Subject: Submission of AQAR 2017-18
2 messages

NONGSTOIN COLLEGE <nongstoin.college@gmail.com>
To: CAPU AQAR <capuaqar@gmail.com>

Sat, Jun 30, 2018 at 2:32 PM

Respected Sir,
   I herewith uploading the AQAR for the session 2017-18 on behalf of the Nongstoin College. The Track ID:
MLCOGN22069

With Regards

Dr Trilochan Dash
IQAC Cell, Coordinator

NCAQAR 2017-18.docx
566K

CAPU AQAR <capuaqar@gmail.com>
To: NONGSTOIN COLLEGE <nongstoin.college@gmail.com>

Wed, Jul 4, 2018 at 12:47 PM

NAAC/AQAR ACK/ JUNE/2018/

Nongstoin College
At: Nongpyndeng
Post: Nongstoin
Meghalaya

Subject: Acknowledgement of AQAR

We are Acknowledging the receipt of Online Submission of Annual Quality Assurance Report (AQAR) for the Year: 2017-18.

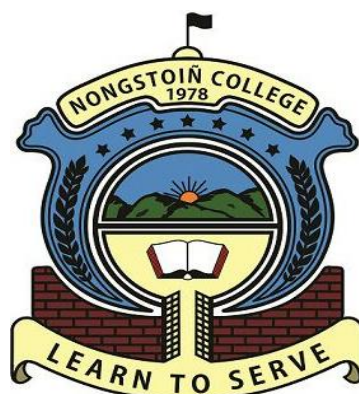For any queries related to AQAR, you may kindly contact E-mail ID (capuaqar@gmail.com).

Wishing you success in your Quality Enhancement Process.

THANKS WITH REGARDS
CAPU-AQAR
(CENTRAL APPLICATION PROCESSING UNIT)

[Quoted text hidden]

NONGSTOIN COLLEGE, NONGSTOIN
WEST KHASI HILLS DISTRICT: 793119
MEGHALAYA

ANNUAL QUALITY ASSURANCE REPORT (AQAR)

YEAR 2017-18

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

1. Details of the Institution

1.1 Name of the Institution

> Nongstoin College

1.2 Address Line 1

> At: Nongpyndeng

Address Line 2

> Post: Nongstoin

City/Town

> Nongstoin

State

> Meghalaya

Pin Code

> 793119

Institution e-mail address

> Nongstoin.college@gmail.com

Contact Nos.

> 9436108118

Name of the Head of the Institution:

> Dr (Mrs) Iaisan Mawthoh

Tel. No. with STD Code:

> 03654202102

Mobile:

> 9436128321

Name of the IQAC Co-ordinator:

> Dr Trilochan Dash

Mobile:

> 9436940276

IQAC e-mail address:

> trilochanpolsc@yahooo.com

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

> MLCOGN22069

1.4 **NAAC Executive Committee No. & Date:**
    (For Example EC/32/A&A/143 dated 3-5-2004.
    This EC no. is available in the right corner- bottom
    of your institution's Accreditation Certificate)

> EC(SC)/15/A&A/29.1/2018 dated 28th July,2018

1.5 Website address:

> www.nongstoincollege.ac.in

Web-link of the AQAR:

> http://nongstoincollege.com/Iqac/

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	2.60	2016	24-05-2021
2	2nd Cycle				
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC :   DD/MM/YYYY

> 10-09-2014

1.8 AQAR for the year *(for example 2010-11)*

> 2017-18

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

   i. AQAR _____ _____ (26/06/2017)
   ii. AQAR_____ _____ (DD/MM/YYYY)
   iii. AQAR_____ _____ (DD/MM/YYYY)
   iv. AQAR_____ _____ (DD/MM/YYYY)

1.10 Institutional Status

   University   State ☐ Central ☑ Deemed ☐ Private ☐

   Affiliated College   Yes ☑   No ☐

Constituent College   Yes [ ]   No [√]

Autonomous college of UGC   Yes [ ]   No [√]

Regulatory Agency approved Institution   Yes [ ]   No [√]

