of the project. For the smaller projects, the Principal along with the Academic heads committee applies Schemes either from the MP/MLA/MDC scheme for the overall development of the College.

In regard to the effective implementation and quality enhancement of the teaching and learning process, the Principal along with the Academic Heads Committee and IQAC Executive Committee designs quality policy and plans which are then sent as proposal to the Governing body for approval. Action on these

matters is taken only after getting the approval from the Governing body.

The various departments of the College conduct meetings with their respective teams to discuss and plan methods for upliftment of the College as a whole. Then the HODs come together under the Academic Council and along with the Principal, discuss the various suggestions and their viability. The proposals are then approved at the college level and then sent as proposals to the Governing Body for further action in the matter.

Through this calculative and cumulative effort, the College has been able to get students involved with not only Academic activities, but social activities, such as the NSS, NCC and other committees. Importance is also given to building of inter-personal skills, through activities like Debates, Seminars, Cleaning drives, and other competitions during the College week and otherwise.

File Description	Document
Strategic Plan and deployment documents on the website	<a href="#">View Document</a>

#### **6.2.2 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules and procedures, etc.**

##### **Response:**

The College comprises of the Governing Body, Principal, Vice-Principal, IQAC Coordinator, Teaching and non-teaching staff who work together for the development and progress of the college. The internal organizational structure and decision making processes can be broadly divided into two parts: Office administration and Academics. The Principal is the head of the institution. The role of the principal is to provide leadership, direction and co-ordination of all aspects of the college system. His main focus is to develop and maintain effective educational programs within the college and to promote the improvement of the teaching and learning process. Non-teaching staff is a category defined as those employed in the college who do not serve classroom teaching. This includes administrative staff, librarian and other support staff. Under this college, the administrative staffs consist of UDA, LDA, Peons, Sweepers Cleaners, and Chowkidars etc. The college has a library and is looked after by a library assistant and support staff. He examines and organises the collection of books by subject. He/she also recommends books and helps students find the right information they need. The college comprises of three streams: Arts, Science and Commerce. Each stream has different departments and each department has a Head of the department. The HOD's supervise the teaching and learning, ensuring that class activities are undertaken, markings are done and feedbacks are given on time. They also conduct frequent departmental meetings and assess teachers' performance. The college is a Grant- in- Aid college and is therefore managed mainly through the rules and regulations laid down by the Service Rule, and service rules of Education department, Government of Meghalaya accompanied by the UGC and RUSA. The promotional policies are followed as per service rules of the education department.

GOVERNING BODY

PRINCIPAL CUM SECRETARY

OFFICE ADMINISTRATION

FINANCE
VICE-PRINCIPAL
ACADEMIC HEADS COMMITTEE HEADSCOMMITTEE UG
IQAC
DEPARTMENTS
PLANNING BOARD
COMMITTEES
CELLS
UNITS

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Link to Organogram of the Institution webpage	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 6.2.3 Implementation of e-governance in areas of operation

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

**Response:** A. All of the above

File Description	Document
Screen shots of user interfaces	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
ERP (Enterprise Resource Planning) Document	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 6.3 Faculty Empowerment Strategies

### 6.3.1 The institution has effective welfare measures for teaching and non-teaching staff

**Response:**

**Contributory Provident Fund (CPF):** The College received Deficit Grant –in- Aid Scheme in 1996, with 11 staff receiving regular CPF contribution @8% of his/her basic salary which is deducted from his/her salary and deposited in the respective CPF account by the Disbursing Officer (DDO) concerned.

**National Pension Scheme (NPS):** It is a government sponsored scheme introduced by the Government in

the month of September, 2021 under peoples Grant in Aid Scheme. **In Tier I**, Government sanctioned employees will have to make a contribution @10% of his/her basic salary plus Dearness allowance which will be deducted from his salary bill every month by the Drawing and Disbursing Officer (DDO) concerned. The government will make an equal matching contribution. Whereas some have their services still on contract or temporary basis are not receiving any scheme either from Government of management.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

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

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

### 6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 0.2

#### 6.3.3.1 Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1	0	0	0	0

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

**6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course ).**

**Response:** 9.15

**6.3.4.1 Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
4	6	2	4	2

File Description	Document
Upload any additional information	<a href="#">View Document</a>
IQAC report summary	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

**6.3.5 Institutions Performance Appraisal System for teaching and non-teaching staff**

**Response:**

The College has adopted the following guidelines for the different departments, which works as a Checklist.

