



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution

Women's College, Shillong

- Name of the Head of the institution
- Designation
- Does the institution function from its own campus?

Dr. Ratnadeep Roy

Principal

Yes

- Phone no./Alternate phone no.

03642221618

- Mobile No:

9436164948

- Registered e-mail

womens@gmail.com

- Alternate e-mail

iqacwomenscollege@gmail.com

- Address

Upper New Colony, Laitumkhrach

- City/Town

Shillong

- State/UT

Meghalaya

- Pin Code

793003

2.Institutional status

- Type of Institution

Women

- Location

Rural

- Financial Status

UGC 2f and 12(B)

- Name of the Affiliating University **North Eastern Hills University**
- Name of the IQAC Coordinator **Smt. Mayashree B Das**
- Phone No. **03642221618**
- Alternate phone No. **9436117617**
- Mobile **9863111749**
- IQAC e-mail address **iqacwomenscollege@gmail.com**
- Alternate e-mail address **mayashreedas@gmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year))

<chrome-extension://efaidnbmnnnibpcajpcgiclfefindmkaj/https://womenscollege.ac.in/docs/AQAR%202019-20.pdf>

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://womenscollege.ac.in/College/AcademicsCallendar>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 3	B	2.43	2020	08/01/2020	07/01/2025

6. Date of Establishment of IQAC

01/05/2007

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Women's College, Shillong	Salary Grant	State Government	2020-21	1,11,82,507
Women's College, Shillong	Workshop, Lecture Series, etc.	SBI, ICSSR, TMCAB, Rotaract	2020-21	1,65000
Women's College, Shillong	Projects	ICSSR, NERC Shillong	2020-21	1,08,000

8. Whether composition of IQAC as per latest NAAC guidelines **Yes**

- Upload latest notification of formation of IQAC [View File](#)

9. No. of IQAC meetings held during the year **2**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **No**
- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

10. Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

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

A Two- week Virtual national workshop on Research Methodology and Research Process in Social Sciences (A Faculty Development Programme) was organized from 20th July- 4th August, 2021. The programme was sponsored by ICSSR – NERC, Shillong

National Webinar Series to Commemorate the 125th Birth Anniversary of Netaji Subhash Chandra Bose was organized from August 7-31, 2021. The Webinar was sponsored by ICSSR-NERC, Shillong.

Twelfth Pandit Iswar Chandra Vidyasagar Endowment Lecture was delivered virtually on 25th Sept 2021 at 5:00 pm by Sugata Bose, (Gardiner Professor of Oceanic History and affairs Harvard University) on "A Few Pearls from an Ocean of Learning" in commemorating the Bi-Centennial Birth Anniversary of Pandit Iswar chandra Vidyasagar, a Bronze Bust was also inaugurated by Professor Sugata Bose as part of the celebration.

One Day Webinar on 'Value Education' was held on 22nd October, 2021. The resource persons were Dr. A.U.Sharma , Asst. Prof Department of Philosophy, NEHU, Shillong and Dr. Rituparna Barooah, Prof. and HOD Department of Physiology, NEIGRIHMS.

Two-Day National Seminar on 'Quality and Relevance of Higher Education in India' (Blended Mode) was organized on 25th & 26th March, 2022. The keynote speaker for the occasion was Prof. Prabha Shankar Shukla, Vice- Chancellor, North Eastern Hill University, Shillong.

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

Plan of Action	Achievements/Outcomes
National Annual Endowment Lecture	Completed successfully
Faculty Development Programmes	Completed successfully
Faculty Colloquium	Conducted by all the Departments of the College
Institutional Social Responsibility (NCC and NSS)	Conducted successfully
National Webinar on understanding the Forest Rights Act 2006	Conducted successfully
The 16th F.I.Hussain Inter-College Debate Competition	Conducted successfully

13. Whether the AQAR was placed before statutory body? Yes

- Name of the statutory body

Name	Date of meeting(s)
Women's College, Governing Body	30/09/2022

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	Women's College, Shillong
• Name of the Head of the institution	Dr. Ratnadeep Roy
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03642221618
• Mobile No:	9436164948
• Registered e-mail	womens@gmail.com
• Alternate e-mail	iqacwomenscollege@gmail.com
• Address	Upper New Colony, Laitumkhrach
• City/Town	Shillong
• State/UT	Meghalaya
• Pin Code	793003
2.Institutional status	
• Type of Institution	Women
• Location	Rural
• Financial Status	UGC 2f and 12(B)
• Name of the Affiliating University	North Eastern Hills University
• Name of the IQAC Coordinator	Smt. Mayashree B Das
• Phone No.	03642221618
• Alternate phone No.	9436117617

• Mobile	9863111749				
• IQAC e-mail address	iqacwomenscollege@gmail.com				
• Alternate e-mail address	mayashreedas@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	chrome-extension://efaidnbmnnnibpcajpcgqlclefindmkaj/https://womenscollege.ac.in/docs/AQAR%202019-20.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://womenscollege.ac.in/Coll ege/AcademicsCallendar				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 3	B	2.43	2020	08/01/2020	07/01/2025
6.Date of Establishment of IQAC			01/05/2007		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Women's College, Shillong	Salary Grant	State Government	2020-21	1,11,82,507	
Women's College, Shillong	Workshop, Lecture Series, etc.	SBI, ICSSR, TMCAB, Rotaract	2020-21	1,65000	
Women's College, Shillong	Projects	ICSSR, NERC Shillong	2020-21	1,08,000	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of			View File		

IQAC		
9.No. of IQAC meetings held during the year	2	
<ul style="list-style-type: none">Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	No	
<ul style="list-style-type: none">If No, please upload the minutes of the meeting(s) and Action Taken Report	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none">If yes, mention the amount		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
A Two- week Virtual national workshop on Research Methodology and Research Process in Social Sciences (A Faculty Development Programme) was organized from 20th July- 4th August, 2021. The programme was sponsored by ICSSR – NERC,Shillong		
National Webinar Series to Commemorate the 125th Birth Anniversary of Netaji Subhash Chandra Bose was organized from August 7-31, 2021. The Webinar was sponsored by ICSSR-NERC, Shillong.		
Twelfth Pandit Iswar Chandra Vidyasagar Endowment Lecture was delivered virtually on 25th Sept 2021 at 5:00 pm by Sugata Bose, (Gardiner Professor of Oceanic History and affairs Harvard University) on “A Few Pearls from an Ocean of Learning” in commemorating the Bi-Centennial Birth Anniversary of Pandit Iswar chardra Vidyasagar, a Bronze Bust was also inaugurated by Professor Sugata Bose as part of the celebration.		
One Day Webinar on ‘Value Education’ was held on 22nd October, 2021. The resource persons were Dr. A.U.Sharma , Asst. Prof Department of Philosophy, NEHU, Shillong and Dr. Rituparna Barooah, Prof. and HOD Department of Physiology, NEIGRIHMS.		
Two-Day National Seminar on ‘Quality and Relevance of Higher		

Education in India' (Blended Mode) was organized on 25th & 26th March, 2022. The keynote speaker for the occasion was Prof. Prabha Shankar Shukla, Vice- Chancellor, North Eastern Hill University, Shillong.

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

Plan of Action	Achievements/Outcomes
National Annual Endowment Lecture	Completed successfully
Faculty Development Programmes	Completed successfully
Faculty Colloquium	Conducted by all the Departments of the College
Institutional Social Responsibility (NCC and NSS)	Conducted successfully
National Webinar on understanding the Forest Rights Act 2006	Conducted successfully
The 16th F.I.Hussain Inter-College Debate Competition	Conducted successfully

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Women's College, Governing Body	30/09/2022

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021-2022	10/01/2021

15. Multidisciplinary / interdisciplinary

1. Delineate the vision/plan of institution to transform itself into a holistic multidisciplinary institution.

The institution proposes to start with Four Years Integrated Course on Teacher Education in addition to the Professional Course in Social Work.

2. Delineate the Institutional approach towards the integration of humanities and science with STEM and provide the detail of programs with combinations.

Not Applicable.