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

Type of Institution   Co-education [√]   Men [ ]   Women [ ]

Urban [ ]   Rural [√]   Tribal [√]

Financial Status   Grant-in-aid [ ]   UGC 2(f) [√]   UGC 12B [√]

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

1.11 Type of Faculty/Programme

Arts [√]   Science [√]   Commerce [ ]   Law [ ]   PEI (Phys Edu) [ ]

TEI (Edu) [ ]   Engineering [ ]   Health Science [ ]   Management [ ]

Others   (Specify)   [ ] Certificate Course in Traditional Music
                      [ ] Diploma Course in Traditional Music

1.12 Name of the Affiliating University *(for the Colleges)*   North Eastern Hill University

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

Autonomy by State/Central Govt. / University   [No]

University with Potential for Excellence   [No]   UGC-CPE   [No]

DST Star Scheme   [No]   UGC-CE   [No]

UGC-Special Assistance Programme   [No]   DST-FIST   [No]

UGC-Innovative PG programmes   [No]   Any other *(Specify)*   [No]

UGC-COP Programmes | No |

2. IQAC Composition and Activities

2.1 No. of Teachers | 7 |

2.2 No. of Administrative/Technical staff | 1 |

2.3 No. of students | 1 |

2.4 No. of Management representatives | 2 |

2.5 No. of Alumni | 3 |

2. 6 No. of any other stakeholder and

   Community representatives | 7 |

2.7 No. of Employers/ Industrialists | Nil |

2.8 No. of other External Experts | Nil |

2.9 Total No. of members | 21 |

2.10 No. of IQAC meetings held | 1 |

2.11 No. of meetings with various stakeholders: No. | 2 | Faculty | Yes |

Non-Teaching Staff Students | Yes | Alumni | Yes | Others | Parents |

2.12 Has IQAC received any funding from UGC during the year?   Yes | √ | No | |

   If yes, mention the amount | 3, 00,000 in 2014-15 |

2.13 Seminars and Conferences (only quality related)

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

Total Nos. | 0 | International | 0 | National | 0 | State | 0 | Institution Level | 0 |

   (ii) Themes | |

2.14 Significant Activities and contributions made by IQAC

- Plans and Coordinates Annual calendar and Academic Routine
- Prepares agenda for staff meeting in relating to academic improvement
- The IQAC meets regularly to discuss on means and ways of improving the overall environment in the College
- Helps to establish BSC stream
- Helps to create the post of Vice-Principal
- Facilitates teachers to Participate to attend RC,OC and Other Workshops

2.15 Pl

The plan of action chalked out by the IQAC in the beginning of the year towards quality

enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
Office Automation	Governing Body approved but it is under Process
Library Automation	Governing Body approved but it is under Process
Delinking +2 Sections from UG programs	Governing Body approved but it is under Process
Introduction of BCOM Stream	Governing Body approved but it is under Process
Introduction of Post Graduate Diploma in Computer Application	Governing Body approved but it is under Process
Introduction of Certificate of Western Music	Governing Body approved but it is under Process
Installation of Transformer	Governing Body approved but it is under Process

* *Attach the Academic Calendar of the year as Annexure-2*

2.15 Whether the AQAR was placed in statutory body   Yes √   No ☐

Management √   Syndicate ☐   Any other body   IQAC Executive Body

Provide the details of the action taken

- The College took initiative for commencing BCOM Stream in the Current year.
- The College is accorded RUSA 1.0 sanction for Infrastructure and Equity (Second Phase) for the Year 2017-18
- The College is accorded RUSA 2.0 sanction for Infrastructure and Equity fro the Session for the Year 2017-18 &2018-19
- The College took initiative for up gradation into Community College in the Current year.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	Nil	Nil	Nil	Nil
PG	Nil	Nil	Nil	Nil
UG	2	Nil	Nil	Nil
PG Diploma	Nil	Nil	Nil	Nil
Advanced Diploma	Nil	Nil	Nil	Nil
Diploma	Nil	Nil	1	Nil
Certificate	Nil	Nil	1	Nil
Others	Nil	Nil	Nil	Nil
Total	2	Nil	2	Nil