**GUIDELINES FOR DEPARTMENTS**

1. Keep a copy of the Syllabus
2. Keep a copy of the Routine, Semester-wise
3. Keep a copy of the Course-distribution, Semester-wise
4. Keep a copy of the Class distribution, Semester-wise

5. Keep a record of Monthly attendance with Percentage in the Register
6. Keep Departmental Meeting Minutes
7. Keep a Record of Internal Marks, semester-wise
8. Keep a Record of Final Result and Percentage
9. Keep a Record of students year-wise and their progression
10. Maintain Teachers' Profile and update it from time to time
  - Keep a ready soft copy & hard copy of all documents

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

## 6.4 Financial Management and Resource Mobilization

### 6.4.1 Institution conducts internal and external financial audits regularly

#### Response:

Every Year the college conducts internal audit by assigning to Chartered Accountant duly approved by the Governing body and external audit conducted by the Local audit office, Government of Meghalaya as per their order. The college completed external audit (Local Audit by the Government of Meghalaya) up to the year 2017. Copies are enclosed.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 6.4.2 Funds / Grants received from non-government bodies, individuals, philanthropers during the last five years (not covered in Criterion III)

Response: 17.17

#### 6.4.2.1 Total Grants received from non-government bodies, individuals, Philanthropers year-wise during the last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
4.5715	6.80000	1.5000	3.20250	1.10000

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Annual statements of accounts	<a href="#">View Document</a>

#### 6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

##### Response:

Since the College is governed by the management under people's grant in aid scheme, only Arts stream teachers along with 6 non-teaching staff are getting salary from the Government of Meghalaya and the remaining science and commerce faculties and 9 Non-teaching staffs are borne by the management from the student fees. Apart from, for the improvement of infrastructure, the College is use to apply from the various schemes such as RUSA, UGC, DoNER, Ministry of Tribal Affairs and from MP/MLA/MDC and other state government departments.

The Principal along with the Project Implementation Committee under RUSA and Planning Committee under UGC and DoNER Scheme evaluate the needs of the Scheme and in consultation with the Architecture prepares the project. Once the project is duly approved by the Governing Body and the Principal who is a member secretary of the Governing body submits the proposal to the concerned ministry or the department for the sanction. Once the project is sanctioned, the Governing Body is entrusted to the concerned implementation committee for the smooth implementation of the project. For the smaller projects, the Principal along with the Academic heads committee applies Schemes either from the MP/MLA/MDC scheme for the overall development of the College. There are two sources that the college generates funds as mentioned below:

- **Internal sources:**

(1) Student fees

(2) Hostel Fees

- **External Sources:**

1. The college received First instalment of Rs 1 crore for Infrastructure grant under RUSA 1.0 on 16th September, 2016
2. The college received Second instalment of Rs 50 lakh for Infrastructure grant under RUSA 1.0 on 3rd April, 2018



3. The college received Third instalment of Rs 50 lakh under Plan in respect of General Development Assistance (Plan Block Grant) under UGC XII Plan on 7th July 2017
4. The college received Final Instalment of Rs 25 Lakh for
5. The college received second instalment of Rs 218. 65 on 20-06-2017 Under MLCPR, DoNER Ministry, Government of India for the Project 'Construction of Nongstoin College Building, Boys and Girls Hostel, Library etc. on 30th March 2017
6. The college received First instalment of Rs12,50,000/ for Equity Initiative grant under on RUSA 1.0 on 24th January, 2017
7. The college received Second instalment of Rs6,40,000/ for Equity Initiative grant under on RUSA 1.0 on 28th March, 2019
8. The college received Third instalment of Rs6,08,975/ for Equity Initiative grant under on RUSA 1.0 on 1st June, 2020
9. The college received of Rs 1 Crore under RUSA 2.0 on 5th November 2020

• **Other Sources ( From Higher Secondary and surplus money from Centre Fees)**

1. Purchase of Land for Playground and Botanical garden 328327 Sq ft amounting of Rs 13133080.00. From general fund the college paid of Rs 1, 00, 000, 00.00. The remaining balance paid from surplus centre fees of Rs 31, 33,080.00.
2. Extension of Land for Boys Hostel is 5670 Sqft of Rs 2, 66,490.00 and 495 sqft of Rs 23,265.00 from the Centre fees.
3. The College is also contributed to NLCPR Project, Government of India from the surplus fund from the Higher Secondary fund.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

## 6.5 Internal Quality Assurance System

### 6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

**Response:**

In pursuance of its action for performance evaluation, assessment and accreditation and quality up-gradation of an institution of higher education, the National Assessment and Accreditation Council ( NAAC ) proposed that every accredited institution should establish an internal quality assurance (IQAC) as a quality sustenance measure which is a continuous process hence IQAC has to become a part of the institution, in order to ensure Quality culture as the Prime concern for Higher Education Institutions through institutionalizing and internalizing all the initiatives taken with internal and external support. The primary aim of IQAC is to develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution, also to promote measures for institutional functioning towards quality enhancement through internalization of quality culture and co-ordination



among various activities of the institution and institutionalize all good practices.

