SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

KIANG NANGBAH GOVERNMENT COLLEGE,LADNARTIANG, JOWAI

LADNARTIANG, JOWAI, WEST JAINTIA HILLS DISTRICT
793150
www.kiangnangbahcollege.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

June 2021

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Established in the year 1967, the Kiang Nangbah Government College (earlier known as the Jowai Government College) has rendered yeoman service in promoting higher education in this part of the state of Meghalaya. It began as an evening college, intending to cater to the needs of the rural and under privileged section of the society. It also served as a means for those employed but were unable to pursue higher learning.

Till date, several Principals had served the College and had moulded it into a shape of what it is now. Since inception only 7 teachers and 6 Departments, the present strength of teachers in the College had gone up to 72 in all the 13 Departments of the Arts, Science and Commerce Streams. The teaching faculties of the institution are drawn from different parts of the State of Meghalaya. Majority of the students belong to the indigenous tribal with a small number of students from other community.

The College has transformed, starting from the rented building of the bygone years, now it has moved into its sprawling permanent campus of 22.4 acres, with RCC Buildings, and the current student's enrolment standing at 2000 plus.

An important feature of the institution is its rural nature catering to the needs of many who aspire to learn. It is the only college in Jaintia Hills to offer Degree Courses in Arts, Science and Commerce.

Vision

The Vision of the college is as follows:

To cater to the educational needs of our youth

To mold our young people and inculcate social responsibilities to be worthy citizens

To imbibe a sense of responsibility towards the environment

The College caters to the wholistic development of most of the rural and underprivileged sections of society who cannot afford to venture outside the district for higher education. It therefore has to accommodate a large number of students, even beyond capacity, as it is a Government-run College with minimal fees.

Mission

Our Mission is therefore, *to provide students with quality education, affordably, and to make them aware of the importance of holistic, sustainable development.*

Since its inception, the College has worked towards its mission of being a beacon of hope to hundreds of young people from the remote areas of Jaintia Hills District, who cannot afford to travel to the capital city for better, higher education, and it is the combined efforts of the eager minds and the Faculty, along with the management

that has been able to churn out bureaucrats, doctors, engineers, lawyers, teachers, businessmen etc. The Alumni Associationis doing its bit to bring together the students who have completed their studies in the institution. We also encourage students to take part in extra-curricular activities, in sports and games such as football, cricket, basketball, debates, music, skill development as in handicraft etc. The college has conducted Seminars and Debates both at the District and National level to encourage students to build their confidence. We have conducted remedial classes under the RUSA scheme, to enable students to gain better knowledge of their subject. Under this scheme, we have conducted a month-long training programme in handicraft and Vocal Music lessons in 2018. The training in Vocal Music is continuing this year as well. A Certificate Course in Computers is also underway.

We are therefore committed to the cause of empowering our youth of the district through access to higher education, equipping them with skills to enable them to grow intellectually, and to inculcate social, moral and spiritual values which would aid in their personal and professional growth.

We need to educate people with 'soul' and not just automatons in the cog-wheel of life.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

Institutional Strength

- Adequate land measuring 98005.41 Sq.mtr.

- Adequate infrastructure such as Administrative Building, Academic Block, Indoor Stadium, Out Door Stadium, Badminton Court, Basket Ball Court, Girl's Hostel, Boy's Hostel, Canteen, Coffee Shop etc.

- The College has an average Teacher – Student Ratio 1.25

- The College Community has Homogeneous culture

- The College Campus is an ideal place for conducting academic programmes in Higher Learning.

- The College provides support to Students for various training, Educational Seminars, Sports activities etc.

- Rural students enrolment is very high which added literary rate to the state.

- College is recognised under section 2F and 12 B of UGC Act 1956

- It is affiliated to North Eastern Hill University Shillong ,Meghalaya.

- Introduced 4 years Integrated Degree Course which was affiliated to North Eastern Hill University Shillong ,Meghalaya.

- Students financial support from State Government

- Enrolments of girls students is very high

- Qualified Teaching and Non-Teaching Faculties.

- Adequate space for building extension and other construction works.

- Transport system is available for students

Institutional Weakness

Institutional Weakness:

- A large number of the students are from economically low-income group

- Poor educational background of the students in higher secondary level

26-11-2021 11:29:19

- in adquate number of Staff Quarters.

- In adequate infrastructure in respect of the number of students admitted resulting in overcrowding of Classrooms and Laboratories.

- In adequate number of Smart Classrooms

- Being a Government college the procedural matters related to development and up gradation of the college is very slow.