Interdisciplinary	Nil	Nil	Nil	Nil
Innovative	Nil	Nil	Nil	Nil

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	1
Trimester	Nil
Annual	Nil

1.3 Feedback from stakeholders*   Alumni √   Parents √   Employers √ Students √
   (On all aspects)

   Mode of feedback   :   Online ☐ Manual √ Co-operating schools (for PEI) ☐

*SWOC Report based on analysis of the feedback in the Annexure:

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

Sociology and Chemistry

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
4	Nil	1	Nil	Nil

2.2 No. of Permanent faculty with Ph.D.

1

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year 2017-18

Asst. Professors		Associate Professors		Professors		Others (Part Time Teacher by Management Post)		Total	
R	V	R	V	R	V	R	V	R	V
2	2	Nil	Nil	Nil	Nil	22	1	22	1

2.4 No. of Guest and Visiting faculty and Temporary faculty

Nil		Nil		27

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	Nil	2	Nil
Presented papers	Nil	3	Nil
Resource Persons	Nil	Nil	Nil

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

- Using LCD Projector for Teaching along with Video Clips
- Best of three Unit Tests carried for final internal marks
- Assignment Test

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

212

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

Unit Test three times in each semester and Assignment Test

2.9 No. of faculty members involved in curriculum
restructuring/revision/syllabus development

Nil	Nil	Nil

as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

70-75

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BAIII (General)	280	Nil	0.71	1.42	37.5	32
BAIII (Hons)	83	Nil	1.2	38.5	29	68.6
Semester-II	275	Nil	NA	NA	NA	55
Semester -IV	254	Nil	NA	NA	NA	81.8
Semester -V	241	Nil	NA	NA	NA	81

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

- Regular monthly meeting for evaluation of the Teaching & Learning
- Students are evaluated through internal tests and assignments
- The entry and exit performances of students are analysed
- From the feedback report of the students

2.13 Initiatives undertaken towards faculty development   2

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	2
UGC – Faculty Improvement Programme	Nil
HRD programmes	Nil
Orientation programmes	2
Faculty exchange programme	Nil
Staff training conducted by the university	Nil
Staff training conducted by other institutions	Nil
Summer / Winter schools, Workshops, etc.	2
Others	Nil

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the 2016-17	Number of positions filled temporarily
Administrative Staff	7	Nil	Nil	8
Technical Staff	Nil	Nil	Nil	2

Criterion – III

3. Research, Consultancy and Extension

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

Research Committee newly created

3.2   Details regarding major projects

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

3.3   Details regarding minor projects

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

3.4   Details on research publications

	International	National	Others
Peer Review Journals	Nil	Nil	Nil
Non-Peer Review Journals	Nil	Nil	Nil
e-Journals	Nil	Nil	Nil
Conference proceedings	Nil	Nil	Nil

3.5 Details on Impact factor of publications: Nil

Range   Nil   Average   Nil   h-index   Nil   Nos. in SCOPUS   Nil

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	Nil	Nil	Nil	Nil
Minor Projects	2017-18	UGC	1,50,000	85,000
Interdisciplinary Projects	Nil	Nil	Nil	Nil
Industry sponsored	Nil	Nil	Nil	Nil
Projects sponsored by the University/ College	Nil	Nil	Nil	Nil
Students research projects *(other than compulsory by the University)*	Nil	Nil	Nil	Nil
Any other(Specify)	Nil	Nil	Nil	Nil
Total	2017-18	UGC	1,50,000	85,000

3.7 No. of books published   i) With ISBN No.   Nil   Chapters in Edited Books   Nil

ii) Without ISBN No.   Nil

3.8 No. of University Departments receiving funds from

UGC-SAP   Nil   CAS   Nil   DST-FIST   Nil

DPE   Nil   DBT Scheme/funds   Nil

3.9 For Colleges   Autonomy   Nil   CPE   Nil   DBT Star Scheme   Nil

INSPIRE   Nil   CE   Nil   Any Other (specify)   Nil

3.10 Revenue generated through consultancy   Nil

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	Nil	Nil	Nil	Nil	Nil
Sponsoring agencies					