Since the establishment of IQAC Cell, the IQAC coordinator along with faculty, Principal and Management is working hard in order to fulfil all the recommendations were given by the PEER Team of the First Cycle.

- 1.The major activities that IQAC Cell initiates is to complete the pending DoNER Scheme, Government of India for (construction of Science Academic Block, New Canteen, Boys Hostel along with compound wall, Second Girls Hostel along with Compound wall, Main Gate along with boundary of the College premise) since 2017 till date.
- 2.Project preparation and implementation for RUSA 1.0 and 2.0 for the construction of New Classroom, Extension of Library, Library Automation, Student Common room, Toilet facility for student, Construction of Commerce building, water reservoir for college and girls' hostel and Procurement of Furniture's and books since 2016 till date. Project preparation and implementation for RUSA 1.0 under Equity Initiative Scheme since 2017 till date.
- 3.Preparation of Project for People's College in order to get grant for Sanction teachers for Arts Stream.
- 4.Organizing two National seminars, One Workshop and four webinars by the College in collaboration with other Departments in last five years.
- 5.Initiating Student Seminar, Coaching class for slow Learners and other Competitive examinations, soft skills, Up gradation of Traditional Music Institute under RUSA 1.0 Equity Initiative Scheme.
- 6.Assisting Principal and Management for providing better avenues for students and teachers of Science and Commerce Stream.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

**6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities ( For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives )**

**Response:**

The IQAC is to continuously review and take in steps to improve the quality of teaching - learning process. The IQAC Review the Teaching-Learning process, structures methodologies of operation and learning outcomes as per its norms at the level of various departments and at the Institution-level through the Principal of the College; for example, teaching learning process is often discussed at the department level among the faculty members of different departments before the start of every session, HOD's of various departments of the college often maintain details of students. Internal marks, or any other information like Seminars, time table and any other kind of competition at the department level etc. are usually displayed in the notice board for students. The academic calendar of the University is followed and often displayed and circulated in the institute and is strictly followed. Admission to various programmes is usually advertised

by the institution by displaying in the college notice board and through various newspapers. All newly admitted students are often made aware of the system of continuous evaluation, Program structure and syllabi of the courses before the semester commences, besides various curricular activities, discipline and culture of the institute. Sometimes any emergent information is often announced in the class. Any complaint or feedback from students is welcomed and addressed accordingly.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 6.5.3 Quality assurance initiatives of the institution include:

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

**Response:** C. 2 of the above

File Description	Document
Upload e-copies of the accreditations and certifications	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
Paste web link of Annual reports of Institution	<a href="#">View Document</a>

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

#### 7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.

##### Response:

The College authority for the safety and security of the student's community has appointed the Security Guards to monitor the entry and exit of the vehicles and people in and out of the college campus. Smoking and consuming intoxicating substances are prohibited inside the college campus. The women hostel attendant is also available at Girls' hostels. This system ensures that all female staff and Female students can move freely on the campus and feel assured that they are secure at all times in the campus. The faculty has been directed by the authority to keep the door of the lecture hall open during classes. The college also adhere service rule of the DHTE, Government of Meghalaya for granting maternity leave to the female employees.

The women cell which is constituted with the direction of Director of Higher and Technical Education and also to fulfil the provision of the **Sexual Harassment of Women at Work place (Prevention, Prohibition and Redressal) Act 2013**. This committee comprises of the Principal, Member Secretary of the Women's Cell and 4 members. The main objectives are: (1) to create awareness and sensitize the student on gender equity. (2) to empower female student in spiritual, emotional, physical, social, mental and economic freedom and to face the challenges in day to day life. (3) to get acquaintance with the Acts, Rules and Rights for the protection and safety of the women. The college took the opportunity to organise student seminar, organise awareness campaign and also to conduct seminars in collaboration with the RUSA CELL, Government of Meghalaya under 'Equity Initiative Scheme' since 14th March 2017 onwards.

The present functionaries are from time to time organise Student seminars to create awareness about Gender friendly campus, seminars and workshops in collaboration with other NGO's for sensitization of legal provisions of any forms of violation against women and also same time explains about the various provisions of Khasi customary laws by which the village headmen and Village defence force can impose sanction.

The specific facilities are provided for women in terms of

1. **Safety and Security:** Security guard is allowed to only students who has Id at the entrance and outsiders after proper verification allowed to see that the campus is gender friendly.
2. **Counselling:** The women cell is organizing from time to time awareness programme to make them aware about their need for counseling. The principal along with the members are free to do counseling after classes are over.
3. **Common Rooms:** The separate common room is provided to the female students in college campus.
4. **Women Hostel:** The separate women hostel is provided to the female students. The second hostel is under construction and will available by the end of June, 2022.

