



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	Mawsynram Border Area College
• Name of the Head of the institution	Dr. Smita Basu
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	09366563017
• Mobile No:	09402149983
• Registered e-mail	mawsynramborderareacollege@gmail.com
• Alternate e-mail	smitabasu2023@gmail.com
• Address	Mawsynram, East Khasi Hills District
• City/Town	Shillong
• State/UT	Meghalaya
• Pin Code	793113
2.Institutional status	
• Type of Institution	Co-education
• Location	Rural
• Financial Status	Self-financing

• Name of the Affiliating University	North Eastern Hill University				
• Name of the IQAC Coordinator	Wellcomestar Lyngdoh				
• Phone No.	07005082991				
• Alternate phone No.	03643590700				
• Mobile	8794245001				
• IQAC e-mail address	iqacmbac2021@gmail.com				
• Alternate e-mail address	wellcomestar@gmail.com				
3. Website address (Web link of the AQAR (Previous Academic Year))	https://www.mawsynramborderareacollege.com				
4. Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.mawsynramborderareacollege.com/academic-calendar/2021-2022/6251284863e45Accademic%20Calendar%202021-22.pdf				
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C	1.66	2021	01/03/2021	01/03/2026
6. Date of Establishment of IQAC			27/07/2021		
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	
Not Applicable	Nil	Nil	Nil	Nil	
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	1
<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? 	Yes
<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)	
<p>The IQAC has been trying to contribute in enhancement of teaching and learning process in the College, but due the recent Covid-19 pandemic situation and lockdown IQAC could not play a vital role during this session. However, IQAC has always encouraged to have online classes through google meet, google classroom and even through WhatsApp's group in distribution of study materials.</p>	
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
To organize departmental Seminar	Inter departmental Seminar is yet to be organised
To have more ICT Classes	ICT classes have been increased
To organize career guidance and counselling for the students	Career guidance and counselling will be organised for the outgoing students
To conduct minor research project	Minor Research has been given to the Geography Department
To conduct one National Seminar in 2022	National Seminar is under process
13.Whether the AQAR was placed before statutory body?	No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020-2021	10/02/2022

Extended Profile

1. Programme

1.1	7
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2. Student

2.1	167
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	167
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	47
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	26
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	Nil
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	6 classrooms and 1 hall
Total number of Classrooms and Seminar halls	
4.2	11.89 lakhs
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	12
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

At the beginning of the academic session, the Principal conducted meeting with the teaching staff to develop strategies for effective implementation of the curriculum, teachers were encouraged to impart education through methods, such as assignment, internal test, discussion, seminars, ICT classes and field trips besides the

traditional methods. The Academic Calendar was framed by the Academic Committee as per the Academic Calendar of the University. Thereafter, departmental meetings were conducted to formulate the plans for the upcoming session. The syllabus were divided equally among the faculty so as to complete the course within the stipulated time. Each department follows the academic calendar as prepared by the institution.

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)

The institution conduct its internal assessment as per the guidelines given by the University, and the Academic Calendar prepared by the institution. The University has allotted 25 marks for internal assessment, that is, 15 marks for internal test and 10 marks for assignment.

For internal test the institution conducts two tests and the the best one will be counted along with the assignment. The college after the evaluation of the first and second test along with the assignment, all the marks of the students were displayed on the notice board so that the students will be aware of their performance.

The total marks, (internal test and assignment) of the students was displayed on the notice board before it was sent to the affiliating University.

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

D. Any 1 of the above

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

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
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

7

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)	View File

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)

0

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

0

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

0

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

Due to the lock down and recent pandemic situation w.r.t., Covid-19, the institution has not been able to conduct programmes related to many issues. However, issues related to Environment and Sustainability has been conducted by the NSS from time to time. The NSS conducts programmes related to cleaning drive under the theme of "Collecting waste plastics and safe disposal" on the 11th October 2021. Beautification of Village and Cleaning of Traditional water sources, cleaning of Tourist spot were also conducted. The NSS also conducted its cleaning drive in the college campus.