3.12 No. of faculty served as experts, chairpersons or resource persons   1

3.13 No. of collaborations   International   Nil   National   Nil   Any other   Nil

3.14 No. of linkages created during this year   Nil

3.15 Total budget for research for current year in lakhs:

From Funding agency   Nil   From Management of University/College   Nil

Total   Nil

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	Nil
	Granted	
International	Applied	Nil
	Granted	
Commercialised	Applied	Nil
	Granted	

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

Total	International	National	State	University	Dist	College
Nil	Nil	Nil	Nil	Nil	Nil	Nil

3.18 No. of faculty from the Institution
who are Ph. D. Guides
and students registered under them

Nil

Nil

3.19 No. of Ph.D. awarded by faculty from the Institution

Nil

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

JRF Nil   SRF Nil   Project Fellows Nil   Any other Nil

3.21 No. of students Participated in NSS events:

University level 15   State level 40

National level 40   International level Nil

3.22 No. of students participated in NCC events:

University level Nil   State level 8

National level 1   International level Nil

3.23 No. of Awards won in NSS:

University level Nil   State level Nil

National level Nil   International level Nil

3.24 No. of Awards won in NCC:

University level Nil   State level Nil

National level Nil   International level Nil

3.25 No. of Extension activities organized

University forum Nil   College forum 3

NCC 05   NSS 6   Any other Nil

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

- Special Camping at Nongrangoi Village By NSS Cell

- Swachha Bharat Programme and Digital Literacy Programme by NSS Unit

- Organised World Environment Week by Extension Cell

- Local Study Tour to Nartiang and Jowai by Extension Cell

- Organised National Voters Day by NCC Unit

- Organised Communication Skill and Personality Development Programment By RUSA Cell

- Gender Sensitization programme on HIV and Aids by RUSA Cell

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	9.5 acres	5 acres	College	14.5 acres
Class rooms	12	Nil	College & DONER & Rusa	30,820 Plinth area Sqft
Laboratories	7	Nil	College	7
Seminar Hall	01	01	College	2
No. of important equipments purchased (≥ 1-0 lakh) Upto the year 2017-18	21,18,647	17,11,155	MLA Scheme & College	3829802
Value of the equipment purchased during the year 2017-18 (Rs. in Lakhs)	1,86,900	12,50,000	RUSA &DSEL	14,36,900
Others including Salary	3,68,85,895	3, 30, 74,244	UGC & College	6,99,60,139

4.2 Computerization of administration and library

Not Yet

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	18326	45,47,699	143	1,82,469	18469	47,30,168
Reference Books	534		Nil	Nil		
e-Books	NIL		N-LIST	5200		5200
Journals	828		18	54000		54000
e-Journals	NIL		N-LIST	5200		5200
Digital Database	NIL		Nil			
CD & Video	NIL		Nil			
Others (Encyclopaedia & Monograph)	104		Nil			

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart -ments	Others
Existing	91	07	WIMAX & Jio Wifi	2	2	2	2	IQAC Cell, & Principal Room
Added	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Total	91	07	WIMAX & Jio Wifi	2	2	2	2	

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

Nil

4.6 Amount spent on maintenance in lakhs:

i) ICT

87,086

ii) Campus Infrastructure and facilities

8, 92,336

iii) Equipments

17, 11,155

iv) Others including Salary

3, 30, 74,244

Total :

3, 57, 64,821

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> Awareness through
>
> - Academic calendar
> - College notice board
> - Communication through student council
> - Public Addressing System through Morning Assembly
> - During orientation programme
> - Website
> - Notice Board

5.2 Efforts made by the institution for tracking the progression

> Monitoring attendance and conducting internal evaluation

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1496	Nil	Nil	35

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men

No	%
733	49

Women

No	%
763	51

2016-17						2017-18					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
Nil	Nil	971	Nil	1	972	01	Nil	1494	Nil	1	1496