Institutional Opportunity

Institutional Opportunity

- The Institution has the potential to become a reputed centre of higher learning.

- It is the only College in Jaintia Hills District offering Honours Degree courses in Arts, Science and Commerce.

- Being situated in the hub of the town where silkworm rearing has been carried out successfully, there is also a vast scope for introduction of Vocational Course in Sericulture

- Scope to become Autonomous institution.

- Scope for advanced ICT enabled learning.

- Scope for collaboration with other institutions and industries.

Institutional Challenge

Institutional Challenge

- Language Barrier as most of the students had their early education in rural areas and are not well versed in English
- Limited funding from the State Government and other agencies
- Inadequate number of teachers doing research
- To start Post Graduate program in the college

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Criteria - 1: Curricular Aspect

Kiang Nangbah Government College, Jowai is affiliated to the North Eastern Hill University, Shillong and follows the Curriculum prepared and implemented by the University.

The College ensures that the Curriculum is implemented in letter and spirit and faculty members are required to perform well with regard to the effective curriculum delivery. In addition to classroom teaching, the college has been conducting/ organizing Excursion Trips and Study Tours and the Students are taken to various places in the State and the Country. Industrial Visits of the students of Commerce Department have been arranged regularly for the past few years.

Teaching-learning and Evaluation

Criteria - 2: Teaching-learning and Evaluation

The College is transparent with regard to the Admission processes. All matters relating to the admission is carried out by the Admission Committee.

At the beginning of every session, an Orientation Programme is conducted for the fresh students where the rules and regulations of the College and other important information are made aware to the students.

The College has an Academic Calendar which is followed meticulously. The North- Eastern Hill University also provides a calendar which is being incorporated in the institution calendar.

Apart from the Annual/End Semester examinations, to assess the students Class Tests/Internal Tests are conducted by the college.

The college had conducted SSS offline in order to enchance the scope of quality education in teaching and learning.

Research, Innovations and Extension

Criteria - 3:Research, Innovations and Extension

Although there are no facilities for Research purposes, the College has constituted a Research Committee to encourage the teachers to take up research projects. The committee comprise of the Principal and Vice Principal as its Chairman and Vice Chairman and four teachers from the Humanities and Science stream as its members. Since its formation in the academic session 2014-15, the committee has recommended one minor research project taken up by the Department of Chemistry.

Between 2006 till date teachers have become more involved in active research and 12 teachers have completed their Ph.D., and some are in the process of submitting their Theses.

The Seminar Committee organizes Seminars in collaboration with various Departments to expose the students and faculties to advance level of knowledge and skill. The Literacy Committee organized a workshop for teachers and invited experts.

The college has an NSS and an Outreach Cell to promote institution neighbourhood community network through a variety of programmes such as tree plantation, cleaning drive, blood donation to engage and encourage students in contributing to good citizenship, service orientation and holistic development. The NSS in the last two years have been actively involved in extension activities.

Infrastructure and Learning Resources

Criteria - 4: Infrastructure and Learning Resources

For creation and enhancement of infrastructure to facilitate effective teaching and learning, the College has an Infrastructure Committee. Its function is:

(i) To identify problems of existing buildings and to propose modifications or repairs,

(ii)To propose new buildings along with purposes and locations,

(iii) Preparation of annual statement indicating the number of students, number of classrooms/laboratories and capacity of each of them before the closing of the session

The proposals for modifications, repairs or new constructions are submitted to the Principal to forward the proposal to the Government to obtain necessary permissions and funds.

There is a Library Advisory Committee which looks after the College Library and gives proposals for the upliftment/upgradation of the library and other requirements to the Principal. The Library is currently under the process of being upgraded and is being extended with financial assistance from the RUSA scheme.

Student Support and Progression

Criteria - 5: Student Support and Progression

For the benefit of the students, the institution publishes its updated prospectus every year to provide information about admission procedure for the different programmes offered by the institution.

Majority of the students belong to the ST/SC category and are eligible to apply financial help from the state government in the form of scholarships, book grant, etc. All the necessary information is provided and notified through the College office.

Depending on the allocation of fund by the State Government, students are taken for Departmental exposure trips to different location outside the state.

The college have a student body known as the Kiang Nangbah Government College Student Union whose members are elected by the students through an Election process conducted by the institution annually.

The institution encourages the students to participate in extra-curricular activities and co-curricular activities at the District and State levels. The College week is an annual event where different sports and games, Art and Cultural, literary programmes are conducted. The College participates in all activities organized by the University and the students get the opportunity to represent the college.