3. Does the institution offer flexible and innovative curricula that includes credit-based courses and projects in the areas of community engagement and service, environmental education, and value-based towards the attainment of a holistic and multidisciplinary education? Explain

Being an affiliate college of North Eastern Hill University, the institution works on the norms as set by the University. The institution intends to implement the same as and when directed by the University.

4. What is the institutional plan for offering a multidisciplinary flexible curriculum that enables multiple entry and exits at the end of 1st, 2nd and 3rd years of undergraduate education while maintaining the rigor of learning? Explain with examples.

The institution follows the norms set by the affiliating University. The institution proposes to implement multiple entry and exit as and when directed by the affiliating University.

5. What are the institutional plans to engage in more multidisciplinary research endeavours to find solutions to society's most pressing issues and challenges?

To encourage multidisciplinary research endeavors, the institution has already undertaken such Research Projects and plans to take more in future. The College also plans to sign MOUs with various academic institutions of repute in and outside the country.

6. Describe any good practice/s of the institution to promote Multidisciplinary / interdisciplinary approach in view of NEP 2020.

The institution proposes to have tie ups with other institutions

for student exchange and research.

16.Academic bank of credits (ABC):

1. Describe the initiatives taken by the institution to fulfil the requirement of Academic bank of credits as proposed in NEP 2020.

As and when the affiliated university fulfils the requirement of Academic bank of credits as proposed in NEP 2020, the institution will follow suit.

2. Whether the institution has registered under the ABC to permit its learners to avail the benefit of multiple entries and exit during the chosen programme? Provide details.

No

3. Describe the efforts of the institution for seamless collaboration, internationalization of education, joint degrees between Indian and foreign institutions, and to enable credit transfer.

Not yet

4. How faculties are encouraged to design their own curricular and pedagogical approaches within the approved framework, including textbook, reading material selections, assignments, and assessments etc.

Faculty members who are members of Board of Studies(BOS) of the affiliated university regularly participate in designing curricular and pedagogical approaches within the approved framework.

5. Describe any good practice/s of the institution pertaining to the implementation of Academic bank of credits (ABC) in the institution in view of NEP 2020.

No

17.Skill development:

1. Describe the efforts made by the institution to strengthen the vocational education and soft skills of students in alignment with National Skills Qualifications Framework

The institution has set up a Skills Hub in the year 2021 to strengthen the vocational education and soft skills of students in alignment with National Skills Qualifications framework.

2. Provide the details of the programmes offered to promote vocational education and its integration into mainstream education.

Awaiting the direction of the affiliated university in this regard.

3. How the institution is providing Value-based education to inculcate positivity amongst the learner that include the development of humanistic, ethical, Constitutional, and universal human values of truth (satya), righteous conduct (dharma), peace (shanti), love (prem), nonviolence (ahimsa), scientific temper, citizenship values, and also life-skills etc.

The institution intends to start regular classes on Value-based education to inculcate Positivity amongst the learner that include the development of humanistic, ethical, Constitutional and universal human values of truth (satya), righteous conduct (dharma), peace (shanti), love (prem), nonviolence (ahimsa), scientific temper, citizenship values, and also life-skills etc from the academic session 2022-23.

4. Enlist the institution's efforts to:

i. Design a credit structure to ensure that all students take at least one vocational course before graduating.

Though being an affiliate of the North Eastern Hill University, Shillong, the institution on its own has initiated Skill / Vocational Courses. These courses are so prepared that they can be seamlessly incorporated into the proposed credit based course structure of the University.

ii. Engaging the services of Industry veterans and Master Crafts persons to provide vocational skills and overcome gaps vis-à-vis trained faculty provisions.

The institution avails the services of Image Hut, a Photography House of repute in Guwahati. The institution also intends to engage traditional Crafts persons from different parts of the State to provide vocational skills and training to the students.

iii. To offer vocational education in ODL/blended/on-campus modular modes to Learners.

The institute has facilities for disseminating pedagogics materials in the on-campus as well as in blended and online mode.

iv. NSDC association to facilitate all this by creating a unified platform to manage learner enrolment (students and workers), skill mapping, and certification

No

v. Skilling courses are planned to be offered to students through online and/or distance mode.

All skilling courses offered by the institution is conducted through offline mode.

vi. Describe any good practice/s of the institution pertaining to the Skill development in view of NEP 2020.

As per the NEP Mandate 2022, the institution has laid emphasis on the skill development courses and consequently a Skill Hub has been set up in 2021 wherein the courses include Photography, Code Your Website, Geriatric Care Management, Basic Accounting, Sound Art, Baking, Content Curation and Learning to Speak Hindi.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

1. Delineate the strategy and details regarding the integration of the Indian Knowledge system (teaching in Indian Language, culture etc,) into the curriculum using both offline and online courses.

The history and origin of Indian culture and tradition is integrated in the curriculum through the teaching of courses in subjects like History, Philosophy, Education and Sociology and simultaneously through Indian languages such as Hindi, Bengali, Khasi and Mizo in the institution. The courses are structured and defined as per the guidelines of the affiliated University viz. North Eastern Hill University, Shillong.

2. What are the institutions plans to train its faculties to provide the classroom delivery in bilingual mode (English and

vernacular)? Provide the details.

Such measures are yet to be undertaken.

3. Provide the details of the degree courses taught in Indian languages and bilingually in the institution.

The Degree courses which are offered by the institution taught in Indian languages are Hindi, Bengali, Khasi and Mizo. However, the institution does not offer any courses bilingually.

4. Describe the efforts of the institution to preserve and promote the following:

i. Indian languages (Sanskrit, Pali, Prakrit and classical, tribal and endangered etc.)

The institution offers regular courses in the curriculum in tribal languages such as Khasi and Mizo.

ii. Indian ancient traditional knowledge

Indian ancient traditional knowledge is being preserved and promoted by the institution through teaching of such traditional knowledge based courses incorporated in subjects such as History, Philosophy, Education.

iii. Indian Arts

Such measures are yet to be undertaken.

iv. Indian Culture and traditions

Indian culture and traditional aspects are depicted in the various cultural programmes held in the college. Regular Yoga Training classes are conducted for the student and teachers of the institution.

5. Describe any good practice/s of the institution pertaining to the appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course) in view of NEP 2020.

As and when the affiliated university undertakes the practice,

the institution will abide by it.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

1. Describe the institutional initiatives to transform its curriculum towards Outcome based Education (OBE)?

The institution awaits the directive of the affiliated University to undertake the transformation of its curriculum towards Outcome Based Education.

1. Explain the efforts made by the institution to capture the Outcome based education in teaching and learning practices.

The institution intends to conduct training programme on OBE for the faculty members at regular intervals.

1. Describe any good practice/s of the institution pertaining to the Outcome based education (OBE) in view of NEP 2020.

The institution through its curricular and co-curricular activities provides an all-round development of the students and equip them with necessary training to face the challenges of all aspects of their lives.

20.Distance education/online education:

1. Delineate the possibilities of offering vocational courses through ODL mode in the institution.

As and when the need arises the institution will opt for ODL mode for vocational courses.

2. Describe about the development and use of technological tools for teaching learning activities. Provide the details about the institutional efforts towards the blended learning.

Adequate provisions are provided in the college for conducting classes through the blended mode.

Describe any good practice/s of the institution pertaining to the Distance education/online education in view of NEP 2020.

Regular Webinars are organized by the institution on relevant topics of learning to keep the students well informed and updated in this regard.

Extended Profile

1.Programme

1.1

9

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student

2.1

1210

Number of students during the year

File Description	Documents
Data Template	View File

2.2

460

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	View File

2.3

436

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1

42

Number of full time teachers during the year

File Description	Documents
Data Template	View File
3.2	44
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	18
Total number of Classrooms and Seminar halls	
4.2	57,76,925.00
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	49
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

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.

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.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

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

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	Nil

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 year.

Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development

B. Any 3 of the above

**of Curriculum for Add on/ certificate/
Diploma Courses Assessment /evaluation
process of the affiliating University**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	No File Uploaded
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

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

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	No File Uploaded

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

2

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

40

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

35

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment**1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum**

The institution takes initiative by organizing sensitization programmes of various issues relating to gender. There is a Women's Cell to specially look into the matters pertaining to gender and safety. The Counselling Cell provides counselling to students on different issues on gender and also enlighten them on diverse career options available. The college also has a common room for students where they can spend their leisure time and get recreation in a relaxed environment.