File Description	Document
Annual gender sensitization action plan	<a href="#">View Document</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="#">View Document</a>

### 7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

1. Solar energy
2. Biogas plant
3. Wheeling to the Grid
4. Sensor-based energy conservation
5. Use of LED bulbs/ power efficient equipment

**Response:** D. 1 of the above

File Description	Document
Geotagged Photographs	<a href="#">View Document</a>

### 7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- Solid waste management
- Liquid waste management
- Biomedical waste management
- E-waste management
- Waste recycling system
- Hazardous chemicals and radioactive waste management

**Response:**

The solid waste in the campus is generated from various potential sources, such as Academic building, classrooms, hostels, canteen, garden, etc. all the waste is managed by sweepers who are allotted for different buildings in the campus. The College appoints two sweepers. Besides, the College authority is also appoints casual employee from time to time for the waste management in the campus. The solid waste generated in the college is managed by using the waste bins. The college campus has waste bins placed all around, within the college building as well as outside. These waste bins have been sponsored by the District Administration of West Khasi Hills, in collaboration with the Swatch Bharat Campaign. The waste in the bins is collected by the sweepers. A compost pit exists where the used biodegradable waste is being dumped in the College campus. Some organic parts from the waste generated from the mess which includes the vegetables and food waste is collected in buckets and is taken out of the campus for pig feed. The garden waste, which includes the plant cuttings, weed and grass cutting is collected in heap. A compost pits exists where the used Biodegradable waste is being dumped in the college campus.

Awareness campaigns are also conducted by NSS Cell, NCC Units and the Student Council from time to time for making the campus clean and green.

### **Liquid Waste Management:**

In our Institution the liquid waste that comes out from the laboratories is managed in the underground pit.

### **E-Waste Management:**

The institution has one room for keeping all the electrical goods/equipment, computers, office electronic equipment; discarded computers are being kept in one room for disposal. Laboratory equipment's which can no longer be repaired, exchanged and not usable by any one, are disposed as scrap. Scrap waste, such as paper, iron, tin, plastic, and mild steel rods, is sold every year for some financial benefit.

<b>File Description</b>	<b>Document</b>
Geotagged photographs of the facilities	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

### **7.1.4 Water conservation facilities available in the Institution:**

- 1.Rain water harvesting**
- 2.Borewell /Open well recharge**
- 3.Construction of tanks and bunds**
- 4.Waste water recycling**
- 5.Maintenance of water bodies and distribution system in the campus**

**Response:** D.1 of the above

<b>File Description</b>	<b>Document</b>
Geotagged photographs / videos of the facilities	<a href="#">View Document</a>

### **7.1.5 Green campus initiatives include:**

- 1.Restricted entry of automobiles**
- 2.Use of Bicycles/ Battery powered vehicles**
- 3.Pedestrian Friendly pathways**
- 4.Ban on use of Plastic**
- 5.landscaping with trees and plants**

**Response:** A. Any 4 or All of the above

File Description	Document
Geotagged photos / videos of the facilities	<a href="#">View Document</a>

**7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:**

- 1.Green audit
- 2.Energy audit
- 3.Environment audit
- 4.Clean and green campus recognitions / awards
- 5.Beyond the campus environmental promotion activities

**Response:** B. 3 of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

**7.1.7 The Institution has disabled-friendly, barrier free environment**

- 1.Built environment with ramps/lifts for easy access to classrooms.
- 2.Divyangjan friendly washrooms
- 3.Signage including tactile path, lights, display boards and signposts
- 4.Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment
- 5.Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

**Response:** C. 2 of the above

File Description	Document
Policy documents and information brochures on the support to be provided	<a href="#">View Document</a>
Geotagged photographs / videos of the facilities	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

**7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).**

**Response:**

The College tries to endeavour in promoting human values by organising awareness programme and seminars among the student community as well as the teaching fraternity. All the students live in harmony in the campus as well as off the campus as the College administration has directed in the prospectus, "Communal harmony is to be fostered by word and deed". The varied problems related to behaviour in society are clearly mirrored in institutions through drug abuse, theft, and other unwarranted acts. The College organizes events in the forms of seminars and workshops to educate the students and the local community on issues such as observation of National Unity Day, Student seminar on Human Rights, observation of 'Fit India Movement', Awareness on Cyber Crime, Observation on 'No Tobacco Day', Awareness on 'Natural Calamities', Observation on 'Yoga Day', Awareness on 'Covid-19 Vaccination', and Observation on 'Constitution Day'.

