



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution	WOMEN'S COLLEGE, SHILLONG
Name of the head of the Institution	RATNADEEP ROY
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	0364-2221618
Mobile no.	9436164948
Registered Email	womens@gmail.com
Alternate Email	roy.ratnadeep@gmail.com
Address	Upper New Colony Laitumkhrah
City/Town	SHILLONG
State/UT	Meghalaya
Pincode	793003

2. Institutional Status

Affiliated / Constituent	Affiliated
Type of Institution	Women
Location	Urban
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Mayashree B. Das
Phone no/Alternate Phone no.	03642221618
Mobile no.	9863111749
Registered Email	iqacwomenscollege@gmail.com
Alternate Email	womens@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://womenscollege.ac.in/Accreditation/AQAR
4. Whether Academic Calendar prepared during the year	No

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B+	77.5	2007	31-Mar-2007	30-Mar-2014
2	B	2.76	2014	21-Feb-2014	20-Feb-2019
3	B	2.43	2020	08-Jan-2020	07-Jan-2025

6. Date of Establishment of IQAC	01-May-2007
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Eleventh Pundit Ishwar Chandra Vidyasagar National Endowment Lecture	19-Sep-2019 1	105

Submission of AQAR 2018	01-May-2019 30	6
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Women's College	Infrastructure	RUSA	2019 365	5641026
Women's College	NSS	NEHU	2019 365	105600

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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	6
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

Annual Faculty Development Programme
Three-day workshop on Yoga training
Guest lecture on 'Women Leadership and Impact of Social Media on the lives of women'.
Eleventh Pundit Ishwar Chandra Vidyasagar National Endowment Lecture
Institutional Social Responsibility - The institution in collaboration with The Rotary Club of Shillong organised a Cleaning Drive to commemorate the 150th Birth Anniversary of Mahatma Gandhi as part of the Swachh Bharat Mission.

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

Plan of Action	Achivements/Outcomes
A Guest lecture on "Disaster Management"	Conducted successfully
Inauguration Program on Biodegradable Sanitary Napkin Vending Machine : Awareness on Menstrual Health and Management	Conducted successfully
Cleaning Drive	Conducted successfully
Eleventh Pundit Ishwar Chandra Vidyasagar National Endowment Lecture	Conducted successfully
A Guest lecture on "Women Leadership & the Impact of Social Media on the lives of Women"	Conducted successfully
Two Day Workshop on "Outcome Based Education"	Conducted successfully
Annual Faculty Development Programme	Conducted successfully
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Women	06-Apr-2019

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

Yes

Date of Visit

03-Dec-2019

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2019

Date of Submission

02-Feb-2019

17. Does the Institution have Management Information System ?

Yes

<p>If yes, give a brief description and a list of modules currently operational (maximum 500 words)</p>	<p>The college is provided with an automated software system. It has CMSS software. The college library is fully automated and uses KOHA software. The institution is also equipped with result and student performance analysis software. For ensuring the security of everyone within the college premises CCTVs are installed at every essential and strategic points. Further, the latest updates and information related to various activities of the institution is provided through college website. There is also a Computer Lab in order to enable the students and teachers to access materials of their interests and requirements. Moreover, the institution has provisions for free WiFi connectivity.</p>
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Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The endeavour in Women's College is to provide quality education to the young minds of girls from within the state and beyond. In keeping with the motto of the college "Radiance Unto All" the vision and mission of the college has been framed. Our Vision We aspire to develop our institution as a centre of quality learning focused on empowering women, in particular the tribal women of the region and beyond, by integrating our academics with research- oriented and innovation-driven exercises designed to make it truly enriching experience. We aim at evolving as centre of excellence in women education engaged in the task of imparting professionally relevant and academically sound learning ambience that would shape young minds into accomplished individuals of integrity, competence and confidence always ready to meaningfully engage themselves in attending to the multifaceted challenges of life in a rapidly transforming socio-cultural environment with compassion and understanding. Our Mission Our inspiration and dedication are steered by the spirit of our motto, "Radiance Unto All" that means an elaboration of the luminous sphere present in all individuals. Rather than acting merely as a pedagogical laboratory, our mission aims at helping students to discover their true essence that they may gainfully employ in their striving for a quality life. We believe that institutes are centres that equip students with lessons that are basic to the development of a holistic perception of life and prepare them to face the real world in a confident note. Being alive to the rapidly evolving socio-economic environment, the institute constantly emphasises on the need to monitor the nature of lessons imparted. In a country that long ignored the concerns of women as also their education, the founders of this institute envisioned the development of a centre of women education that would cater specially to needs and aspiration of the women from this region as also from beyond it. The institute seeks to promote a culture that respects the poly-dimensional psyche and personality of our vast country as also the feeling that a common destiny binds us with the rest of the country. The institute seeks to instill and sustain this spirit among the women, who, it feels, are fundamental binders of any society. The