The college organizes awareness programmes or Talks on gender every year.

The institution makes serious efforts to make the campus plastic free zone. The sanitary napkin destroyer has its use in this case too. The college premises have a number of plants and trees.

The college celebrates annually the World Environment Day to create awareness on the benefits of having a green clean healthy environment. The NSS Unit of the college is actively involved in creating a green environment in the college as well as in different localities, especially in the villages adopted by the college. The college office makes minimum use of paper, most of the official correspondence being done through email.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

1

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

227

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students
Teachers
Employers
Alumni

C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1950

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

1210

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The departments entrust the newly enrolled students to the care of mentors who guide them in their academic pursuit, as well as in their social and personal life.

Slow and advanced learners are identified by virtue of tests, assignments and classroom participation.

Mentoring process also plays an important role in the process of identification of various categories of students

Slow Learners: For slow learners, departments devote extra time and lectures are occasionally repeated for them. Remedial classes are also arranged for them.

Advanced learners: For advanced learners, faculty members provide individual guidance. The library is also well- stacked with books and journals for advanced reading and a large number of advanced learners use them as per the guidance provided by the respective teachers.

Responsibilities to organize department and college level meetings and functions are offered to them to improve their managerial and communication skills. Their proficiency in studies is recognized, appreciated and rewarded with medals on the Grand Finale of the College Fest. In addition to these as a part of encouragement their photos are published in the college magazine.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
1210	45

File Description	Documents
Any additional information	No File Uploaded

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

To make learning more student-centric, departments give class-work, assignments, group discussion, and project work to the students. Students are encouraged to participate in inter-college and intra-college quizzes, essay writing competitions, extempore and prepared speeches and debates. Lectures by eminent persons are also organized where the students participate actively.

Students also take part in different activities of the college as members of different committees.

Creativity of the students is kindled through the presentation of poem, prose, short story writing in English and Soft Skills classes. Career counselling is also a pivotal method in this area as the students are given regular opportunities to widen their knowledge about various career options that they can choose in future. Competitive and Team Spirits are developed through group discussions, debates and panel discussions.

Interest in research is inculcated through paper presentation and publication. Regular interaction with the teachers is encouraged to give the students the avenue to express their creative skills. This helps the students to have a better understanding about the approach that they need to enhance their skills. Annual students' seminar is a

practice which involves a great amount of zeal; the students from all the departments of the institution involve themselves in research and participate actively in this annual activity.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The College has provision for ICT enabled classrooms. The college is also equipped with a Computer Lab where students and teachers have free access. The Campus is also WI-FI enabled.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

2.3.3.1 - Number of mentors

45

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

43

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

19

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

33

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The college communicates to the students and other institutional members regarding the evaluation method in a systematic way. The prospectus and the college website carry information regarding the overall evaluation procedures. The Principal meets all the newcomers on the induction session and explains the academic programmes including the evaluative procedures. Moreover, the teachers also make students aware about the methods of evaluation in their respective classes.

The evaluation methods adopted by the college are:-

1. Selection and Promotion tests
2. Unit tests and class tests
3. Class assignments
4. Project work
5. Practical examination
6. Group presentations in students' seminar
7. Group discussion in remedial coaching

The institution communicates to the students/wards and their parents/guardians the progress of learning through its parents-teacher meet. Whenever necessary, parent-teacher meet is arranged to let the parents/guardians know about the performance of their wards. Feedback is collected and corrective measures are adopted by every department. The teachers continuously monitor the performance of the students and provide academic guidance and psychological counselling.

Slow learners are identified as a process of continuous and comprehensive evaluation; and remedial coaching is given to them before and after the regular class hours.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound

and efficient

Grievances if any, regarding evaluation are discussed with the examination committee who further discusses it with the concerned department in the meetings called by the committee. Decisions and necessary actions in relation to the grievances are then taken by the examination committee and the Principal. After the publication of results, students who are not satisfied with their marks can apply for re-evaluation to the University with the recommendation of the course teacher and the respective heads.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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.

The declaration of the result by the University is followed by the display of the same in the college notice boards. Apart from that the prospectus of the college prints the result analysis for the benefit of the aspirants who want to choose this college as their alma mater. The analysis of the result is done on the basis of subjects to create clarity in understanding of the declared result.

The course is designed by the University, and the outcome of the course depends on the choice of subject as laid down by the university. The university result is displayed in the website of the university as well as the college website

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Expected learning outcomes (Objectives) of all the courses of B.A

and BSW programmes are framed by the members of BOS during the preparation of the syllabus for each course. The copies of syllabus containing the objectives of the courses are distributed to students at the beginning of the academic year.

Students are motivated towards the learning outcomes, throughout the course of the programme by the course teacher.

The learning outcomes of the students are monitored by the course teachers through regular class tests, mid and end semester examinations, practical tests, reviews, etc.

Organizing Parents-Teachers Meets by all the departments is another measure to monitor and ensure better performance of students.

The realization of objectives of teaching and learning is measured through the feedback from students, alumni and parents.

Discussion and analysis of results with the students, in the department, in the Staff Council and in the Governing Body Meetings affirm the achievement of specified learning outcomes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

436

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://womenscollege.ac.in/docs/STUDENTS%E2%80%99%20SATISFACTION%20REPORT%202021-2022.pdf>

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 year (INR in Lakhs)

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

1,83,000.00

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

2

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

17

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

2

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers

published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

1

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

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 year

The institution engages its students in regular extension activities. These activities are conducted by the Department of Social Work, Events' Management Cell, National Service Scheme unit and National Cadet Corps unit. The Social Work Department conducts its activities within the framework of its curriculum, the Events' Management Cell is involved in such activities as directed by the concerned authorities of the college and gleaned from the annual Academic Calendar. The National Service Scheme and National Cadet Corps units carry out their activities according to the directives received from their respective headquarters in coordination with the other cells of the institution.

The extension activities organised by the institution are institution-neighbourhood-community oriented. The Counselling Cell of the college organises medical camps where students of the college and residents of the locality can seek medical advice from the doctors. The Social Work Department arranges community camps in remote villages.

The NSS volunteers and NCC cadets regularly participate in various social service related programmes organised at both regional as well as national level.

The NSS unit of the college has not only conducted various awareness programmes in the villages adopted by the institution, but also helped in infrastructure development and asset creation activities of the villages.

The training provided by the institution imparts leadership skills and imbibes in students a sense of discipline, communal harmony and an overall spirit of national integrity.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

2

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

14

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**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., during the year**

443

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration**3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year**

2

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

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

02

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

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.

Infrastructural facilities available are-

1.Classrooms: The college premise reflects a blend of old and new structured housing of the classrooms for the BA and BSW courses catering to the needs of approximately 1500 students enrolled for the said courses. The classrooms are well equipped with adequate furniture, proper lighting, fans, smart boards, ICT devices and are well ventilated.

2.Technology enabled learning spaces: The institution has provided various technologies like LCD projectors, coloured television set for the purpose of showing films and other presentations to the students.

Internet facility has been made available for the students and for the faculty. The faculty common room and students' common room have LED TV sets.

3.Seminar Halls: The College on a regular basis organizes seminars, workshops and symposiums which are organised in the extension room, seminar hall and auditorium of the college.

4. Laboratories: The institution has a computer laboratory with latest computer sets to cater to the IT needs of the students. The students are provided with the internet facility in the laboratory as well as in the library where a separate space has been provided for internet browsing.

The institution has one Anthropology laboratory adequately

equipped with learning aids.

5.Library: The college library has adequate number of textbooks, reference books and journals.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

1. Sports: The institution has the amenities for both indoor and outdoor games.

2.Gymnasium: The institution has a Gymnasium established in the year 2008 containing modern equipments.

3.Auditorium and cultural activities: The college auditorium is used for various cultural, academic and co-curricular activities.