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	View File

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

0

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

0

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

D. Any 1 of the above

**from the following stakeholders Students
Teachers Employers Alumni**

File Description	Documents
URL for stakeholder feedback report	View File
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)	View File

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	View File
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

300

File Description	Documents
Any additional information	View File
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

2

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

Learning level and academic background of the students were assessed during the admission through scrutiny of admission forms for the new entrants. Orientation programme is also being conducted for the fresher's to brief about the rules and regulations of the college, curricular and co-curricular activities. Students were also apprised about the importance of regularity and internal assessment (internal test and assignment) as per the University norms. Departments initiate to identify slow learners and help them to grasp knowledge at par with others.

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
167	27

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

Students remain at the heart of the institution and teachers are always ready to mitigate even their personal problems so that there will be a bond of good relationship between teachers and the taught. The feedback questionnaire were given to the students to access the teaching and learning process of the college.

During 2020-2021 because of the covid pandemic the college could not arrange any field trip or any educational tours as it used to arrange in the previous years. However, the college could conduct competition through online mode.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://www.mawsynramborderareacollege.com/committee-cell-club/10/co-curricular%20packages%20committee

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

The college to enhance the teaching learning process introduced the ICT teaching method. Teachers from various departments used ICT classes so that they can make classroom teaching more interesting and more lively. The college adopted both modern and traditional methods of teaching.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.mawsynramborderareacollege.com/departmental-report/3/khasi

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

7

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	View File

2.4 - Teacher Profile and Quality	
2.4.1 - Number of full time teachers against sanctioned posts during the year	
26	
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	View File
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	
1	
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	
26	
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 has set up an Examination Committee to look into the matters related to Examination internally and externally in order to maintain a transparent way of evaluation by considering the fact that evaluation process should be fair and uniform. After evaluation, marks were displayed on the Notice Board so as to enable the students to cross check his/her internal performance and also to maintain transparency in evaluation.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

The College has set up an Examination Committee to look into the examination process internally and externally by following the prescribed guidelines of the University. Before the commencement of the Examination, the Committee arranged matters related to examination accordingly, like seat plan and invigilators duty. Information were given to the students pertaining to the rules and regulations of the Examination as per the guidelines of the University. Whenever complaints arises in matters related to examination, the Committee along with the Principal settle the matter within a time- bound period with an efficient manner.

Students were also made aware about the re-evaluation process which is under the perview of the University. When grievances arises after the declaration of result, the Committee always encourages the student to go for re-evaluation as per the University guidelines.

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.

Students and Teachers are aware of the stated Programme and course outcomes of the Programme offered by the institution as follows:

1. **Critical thinking:** Students are constantly encouraged to develop reasonable judgement.
2. **Effective Communication:** Students are encouraged to interact with teachers to develop fluency in communication.
3. **Social interaction:** Students are encouraged to participate in social activities conducted by the College form time to time.
4. **Responsible citizenship:** Students are guided to understand the role of being a responsible citizen and to imbibe the value of equality, justice and fraternity in the society.
5. **Environment and Sustainability:** Creating appropriate environment consciousness and sustain the pristine environment remains at the core of every stakeholder.
6. **Self directed and life long learning:** We strive to make the students understand that learning is a life long process and the study period in the college is only a step towards this direction.

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.

Strategies have been developed by the institution are:

1. Academic Committee has been set up to monitor the academic programme regularly including teaching-learning design.
2. Teachers focused on improving teaching learning process.
3. Governing Body initiated the introduction of ICT based classroom and urged the head of the institution to mobilise the innovative

learning process.

4. Orientation programme has been conducted at the beginning of the new session for the freshers about the rules and regulations curricular and co-curricular activities.

5. Assessment of the result in every semester and adopting a new strategies to combat the problems faced by the students in order to improve the performance of the students in the subsequent examination.

6. During the Pandemic year the teaching learning process was carried out through Digital Platform. Teachers were advised to use whatsapp, google meet as well as google classroom to provide education to the students.

7. Considering the relatively academic and economically background of the students, success rate of the students in the University is quite satisfactory.