teaching, learning and evaluation schedules are maintained as per the Academic Calendar which is prepared well in advance before the commencement of an academic year. In order to achieve the objective of being labelled as a premiere institute of learning all out efforts are made to excel in the semester and external examinations conducted by the university. The traditional classroom teaching is supplemented by regular tests, assignments, remedial and extra classes, students' seminar as well as study tours. The class rooms are ICT enabled for better teaching through power points. Faculty members are proactive and always eager to solve problems of the students as and when they are approached. The Principal of the College takes continuous feed-back from students regarding the classroom performance of teachers of the various departments.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NIL	NIL	Nil	0	NIL	0

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NIL	Nil
No file uploaded.		

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	NIL	Nil

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Communicative Skills/Soft Skills	17/06/2019	525
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1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Social Work Field Projects	70
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Nil
Alumni	Yes
Parents	Yes

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

Feedback Obtained

The feedback is collected at various levels viz. Students, Parents, Teachers and Alumni. The feedback is collected from the students in the form of an exit questionnaire during the academic session. The questionnaire covers a wide range of areas such as infrastructure of the college, faculty performance, library, canteen, sport facilities, admission procedure, office and management. The academic and behavioural feedback of teachers and staff from the students are analysed and the essential corrective measures recommended to the faculty members and staff. The remarks are likewise shared with department for any corrective measures. The various departments of the college conduct parent-teacher meeting at least once a year where issues relating to the performance of their wards are discussed. The suggestions given by the parents in such meetings are also taken into consideration. In certain cases, parents are also contacted through telephone to inform them about their wards. Structured feedback is taken from the alumni of the college who have gone for higher studies or have engaged themselves in their desired occupation wherein they express their views on how their years in the institution have helped them perform at their places of work/study. In the meetings of the alumni association, the members give their valuable suggestions for the overall improvement of the college.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Social Work	75	103	75
BA	Bachelor of Arts	570	840	525

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	1394	0	10	0	0

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
46	42	39	8	4	3
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

Students are supported through remedial coaching classes and mentoring. Final year students are provided with career guidance and counselling to help them analyse job profiles and career options after completion of their graduation. Visiting and Guest lecturers also mentor students for their overall development. Alumni Association acts as a link between the present students and past pupils. The past pupils provide career guidance for job opportunities in different fields. Students are encouraged to participate in various Seminars, Workshops and Symposiums. Subject wise special remedial classes are provided for slow learners. The mentors extend various support to students, such as: ? Counselling and Guidance Cell has been set up for counselling and advising the students on their personal and academic matters. ? Placement cell has been set up to provide placement services related information to students. ? Co-curricular and cultural events are organised. ? Periodical Seminars and workshops are conducted for students. ? Workshops on Life Skills Education are organised from time to time. ? Meritorious students are felicitated during college week celebrations. ? Remedial classes are conducted for slow learners. ? Students also participate in various inter college programmes like quiz, debates, seminars, poetry writing and essay writing competitions and other literary activities and bring laurels to the college.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1574	46	1:34