4. NSS: NSS is an active body of the college. It has adopted two villages (Mawlwai and Mawblang villages of Ri Bhoi District) and has been conducting various welfare activities there. Moreover, the unit has been organising awareness programmes like alcohol and substance abuse, cleaning drive, tree plantations and environment related programmes.

5.NCC: The NCC unit of the college is also actively functioning since the year 2004. Students enthusiastically take part in various programmes organized by the NCC unit of the college. They also participate in programs organized by the state government.

6.. Health and Hygiene: The institution has a visiting lady doctor. It has a

separate medical room for the students where free medical support is provided. Vaccination camps, eye camps and general health check-up camps are organized occasionally for the benefit of the students as well as the people of the locality. Yoga sessions are also organised.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

09

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

9

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

26,00,221.00

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

- **Name of ILMS Software-** Koha on Cloud
- **Nature of automation (fully or partially) -** Fully
- **Version-** 17.11.04.000
- **Year of Automation-** The library is automated since the year 2006 initially with the use of SOUL software designed and developed by the INFLIBNET Centre, Ahmedabad and later in the year 2017 the library has migrated to the advanced library management open source software Koha on cloud pertaining to all library operations.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

1,09,654.00

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

72

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The campus is Wi-Fi enabled since 2018.

Nature of updation:

FTTHBB-BBG Speed Combo ULD 2295.

Bandwidth (download speed 100 MBPS till 750 GB up to 2 MBPS Beyond)

Computers are available for the students at the library and also in the computer lab.

Every department is provided with a laptop.

Smart Boards are present in 4 classrooms which facilitate better understanding of the course being taught for the students and also to provide easier learning ability for maximum number of students.

LCD projectors are available in most of the classrooms for the benefit of the students.

The computers in the library and college office are auto updated. Works are carried through the use of computers.

E- Learning facility subject- wise is available for each department in the college.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

49

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

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

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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.

The College follows a definite system in planning and ensuring the availability of physical infrastructure and its optimal utilization.

The college principal and the faculty/ staff have meetings at regular intervals.

General maintenance and utilization of the physical, academic and support facilities are the direct responsibility of the teaching staff, students and other non-teaching staffs.

The college campus committee has been entrusted with the responsibilities to oversee the up keep and maintenance of the college campus.

The committee also plans for ensuring the optimum utilization and maintenance of the available facilities in the college.

The college engages cleaners and gardener and also a staff for security services from a private security agency to guard the campus round the clock.

The installation of micro phones, fans, projectors, smart boards in the classrooms have been done to provide adequate support facilities for teaching-learning purposes.

The college has photo copying facility for the students and teachers during college hours. The canteen facility has been provided within the campus for the convenience of the students and staff. The institution ensures that all the available physical, academic and support facilities are maintained by specialized personnel as per need.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

476

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

03

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefitted by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

C. 2 of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

204

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

204

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

C. Any 2 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

04

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

58

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

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) during the year

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

5.3.1 - 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) during the year

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) during the year.

02

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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)

The institution has a Students' Council comprising of members selected from various departments of the college. The council was formed to act as advocates on issues of students' concerns; communicate said issues to the concerned authorities, and work with the authorities to ensure issues are addressed in a mutually satisfactory manner. The council also provides a forum for discussion where students can share their ideas and concerns.

Internal Quality Assurance Cell (IQAC) has two student representatives. They provide the feedback on various student

issues and contribute towards improvement in the working of the institute. Various other college committees/cells such as Library Management Cell, Cultural Affairs Cell, Sport Affairs Cell, Literary Cell, College Journal Cell, Events Management Cell, Campus Maintenance Cell, Canteen Affairs Cell as well as the Discipline Cell, all have at least two student representatives in each.

Through their participation in these committees, they play an active role in the functioning and the development of the institute

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	No File Uploaded

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

The Alumni Association of the College called W-ALUMNI came into being on July 3rd 2004 and was registered as a society under Meghalaya Societies Registration Act, 12 of 1983, on July 7th

2008. The motto of the association is 'TOGETHER EVERYONE ACCOMPLISHES MORE'.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year E. <1Lakhs (INR in Lakhs)

File Description	Documents
Upload any additional information	No File Uploaded

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

The Vision and Mission statements of the institution reflect our ambition and aspiration for the future. The institution is committed to explore the inherent talents of the younger generations with an intention to build a stronger nation. The institution strongly up-holds, both in principle and in practice, equality in the provision of opportunities, irrespective of the background.

While emphasis is laid on education for all, the requirements and aspirations of the economically and socially marginalized section are also looked after. Besides regular studies, co-curricular and extracurricular activities form an integral part of the students' progression. The curriculum has been enriched by means of value-added short term courses to enhance language, technical and life skills. Auxiliary measures like special lectures, interaction with experts and guidance from resource persons are provided to the students on a regular basis. Students are sensitized about social ailments and environmental issues through value added courses and extension activities. Moreover, programmes such as life skill education, encouraging traditional and ethical practices, inculcating a sense of discipline are carried on regularly. The Institution ensures community

development and environmental issues through the participation of students and teachers in NSS and NCC.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The Institution ensures that members of the faculty and different committees are given decision making powers with regard to their respective academic and administrative functions. There are various committees formed from within the faculty so that functioning of the institution becomes smooth.

Responsibility is shared and cooperation is extended by all the functional units of the institution always. The members of different committees perform their duties with utmost sincerity and freedom. Leadership is groomed at various levels by providing operational autonomy to the faculty members in charge of activities, so that a culture of participative management is provided.

Case Study 1: Events Management Cell of the College consists of a convener and four other members in order to manage all the online and offline events. This enables in the decentralization and participative management of the work.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

On 19th October 2020 A Panel discussion on "NEP 2020:Aspiring to transform" was conducted by the Internal Quality Assurance Cell(IQAC) of the College. Shri Lakhmen Rymbui, Honorable Minister of Education, Government of Meghalaya was the Chief Guest for the

inaugural programme. The programme was also webcast live through G-meet and Facebook.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The Governing Body is the apex decision making body. It looks into planning and execution of the policies relating to various matters of the Institution - both academic and non-academic. The necessary budgetary allocation are ratified by the Governing Body members. The Principal being the Head of the Institution looks into the administrative affairs, management of routine activities and the human resources. He is involved in academic planning, implementation of the plans effective and timely delivery of curriculum, campus discipline, evaluation process and student performance. He convenes the meetings of the IQAC, HOD's and the respective departments, various committees in order to evaluate and ensure that the activities are in tune.

The College office assists the Principal in implementing the policy of the Management and the smooth functioning of the Institution. The IQAC looks after the overall quality perspective of the institutional functioning. The departmental activities are coordinated and monitored by the HODs. They ensure that the teaching, learning, evaluation processes meet the required standards. The various committees perform the specified functions for enriching the learning experience of the students and their holistic development. Library services are looked after by the Librarian and an Assistant Librarian.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The institution has effective welfare measures for teaching and non-teaching staff. Funds are also collected to facilitate any individual member of the staff in his/her emergency. Medical check-ups of the staff and aid to the under-privileged employees, are provided generously by the institution as and when necessary. Welfare Schemes available for teaching and non-teaching staff are:

- CPF
- Co-operative Mutual Benefit Society
- Loans from co operative society for both teaching and non teaching stuff
- Housing accommodation for grade IV staff

- **Maternity leave**

• **Women's College Welfare Fund:** established in the year 2008 wherein faculty members contribute a fixed amount monthly which is utilise for various purposes like marriage ceremonies, bereavement and for medical emergencies

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

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

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

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

45

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The HODs make the appraisal of the activities of their respective subject departments, a detailed account of which is submitted to the IQAC. Student appraisal of the teaching and the nonteaching staff is conducted on annual basis. Moreover there is suggestion

box for the students where they can give their personal opinion. The whole process of performance appraisal system is monitored by the IQAC.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The college follows a transparent procedure for conducting internal and external audit.

The college has a chartered Accountant firm appointed by the Governing Body which carries out audit of the accounts of the college with all its supporting documents and vouchers and presents its audit report.