Demand ratio   1:35   Dropout %   NA

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

> 100 students placed for Coaching for Competitive Examinations conducted by the Office of the Deputy Commissioner under Chief Minister Development Scheme

No. of students beneficiaries

10

5.5 No. of students qualified in these examinations

NET	1	SET/SLET	Nil	GATE	Nil	CAT	Nil
IAS/IPS etc	Nil	State PSC	NA	UPSC	Nil	Others	NA

5.6 Details of student counselling and career guidance

> - Awareness programme for Popularisation of Science and Commerce Stream
> - Organised awareness programme for career guidance and Placement training in collaboration with other Institutes

No. of students benefitted   45

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
Nil	Nil	Nil	10

5.8 Details of gender sensitization programmes

> - Awareness Programme on sexual harassment in public places and legal measures in collaboration with RUSA, Government of Meghalaya and One Stop,NGO,Shillong

5.9 Students Activities

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

State/ University level   44   National level   Nil   International level   Nil

No. of students participated in cultural events

State/ University level   10   National level   Nil   International level   Nil

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

Sports : State/ University level   Nil   National level   Nil   International level   Nil

Cultural: State/ University level   Nil   National level   Nil   International level   Nil

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	Nil	Nil
Financial support from government	Nil	Nil
Financial support from other sources (RUSA)	67	Rs 2,01000/
Number of students who received International/ National recognitions	Nil	Nil

5.11   Student organised / initiatives

Fairs   : State/ University level   Nil   National level   Nil   International level   Nil

Exhibition: State/ University level   Nil   National level   Nil   International level   Nil

5.12   No. of social initiatives undertaken by the students   6

5.13 Major grievances of students (if any) redressed:

Demand for more books in the library and Wi Fi facility in the Campus

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Attached in Appendix-3

6.2 Does the Institution has a management Information System

No

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

6.3.1   Curriculum Development

Not Yet initiated by NEHU (affiliated University)

6.3.2   Teaching and Learning

ICT enabled education

6.3.3 Examination and Evaluation

- Internal Evaluation and Evaluation of Assignment
- Classroom interaction

6.3.4 Research and Development

Research Committee was set up and regarding seed money, it is still not sanctioned by the Governing Body

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Invited Expert for Library automation
- Modernisation of Library with adequate furniture's and racks
- Extension of Library Building for Study Room under RUSA

6.3.6 Human Resource Management

Student Seminar and Rural Camp organised

6.3.7 Faculty and Staff recruitment

49 Part Time Teachers

6.3.8 Industry Interaction / Collaboration

Not Yet

6.3.9 Admission of Students

First come first serve and Open to All

6.4 Welfare schemes for

Teaching	Nongstoin College Co-operative Society
Non -teaching	
Students	Student Welfare Fund

6.5 Total corpus fund generated   15, 00,000

6.6 Whether annual financial audit has been done   Yes   √   No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Yes	Yes	Vice- Principal
Administrative	Yes	Yes	Yes	Governing Body

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

For UG Programmes   Yes [　　]   No [√]

For PG Programmes   Yes [NA]   No [NA]

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

Not Applicable

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

Not Yet

6.11 Activities and support from the Alumni Association

Participation of farewell meeting for Principal

6.12 Activities and support from the Parent – Teacher Association

Annual meeting conducted in order to discuss the raising the session fees with three instalment facility for payment of salary to non-sanctioned staff

6.13 Development programmes for Support Staff

Free Computer training programme for Support Staff

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

Plantation of trees and cleaning drive by the NSS & NCC Students

Criterion – VII

7. Innovations and Best Practices

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

- Use of audio-visual classrooms

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

- Adhere strictly the Annual Calender
- Feedback collected and analysed and submitted to IQAC Executive meeting for action
- Assisted 02 teachers for attending Orientation and Refresher Courses and 02 teachers for attending workshop

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

> Attached in Appendix-4

Provide the details in annexure (annexure need to be numbered as i, ii,iii)