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
45	45	0	1	19

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nill	NIL	Nill	NIL
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	Bachelor of Arts	Odd semester	17/06/2019	02/08/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Internal examination is conducted for 25 marks which comprising of internal test-15 marks and assignment -10 marks. In addition to these evaluative methods, class tests, presentations, group discussions, interactive sessions, etc. are held on regular basis. The institution in its attempt to better the results of the slow learners organizes regular remedial coaching classes wherein revision of topics and discussion of relevant questions are done. The college also provides regular academic counselling session through its in-house counsellor to enhance the academic performance of the students. Moreover, the college practises the ward system wherein the respective teachers of each department are assigned the responsibility of providing additional support to a certain number of students. The overall growth of the students are also assessed through co-curricular activities like debates, quizzes, seminars, workshops, etc.

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

At the beginning of every academic session the institute prepares an academic calendar for the smooth functioning of its academic and non-academic activities. Being an institute affiliated to North Eastern Hill University, we follow the academic schedule provided by the university. The academic calendar provides the schedule for the session on: ? Commencement of the academic sessions ? Mid-term examination schedule. ? College cultural Festival ? End semester theory and Practical examination schedule. ? Vacation schedule. ? Last working day of the academic year

2.6 – Student Performance and Learning Outcomes

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

No Data Entered/Not Applicable !!!

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Nill	BA	Bachelor of Social Work	63	52	82.53
Nill	BA	Bachelor of Arts	356	202	56.74
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2.7 – Student Satisfaction Survey

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

<http://womenscollege.ac.in/Files/Survey.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding	Total grant	Amount received
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		agency	sanctioned	during the year
Nill	0	0	0	0
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
NIL	NIL	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nill	NIL
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nill
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
NIL	NIL	NIL

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

Name of the Department	Number of PhD's Awarded
NIL	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
Nill	NIL	0	0
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Dr Sumana Paul (Dept. of Educaion)	2
Ms. Ibansara Myllemngap (Dept. of Social Work)	1
Dr. Nila Dutta (Dept. of Sociology)	1
Mr. Sheiborlan Kharsynteng (Dept. of Philosophy)	1
Dr Madhuchhanda Das Gupta (Dept. of Economics)	1
Dr Preetinicha Barman Pradhani (Dept.	4

of English)

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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
0	0	0	Nil	0	0	0
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	0	0	Nil	0	0	Nil
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Presented papers	3	2	10	5
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Cleaning Drive	Dept. of Social Work and NCC Women's College Unit (23rd September 2019)	4	102
Cleaning Drive	Dept. of Social Work, NCC and NSS Women's College Unit (12th September 2019)	3	197
Blood Donation	NCC, Women's College Unit (23rd October 2019)	1	4
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
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NCC	Best Cadet Award	Govt. of Meghalaya	1
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Outreach Activity	Women's College, Shillong, and Bawri Netralaya, Shillong, Bethany Society, Shillong	Eye Camp	2	59
Operation Clean Up	Women's College, Shillong and The Shillong Times	Cleaning Drive (Phase-I, III, IV, VI, VII)	5	150
Swachh Bharat	Women's College, Shillong and Rotary Club, Shillong	Cleaning Drive	2	88
Outreach Activity	Women's College, Shillong, and Bawri Netralaya, Shillong, Bethany Society, Shillong	Eye Camp	2	59
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	0	0	0
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant

NIL	Nil1	Nil1	Nil1	Nil1	Nil1
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
The Rotary Club of Shillong	01/08/2019	Organised medical Health campus, blood donation campus, tree plantation drives, debates , inputs for advancement of leadership training, creating awarness for significance of ethical pracitce, fellowship, friendship, botherhood and respecting diversi	25
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
9000000	8562831

4.1.2 – Details of augmentation in infrastructure facilities during the year

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

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
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KOHA	Fully	17.11	2017
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4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	4413	810123	285	109530	4698	919653
Reference Books	5647	1040916	129	76234	5776	1117150
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	Nill	Nill	Nill
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	62	1	2	3	1	1	10	50	0
Added	0	0	0	1	0	5	1	0	0
Total	62	1	2	4	1	6	11	50	0