The institution publishes the college magazine annually. Students are invited and encourage contributing articles for the same.

The Career Guidance & Counselling Committee provides career guidance to all the students where Experts are invited from outside/other institutions.

The college has an active Alumni Association which conducts seminars and workshops.

Governance, Leadership and Management

Criteria - 6: Governance, Leadership and Management

Being a government institution, the college falls under the purview of the Directorate of Higher and Technical Education, Government of Meghalaya. The Principal is the head of the institution and with the help of faculty design quality policy and plans which are then sent as proposals to the State Education Department through the Directorate. The college also has an Advisory Board with the Deputy Commissioner of the District as its Chairperson.

The Principal as the Head of the Institution along with the members of the Academic Council which includes the Heads or Senior most teacher of all departments has regular meetings. Meetings of the Council and frequent interactions with the Teaching and Nonteaching staff and Students' Union are undertaken to ensure policy statements and action plans for fulfilment of the mission.

The proposed policy and plans formulated after Council and Staff meetings are sent as proposals to the State Education Department through the Directorate and action is taken only after getting the approval from the Directorate. The College has constituted a number of committees and all teachers are encouraged and motivated to be a member of various committees.

The students are encouraged to participate in the various cocurricular and extracurricular activities during the annual college week and in the different competitions outside.

Institutional Values and Best Practices

Criteria - 7: Institutional Values and Best Practices

The college is open to innovations and new ideas, both in academics and administration.Here is an Election Committee which comprise of a group of teachers to conduct the Kiang Nangbah Government College Students Union, (KNGSU) election annually along with Officers deputed by the District Administration as observers. The election is modelled on the regular democratic election of the country. Teachers take active part as presiding/polling officers, counting supervisors/officers.

The KNGCSU comprises of the President, Vice President, General Secretary, Assistant Secretary, Secretaries of Cultural Affairs, Debate & Symposium, Indoor & Out Door Games, Sports, Social Service, Boy's Common Room & Girl's Common Room,

The KNGCSU looks after the welfare of the students of the College.The main aim of the KNGCSU is not just to provide a platform for students to expresss their diplomacy & socio-political skill but also to develop a sense of belonging in them about the college as a whole by involving them in certain key aspect of management and administration. The college student's union is a major force in voicing out the needs of the students to the college authority and the government. They play the role of meditors and act as a bridge between the college and authority and the students. This helps the college authorities to maintain displine and harmony inside the campus. It also assure that the students-authority relation is well balanced.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	KIANG NANGBAH GOVERNMENT COLLEGE,LADNARTIANG, JOWAI
Address	LADNARTIANG, JOWAI, WEST JAINTIA HILLS DISTRICT
City	JOWAI
State	Meghalaya
Pin	793150
Website	www.kiangnangbahcollege.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Easter Meena Blah	03652-223759	8119004121	-	kngc1967@gmail.com
IQAC / CIQA coordinator	Jay Prakash Sharma	03652-356489	9436111631	-	jayadi2004@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular Day

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details

Date of establishment of the college	15-09-1967

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

State	University name	Document
Meghalaya	North Eastern Hill University	[View Document](#)

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	09-01-1980	[View Document](#)
12B of UGC	02-01-1987	[View Document](#)

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

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

Details of autonomy

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

Recognitions

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

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	LADNARTIANG, JOWAI, WEST JAINTIA HILLS DISTRICT	Urban	24.21	7071.77

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,English	36	HSSLC	English	69	69
UG	BA,Khasi	36	HSSLC	English	71	71
UG	BA,Political Science	36	HSSLC	English	70	70
UG	BA,Economics	36	HSSLC	English	69	69
UG	BA,Education	36	HSSLC	English	70	70
UG	BA,History	36	HSSLC	English	70	70
UG	BA,Philosophy	36	HSSLC	English	70	70
UG	BSc,Physics	36	HSSLC	English	62	62
UG	BSc,Chemistry	36	HSSLC	English	48	48
UG	BSc,Botany	36	HSSLC	English	42	42
UG	BSc,Zoology	36	HSSLC	English	53	53
UG	BSc,Mathematics	36	HSSLC	English	63	63
UG	BCom,Commerce	36	HSSLC	English	44	44

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				**Associate Professor**				**Assistant Professor**			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0				21				51
Recruited	0	0	0	0	7	14	0	21	17	34	0	51
Yet to Recruit				0				0				0
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				0
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				43
Recruited	21	22	0	43
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