Hence, it may be stated that the programme and course outcome of the institution is reaching the target at the current level though there is enough scope to improve it further.

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

47

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)

<https://www.mawsynramborderareacollege.com/igac/6/Student%20Survey%20Report>

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)

0

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

0

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

1

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

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

1

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

0

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

Response:

Besides the pandemic which has affected the normal life of the people around the world the same happened to the institution as well. The College has not been able to effectively participate in the extension activities in the neighbourhood community in sensitising and creating awareness on various issues. However, the NSS Unit of the College has been able to conduct programmes like cleaning drive in the neighbourhood community and organise Blood Donation Camp cum awareness programme in the College to create awareness and sensitise among the students.

The College has not been able to organise any indoor or outdoor games due to the restrictions imposed by the Government.

File Description	Documents
Paste link for additional information	https://www.mawsynramborderareacollege.com/admin/account/report/committee/10
Upload any additional information	View File

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**

0

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

5

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
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

396

File Description	Documents
Report of the event	View File
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

0

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**

0

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.

Response:

Since the inception of the institution in 1997, the developmental activities works in phase wise manner in order to enable the smooth functioning of the teaching and learning process. Being a self finance institution, the college faced a lot of financial constrain with regards to allocation of funds. In the previous years, the

college was able to receive some help from public representatives (MP's, MLA's, MDC's), Ministry of Department of North Eastern Regions as well as from students in the forms of development fee. Being a self-finance institution the College is still facing many limitations in providing effective infrastructure facilities due to lack of funds.

Presently, the College has only 6(six) classrooms to cater the smooth functioning of classes. LCD projector was installed for ICT classes. Separate hall and conference room for conducting of meeting, seminars, workshops, general meeting with the capacity of 300 and 50 persons respectively are available in the College.

Laboratories:

The College had two laboratories- one Geography laboratory and another Computer laboratory with 12 (twelve) computers.

Tutorial Space:

The classrooms of the college were utilized for tutorial classes after normal class is over.

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.

Response:

The College being a self finance institution it has not fully equipped with various facilities for all the activities. However, the college had managed in the following ways:

Cultural Activities: The College has appointed a Cultural Committee to supervise the cultural activities in the college and under the

guidance of the Committee. The College participates in various cultural programmes such as competitions, important days of both local and national and during the annual College Week.

Indoor games: Extra-curricular activities like carrom board, singing, dancing, debate, flower arrangement, quiz competitions and many others events were organised by the College, its classrooms and College Hall were utilized.

Outdoor games: The College organises extra-curricular activities during College Week. Events like football, volley ball, cricket race and many others were organised in the Football field (Madan Dewbyrtha) which is adjacent to the College campus which belongs to the Dorbar Shnong of Mawsynram Village. The College participates in the football tournaments organised by the local football club as well as by the University.

Gymnasium: As of now the college has no gym facilities, however it may consider in the future.

Yoga Centre: The College utilizes its College Hall for yoga session occasionally.

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.

2

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

2

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)

11,89,908 lakhs

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
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)

The institution has its own methods for updating the library facilities and maintaining records of books and the study materials through its dedicated computerisation. ILMS data management facilities are operative but could not modernised due to inadequacy of network/internet facilities and non accessibility of appropriate resources. The institution depend on such resources in order to move forward and implement the same on priority basis once such resources are available.

The institution hadrecently set up a Local Area Network(LAN) and 2015 KOHA software package has been installed for automation. At present the library is under process to be automated for using Integrated Library Management System.

Version: KOHA software package and also Local Area Network(LAN)
Version: 3.14.00.000.

Year of Automation: 2015

Library is being upgraded continuously with addition of new text books, titles, reference books and journals. Students and teachers and encouraged to avail these facilities.

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

E. None 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)

0

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
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****17:25**

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 institution has a total of 12 computers with one laptop and power point projector. Considering the strength of the college and library facilities, it may not be sufficient but sufficient to meet the need of the college as well as the students. The institution is planning to procure more computers and other peripheral accessories in the future so as to meet the emerging demand.