An additional external audit is conducted by the Office of the Examiner of Local Accounts, Government of Meghalaya and in some cases by the Accountant General's Office, Meghalaya.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The Institution receives ad-hoc grants in aid from the Government of Meghalaya, RUSA. Rest of the resources come from students fees and participatory fees collected from various seminars etc organised by the institution. The management of the institution has made it a policy to employ the available financial

resources in an optimal manner. The Governing Body monitors the mobilization and the utilization of the financial resources. Hence, budgeting is an essential part of this institution's financial management which is aimed at plugging the pilferage of funds. The committees are allocated with impressed money which can

be enhanced as and when necessary Expenditure is limited to the confines of the budgetary allocation. The GB and the Principal monitor the financial activities on regular basis. All the accounts are subject to internal and external audit.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The Internal Quality Assurance Cell or IQACl organizes seminars, workshops etc from time to time. The members of IQAC convenes regular meetings to review the activities of the institution and ensures that all the activities of the Institution are conducted systematically. It also looks into the remedial coaching for the

slow learners. IQAC conducts student evaluation of the teachers, gets the feedback from the stakeholders on curriculum and the institution and helps organize various support services for the realization of quality education.

IQAC members of the institution help various departments and committees to plan and carry on with need based add-on courses and skill based programmes for the students on a regular basis such as:

- **Endowment lecture:** The Annual Pundit Ishwar Chandra Vidyasagar National Endowment Lecture was initiated in the year 2009 by the IQAC of the college. Eminent scholars from India and abroad are invited to deliver lectures on contemporary issues.
- **Students Seminar:** In order to enhance public speaking and research ability, students seminar is organised in the college every year. Students are encouraged to choose a seminar topic, make power point presentation and actively take part in discussion session along with the teachers.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The institution reviews its teaching learning process, structures and methodologies of operations and learning outcomes at periodic intervals through IQAC. Each department prepares its own Action Plan for the year that includes work schedules, a broad outline of special activities to be conducted etc. Different committees facilitate academic, cultural and sports activities. On the basis of feedback evaluation policies are framed. Policies and plans are revised as and when necessary. The Principal convenes periodic meetings along with IQAC to monitor the academic progress. Training programmes are organised by IQAC for the professional development of both the teaching and non-teaching staff, teachers are encouraged for Refresher Courses, Orientation Programmes and to attend faculty enhancement workshops/ seminars etc.

Two examples of institutional reviews and implementation of

teaching learning reforms facilitated by IQAC are:

- **Faculty Colloquium:** Every month one department gives a talk on any relevant topic. A variety of topics are discussed on various issues of interest.
- **ICT facilities:** Classrooms are enabled with ICT facilities to provide with better teaching learning experiences. Both teaching and non teaching staff are given training from time to time to be apt with the operation.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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 year

On the 8th March 2021, International Women's Day was observed and

eminent Guest Speakers were Dr. Sonali Shinda Tesia, Consultant Psychiatrist and Supriya Das, IPS. Supriya Das, IPS. Spoke on human trafficking and self-protective measures for women. Dr. Sonali Shinda Tesia, Consultant Psychiatrist on women and mental health.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The Institution is dependent on The Shillong Municipality for the disposal of its waste, both in the solid and liquid form. The renewable and the non-renewable waste is segregated and disposed off to the Municipality Garbage Van which makes its tour through the locality collecting garbage. The college keeps a number of dustbins as well as waste paper boxes, both inside and outside the college building. There is also a Campus Committee to look after the cleanliness of the college premises and ensure the proper management and disposal of solid and liquid wastes.

The Institution has separate sanitary toilets for students, faculty and non-teaching staff. Septic tanks are suitably

available.

The college has a Sanitary Napkin Destroyer which disposes off the sanitary napkins in a proper way. The introduction of this equipment is a step towards the procurement of healthy habits on the part of the students as well as an effective means of waste disposal.

However, the college is yet to introduce E-waste management.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

C. Any 2 of the above

- 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

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following
1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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 200 words).

The College provides admission to students irrespective of their cultural, regional, linguistic, communal, socioeconomic and other diversities. Various academic and non-academic programmes are regularly organized in the college where students from diverse background are given equal opportunities to participate in them.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

- A National Webinar on "Understanding the Forest Rights Act 2006" was organized on 30th April 2021. The eminent speaker for the occasion was Dr. Indrani Sarma, Assistant Professor, Dept of Sociology, Cotton University, Assam.
- A Virtual National Panel discussion on "Intellectual Property Rights" was organized on 6th September 2021. Dr. Glenn C. Kharkongor Chancellor, MLCU, Shillong, Mr. Rahul Dutta Founder, IPR, Lab and Ms. Satrupa Bhattacharjee, Founder President Jharna women's College, Shillong were the eminent speakers during the occasion.

- A One Day Webinar on the October 22nd, 2021 Workshop regarding Value Education was organized and eminent resource persons were Dr. A.U. Sharma (Asst. Prof Department of Philosophy, NEHU, Shillong) and Dr. Rituparna Barooah, (Prof. and HOD Department of Physiology, NEIGRIHMS).
- The Rotaract Club of Women's College Shillong
 - Conducted a project of distributing educational materials to a school on the 8th of September 2021
 - Conducted Cleaning Drive on the College campus on the 2nd of October 2021 to commemorate Gandhiji's Birth Anniversary and the Swatch Bharat Abhiyan.
 - Conducted a project called "Padhega Bharat" on the 8th of October 2021. The main motive of this project was to distribute Educational materials to the students living in Rilang and Lynkarbyng Orphanage.
 - Conducted a project "Go Green say no to Plastic" on the 14th of November 2021

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

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. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff

4. Annual awareness programmes on Code of Conduct are organized

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	View File
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	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

- Republic Day (26th January) was celebrated in the college by flag hoisting by Dr. Ratnadeep Roy, Principal, Women's College, Shillong. All faculty members and NCC Cadet Corps were present during the celebration.
- On the 5th of June 2021, World Environment day was celebrated with Covid Protocol.
- On the 21st of June, 2021 Yoga Session(Virtual mode) was organized.
- A National Webinar Series to Commemorate the 125th Birth Anniversary of Netaji Subhash Chandra Bose was held on Aug 7 - 31, 2021. The program was sponsored by ICSSR-NERC, SHILLONG.
- Independence Day was celebrated on 15th Aug 2021. Only the Faculty members from the locality participated in the flag-hoisting ceremony.
- On 2nd October 2021, the institution organized a cleaning drive as part of the Swachh Bharat Campaign that was initiated to commemorate Mahatma Gandhi's objective of Clean India.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

The college has a number of best practices like National Annual Endowment Lecture, Faculty Colloquium, Students' Seminar, Workshops and Seminars. However, the best practices implemented by the institution is attached in the template

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Women's College, Shillong, managed by the Education India Trust, looks into the education of women, especially the tribal women of North-East Region of India. It also facilitates the education of students from neighbouring SAARC countries. The institution's distinctiveness also lies on the fact that some of the students are first generation learners who mostly hail from rural background, thereby following the motto of the college, "Radiance Unto All". The college which is a meeting ground of students coming from different parts of the North-Eastern Region and beyond, also provides a platform for cross-cultural contact. This leads to cultural confluence that fosters open-mindedness and a broader outlook in today's globalized world. The motto of the institution "Radiance Unto All" is thus reflected in practice of spreading the light of knowledge that would radiate in various spheres of society. Almost 100% of the reserved seats are filled up by tribal students; thereby the institution follows the reservation policy of the state government. The college also caters the needs of the students from neighbouring countries like, Bangladesh, Bhutan.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

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.

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.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

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

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	Nil

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

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	No File Uploaded
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

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

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	No File Uploaded

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

2

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

40

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

35

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The institution takes initiative by organizing sensitization programmes of various issues relating to gender. There is a

Women's Cell to specially look into the matters pertaining to gender and safety. The Counselling Cell provides counselling to students on different issues on gender and also enlighten them on diverse career options available. The college also has a common room for students where they can spend their leisure time and get recreation in a relaxed environment.

The college organizes awareness programmes or Talks on gender every year.

The institution makes serious efforts to make the campus plastic free zone. The sanitary napkin destroyer has its use in this case too. The college premises have a number of plants and trees.