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

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	2	3	0	4	3	0	12
M.Phil.	0	0	0	0	0	0	0	3	0	3
PG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

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

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

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	661	0	0	0	661
	Female	1155	0	0	0	1155
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	0	0	0	0
	Female	0	0	0	1
	Others	0	0	0	0
ST	Male	0	0	0	656
	Female	0	0	0	1140
	Others	0	0	0	0
OBC	Male	0	0	0	1
	Female	0	0	0	0
	Others	0	0	0	0
General	Male	0	0	0	1
	Female	0	0	0	8
	Others	0	0	0	0
Others	Male	0	0	0	3
	Female	0	0	0	6
	Others	0	0	0	0
Total		0	0	0	1816

Extended Profile

1 Program

1.1

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

2019-20	2018-19	2017-18	2016-17	2015-16
300	300	300	300	300

File Description	Document
Institutional data in prescribed format	[View Document]

1.2

Number of programs offered year-wise for last five years

2019-20	2018-19	2017-18	2016-17	2015-16
13	13	13	13	13

2 Students

2.1

Number of students year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
1816	1772	1771	1544	1697

File Description	Document
Institutional data in prescribed format	[View Document]

2.2

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

2019-20	2018-19	2017-18	2016-17	2015-16
2167	2167	2167	2167	2167

File Description	Document
Institutional data in prescribed format	View Document

2.3

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

2019-20	2018-19	2017-18	2016-17	2015-16
352	293	352	253	238

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

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

2019-20	2018-19	2017-18	2016-17	2015-16
72	74	72	69	70

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
77	77	77	77	77

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 21

4.2

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

4.3

Number of Computers

Response: 35

4.4

Total number of computers in the campus for academic purpose

Response: 35
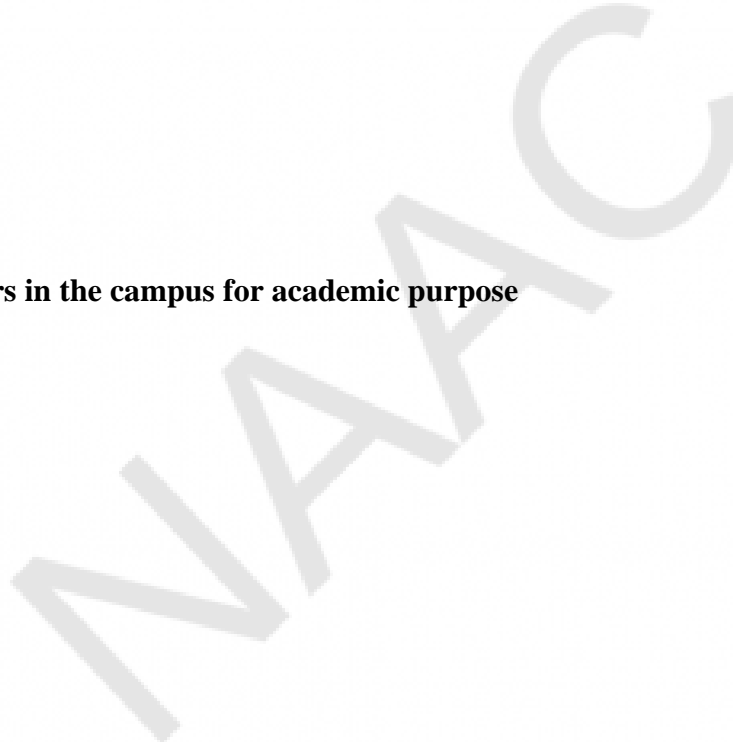
4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