As the locality suffered from inherent poor internet connectivity. The persistent efforts of the college, internet facilities are now available since 2019. Consequently, IT facilities would get upgraded with time and the college will be able to improve in all areas in IT related activities including ICT.

The institution will always grasp an opportunities to upgrade IT facilities and other related modernisation programmes to be at par with latest educational system and social transformation.

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

4.3.2 - Number of Computers**12**

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 E. < 5MBPS

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)

11,89.908.00

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
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.

Since its inception, the college was runned and maintained by Mawsynram Border Area Society which was fully sponsored by Shri (L) Shrolenson Marbaniang. The academic activities was managed and maintained by different committees, like Academic Committee, Examintation Committee, Library Advisory Committee, Finance Committee, Sport and Cultural Committee, Co-curricular ActivityCommittee, Grievances Redressal Cell, Anti-Ragging Cell,

Gender Sensitisation and Prevention of Sexual Harassment Cell. Conveners of various Committees were empowered with full responsibilities to monitor the activities as per the established rules of the College.

For smooth functioning and effective facilitation of teaching and learning, the college put its efforts to systematically monitor the optimal use of the infrastructure and learning resources available in the College. Being a self finance institution, the management works on priority basis in terms of requirement as the college remains fully dependent on its own resources and the fees collected from students.

The College uses the Football field of the Mawsynram Village which is adjacent to the college campus for conducting outdoor games.

The College has only 6 classrooms with a multipurpose hall. The college has 12 computers, one laptop and two LCD projector.

The academic are also substantiated with a library that meet the requirement of the students.

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

241

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

0

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**

D. 1 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	
0	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
0	
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	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	View File
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	

0

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**

2

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**

0

File Description	Documents
Upload supporting data for the same	View File
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.**

0

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 been able to facilitates students' through democratic means of functioning on different aspects of collegiate education in collective form. The College has constituted the Student's Union known as 'Mawsynram Border Area College Students' Union for the first time, that is, in the year 2017. The Executive Committee of the Union was elected in a fair and democratic manner by means of filing the ballot paper for nomination by the candidates for different post followed by the scrutiny of the nomination papers by concerned authorised Committee.

Regular election is being conducted by the college as per the rules and regulations of the College. Funding of various activities ia being looked into by the College itself.

Since the formation of the IQAC,the College has naminated one representative from the Student Union to the Committee as per the prescribed norms of the NAAC.

For publication of yearly magazine the students take active participation in providing of variety of write-ups ranging from poems, short stories, qoutes and many others. These articles were written in both local nad English languages.

During the annual College Week studentsparticipatein co-curricular and extra-currilar activities of the College.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

0

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)	View File

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 past students of Mawsynram Border Area College had formed an alumni association since 2015 but due to some error the process of finalizing the registration of the association is still pending. However, the association have contributed a lot towards the development of the College. The past students always remain attached to the welfare of the College, interacting with the current students and teachers to chalk out plans and ideas for the overall development of the College. It si expected that Alumni Association will become stronger body in the future and will be able to contribute more to the College.

At present the College after the formation of the IQAC, it has nominated one member from the Alumni Association.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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 institution inculcates democratic norms in term of planning and implementation. The Governing Body has the representation of the Principal, two teachers' representatives, Government Representatives, University Representatives and other members. Decision by the Governing Body is conveyed through the Principal for perspective plan and implementation in the institution. The Principal through its General Staff convey the message to be met by the institution.

The vision and mission of the institution are communicated to all the stake-holders especially the students in every programmes of the college. The college organises orientation programmes for the new batch of students every year at the beginning of the session where vision and mission are highlighted to the students as well as parents during parents' meeting. Teachers are also encouraged to adopt these basic principles to cultivate the objectives so as to emerge as a better and successful human being.

The management is committed to the role of providing necessary facilities to the students and cater to the contemporary requirement of higher education. The management gives full freedom to the Principal to fulfil the vision and mission of the institution. The college is committed to ensure that compliance to the regulatory body is required.