7.4 Contribution to environmental awareness / protection

> Plantation of Trees and Organised the Celebration of Environment Day in College Campus

7.5 Whether environmental audit was conducted?   Yes [ ]   No [√]

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

> Attached in Appendix-3

8. Plans of institution for next year

- Preparation of Annual Academic Calendar
- Plan of Action of Different Committees
- Monitoring RUSA Project for Infrastructure and Equity for 2.0
- Monitoring for Implementation of Community College Scheme

Name: Dr. Trilochan Dash   *Name: Dr (Mrs) Iaisan Mawthoh*

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

_____***_____

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

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Academic Calendar for the Session 2017-18

ANNUAL COLLEGE SCHEDULE 2017 (DEGREE)

SL. NO.	Dates	College Programme
1.	6th January	2nd & 4th Semester Classes Re-Opened
2.	14th Feb-16th March	UG Annual Final Examination
3.	23rd Feb-1st March	3rd Test For 2nd & 4th Semester
4.	1st May	Tentative UG Exam For 2nd & 4th Semester
5.	22nd -27th May	Admission for 3rd & 5th Semester
6.	Admission to the 1st Semester, after one day of announcement of MBOSE Results.	
7.	12th June	1st ,3rd & 5th Semester Classes starts
8.	4th July	Parent's Meet
9.	5th July	Fresher's Meet
10.	15th -22nd July	1st Test for 1st ,3rd & 5th Semester
11.	10th August	Graduation Day
12.	14th -19th August	2nd Test for 1st,3rd & 5th Semester
13.	4th -9th September	College Week
14.	11th -16th September	3rd Test for 1st,3rd & 5th Semester
15.	3rd October	Tentative Final Exam for 1st,3rd & 5th Semester
16.	26th October	2nd,4th& 6th Semester classes starts
17.	20th -25th November	1st Test for 2nd,4th & 6th Semester
18.	16th December	Advance Christmas

15

SWOT ANALYSIS

Strengths

- The only Co-educated institution serving the rural youths in West Khasi Hills District.

- Own institutional building on an area of 15 Acres.

- Availability of space for extending the infrastructure for new courses.

- Well equipped Class rooms/laboratories/ computer centre.

- Well equipped Library with 23,000 text books, 600 Reference books, 70 Encyclopedias, 40 Monographs. We also have 828 Old Volumes of Journals

- ICT equipped classrooms for effective instructional delivery.

- Progression towards e-campus with Wi-Fi networking.

- Highly qualified and experienced & dedicated permanent teaching faculty in all departments.

- Equal percentage of newly recruited teaching staff having experience of emerging areas in the relevant field.

- Most of the teaching faculty is in process of upgrading their qualification.

- Well planned seminars, technical symposia and workshop.

- Low fees structure.

- Regular and continuous internal assessment of students.

- Effective and dynamic leadership.

- Active Quality Assurance Cell for imparting training in emerging areas and soft skills.

- Active Parent-teacher association.

- Guidance and counselling for students.

- Variety of extra-curricular activities (NSS, NCC UNIT, Red Ribbon Club).

- Adequate purified & protected drinking water.

- Student friendly campus along with canteen facilities.

- Clean green eco-friendly environment.

- Excellent and separate gym room.

- Presence of auditorium for conducting seminars & workshop

- Excellent facilities for indoor games.
- Hygienic toilet facilities for students and staff.
- Post office, Hospital, and bank within 5 kms. distance from the institution

Weaknesses

- Lack of communication skill in English medium by the students.
- Students are coming from rural areas far away.
- Inadequate transport facilities.
- Lack of MIS.
- Lack of e-library.
- Less involvement of institution in research works.
- Less exposure of students to inter-collegiate co- curricular activities.
- Poor financial status of the students
- Lack of motivation in students to stay longer than working hours and holidays to utilise the campus
- Less number of Sanctioned staff for both Teaching and Non-Teaching
- Lack of Class rooms for Science and Commerce stream