- The college is affiliated to North Eastern Hill University, Shillong and as affiliated college the Institution adopted the curriculum planned and documented by North Eastern Hills University.
- The semester pattern of curriculum for the undergraduate was introduced in the year 2015.
- The syllabus consists of detailed contents of the course, the recommended and suggested readings for the concerned course. In this connection the Institution has developed a structure and effective implementation of the curriculum.
- Numbers of different subcommittee have been formed and assigned with specific responsibility to perform as per time schedule.
- Allotment of topics and units to individual teacher and timely implementation and execution of the syllabus is the responsibility of the Heads of respective Department and also to monitor that the portion allotted to the individual teacher are executes satisfactorily.
- To deliver the curriculum prescribed by the University effectively in the best manner and to ensure that the students graduate with an excellent grade.
- The following are the various means through which the curriculum is executes.
- Adopting new and innovative teaching techniques in addition to the traditional lecture method to get the students actively involved in teaching and learning processes and to ensure an effective relationship between the curricular content and practical applications.
- Positive interaction between teacher and students create a class room environment more helpful for learning and meets students developmental, emotional and educational needs. The relationship between student and teacher plays a key role in the student academic and social development. To provide excellent atmosphere to the students and to identify and take care of the performance of every student.
- Practical classes motivates students by stimulating interest and enjoyment, laboratory skills enhance the learning of scientific knowledge and gives insight into the scientific method and develop expertise by using it. Practical work develops scientific attitude.
- Field study trip gives students the opportunity to visualize, experience and discuss information on a subject, offers students a unique learning experience. It allows students to be involved in a new environment with a key to encourage curiosity about a given subject. Field trips make concepts more memorable.
- Educational exposure trip can be a life changing experience. These travels provide the students with an opportunity to expand their view. Apart from visiting educational institutions, the students are also taken to other places of interest like Planetarium, Regional centre, Zoo, Museum. The trips also help the students from rural areas in their career planning and inculcate competitiveness among them.
- Class test is an important part of assessing students understanding of the course content and their level of competency. It also provides useful information about what the students have learned.

The purpose of giving assignments is to increase learning capabilities of the students. The assignment is framed in such a way that the knowledge of the students can be judged. Assignment writing prepares students for examination and helps the students to get good marks.

File Description	Document
Upload Additional information	[View Document](#)

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

Response:

1.1.2. QIM The *institution adheres to the academic calendar including for the conduct of CIE.*

Examination is one the major components of our education system. The education process in any disciple of learning ends with examinations. The entire effort put in by the teachers on teaching and the student by learning is centred on getting good results in the examinations. Thus examinations have been over riding the process of education and are a matter of concern for stake-holders. Several committees and commissions were constituted from time to time to suggest reform in education in general examination in particular.

Our institution which is affiliated to North Eastern Hills University (NEHU) have adopted the curriculum introducing innovative practices to improve the quality and efficiency in the various processes of their examination system especially in the conduct, administration and evaluation processes. As per directives of NEHU the college have resorted to conduct 25 marks of the CIA. The 25 marks are divided into different heads such as 15marks for internal test, 7 marks for assignment and 3 marks for attendance with maximum of 75%, for ARTs and COMMERCE stream. But for SCIENCE stream this 25 marks is split into 12 marks for theory, 6 marks for practical and 7 marks for assignment. For science students, attendance is allotted along with the practical. Apart of the marks which allotted for internal assessment all the departments make it mandatory to conduct seminars and the best student of the different departments are chosen to compete at the inter-department competition and the winner is selected to represent the college at inter college seminar competition. This practice has really helped the students to overcome stage fright and also motivate them to have the spirit of competition. Besides these, some department also conduct group discussion in order to encourage the introvert students to take part and fit themselves among their peer group.

There is clear impartiality and transparency in awarding internal marks. Marks are duly displayed on the notice boards. No students are made to feel let down in disparity of the process of evaluation and award of marks in internal exams. Marks are awarded on the basic of student's performance, active participation, regularity in attendance, leadership qualities and their contribution and co-operation in the enhancement of the reputation of the college.

File Description	Document
Upload Additional information	[View Document](#)

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

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

Response: B. Any 3 of the above

File Description	Document
Institutional data in prescribed format	[View Document](#)
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View Document](#)
Any additional information	[View Document](#)

1.2 Academic Flexibility

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

Response: 100

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

Response: 13

File Description	Document
Minutes of relevant Academic Council/ BOS meetings	[View Document](#)
Institutional data in prescribed format	[View Document](#)

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

Response: 8

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	4	4	0	0

File Description	Document
Institutional data in prescribed format	[View Document]
Brochure or any other document relating to Add on /Certificate programs	[View Document]
Any additional information	[View Document]

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

Response: 3.55

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	126	188	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	[View Document]
Any additional information	[View Document]

1.3 Curriculum Enrichment

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

Response:

Gender

- Quality curriculum should include gender equality as a result of teaching and learning in higher education.
- Educational systems that adopt gender quality aspect are able to ensurethat the content of the course syllabus includes value attitude of gender quality.