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 practice the concept of decentralization and participatory management. At the apex lies the Governing Body and at the intermediate level of the institution lies the Principal, Vice Principal/IQAC Coordinator and at the lower level the institution meets through regular meetings of the teaching and non-teaching staff through various Committees. The Departments take their decision at the department level to implement the available curriculum and teaching learning methods. The institution adheres to the ideas given by these stake-holders. At the instance the IQAC of the institution form various Committees to function in an independent manner. The Student Body was formed to carry out extracurricular activities through their wishes and aspirations. Feedback are collected from the students and their wishes are taken into consideration. The institution also engaged the alumni association to enhance the mechanism of participatory management.

The leaders of all the stake-holders are involved in its activities. The college also interacts with parents of the students and with various heads of the community. The College maintain cordial relationship with the Police Station so as safety and cooperation is ensured. Hence the college receives cooperative support. The management fully supports any new plan for the benefits of its stake-holders.

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

Every Academic session begins with a perspective plan to implement

different activities for the entire academic calendar year. Curricular, co-curricular and extracurricular activities were scheduled in the academic calendar and the prospectus. The College tries to implement the activities as per scheduled by adhering to the plan and strategies.

The management always discusses with the teaching and non-teaching staff which in turn encourages the involvement for the improvement of effectiveness and efficiency of the institutional process. Regular meetings were held between the staff and the Management representative.

The institutional plan is deployed by the Principal in consultation with the representative of the Management, Vice Principal, Heads of various Departments and the Head Clerk. The Academic Committee prepares the admission schedule, the number of days and examination for the academic year. This calendar includes programmes and activities to be conducted. These plans were regularly revised for the development of the College.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	View File

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 functions of the institutional bodies of the College are as follows:

Mawsynram Border Area College Society: This is the sponsoring body of Mawsynram Border Area College. It provides services to the people in terms of academic need that are properly managed and implemented.

Governing Body of the College: The Governing Body of the College is constituted as per the guidelines of the University and Education Department, Government of Meghalaya. It is the apex body which consisted of 15 members.

Principal: The Principal manages the day to day administrative affairs.

Vice Principal: The Vice Principal assist the Principal. He/she also discharges duty whenever the Principal is not available.

IQAC:To act as a quality monitoring body and all other matters relating to quality enhancement of the institution.

Heads of the Departments: The Head of the Departments ensure that plans communicated to them by the Principal should be implemented systematically.

Committees: Various Committees were formed for academic, co-curricular and extracurricular activities.

Service Rules: Governing Body has framed its own service rules to regulate the service conditions of the staff.

Appointment: The recruitment process is followed as per the standards procedures of the University and the State Government.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	View File

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

D. Any 1 of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user interfaces	View File
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 backbone of any institution are the driving force of the staff. The Governing Body initiate the necessity of its staff besides limited financial resources to implement some welfare measures for the teaching and non teaching are being provided as follows:

1. Residential accomodations for few teaching and non teaching.
2. Provision of Provident Fund for both teaching and non teaching staff under EPS Scheme of Government of India under EPFO.
3. Payment of fees to those who attend Orientation Programme, Refreshers Course, Conference and Seminar.
4. Support for teachers who pursue higher academic programmes like Ph. D., M. Phil., etc.
5. Maternity leave for women staff and other leaves for the staff.
6. Paternity leave to the male staff as per the prescribed rules.

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

2

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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**

0

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**

2

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 institution has not introduced the Performance Appraisal system for teaching and non-teaching staff. The Principal remain the monitor of the performance of all the staff. The Principal inititates and encourages the staff to enrol for refreshers course, orientation and others. The IQAC felt the need to initiate the Performance Appraisal System to improve the performance of teaching and non teaching staff. The institution with only 9 (nine) departments and very limited number of staff remain self oriented. However, the Principal always monitor the performance of the teachers round the clock.

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

Being a self finance institution, the college rely entirely to the calibre of the Principal and the accountant on matters related to internal audit and maintaining receipt and expenditure accounts. The insitution engage audit of its financial statements annually and invole external auditors to ensure transparencyof receipt and expenditure of the institution every year. Income and expenditure of the College are maintained properly in the Record Book.