File Description	Document
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View Document</a>

#### **7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).**

##### **Response:**

Sensitization of students and employees of institution to the constitutional obligations is very important and makes them realize their utmost responsibilities. The College tries to make efforts in order to imbibe and inculcate the basic sense of social responsibility and responsiveness to sensitize students to social issues so as to make them efficient in class as well as in the societal environment. Various activities have been taken up time and again to spread social awareness about issues like communal harmony, health, hygiene and disaster management etc. The students are made to realize their fundamental duties and responsibilities as good citizens as well as being good students of the college. The dedication of the teaching faculty and the student community has led our college to stand out in many fields be it academics or co-curricular activities. It is worth mentioning that the students of our college along with the teaching faculty have shown exemplary efforts in fighting against the unseen enemy- the Covid-19 pandemic, whereby they volunteered willingly to help the District Administration as and when required. Though the teachers are duty bound to adhere to orders, they have done a great job as Executive Magistrates. This relates to the professional ethics which are imbibed in performing the duties with integrity and honesty.

File Description	Document
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View Document</a>

#### **7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.**



1. The Code of Conduct is displayed on the website
2. There is a committee to monitor adherence to the Code of Conduct
3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff
4. Annual awareness programmes on Code of Conduct are organized

**Response:** B. 3 of the above

File Description	Document
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims.	<a href="#">View Document</a>
Code of ethics policy document	<a href="#">View Document</a>

#### **7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).**

**Response:**

The college staff and student community are regularly attending Republic Day and Independence Day in salutation to the National Flag every year which shows the importance of the Indian Constitution, and promote national integrity appreciating the unification of cultural and religious identities of India. So far the college has undertaken the following activities include:

1. Participation of 35 NCC students and staff in Observation on Constitution Day on 26th November, 2019
2. Participation of 30 NCC students and staff in Independence Day on 26th January, 2020
3. Participation of 06 NCC students and staff in National Unity Day on 31st October, 2020
4. Participation of 25 NCC students and staff in Student seminar on Human rights on 10th December, 2020
5. Participation of 43 NCC students and staff in Vijay Divas Day on 16th December, 2020
6. Participation of 11 NCC students and staff in Fit India movement on 27th August, 2020
7. Participation of 26 NCC students and staff in Unsung Heroes : U Tirot Singh on 12th March 2021
8. Participation of 50 NCC students and staff in NDRF community awareness programme on 21st April 2021
9. Participation of 15 NCC students and staff in World Environment Day on 5th June 2021
10. Participation of 23 NCC students and staff in Awareness programme on Natural Calamities 12th June 2021
11. Participation of 43 NCC students and staff in Yoga Day on 18th June 2021
12. Participation of 50 NCC students and staff in Awareness programme on Covid-19 Vaccination on 30th June 2021



File Description	Document
Geotagged photographs of some of the events	<a href="#">View Document</a>
Annual report of the celebrations and commemorative events for the last five years	<a href="#">View Document</a>

## 7.2 Best Practices

### 7.2.1 Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

#### Response:

#### Best Practice: 1

##### Title of the Practice: Monthly Assembly

##### • Goal:

The main objective of Morning Assembly is to impart value education among students and staff and at the same time to disseminate information and activities of the College to all the students and staff of the College. It also aims at making each one to be disciplined in each and every area of life and also to imbibe the core values of the College as it is reminding us about the motto of the College 'learn to Serve'. The assembly helps in creating a bond among students to unite in a single platform, to inculcate a feeling of loyalty to one and all and the Institution as a whole. It also develops the spirit of participation.

##### • The Context

The Monthly Assembly is quite relevant, as it helps in transmitting information to all members of staff and students through a single announcement, to keep all those associated in the College well informed about the various activities of the College. This get-together avoids discrimination and unrest among students as there is familiarity with one another.

##### • The Practice

It is a harmonious and healthy practice followed since the year 2000 onwards. The College conducts monthly assembly on the first week of every month at 10 am in the College premises.

The programme details of the assembly are:

The assembly was chaired by student of various classes on a rotation basis.

1. Bible reading & Prayer by students
2. Important announcements by the Principal
3. Short Speech by a Teacher

4. Closing Prayer
5. College Anthem

- **Evidence of Success**

The Institution initiated to conduct the monthly assembly in order to encourage students to build up leadership qualities, enhance spiritual and moral values, ability to express their hidden talents. The compliance of dates and schedules by one and all in the Institution itself is an evidence for success of this practice. All are abreast and updated with information.

- **Problems Encountered and Resources Required**

To sum up, the Monthly Assembly creates a strong bonding among the student community, all united in a feeling of loyalty towards their institution. The prayers and moral teachings help in the holistic development of the students, making them not just to be a good student but more importantly, a good human being

- **Contact details**

**Name of the Principal:** Dr (Mrs) Iaisan Mawthoh

**Name of the Institution:** Nongstoin College

**P.O:** Nongstoin

**Pin Code:** 793119

**Accredited Status:** B (CGPA 2.60)

**Work phone:** 03654 295124

**Website:** [www.nongstoincollege.ac.in](http://www.nongstoincollege.ac.in)

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## **Best Practice-2**

**Title of the Practice:** Community Service

- **Goal:**

The main objective is to promote Community linkage, Social Responsibility, Interaction with the people

and Problem Analyzing and Solving Skills.