- It is important that gender equality issues are part of curriculum in order to help future teachers to be more sensitive about gender equality. Thus when they become teachers they can become agents of change in their profession.
- Emphasizing attitudes and values that promote gender equality, it may be mentioned that Khasi, Jaintia and Garos being a matrilineal society there is no discrimination of sex, both sexes are equally important. This practice had been inculcated in us by our ancestors since time immemorial.
- Our institution is co- educational institution where students from both sexes and from different background accept each other without discrimination. Thus gender issues do notarise in our society in general and in our institution in particular.

Environment and Sustainability

- From the time the NEHU took a decision to introduce environmental studies which is a multi displinary science in academic curriculum as one of the compulsory papers for all the sixth semester students (Arts, Science, and Commerce). Our college also follows the same curriculum since its introduction. Environmental studies have many areas like.

1. Conservation of natural resources.
2. Ecological aspects.
3. Pollution of the surrounding natural resource.
4. Controlling the pollution.
5. Social issues
6. Impacts of the human population on the environment.

Human Values and professional Ethics into curriculum

- Ethic is the basic concepts and fundamentalprinciple of decent human conduct it include study of the universal values such as essential quality of all men and women, obedience to law of land, preservation of natural environment .
- Ethics influences behavior and allows individual to make the right choices.
- The word 'Moral' concerned with the principles of right and wrong behavior while 'Values'concerned withthe standard of behavior of what is important in life.
- Ethics in education is essentiallyimportant as they help the system to run smoothly, it is applicable on both the teacher and students.
- Teachers play a very important role in a student's life; they not only impart education but also help develop the personality of a student.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	[View Document](#)

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

Response: 15.38

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

2019-20	2018-19	2017-18	2016-17	2015-16
2	2	2	2	2

File Description	Document
Programme / Curriculum/ Syllabus of the courses	[View Document](#)
Institutional data in prescribed format	[View Document](#)

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

Response: 5.23

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

Response: 95

File Description	Document
Institutional data in prescribed format	[View Document](#)

1.4 Feedback System

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

Response: C. Any 2 of the above

File Description	Document
URL for stakeholder feedback report	[View Document](#)

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

   1.Feedback collected, analysed and action taken and feedback available on website
   2.Feedback collected, analysed and action has been taken

3.Feedback collected and analysed
4.Feedback collected
5. Feedback not collected

Response: D. Feedback collected

File Description	Document
URL for feedback report	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 33.33

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

2019-20	2018-19	2017-18	2016-17	2015-16
850	850	850	850	850

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

2019-20	2018-19	2017-18	2016-17	2015-16
2550	2550	2550	2550	2550

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

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

Response: 100

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

2019-20	2018-19	2017-18	2016-17	2015-16
2167	2167	2167	2167	2167

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

2.2 Catering to Student Diversity

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

Response:

The institution have a mechanism for assessing the learning levels of the students before admission ,as career guidance is conducted before the students opted for any stream, i.e Arts, Science, Commerce. Once the students understand their capabilities and potential, the institution organizes special programs for advance learners and slow learners. Identifying advance learners and slow learners is definitely a giant task for the teachers but the following programs are initiated by both the department and the institution.

Once the admission is completed and students are informed of their respective streams and aware of their Major/Honours subject, an Orientation Programme is conducted before the commencement of classes. It is mandatory for students, their Parents or guardians to attend the Orientation Programme. An Orientation programme is conducted in order to welcome the students, highlight what the institution offers and what the institution expects from the students. The rules and regulation of the college as well as all the academic activities are presented to them. The Examination and the evaluation processes are clearly explain to the students during the orientation programme. An interaction session is also conducted during the orientation programme where the respective Head of Departments and the teachers of the different departments are introduced to the students and their parents or guardian .Any queries related to the department are clarified by the department concerned. Students who are still doubtful of their choice, a carrier guidance cell is setup within the premise of the institution where a professional expert conducts certain tests to help the students explore their potentials thereby guiding them to make the right decision for their future endeavor. Thereafter, the students introduce themselves so as to encourage social skills and create the feeling of belonging to the college fraternity.

The assessment procedure followed by the institution is in accordance with the NEHU directive, whereby internal test are conducted on regular intervals by each department in order to assess the understanding of the students. Each department may conduct two to three tests depending on the prerogative of the department. Besides internal tests, assignments are given to the students on various topics related to the subject matter. The evaluation process is also carried out by each department and there is transparency within the department where the internal tests and assignments are discussed with the students, allowing the students to understand their mistakes and also giving them room to rectify their mistakes. The finalized marks are later displayed in the student's notice board after unanimous decision is taken by the department concern.

Importance is also given to the attendance of the students where a student is required to attend at least 75% of the total number of classes.