The college celebrates annually the World Environment Day to create awareness on the benefits of having a green clean healthy environment. The NSS Unit of the college is actively involved in creating a green environment in the college as well as in different localities, especially in the villages adopted by the college. The college office makes minimum use of paper, most of the official correspondence being done through email.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

1

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

227

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	C. Any 2 of the above
---	-----------------------

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1950

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

1210

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The departments entrust the newly enrolled students to the care of mentors who guide them in their academic pursuit, as well as in their social and personal life.

Slow and advanced learners are identified by virtue of tests, assignments and classroom participation.

Mentoring process also plays an important role in the process of identification of various categories of students

Slow Learners: For slow learners, departments devote extra time and lectures are occasionally repeated for them. Remedial classes are also arranged for them.

Advanced learners: For advanced learners, faculty members provide individual guidance. The library is also well- stocked with books and journals for advanced reading and a large number of advanced learners use them as per the guidance provided by the respective teachers.

Responsibilities to organize department and college level meetings and functions are offered to them to improve their managerial and communication skills. Their proficiency in studies is recognized, appreciated and rewarded with medals on the Grand Finale of the College Fest. In addition to these as a part of encouragement their photos are published in the college magazine.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
1210	45

File Description	Documents
Any additional information	No File Uploaded

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

To make learning more student-centric, departments give class-work, assignments, group discussion, and project work to the students. Students are encouraged to participate in inter-college and intra-college quizzes, essay writing competitions, extempore and prepared speeches and debates. Lectures by eminent persons are also organized where the students participate actively.

Students also take part in different activities of the college as members of different committees.

Creativity of the students is kindled through the presentation of poem, prose, short story writing in English and Soft Skills classes. Career counselling is also a pivotal method in this area as the students are given regular opportunities to widen their knowledge about various career options that they can choose in future. Competitive and Team Spirits are developed through group discussions, debates and panel discussions.

Interest in research is inculcated through paper presentation and publication. Regular interaction with the teachers is encouraged to give the students the avenue to express their creative skills. This helps the students to have a better understanding about the approach that they need to enhance their skills. Annual students' seminar is a

practice which involves a great amount of zeal; the students from all the departments of the institution involve themselves in research and participate actively in this annual activity.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The College has provision for ICT enabled classrooms. The college is also equipped with a Computer Lab where students and teachers have free access. The Campus is also WI-FI enabled.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

2.3.3.1 - Number of mentors

45

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

43

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

19

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

33

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The college communicates to the students and other institutional members regarding the evaluation method in a systematic way. The prospectus and the college website carry information regarding the overall evaluation procedures. The Principal meets all the newcomers on the induction session and explains the academic programmes including the evaluative procedures. Moreover, the teachers also make students aware about the methods of evaluation in their respective classes.

The evaluation methods adopted by the college are:-

1. Selection and Promotion tests

2. Unit tests and class tests

3. Class assignments

4. Project work

5. Practical examination

6. Group presentations in students' seminar

7. Group discussion in remedial coaching

The institution communicates to the students/wards and their parents/guardians the progress of learning through its parents-teacher meet. Whenever necessary, parent-teacher meet is arranged to let the parents/guardians know about the performance of their wards. Feedback is collected and corrective measures are adopted by every department. The teachers continuously monitor the performance of the students and provide academic guidance and psychological counselling.

Slow learners are identified as a process of continuous and comprehensive evaluation; and remedial coaching is given to them before and after the regular class hours.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-

bound and efficient

Grievances if any, regarding evaluation are discussed with the examination committee who further discusses it with the concerned department in the meetings called by the committee. Decisions and necessary actions in relation to the grievances are then taken by the examination committee and the Principal. After the publication of results, students who are not satisfied with their marks can apply for re-evaluation to the University with the recommendation of the course teacher and the respective heads.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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.

The declaration of the result by the University is followed by the display of the same in the college notice boards. Apart from that the prospectus of the college prints the result analysis for the benefit of the aspirants who want to choose this college as their alma mater. The analysis of the result is done on the basis of subjects to create clarity in understanding of the declared result.

The course is designed by the University, and the outcome of the course depends on the choice of subject as laid down by the university. The university result is displayed in the website of the university as well as the college website

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Expected learning outcomes (Objectives) of all the courses of B.A and BSW programmes are framed by the members of BOS during the preparation of the syllabus for each course. The copies of syllabus containing the objectives of the courses are distributed to students at the beginning of the academic year.

Students are motivated towards the learning outcomes, throughout the course of the programme by the course teacher.

The learning outcomes of the students are monitored by the course teachers through regular class tests, mid and end semester examinations, practical tests, reviews, etc.

Organizing Parents-Teachers Meets by all the departments is another measure to monitor and ensure better performance of students.

The realization of objectives of teaching and learning is measured through the feedback from students, alumni and parents.

Discussion and analysis of results with the students, in the department, in the Staff Council and in the Governing Body Meetings affirm the achievement of specified learning outcomes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

436

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<chrome-extension://efaidnbmnnnibpcajpcgltclcefindmkaj/https://womenscollege.ac.in/docs/STUDENTS%E2%80%99%20SATISFACTION%20REPORT%202021-2022.pdf>

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 year (INR in Lakhs)

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

1,83,000.00

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

2

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

17

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

2

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

1

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

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 year

The institution engages its students in regular extension activities. These activities are conducted by the Department of Social Work, Events' Management Cell, National Service Scheme unit and National Cadet Corps unit. The Social Work Department conducts its activities within the framework of its curriculum, the Events' Management Cell is involved in such activities as directed by the concerned authorities of the college and gleaned from the annual Academic Calendar. The National Service Scheme and National Cadet Corps units carry out their activities according to the directives received from their respective headquarters in coordination with the other cells of the institution.

The extension activities organised by the institution are institution-neighbourhood-community oriented. The Counselling Cell of the college organises medical camps where students of the college and residents of the locality can seek medical advice from the doctors. The Social Work Department arranges community camps in remote villages.

The NSS volunteers and NCC cadets regularly participate in various social service related programmes organised at both regional as well as national level.

The NSS unit of the college has not only conducted various awareness programmes in the villages adopted by the institution, but also helped in infrastructure development and

asset creation activities of the villages.

The training provided by the institution imparts leadership skills and imbues in students a sense of discipline, communal harmony and an overall spirit of national integrity.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

2

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

14

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

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., during the year

443

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

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

2

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

02

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

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.

Infrastructural facilities available are-

1.Classrooms: The college premise reflects a blend of old and new structured housing of the classrooms for the BA and BSW courses catering to the needs of approximately 1500 students enrolled for the said courses. The classrooms are well equipped with adequate furniture, proper lighting, fans, smart boards, ICT devices and are well ventilated.

2.Technology enabled learning spaces: The institution has provided various technologies like LCD projectors, coloured television set for the purpose of showing films and other presentations to the students.

Internet facility has been made available for the students and for the faculty. The faculty common room and students' common room have LED TV sets.

3.Seminar Halls: The College on a regular basis organizes seminars, workshops and symposiums which are organised in the extension room, seminar hall and auditorium of the college.

4. Laboratories: The institution has a computer laboratory with latest computer sets to cater to the IT needs of the students.

The students are provided with the internet facility in the laboratory as well as in the library where a separate space has been provided for internet browsing.

The institution has one Anthropology laboratory adequately equipped with learning aids.

5. Library: The college library has adequate number of textbooks, reference books and journals.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

1. Sports: The institution has the amenities for both indoor and outdoor games.

2. Gymnasium: The institution has a Gymnasium established in the year 2008 containing modern equipments.

3. Auditorium and cultural activities: The college auditorium is used for various cultural, academic and co-curricular activities.

4. NSS: NSS is an active body of the college. It has adopted two villages (Mawlai and Mawblang villages of Ri Bhoi District) and has been conducting various welfare activities there. Moreover, the unit has been organising awareness programmes like alcohol and substance abuse, cleaning drive, tree plantations and environment related programmes.

5. NCC: The NCC unit of the college is also actively functioning since the year 2004. Students enthusiastically take part in various programmes organized by the NCC unit of the college. They also participate in programs organized by the state government.