- **The Context**

In tribal society, the students are highly ignorant about the problems of the society where they live. Therefore, it is realized that the students must be sensitized about the society by engaging themselves in various extension activities as the Institution believes in it.

- **The Practice**

NSS, NCC, Disaster Cell, Eco-club, women cell and the Red Ribbon Club are functioning in the College and they involve the students in the activities like AIDs awareness, de-addiction, drug addiction, blood donation camp, health camp, gender sensitive issues, disaster preparedness, apiculture, cleaning drive, plantation of trees and providing training to farmers etc.

- **Evidence of Success**

1. With the participation in the various extension activities both teachers and students realized the challenges faced by the people in society. They have also realized the value and importance of education for their upliftment. As a result, they are very much enthusiastic to participate in the extension activities as conducted by the institution.
2. The Institution received the certificate of appreciation from Rev.S. Wollington Children's Home (Boys), Nongpyndeng, nongstoin, in 16th May, 2017 for generous contribution of Rs 106320/ for providing education to the poor, vulnerable and underprivileged children.
3. The Institution received the certificate of appreciation from Rev.S. Wollington Children's Home, Nongpyndeng, nongstoin, in 1st March, 2022 for generous contribution of 20 blankets for poor and under privileged girls living in Children's home.
4. The College in collaboration with the College of Agriculture, Kyrdekulai organized 'Out-Reach Programme for promotion of Backyard Poultry Farming for Rural Bio-entrepreneurship option was organised at Nongstoin College in Nongstoin Block of West Khasi Hills District on 2nd November 2021'.
5. The College in collaboration with the College of Agriculture, Kyrdekulai organizes on 'Training on Integrated Farming Systems and Rural Bio-entrepreneurship for farmers and rural youth' at Longdongdai village at Longdongdai village in Mawshynrut block of West Khasi Hills district on 1st November 2021.
6. The College in collaboration with the College of Agriculture, Kyrdekulai organizes on 'Training Cum Input Distribution Programme for farmers' At Mawkynbat Village in Mawthadrashan block of West Khasi Hills district on 2nd November 2021.

- **Problems Encountered and Resources Required**

Fund mobilization to organize events is the major problems for the College.

- **Contact details**

**Name of the Principal:** Dr (Mrs) Iaisan Mawthoh

**Name of the Institution:** Nongstoin College

**P.O:** Nongstoin

**Pin Code:** 793119

**Accredited Status:** B (CGPA 2.60)

**Work phone:** 03654 295124

**Website:** www.nongstoincollege.ac.in

**Mobile:** 9436128321

**Fax:** NA

**E -mail:** nongstoin.college@gmail.com

File Description	Document
Any other relevant information	<a href="#">View Document</a>
Best practices in the Institutional web site	<a href="#">View Document</a>

## 7.3 Institutional Distinctiveness

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

#### Response:

The College is committed to uphold the cherished values of higher education and the five core principles of NAAC – national development, fostering global competencies among aspiring students, inculcating a healthy value system, promoting the use of technology and quest for excellence - are now the cornerstone for students' building future career as humble citizens of the country. Keeping an eye the above objectives, the Institution has introduced various innovative practices such as Monthly Assembly and Extension Activity of the student for the community service with an end to motivate students in particular to channelize their energies on achieving academic pursuits on the College campus.

Since its inception of Statehood in the year 1972, the Nongstoin College as a co-educational institution established in the year 1978 has long served the people of West Hills District and the whole State as well in absence of Government College as per the Education policy of 1986. The founding members of the college have stayed true to its Vision, that is, 'to promote affordable and quality higher learning for the youth'. The college is ever striving towards the betterment of higher education in the district. Nongstoin College is the only college in the District with having Arts, Science and Commerce stream and one of the few in the State. It is very fortunate that the students of the district have access to affordable and quality education. The college is sensitive to the needs of the underprivileged and therefore it caters to the need of less affluent student who cannot afford to attend other private colleges present in the state. Keeping in

mind that the fees of the college are subsidised, students from less affluent families are able to afford the fees to attend college. The college follows the state reservation policy with regard to admission of the students. However, it has taken various initiatives to ensure equality in access to students from different sections of society.