If there is a need for more improvement on behalf of the students, departments conduct extra classes in order to clarify any doubts or misunderstanding of the students and the efforts of the teachers are highly appreciated where detailed and elaborate explanation is given by them.

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

Response: 25:1

File Description	Document
Any additional information	[View Document](#)

2.3 Teaching- Learning Process

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

Response:

Teaching Learning Process:

Learning is brought about through teaching. Teaching process is the arrangement of environment within which the students can interact and study how to learn. The process of teaching learning aims at transmission of knowledge, imparting skills and formation of attitudes, values and behavior.

The role of learning is extremely important in the preparation of adolescents and youths. Learning therefore becomes a process by which changes in behavioral patterns are produced through experience.

Teaching involves setting appropriate learning experiences for students, and for that purpose includes selection and sequencing of activities or kinds of interactions that would lead to expected learning.

Teaching- learning methods adopted by the faculty members include Lecture Method, Interactive Method, Project-based Learning, Computer assisted learning, Experiential Learning etc.

1. Lecture Method: Lecture method is the oldest method of teaching. Teachers are more active and students are passive but the teacher also asks questions to keep the students attentive. Lecture method affords a necessary framework or overview for subsequent learning e.g. reading assignments, small group activities, group discussions etc. This conventional method is used especially by language teachers.
2. Interactive Method: Interactive teaching is a means of instructing whereby the teachers actively involve the students in their learning process by way of regular teacher-student interaction, student-student interaction, and use of hands-on demonstrations. The students are constantly encouraged to be active participants. The faculty members make learning interactive by motivating student participation in group discussions, subject quizzes, discussion on questions and answers not only of the subject concerned but also current affairs.
3. Project-based Learning: The faculty members also use the method of Project-based Learning which is a teaching method by which students gain knowledge and skills by working for an extended period of time to investigate and respond to any complex questions and problems.
4. Experiential Learning: As the name suggests, experiential learning involves learning from experience. It is the practice of learning through doing. The faculty members encourage the students to have first- hand experiences with the materials, rather than learning through someone else's experience.

The faculty members also foster the learning environment by engaging in rich experiential content of teaching through experience, teaching through demonstration, visual aids, periodical industrial visits, exposure trips etc. Students' seminars are organized wherein the papers are presented by students on relevant topics to enrich their learning experience.

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

Response:

Information and Communications Technology (ICT) can impact student learning when teachers are digitally literate and understand how to integrate it into curriculum.

Schools and colleges use a diverse set of ICT tools to communicate, create, disseminate, store, and manage information. In some contexts, ICT has also become integral to the teaching-learning interaction, through such approaches as replacing chalkboards with interactive digital whiteboards, using students' own smartphones or other devices for learning during class time, and the "flipped classroom" model where students watch lectures at home on the computer and use classroom time for more interactive exercises.

When teachers are digitally literate and trained to use ICT, these approaches can lead to higher order thinking skills, provide creative and individualized options for students to express their understandings, and leave students better prepared to deal with ongoing technological change in society and the workplace.

Use of ICT in Kiang Nangbah Government College: Even though there is a growing need of use of ICT, KNGC has only four (4) ICT enabled classroom catering to four science departments, Physics, Chemistry, Zoology and Botany, that is able to adhere to this need. However, efforts were made to have another two ICT enabled classroom in the newly constructed building under RUSA.

Usage of ICT in the departments: We can all imagine that there are devices that are required in each of the four mentioned departments but the only device that is used in these departments is a projector and a big television screen where a teacher can upload materials in a pen drive and display it to the students. Though this is a very basic technology teachers need specific professional development opportunities in order to increase their ability to use ICT for formative learning assessments, individualized instruction, accessing online resources, and for fostering student interaction and collaboration. Such training in ICT should positively impact teachers' general attitudes towards ICT in the classroom, but it should also provide specific guidance on ICT teaching and learning within each discipline.

Type of ICT use: The ICT by the teachers in teaching and learning are such as Screen Cast-Omatic, Zoom Meeting, Google meet, Google Class room,my easy class room etc.