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

50 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NLIST E-BOOKS	https://nlist.inflibnet.ac.in/
NLIST E-JOURNALS	https://nlist.inflibnet.ac.in/

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
2200000	2089498	1500000	1080700

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

The college makes budgetary provision under different heads for maintaining and utilizing the campus infrastructure facilities. Fund allocation is made to the Campus committee for maintenance and upkeep of the campus. The allocated funds are utilized under the observation of various monitoring committees such as Purchase Committee, Sports Committee, Library Committee, Students' Council etc. To maintain and upkeep the infrastructure facilities and equipments, following activities are undertaken by the college: - ? Regular maintenance of Computer Laboratory and equipments are done by the outsourced agency. ? Overall development of campus is done by Campus and Discipline Committee of the college. ? Regular cleaning of water tanks, proper garbage disposal, and ?maintenance of garden. ? College campus maintenance is monitored through regular inspection. ? Outsourcing is done for maintenance and repairing of IT infrastructure such as computers. Internet facilities including Wi-Fi and broadband is made available to everyone in the institute. Updating of software is done regularly. ? Outsourcing is done for the maintenance of furniture, electrification, and plumbing. ? Regular maintenance of the water purifier is done by outsourcing agent. ? The maintenance of the library and stock verification of library books is done??regularly by the library staff and library committee.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Freeship	1	65510
Financial Support from Other Sources			
a) National	NIL	0	0
b) International	NIL	0	0

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Workshop on Yoga Training	13/11/2019	15	Counselling Cell
Workshop on Yoga	19/06/2019	30	RUSA Sponsored
Soft skill development	17/06/2019	525	Department of English

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed

Nil	NIL	0	0	0	0
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	0	0	NIL	0	0
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	33	Bachelor of Arts	Social Work	Don Bosco University, Assam NERIM, Guwahati St. Aloysius College, Mangalore TISS Arunodaya University, Itanagar	MSW
2019	8	Bachelor of Arts	Sociology	NEHU, St. Edmund's College	MA Technical Course
2019	10	Bachelor of Arts	Political Science	St. Anthony's College, Shillong, ICFAI University, Shillong, Manipur University, Imphal, NEHU, Shillong, IGNOU, Shillong, ETGR, Guwahati	MA MA, MTTM MSW MA MA Technical Course

2019	1	Bachelor of Arts	Philosophy	NEHU	MA
2019	5	Bachelor of Arts	History	William Carey University, Guwahati University, NEHU	MA
2019	11	Bachelor of Arts	English	Hyderabad Central University, EFLU, Hyderabad • Sikkim Central University, IGNOU, Shillong, NEHU	MA
2019	5	Bachelor of Arts	Education	NEHU, IGNOU, Don Bosco University Guwahati	MA
2019	1	Bachelor of Arts	Economics	Martin Luther University	MA
2019	8	Bachelor of Arts	Anthropology	NEHU, Manipur University	MA

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

Items	Number of students selected/ qualifying
Nill	0
No file uploaded.	

No file uploaded.

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

Activity	Level	Number of Participants
Skit Competition	Inter college	18
Choir Singing	Inter college	14

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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nil	NIL	Nil	Nil	Nil	Nil	Nil

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

The institute believes in all round development of the students. Hence, they are provided with a platform to express themselves in their areas of interest other than academics. Keeping this in mind, the institution organised several programmes during the year 2018. ? Workshop on life skills development ? Workshop on Yoga ? 15th F.I. Hussain Inter College Annual Debate Competition ? Annual Students' Seminar They are also encouraged to participate in various inter college competitions, like debates, quiz, poetry writing and recitation, essay writing, singing and sports. Moreover, all the committees of the college have two student members from the students' council.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The institution presently - Alumni enrolled in W-Alumni Association. Generally, Alumni Meet is organised once a year. Some of the Alumni members share their success stories and suggest measures to take the institution to greater heights. Faculty members participate in such meetings to appreciate the progress and success of their students. The Alumni Association of the college takes pride in felicitating the rank holders of the college in the university examinations. The association also organises events like food fest and handicraft festival. It also organises medical camps and donates books to the college library. Moreover, in its endeavour for quality improvement of the various aspects of the college the association collects feedback from the past pupils through a structured questionnaire which is later analysed and follow up actions are taken.