Under the People's Grant-in Aid Scheme, the Government of Meghalaya only sanctioned posts for the Arts stream. However, with the demand of the community, the Governing body and the Principal tries to generate money to open up the Science with 06 Honours subject (Physics, chemistry, Mathematics, Botany, Zoology and Bio-Chemistry) and Commerce stream with their own fund in order to cater science and commerce graduate within the district. In last three years, many poor and under privileged students who could not afford to go for the science and commerce education to urban area i.e. Shillong were benefitted by the College. The College is able to set up good infrastructure for both laboratory work and Building as well as appointing qualified Lecturers for providing quality education as per the New Education Policy of 2021 within the minimal fees collected from the students.

Apart from, the College is also running DTP as an elective Course for UG students and Certificate and Diploma programme in traditional Music as Add-on courses from its own fund in order to preserve and promote indigeneous traditional music of the community which is few among the colleges exist in the state of Meghalaya state.

In the end, the college serves the very purpose of the founding fathers vision as well as to fulfil the college Motto 'Learn to Serve'.

File Description	Document
Appropriate web in the Institutional website	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

## 5. CONCLUSION

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### Additional Information :

#### Future Plans of the Institution:

##### 1. Infrastructure

- To construct Water Storage in both College Premise and Girls hostel
- To construct Guest house
- To construct auditorium
- To construct Indoor stadium
- To construct the smart class room

##### 1. Introduction of New Courses:

- To introduce add on courses for Skill Development Programme
- To introduce vocational and professional courses at the Under Graduate (UG) level.
- To introduce PG courses

#### C. Campus Development:

- To Harvest Rain Water
- To construct proper sewage facility for rain water
- To install Solar panel for providing light in the campus and hostels

#### D.New Innovative Methods for Teaching-Learning:

- To make the whole class room equipped with LCD projector
- To set up a Research Innovation Cell
- To mobilize funds for students' Research projects & Student's Seminar

#### F. Office Management:

- To make the office functional, it requires the introduction of the Tally ERS software for smooth management of the College account system and office management software for smooth management of office.

#### G. Student Support Service:

- To introduce Student Adoption Programme

## **Concluding Remarks :**

The college is striving towards upliftment of the College and also to improve in different areas as recommended by the NAAC peer team in the first cycle. It is worth mentioning that the College has tried its level best to fulfill about 80% of the suggestions given by the previous Peer team members. The College is still striving to cater to students' needs for optimum development. The management, Principal, Staff and students are co-ordinating together for further improvement.

NAAC

## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																																								
2.1.1	<p><b>Average Enrolment percentage (Average of last five years)</b></p> <p><b>2.1.1.1. Number of students admitted year-wise during last five years</b> Answer before DVV Verification:</p> <table><tr><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td></tr><tr><td>1527</td><td>1996</td><td>900</td><td>1496</td><td>971</td></tr></table> <p>Answer After DVV Verification :</p> <table><tr><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td></tr><tr><td>1243</td><td>1467</td><td>814</td><td>850</td><td>626</td></tr></table> <p><b>2.1.1.2. Number of sanctioned seats year wise during last five years</b> Answer before DVV Verification:</p> <table><tr><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td></tr><tr><td>2850</td><td>2850</td><td>2850</td><td>2670</td><td>1950</td></tr></table> <p>Answer After DVV Verification :</p> <table><tr><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td></tr><tr><td>2850</td><td>2850</td><td>2850</td><td>2670</td><td>1950</td></tr></table> <p>Remark : input edited as per observation, as only first year students will be considered.</p>	2020-21	2019-20	2018-19	2017-18	2016-17	1527	1996	900	1496	971	2020-21	2019-20	2018-19	2017-18	2016-17	1243	1467	814	850	626	2020-21	2019-20	2018-19	2017-18	2016-17	2850	2850	2850	2670	1950	2020-21	2019-20	2018-19	2017-18	2016-17	2850	2850	2850	2670	1950
2020-21	2019-20	2018-19	2017-18	2016-17																																					
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2850	2850	2850	2670	1950																																					
2.3.3	<p><b>Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year )</b></p> <p><b>2.3.3.1. Number of mentors</b> Answer before DVV Verification : 37 Answer after DVV Verification: 65</p> <p>Remark : Input edited as per given observation , number of Mentors.</p>																																								
3.1.3	<p><b>Number of Seminars/conferences/workshops conducted by the institution during the last five years</b></p> <p><b>3.1.3.1. Total number of Seminars/conferences/workshops conducted by the institution year-wise during last five years</b> Answer before DVV Verification:</p> <table><tr><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td></tr><tr><td></td><td></td><td></td><td></td><td></td></tr></table>	2020-21	2019-20	2018-19	2017-18	2016-17																																			
2020-21	2019-20	2018-19	2017-18	2016-17																																					



4	1	1	4	3
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Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
4	1	1	1	3

Remark : Input edited as per given observation , total number of Seminars/conferences/workshops conducted by the institution year-wise during last five years .