Opportunities

- 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.
- The natural surroundings of the College with a serene atmosphere inculcates the younger minds a disciplinary attitude with moral virtues of becoming responsible citizens with compassionate hearts.
- General and Vocational educational skill unattainable to many students of interior hamlets. In order to eradicate this phenomenon, the College should have a transport facility so that students from interior villages can easily be accessible to the College.
- Greater opportunities should be created for student's progression from UG to PG/ Professional & Job oriented Courses and even to the higher level.
- Retention of talented students from migration of rural to urban areas.
- Though situated in a rural atmosphere, technology based ontological tools of teaching, classrooms with smart and interactive boards and syllabus catering to national needs and standards is required to be put into practice.

Threats/Challenges

- 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.

- To increase the motivation level, Tutorial System is effectively functioning. Participatory learning through seminars and group interaction need to be focussed most. Exposure to social reality is also provided through extension activities.

- 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.

- To bring to the student community into the main stream of educational system in order to reduce the irregularity attendance through continuous and sustained learning programmes vis –a-vis community needs is a utmost urgency.

- To sustain the newly introduced Science and Commerce stream is also another major challenge without support and financial assistance of Government.

- To set up 82.5 KVA environment-friendly diesel generator for uninterrupted power supply in the campus

- Computerisation of Office and Library management

- To procure a College bus for easy accessibility for both students and teachers

- Payment of Salary to 49 Non-Sanctioned Teaching and 10 Non-Teaching Staff

Strategic Plan based on SWOT Analysis

As the College has been developing physically and academically at a faster rate with the beginning of the RUSA Scheme, it has brightest scope to rise at the level of others nationally. On the basis of the above components as proposed under RUSA, the College is in position to propose the SWOT Analysis as mentioned below:

- Infrastructure Development- Construction of buildings for starting Science and Commerce Stream, Hostels, Indoor Stadium & Multi Gym Hall and Auditorium cum Multi Complex Hall.

- Creation of Modern Teaching Ambience- Smart class rooms (for all classes) well equipped with LCD Projectors, laptops, online UPS Backup for power point presentations, etc.

- To improve Teaching-Learning Process- More emphasis on learning in the teaching learning process with teachers as facilitators with the help of faculty improvement programme under RUSA.

- Introduction of Language Laboratory to improve command of English language for the students.

- Motivation of students for state/national level competitive examinations.

- Enhancement of research and consultancy activities.

- To collaborate with other institutions and industries for extension Vocational and JOB oriented Courses under community College as proposed by the Government.

- To conduct/organize more Seminars/Workshops for academic motivation for up to date of knowledge for both the teachers and the students community.

Best Practice-1:

1. **Title of the Practice: Monthly Assembly**

2. **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.

3. **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.

4. **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 1.00 pm in the College premises.
>
> The programme details of the assembly are:
>
> The assembly was chaired by student of various classes on a rotation basis.
>
> > (a) Bible reading & Prayer by students
> > (b) Important announcements by the Principal
> > (c) Short Speech by a Teacher
> > (d) Closing Prayer
> > (e) College Anthem

5. **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.

6. **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.

7. **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)

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Best Practice-2:

1. **Title of the Practice: Special camping at Nongrangoi village**

2. **Goal:**

The main objective is to create awareness and community engagement

3. **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.

4. The Practice

The motto of the college is 'Learn to Serve'. Therefore both teaching and student community tries to inculcate the spirit of providing service in various ways.

5. Evidence of Success

The NSS Special camp brought the following outcomes to the participants.

1. The villagers got awareness on various themes and fields.
2. The volunteers and villagers got motivation from various resource persons.
3. Students of Nongstoin College learn a lot about socio-economic, cultural, educational life of the people of nongrangoi village.
4. Volunteers were able to excel in professional skills such as leadership, communication, team work, organization, coordination, cooperation, rapport building, reporting and so on.
5. Volunteers were able to learn how to interact with the people and collect a data from them as they were provided a golden opportunity to conduct a survey on socio-economic and educational status of people of Nongrangoi village.

6. Problems Encountered and Resources Required

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

7. Contact details

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