5.4.2 – No. of enrolled Alumni:

213

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

21300

5.4.4 – Meetings/activities organized by Alumni Association :

July 27th 2019 27th August, 2019 Activities of the association: • Felicitating the rank holders of the college in the university examinations. • Awareness Programme on Menstrual Health and Management (MHM), in collaboration with NERCORMP, 19th August, 2019. • Initiated a programme on installation of a bio-degradable sanitary pad vending machine, 19th November, 2019.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

? It has an open door policy, where anyone can meet the Principal or Management through appointments. ? The college has a decentralised procedure of functioning. For participative management the Principal, the IQAC, HODs, Faculty and student representatives are involved in the decision making process of the institution.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Teaching and Learning	<p>The College is affiliated to NEHU, Shillong and follows the curriculum and syllabus prescribed by the University for all its courses as affiliated institutions are not allowed to design their own curriculum. At regular intervals the University revises the syllabus and senior faculty members from the college have been a part of the curriculum development committee formulated by the university and have contributed to curriculum development.</p> <p>Teaching and Learning- ? Women's College follows a holistic approach for growth and development of students. Our teaching and learning methodology includes presentations, quizzes, self-study, hands on activities, case studies etc. ? It provides adequate infrastructural facilities for teaching- learning. ? The institution has well qualified and experienced faculty members. ? The college has a Computer Laboratory with latest configuration hardware and original licensed software. ? It follows the system of mentoring to provide special care for students who are slow learners. Each mentor has a group of 30-32 students, whose overall growth and development are continuously monitored. ? The college motivates its faculty members to participate in Orientation Programmes, Refreshers Courses, Seminars, Workshops and FDPs to upgrade their skills and constantly be in touch with the latest developments in academics. ? The college encourages its faculty members to pursue higher studies. ? The college campus is Wi-Fi enabled. ? The college library provides internet facilities to the students and faculty. ? Remedial classes are provided to slow learners to improve their performance.</p>

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

E-governance area	Details
Planning and Development	<p>? Administration ? The college administration details are saved in CMS software ? Finance and Accounts – Central Fund (RUSA and UGC) by PFMS Portal and ? Student's Fee Collection</p>

is by State Bank India Portal (SB Collect) ? Student Admission and Support ? The College Admission details are provided in the college website. The admission details are saved in the CMS software. Students' details are filed in the NEHU portal. ? Examination details are saved in CMS Software

Student Admission and Support

? The College Admission details are provided in the college website, <http://womenscollege.ac.in/>. The admission details are saved in the CMS software. Students' details are filed in the NEHU portal. ? Examination details are saved in CMS Software

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	NIL	NIL	NIL	Nill
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Faculty Development Program	Emotional Quotient and its Value	05/04/2019	05/04/2019	46	Nill
2019	Faculty Development Program	Outcome Based Education	26/06/2019	27/06/2019	46	Nill
2019	Training Programme	Time Management	15/07/2019	15/07/2019	Nill	6
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
48th	1	24/06/2019	15/07/2019	21

Orientation Programme				
Refresher Course in Folkloristics and Semiotics	1	18/03/2019	07/04/2019	21
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
46	44	12	12

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Women's College Welfare Co-operative Society, CPF, Maternity Leave, Medical Leave are provided	Women's College Welfare Co-operative Society, CPF, Maternity Leave, Medical Leave are provided	Meritorious students are awarded, fee waivers for students coming from economically challenged sections.