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)

0

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

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

Beside the College fees, the institution does not receive any financial aid from any sources. The Institution runs the administration entirely from the fees collected from the students.

It is a big challenge to the institution to manage all its activities from the fees collected from the students. Being a rural area college located in a remote border area of the country where most of the residents belong to the weaker economic section of the society. The institution serve and sustain to the financial condition of the people with affordable charges from the students, yet it has been able run smoothly through dedication and commitment of the management and the staff of the College. The College is still approaching the Government for financial assistance in the form of "Adhoc grant" or regular recurring manner in order to solve the financial crises and to enable the College to expand its activities and open more courses which will benefit the students and the community in the future generation.

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

After the first cycle of assessment the institution realises that enhancement of the quality of education in its academic programmes and other peripheral developments must be student

centric. The institution had formed the Steering Committee before the assessment but it was only IQAC after the assessment, that is, on the 27th July 2021. After its formation the IQAC had reconstituted the various committees which will look into the emerging challenges in the teaching learning process. Since the formation of the IQAC on the 27th July 2021 the Committee has not been able to contribute to the quality of teaching and learning process because of the lockdown due to Covid-19 pandemic.

Four main practices institutionalised after the formation of the IQAC are:

1. To monitor the function of various Committees and making the institution more active towards the need of the students, teachers and overall development of teaching-learning process.
2. To make teachers as well as teachers to be more accustomed with IT sector development.
3. To evolve ICT based teaching method and getting adapt to requirement and dynamic of the system.
4. To organise seminar (inter-departmental, local, national), workshop and others to encourage teachers and students for participation.

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 makes efforts to review its teaching-learning process, structures and methodologies of operations and learning outcomes at periodic intervals through the IQAC. The major task of the IQAC is to find out ways and means how to introduce new methods of operation with the existing facilities of the College along with improvement in some sectors that are immediately affordable.

Two measures taken by the IQAC are:

1. **ICT classes:** The management had installed ICT based education and most of the teachers utilizes it. Being located in a remote area weak internet connectivity is a serious challenge to ICT classes. It is expected that internet connectivity the College will be able to make significant improvement in ICT based education.

2. **Feedback:** Feedback mechanism has been put into place. Feedback has been collected from the students and the same has been analysed. The college intends to set up process for feedback from all stake-holders, students, parents, alumni, teaching and non-teaching staff as well as from retired staff. It was proposed that feedback mechanism should be both online and offline mode.

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)

E. None 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

The institution has initiated some measures to promote gender equity by providing facilities as follows:

- 1. Safety and Security:** As a concern for Safety and Security of the Students, the College has constituted various committees like, Anti-Ragging Committee, Internal Complaint Committee, Grievances Redressal Committee, Gender Equality and Monitoring Cell and PWD's Committee to deal specifically with such issues that may arise from time to time. However no such cases has been reported.
- 2. Orientation:** At the beginning of the academic session the college organised orientation programme to counsel the new and the existing students to cater their academic needs as well as to shape their personal well being. In the institution there is no discrimination in term of sex, religion, race, caste, creed, colour, place of birth and others.
- 3. Common Room:** The College has arranged for a separate common rooms for both boys and girls. For maintenance and management the Students' Council elected one Secretary for Boys as well as one Secretary for Girls common rooms.

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	View File

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 facilities in the institution for the management of the following types of degradable and non-degradable waste as follows:

- 1. Solid waste management:** Since the college is located near the Village, the college has constructed cemented waste management system for degradable and non-degradable waste from the college. However most of the time waste generated from the college is collected by the truck which has been arranged by the Village authority.
- 2. Liquid waste management:** The college has only one laboratory (Geography laboratory) which hardly produces any harmful chemicals. Therefore drainage system has been constructed in such a manner that it seeps to the ground.
- 3. Biomedical waste management:** Not Applicable
- 4. E-waste management:** The College had very few electronics devices

and very small amount of e-waste has been generated therefore the college has not come out with any policies to manage e-waste. All e-waste products are being kept in the store room.