6.. Health and Hygiene: The institution has a visiting lady doctor. It has a

separate medical room for the students where free medical support is provided. Vaccination camps, eye camps and general health check-up camps are organized occasionally for the benefit of the students as well as the people of the locality. Yoga sessions are also organised.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

09

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

9

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

26,00,221.00

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

- Name of ILMS Software- Koha on Cloud
- Nature of automation (fully or partially) - Fully
- Version- 17.11.04.000
- Year of Automation- The library is automated since the year 2006 initially with the use of SOUL software designed and developed by the INFLIBNET Centre, Ahmedabad and later in the year 2017 the library has migrated to the advanced library management open source software Koha on cloud pertaining to all library operations.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

B. Any 3 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)****1,09,654.00**

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)**4.2.4.1 - Number of teachers and students using library per day over last one year****72**

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi****The campus is Wi-Fi enabled since 2018.****Nature of updation:****FTTHBB-BBG Speed Combo ULD 2295.****Bandwidth (download speed 100 MBPS till 750 GB up to 2 MBPS Beyond)****Computers are available for the students at the library and also in the computer lab.****Every department is provided with a laptop.**

Smart Boards are present in 4 classrooms which facilitate better understanding of the course being taught for the students and also to provide easier learning ability for maximum number of students.

LCD projectors are available in most of the classrooms for the benefit of the students.

The computers in the library and college office are auto updated. Works are carried through the use of computers.

E- Learning facility subject- wise is available for each department in the college.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

49

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

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

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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.

The College follows a definite system in planning and ensuring the availability of physical infrastructure and its optimal utilization.

The college principal and the faculty/ staff have meetings at regular intervals.

General maintenance and utilization of the physical, academic and support facilities are the direct responsibility of the teaching staff, students and other non-teaching staffs.

The college campus committee has been entrusted with the responsibilities to oversee the up keep and maintenance of the college campus.

The committee also plans for ensuring the optimum utilization and maintenance of the available facilities in the college.

The college engages cleaners and gardener and also a staff for security services from a private security agency to guard the campus round the clock.

The installation of micro phones, fans, projectors, smart boards in the classrooms have been done to provide adequate support facilities for teaching-learning purposes.

The college has photo copying facility for the students and teachers during college hours. The canteen facility has been provided within the campus for the convenience of the students and staff. The institution ensures that all the available physical, academic and support facilities are maintained by specialized personnel as per need.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

476

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

03

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	C. 2 of the above
File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
204	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
204	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent mechanism for timely redressal of student	C. Any 2 of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

04

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

58

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

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) during the year

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

5.3.1 - 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) during the year

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) during the year.

02

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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)

The institution has a Students' Council comprising of members selected from various departments of the college. The council was formed to act as advocates on issues of students' concerns; communicate said issues to the concerned authorities, and work with the authorities to ensure issues are addressed in a mutually satisfactory manner. The council also provides a forum for discussion where students can share their ideas and concerns.

Internal Quality Assurance Cell (IQAC) has two student representatives. They provide the feedback on various student issues and contribute towards improvement in the working of the institute. Various other college committees/cells such as Library Management Cell, Cultural Affairs Cell, Sport Affairs Cell, Literary Cell, College Journal Cell, Events Management Cell, Campus Maintenance Cell, Canteen Affairs Cell as well as the Discipline Cell, all have at least two student representatives in each.

Through their participation in these committees, they play an active role in the functioning and the development of the institute

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	No File Uploaded

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

The Alumni Association of the College called W-ALUMNI came into being on July 3rd 2004 and was registered as a society under Meghalaya Societies Registration Act, 12 of 1983, on July 7th 2008. The motto of the association is 'TOGETHER EVERYONE ACCOMPLISHES MORE'.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs) E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

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

The Vision and Mission statements of the institution reflect our ambition and aspiration for the future. The institution is

committed to explore the inherent talents of the younger generations with an intention to build a stronger nation. The institution strongly up-holds, both in principle and in practice, equality in the provision of opportunities, irrespective of the background.

While emphasis is laid on education for all, the requirements and aspirations of the economically and socially marginalized section are also looked after. Besides regular studies, co-curricular and extracurricular activities form an integral part of the students' progression. The curriculum has been enriched by means of value-added short term courses to enhance language, technical and life skills. Auxiliary measures like special lectures, interaction with experts and guidance from resource persons are provided to the students on a regular basis. Students are sensitized about social ailments and environmental issues through value added courses and extension activities. Moreover, programmes such as life skill education, encouraging traditional and ethical practices, inculcating a sense of discipline are carried on regularly. The Institution ensures community

development and environmental issues through the participation of students and teachers in NSS and NCC.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The Institution ensures that members of the faculty and different committees are given decision making powers with regard to their respective academic and administrative functions. There are various committees formed from within the faculty so that functioning of the institution becomes smooth.

Responsibility is shared and cooperation is extended by all the functional units of the institution always. The members of different committees perform their duties with utmost sincerity and freedom. Leadership is groomed at various levels by providing operational autonomy to the faculty members in charge

of activities, so that a culture of participative management is provided.

Case Study 1: Events Management Cell of the College consists of a convener and four other members in order to manage all the online and offline events. This enables in the decentralization and participative management of the work.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

On 19th October 2020 A Panel discussion on "NEP 2020:Aspiring to transform" was conducted by the Internal Quality Assurance Cell(IQAC) of the College. Shri Lakhmen Rymbui, Honorable Minister of Education, Government of Meghalaya was the Chief Guest for the inaugural programme. The programme was also webcast live through G-meet and Facebook.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The Governing Body is the apex decision making body. It looks into planning and execution of the policies relating to various matters of the Institution - both academic and non-academic. The necessary budgetary allocation are ratified by the Governing Body members. The Principal being the Head of the Institution looks into the administrative affairs, management of routine activities and the human resources. He is involved in academic planning, implementation of the plans effective and timely delivery of curriculum, campus discipline, evaluation

process and student performance. He convenes the meetings of the IQAC, HOD's and the respective departments, various committees in order to evaluate and ensure that the activities are in tune.

The College office assists the Principal in implementing the policy of the Management and the smooth functioning of the Institution. The IQAC looks after the overall quality perspective of the institutional functioning. The departmental activities are coordinated and monitored by the HODs. They ensure that the teaching, learning, evaluation processes meet the required standards. The various committees perform the specified functions for enriching the learning experience of the students and their holistic development. Library services are looked after by the Librarian and an Assistant Librarian.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The institution has effective welfare measures for teaching and non-teaching staff. Funds are also collected to facilitate any individual member of the staff in his/her emergency. Medical check-ups of the staff and aid to the under-privileged employees, are provided generously by the institution as and when necessary. Welfare Schemes available for teaching and non-teaching staff are:

- CPF
- Co-operative Mutual Benefit Society
- Loans from co operative society for both teaching and non teaching stuff
- Housing accommodation for grade IV staff
- Maternity leave
- Women's College Welfare Fund: established in the year 2008 wherein faculty members contribute a fixed amount monthly which is utilise for various purposes like marriage ceremonies, bereavement and for medical emergencies

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

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

3

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

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

45

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The HODs make the appraisal of the activities of their respective subject departments, a detailed account of which is submitted to the IQAC. Student appraisal of the teaching and the nonteaching staff is conducted on annual basis. Moreover there is suggestion box for the students where they can give their personal opinion. The whole process of performance appraisal system is monitored by the IQAC.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The college follows a transparent procedure for conducting internal and external audit.

The college has a chartered Accountant firm appointed by the Governing Body which carries out audit of the accounts of the college with all its supporting documents and vouchers and presents its audit report.