6.4 – Financial Management and Resource Mobilization

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

The college follows a transparent procedure for conducting internal and external audit. Internal auditor of the college is CA R. Paul and Company, Shillong. The internal audit till date has been done till March, 2019. The audit for the year 2019-20 is still under process. External audit is conducted by Local Accounts, Government of India.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	NIL
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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	External Auditors	Yes	IQAC, Women's College
Administrative	Yes	External Auditors	Yes	IQAC, Women's College

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

? During the academic session all the departments of the college conducted Parent-Teacher Meetings wherein the problems and progress of the wards are

discussed. Feedback from parents is given due consideration. ? Parents are cordially invited for Induction Programme of their wards on their first Day of College every year. ? Parents are always invited for Felicitation Ceremony of Meritorious Students on the annual day of the college.

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

? Workshop on Stress Management ? Workshop on Time Management

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

? Regular medical camps are organised in the college to ensure the well-being of staff, students and faculty members. ? Proposal for the construction of a girls' hostel. ? Skill based programmes conducted. ? Setting up of Internal Complain Committee

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Faculty development programmes (Emotional Quotient and its Value)	05/04/2019	05/04/2019	05/04/2019	46
2019	Faculty development programmes (Outcome Based Education)	26/06/2019	26/06/2019	27/06/2019	6
2019	A Three Day Workshop on Yoga Training. The resource person was Ms S. Chakraborty, Art of Living Shillong	19/06/2019	19/06/2019	21/06/2019	50
2019	A Guest lecture on Women Leadership the Impact of Social Media on the lives of	03/08/2019	03/08/2019	03/08/2019	91

	Women. Miss Hasina Kharbhih, Founder Chairperson of Impulse NGO Network was the resource person.				
2019	An Awareness Program on Menstrual Health Management. Ms Shreya Mudgal, SBI Youth for India Fellow was the resource person.	19/08/2019	19/08/2019	19/08/2019	152
2019	15th Ms. F.I. Hussain Memorial Inter-College Debate Competition on Technology Social Media has transformed Social Lives for the better	07/09/2019	07/09/2019	07/09/2019	16
2019	Eleventh National Annual Pundit Ishwar Chandra Vidyasagar Endowment lecture was delivered by Prof. Nandini Sunder, Department of Economics, Delhi School of Economics	19/09/2019	19/09/2019	19/09/2019	121
2019	Annual	26/09/2019	26/09/2019	26/09/2020	105

	Students' Seminar				
2019	In keeping with the Swachh Bharat Campaign of the Government a cleanliness drive was organised jointly by Womens College and Rotary Club	02/10/2019	02/10/2019	02/10/2019	79
2019	A Guest lecture on Disaster Management. P.P. Shrivastav, IAS (Retd AGMUT-1960), Member Adv Committee of National Disaster Management Authority was the resource person.	19/11/2019	19/11/2019	19/11/2019	52

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
A Guest lecture on Women Leadership the Impact of Social Media on the lives of Women. The resource person was Miss Hasina Kharbih, Founder	03/08/2019	03/08/2019	81	10

Chairperson of
Impulse NGO
Network.

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

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

? Awareness Program on "The importance of Biodegradable Products and Menstrual Hygiene" in collaboration with Upsana Society NGO, Mumbai - Maharashtra ? Participation in Operation clean up, Shillong. On the 17th August, 31st August, 12th October, 26th October, 9th November 2019 the Department of Social Work along with the students participated in the operation Clean Up, Shillong (Phase - 1, 111, 1V, VI and VII) which was organised by the Shillong times in collaboration with the various Institutions, NGOs and the concerned citizens of Meghalaya in the cleaning up the Umkaliar River.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	0
Provision for lift	Yes	0
Ramp/Rails	Yes	0
Rest Rooms	Yes	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	26/04/2019	1	Eye-Camp	Health	59
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
College Prospectus	20/05/2019	Code of conduct outlined in the Prospectus of the Institution regarding the behavioral norms to be followed by the students. The teachers are from time to time reminded and are expected to adhere to the norms laid down by college authorities. There are complaint and suggestion boxes where students can freely express their grievances.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
A Three Day Workshop on Yoga Training	19/06/2019	21/06/2019	50
A Three Day Workshop on Yoga Training	13/11/2019	16/11/2019	20
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