5. Waste recycling system: Waste recycling system was not practiced yet.

6. Hazardous chemicals and radioactive waste management: Not Applicable

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	View File

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

D. Any 1 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:

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

E. None of the above

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

E. None 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

D. Any 1 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	View File

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).

India is a country of multi-cultural and multi-lingual society where our state, Meghalaya is no exception and even our institution as well. The College caters students from various communities from various socio-economic background like Khasi, Garo, Rabha, Bengalee and others, however in the institution we are like brothers and sisters. The college, though it has not been able to conduct any programme which are related to any specific issues but during the orientation programme this issue was always inculcated in the mind of the students by the Principal.

Students were inspired to participate in various traditional culture during College Week as well as whenever there is any special program for cultural program to show case their culture.

Teachers always play a big role in providing an inclusive environment as most of these issues are also a part of the curriculum framed by the Affiliating University.

Students were encouraged to participate in games and sports National Service Scheme so as to strengthen the bond of relationship.

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

The institution always sensitizes the students, employee to the constitutional obligations about values, rights, duties and responsibilities which enable them to become a responsible citizens of the country. The college curriculum who was framed by the affiliating University in Paper 3 of the Third Semester is "Fundamental Rights, Duties and Directive Principle of State Policy". This is the step to inculcate in the mind of the students to understand about his/her rights as a citizen, duties that we are bound to perform and the responsibilities to serve the nation.

During the national festivals eminent persons always inspired students and staff by informing about the freedom fighters and emphasize the value, rights, duties and responsibilities as a citizen by abiding the constitution of the country.

The institution has its own rules and regulation as per the affiliating University for all the students to be followed. Code of conduct is prepared by the management for all the staff and everyone should obey.

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

D. Any 1 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

The institution celebrates/organizes national and international commemorative days, events and festivals. National festivals play a very important role in planting the seeds of nationalism among the people of India and to pay tribute to the leaders who have sacrificed their life for the nation.

However, the college could conduct only one programme in 2020-2021 because of the lockdown which was imposed by the government due to the spread of Covid-19.

Independence Day: Independence Day celebration is celebrated to mark the freedom of India from the British rule. The college through the NSS Unit conduct online competition in drawing and slogan writing competition. During this event very few students participated.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
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.

1. **Having Geography Department:** The college is located in one of the area which is known as wettest place on earth. Having Geography

Department as one of the subject in the college it will provide a platform to the students from the area to equip themselves with a thorough understanding and knowledge of the rich biodiversity of the region and to acquire knowledge about the climatic condition of the region as a whole.

Evidence of success: The University visited the college to install rain gauge and other equipments to measure the intensity of rain in this area because of its unique character of this place.

2. Extension Service: To understand the problems and issues faced by the society, to render service to humanity, to imbibe a sense of leadership among staff and students and to enable to resolve problem practically.

Evidence of success: The College through the NSS Unit has adopted Laitsohum Village under Mawsynram Block 4 kms away from the College campus from 2019. Major contribution could not be made due to Covid-19 where total lockdown have been imposed. NSS Unit organised cleaning drive in tourist spot such as Krem Puri and repair of traditional water bodies in the Village.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
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

In following the founder's foot step and keeping in mind the vision and mission of the institution, its vision is to serve the people in the remotest border area of the state. This action has enable the students from border area to get an opportunity to acquire higher and become at par with their counterparts in the state and the country. Knowledge is fundamental to progress in life and the prime objective of the College is to empower the students with the power of knowledge to shine in the society.

The College is located in the border area at a distance of 35 kilometres away from Bangladesh and it is a rural base institution. Most of the students who come to study in this college are unable to

move out and remained deprived of higher education. Only few affluent section could afford to move out to Shillong or other places to acquire knowledge in higher education. This institution is providing education to the under privileged people of the area.

Remoteness of the area and its climatic condition makes it a challenging job to run the institution. But the sacrifice, commitment and dedication of the Staff and Management are the hallmark of this institution.

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

The future plan of action of the college are as follows:

1. To introduce two more departments that is, Sociology and Garo from July 2021
2. To introduce Commerce stream from July 2022
3. To organise national seminar/ workshop.