### 3.2.1 Number of papers published per teacher in the Journals notified on UGC website during the last five years

#### 3.2.1.1. Number of research papers in the Journals notified on UGC website during the last five years.

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
8	3	7	2	7

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
6	1	4	1	2

Remark : Input edited as per given observation ,only the journals having ISSN numbers and which are listed in UGC-CARE, SCOPUS, SCIENCE DIRECT & WEB OF SCIENCE will be considered.

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

#### 3.2.2.1. Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
2	0	0	0	3

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
1	1	0	1	2

Remark : Input edited as per given observation , consider the books and chapters having ISBN/ISSN numbers only.

3.3.2

Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

3.3.2.1. Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1	0	1	0	2

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	1	0	2

Remark : input edited as per given observation , the awards and recognition received for extension activities from Government/ Government recognized bodies only will be considered .

3.3.3

Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

3.3.3.1. Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
3	12	2	10	9

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
3	12	1	10	9

Remark : input edited as per given observation , Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognized bodies will be considered.

3.4.1

The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-job training, research etc during the last five years

3.4.1.1. Number of linkages for faculty exchange, student exchange, internship, field trip, on-job training, research etc year-wise during the last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
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1	1	1	4	1
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Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
1	1	1	3	2

Remark : input edited as per given observation , collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-job training, research etc. only will be considered.

- 3.4.2 **Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the last five years**
- 3.4.2.1. **Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1	3	2	3	2

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
1	3	2	1	2

Remark : Input edited as per given observation , functional MoUs with institutions, other universities, industries, corporate houses etc. only will be considered .

- 4.1.3 **Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)**

- 4.1.3.1. **Number of classrooms and seminar halls with ICT facilities**

Answer before DVV Verification : 15

Answer after DVV Verification: 11

Remark : Input edited as per given observation , number of classrooms and seminar halls with ICT- enabled facilities .

- 4.1.4 **Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)**

- 4.1.4.1. **Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17

25430.89 2	37174.11 7	39931.01 7	28271.66 3	38085.29 3
---------------	---------------	---------------	---------------	---------------

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
16.92764	71.86029	71.17616	31.31551	46.60022

Remark : Input edited as per given observation .

**4.2.4 Percentage per day usage of library by teachers and students ( foot falls and login data for online access) during the latest completed academic year**

**4.2.4.1. Number of teachers and students using library per day over last one year**

Answer before DVV Verification : 5

Answer after DVV Verification: 40

Remark : Input edited as per given observation , Percentage per day usage of library by teachers and students ( foot falls and login data for online access) during the latest completed academic year will be considered.

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

**5.3.3.1. Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
0	36	31	33	28

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	14	14	15	9

Remark : input edited as per given observation , number of sports and cultural events/competitions in which students of the Institution participated .

**6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course ).**

**6.3.4.1. Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course year-wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
15	7	3	4	2

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
4	6	2	4	2

Remark : Input edited as per given observation , programs which are FIVE or more days only and one teacher count if the same teacher has attended more than one program in the academic year will be considered.

#### 6.4.2 Funds / Grants received from non-government bodies, individuals, philanthropers during the last five years (not covered in Criterion III)

##### 6.4.2.1. Total Grants received from non-government bodies, individuals, Philanthropers year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
45715	680000	15000	320250	110000

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
4.5715	6.80000	1.5000	3.20250	1.10000

Remark : input as per given observation , the amount has converted into lakhs.

## 2.Extended Profile Deviations

Extended Form Deviations					
ID	Extended Questions				
1.1	<b>Number of courses offered by the Institution across all programs during the last five years</b>				
	Answer before DVV Verification:				
	2020-21	2019-20	2018-19	2017-18	2016-17
	15	15	15	14	8
	Answer After DVV Verification:				
	2020-21	2019-20	2018-19	2017-18	2016-17
	129	129	129	120	64
1.2	<b>Number of programs offered year-wise for last five years</b>				

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
3	3	3	2	1

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
15	15	15	14	8

**2.1 Number of students year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1527	1996	900	1496	971

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1375	1384	1330	1053	1596

**2.3 Number of outgoing / final year students year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
571	193	237	108	386

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
262	116	76	206	182

**3.1 Number of full time teachers year-wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
37	44	34	40	32

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
40	44	34	40	32

**4.2 Total Expenditure excluding salary year-wise during last five years ( INR in Lakhs)**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17

2020-21	2019-20	2018-19	2017-18	2016-17
1692764	7186029	7117616	3131551	4660022

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
16.92764	71.86029	71.17616	31.31551	46.60022

4.3

**Number of Computers**

Answer before DVV Verification : 51

Answer after DVV Verification : 34

4.4

**Total number of computers in the campus for academic purpose**

Answer before DVV Verification : 40

Answer after DVV Verification : 45