? Cleanliness Drive organised jointly by Womens College and Rotary Club (2nd October 2019) ? Plastic free Campus ? Inauguration Program on Biodegradable Sanitary Napkin Vending Machine: Awareness on Menstrual Health and Management, organised by W - Alumni Association, Womens College, Shillong (19th November 2019) ? Preservation of rare species of Orchids ? Rain water harvesting ? Use of dustbins (both bio-degradable non-degradable)

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICE- I ? Eleventh Pundit Ishwar Chandra Vidyasagar Annual National Endowment Lecture Prof. Nandini Sundar, Department of Sociology, Delhi School of spoke on The Scheduled Tribes And Their Politics (19th September, 2019) BEST PRACTICE- II ? Soft-skill classes The Department of English has been responsible for constructing and conducting the course and taking the classes for the same. The students, therefore, gain basic knowledge about the necessary communication skills. BEST PRACTICE- III ? Students' Seminar The Literary Committee of Women's College has organized the Annual Intra-College Students' Seminar on 26th September, 2019. Four students from each department have made presentations using the power points. Altogether nine departments took participation in the Seminar.

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

<http://womenscollege.ac.in/Accreditation/HealthyPractice>

7.3 – Institutional Distinctiveness

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

The endeavour in Women's College is to provide quality education to girls from within the state and beyond. In keeping with the motto of the college "Radiance Unto All" the vision and mission of the college has been framed. Our Vision We aspire to develop our institution as a centre of quality learning, focused on empowering women, in particular the tribal women of the region and beyond. Hence, we integrate our academics with research-oriented and innovation-driven exercises designed to make it a truly enriching experience. We aim at evolving into a centre of excellence in women education. We impart professionally relevant and academically sound learning ambience that would shape young minds into accomplished individuals of integrity, competence and confidence, always ready to meaningfully engage themselves into attending to the multifaceted challenges of life in a rapidly transforming socio-cultural environment with compassion and understanding. Our Mission Our inspiration and dedication are steered by the spirit of our motto- "Radiance Unto All" that means an elaboration of the luminous sphere present in all individuals. Rather than acting merely as a pedagogical laboratory, our mission aims at helping students

discover their true essence that they may gainfully employ in their striving for a quality life. We believe that institutes are centres that equip students with lessons that are basic to the development of a holistic perception of life and prepare them to face the real world in a confident note. Being alive to the rapidly evolving socio-economic environment, the institute constantly emphasises on the need to monitor the nature of lessons imparted. In a country that long ignored the concerns of women as also their education, the founders of this institute envisioned the development of a centre of women education that would cater specially to needs and aspiration of the women from this region as also from beyond it. The institute seeks to promote a culture that respects the poly-dimensional psyche and personality of our vast country as also the feeling that a common destiny binds us with the rest of the country. The institute seeks to instill and sustain this spirit among the women, who, it feels, are fundamental binders of any society. Every year the performance of the students of Women's College has been commendable. The college pass percentage has always been higher than the university pass percentage to which it is affiliated. In the current year also the college pass percentage for B.A. was 63.03 whereas the university pass percentage was 44.02 and for BSW pass percentage was 98.36 while the university pass percentage was 96.49. Moreover, a total of 14 students were rank holders in the merit list of the university with two securing Gold Medals. It is heartening to note that the students of the college have made the institution proud by excelling in various inter-college competitions.

Provide the weblink of the institution

<http://womenscollege.ac.in/College/VisionMission>

8.Future Plans of Actions for Next Academic Year

? National Annual Endowment Lecture ? Best practices to continue ? Opening of new streams ? Organising of seminars on relevant academic issues