An additional external audit is conducted by the Office of the

Examiner of Local Accounts, Government of Meghalaya and in some cases by the Accountant General's Office, Meghalaya.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The Institution receives ad-hoc grants in aid from the Government of Meghalaya, RUSA. Rest of the resources come from students fees and participatory fees collected from various seminars etc organised by the institution. The management of the institution has made it a policy to employ the available financial

resources in an optimal manner. The Governing Body monitors the mobilization and the utilization of the financial resources. Hence, budgeting is an essential part of this institution's financial management which is aimed at plugging the pilferage of funds. The committees are allocated with impressed money which can

be enhanced as and when necessary Expenditure is limited to the confines of the budgetary allocation. The GB and the Principal

monitor the financial activities on regular basis. All the accounts are subject to internal and external audit.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The Internal Quality Assurance Cell or IQACl organizes seminars, workshops etc from time to time. The members of IQAC convenes regular meetings to review the activities of the institution and ensures that all the activities of the Institution are conducted systematically. It also looks into the remedial coaching for the slow learners. IQAC conducts student evaluation of the teachers, gets the feedback from the stakeholders on curriculum and the institution and helps organize various support services for the realization of quality education.

IQAC members of the institution help various departments and committees to plan and carry on with need based add-on courses and skill based programmes for the students on a regular basis such as:

- **Endowment lecture:** The Annual Pundit Ishwar Chandra Vidyasagar National Endowment Lecture was initiated in the year 2009 by the IQAC of the college. Eminent scholars from India and abroad are invited to deliver lectures on contemporary issues.
- **Students Seminar:** In order to enhance public speaking and research ability, students seminar is organised in the college every year. Students are encouraged to choose a seminar topic, make power point presentation and actively take part in discussion session along with the teachers.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The institution reviews its teaching learning process, structures and methodologies of operations and learning outcomes at periodic intervals through IQAC. Each department prepares its own Action Plan for the year that includes work schedules, a broad outline of special activities to be conducted etc. Different committees facilitate academic, cultural and sports activities. On the basis of feedback evaluation policies are framed. Policies and plans are revised as and when necessary. The Principal convenes periodic meetings along with IQAC to monitor the academic progress. Training programmes are organised by IQAC for the professional development of both the teaching and non-teaching staff, teachers are encouraged for Refresher Courses, Orientation Programmes and to attend faculty enhancement workshops/seminars etc.

Two examples of institutional reviews and implementation of teaching learning reforms facilitated by IQAC are:

- Faculty Colloquium: Every month one department gives a talk on any relevant topic. A variety of topics are discussed on various issues of interest.
- ICT facilities: Classrooms are enabled with ICT facilities to provide with better teaching learning experiences. Both teaching and non teaching staff are given training from time to time to be apt with the operation.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	C. Any 2 of the above
---	------------------------------

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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 year

On the 8th March 2021, International Women's Day was observed and eminent Guest Speakers were Dr. Sonali Shinda Tesia, Consultant Psychiatrist and Supriya Das, IPS. Supriya Das, IPS. Spoke on human trafficking and self-protective measures for women. Dr. Sonali Shinda Tesia, Consultant Psychiatrist on women and mental health.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	D. Any 1 of the above
--	------------------------------

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

<p>7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management</p> <p>The Institution is dependent on The Shillong Municipality for the disposal of its waste, both in the solid and liquid form. The renewable and the non-renewable waste is segregated and disposed off to the Municipality Garbage Van which makes its tour through the locality collecting garbage. The college keeps a number of dustbins as well as waste paper boxes, both inside and outside the college building. There is also a Campus Committee to look after the cleanliness of the college premises and ensure the proper management and disposal of solid and liquid wastes.</p> <p>The Institution has separate sanitary toilets for students, faculty and non-teaching staff. Septic tanks are suitably available.</p> <p>The college has a Sanitary Napkin Destroyer which disposes off the sanitary napkins in a proper way. The introduction of this</p>
--

equipment is a step towards the procurement of healthy habits on the part of the students as well as an effective means of waste disposal.

However, the college is yet to introduce E-waste management.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

C. Any 2 of the above

- 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

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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 200 words).

The College provides admission to students irrespective of their cultural, regional, linguistic, communal, socioeconomic and other diversities. Various academic and non-academic programmes are regularly organized in the college where students from diverse background are given equal opportunities to participate in them.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

- A National Webinar on "Understanding the Forest Rights Act 2006" was organized on 30th April 2021. The eminent speaker for the occasion was Dr. Indrani Sarma, Assistant Professor, Dept of Sociology, Cotton University, Assam.
- A Virtual National Panel discussion on "Intellectual Property Rights" was organized on 6th September 2021. Dr. Glenn C. Kharkongor Chancellor, MLCU, Shillong, Mr. Rahul Dutta Founder, IPR, Lab and Ms. Satrupa Bhattacharjee, Founder President Jharna women's College, Shillong were

the eminent speakers during the occasion.

- A One Day Webinar on the October 22nd, 2021 Workshop regarding Value Education was organized and eminent resource persons were Dr. A.U. Sharma (Asst. Prof Department of Philosophy, NEHU, Shillong) and Dr. Rituparna Barooah, (Prof. and HOD Department of Physiology, NEIGRIHMS).
- The Rotaract Club of Women's College Shillong
 - Conducted a project of distributing educational materials to a school on the 8th of September 2021
 - Conducted Cleaning Drive on the College campus on the 2nd of October 2021 to commemorate Gandhiji's Birth Anniversary and the Swatch Bharat Abhiyan.
 - Conducted a project called "Padhega Bharat" on the 8th of October 2021. The main motive of this project was to distribute Educational materials to the students living in Rilang and Lynkarbyng Orphanage.
 - Conducted a project "Go Green say no to Plastic" on the 14th of November 2021

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

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. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff

4. Annual awareness programmes on Code of Conduct are organized

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	View File
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	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

- Republic Day (26th January) was celebrated in the college by flag hoisting by Dr. Ratnadeep Roy, Principal, Women's College, Shillong. All faculty members and NCC Cadet Corps were present during the celebration.
- On the 5th of June 2021, World Environment day was celebrated with Covid Protocol.
- On the 21st of June, 2021 Yoga Session(Virtual mode) was organized.
- A National Webinar Series to Commemorate the 125th Birth Anniversary of Netaji Subhash Chandra Bose was held on Aug 7 - 31, 2021. The program was sponsored by ICSSR-NERC, SHILLONG.
- Independence Day was celebrated on 15th Aug 2021. Only the Faculty members from the locality participated in the flag-hoisting ceremony.
- On 2nd October 2021, the institution organized a cleaning drive as part of the Swachh Bharat Campaign that was initiated to commemorate Mahatma Gandhi's objective of Clean India.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

The college has a number of best practices like National Annual Endowment Lecture, Faculty Colloquium, Students' Seminar, Workshops and Seminars. However, the best practices implemented by the institution is attached in the template

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Women's College, Shillong, managed by the Education India Trust, looks into the education of women, especially the tribal women of North-East Region of India. It also facilitates the education of students from neighbouring SAARC countries. The institution's distinctiveness also lies on the fact that some of the students are first generation learners who mostly hail from rural background, thereby following the motto of the college, "Radiance Unto All". The college which is a meeting ground of students coming from different parts of the North-Eastern Region and beyond, also provides a platform for cross-cultural contact. This leads to cultural confluence that fosters open-mindedness and a broader outlook in today's globalized world. The motto of the institution "Radiance Unto All" is thus reflected in practice of spreading the light of knowledge that would radiate in various spheres of society. Almost 100% of the reserved seats are filled up by tribal students; thereby the institution follows the reservation policy of the state government. The college also caters the needs of the students from neighbouring countries like, Bangladesh, Bhutan.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

- Mentoring Sheet of Students - to be continued
- Faculty Development Programme - 1st June 2022
- Office Orientation Programme - 5th December 2022
- National Annual Endowment Lecture-26th September 2022
- Celebration of Women's Day- 8th March 2022
- The number of courses in the Skills Hub is to be increased.
- National Seminar on 'Quality and Relevance of Higher Education in India' on 25th & 26th March 2022.
- Celebration of Rabindra Jayanti-9th May 2022
- Celebration of World Environment Day- 5th June 2022
- Webinar on 'Ethics and Modernity'- 26th October 2022
- Closing Function of 50th Anniversary Celebration of Meghalaya Statehood- 4th November 2022 (Part I)
- Closing Function of 50th Anniversary Celebration of Meghalaya Statehood- 10th December 2022 -Panel Discussion (Part II)