File Description	Document
Upload any additional information	[View Document](#)

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

Response: 27:1

2.3.3.1 **Number of mentors**

Response: 68

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	[View Document](#)
Mentor/mentee ratio	[View Document](#)
Circulars pertaining to assigning mentors to mentees	[View Document](#)

2.4 Teacher Profile and Quality

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

Response: 92.73

File Description	Document
List of the faculty members authenticated by the Head of HEI	[View Document](#)
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

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

Response: 18.77

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

2019-20	2018-19	2017-18	2016-17	2015-16
12	14	15	13	13

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

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

Response: 14.5

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

Response: 1044

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.5 Evaluation Process and Reforms

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

Response:

The system of internal assessment has proved to have a durable impact on improving the academic ambience of the institution. The internal assessment is done on the basis of a student's attendance, writing skills (assignment), presentation skill (seminar) and knowledge levels (test paper). To ensure seriousness and transparency in the internal assessment process, the institution ensures that all students are aware of the evaluation process through the orientation programme held at the beginning of every academic year. The students have a clear idea about the standard internal evaluation process of both the theory and practical subjects. Examination committee is constituted to ensure fair and transparent conduct of all internal assessment.

Evaluation of sessional work is based on the student's performance by organizing two monthly internal tests before the end semester exams for both theory and practical. Out of the total internal assessment of 25% from the total marks, 60% weightage is for Assignment and 40% weightage is for internal tests. Assignment/ project work are given to all students to be submitted within a fixed period. Dates for the tests and submission of assignments and project are notified on the college notice boards and announced by the faculty in the respective classes in advance.

Attendance record of students for both theory and practical internal tests is maintained. The teacher assigned for each class maintains a record of the attendance, marks and other such details. The internal marks are recorded in a format as per the norms of the university and the college. The final internal assessment marks are displayed on the notice boards, before uploading them in the university portal to facilitate the students to know how much they would get as the internal marks when the final results are

released. The anomalies found by the students are taken up by the examination committee.

The most important practice in the college is that students are encouraged to collect their evaluated scripts from the teachers and to find out whether the marking system is to the satisfaction of the students or not. The students are given the valued answer scripts and assignments and the grievances with regard to marks are rectified immediately by the subject teacher. This does not only create a sense of transparency but also helps the students to pin point their mistakes or errors and this will help them in effective writing for their future.

The North Eastern Hill University also has the provision for re-evaluation of scripts. The institution forwards such applications.

All the records and data banks of attendance in internal evaluation, question papers, answer sheets, summary of marks are properly maintained by the teachers for academic monitoring.

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

Response:

In relation to the mechanism to deal with examination related grievance the evaluation committee is constituted in the college to handle the issues regarding the evaluation process. The committee ensure transparency in dealing with all the grievances and problems during the course of exam for both internal as well as end semester examination.

The college, being affiliated to North Eastern Hill University, follows strictly the guidelines and rules issue by the university while conducting internal and end semester examination.

The internal assessment test scheduled is prepared well by the evaluation committee and communicates to the students in advance. As far the end semester examination, the examination routine is display immediately after receiving the same from the university

For both the internal test and the end semester examination strict invigilation is conducted by invigilators to ensure the fair conduct of the examination with regards to the internal examination, after the examination, evaluation for internal test is done by the faculty member of the department concern of the college. The evaluated answer scripts are given to the students for verification and also for observation of their own performance in the test. The marks obtained by the student in the internal test are display in the notice board. The same is done with regard to the assignment given to the student. Students and teachers are made aware of the transparency to be maintained in the system of evaluation.

If there are any grievances such as the mark of the particular students is not display or the roll number is not correct or may be dissatisfaction with the mark, the connection with their internal assignment, the student can address their grievances to the faculty member or to the head of the department to which the head of the department will readdress immediately.

If there are any grievance related to end semester such as printing mistake or the name or roll number in

the admit card , or mark sheet, or certificate etc, the students can address their grievance to the evaluation committee which is further address to the principal. The student can directly address to the principal who will pursue with same issue with the university immediately.

If the students have any grievance related to evaluation of university answer scripts the can apply for re-evaluation by paying the necessary processing fee to the university. The re-evaluated marks can be obtained during the announcement of the re-evaluations result of the same semester.

In order to maintain transparency the students can apply for photo copy of their answer script and they may decide on re-evaluation also.

2.6 Student Performance and Learning Outcomes

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

Response:

The institution offer general higher learning programmes like, **English** enable the learners to express and comprehend the topic/theme in which he/she is interested. The learner may express in the form of a story writing etc. It provides effective communication skills. Major Indian Language, that is **Khasi** also enables the learner to express and may also develop the liking of expressing in a form of a poem or a short story. The subject also taught the student to value one's culture, thus rendering to be a better citizen.

Education as a subject contributes to the development of the learner, mentally, spiritually and psychologically. They learn to appreciate values much as honesty, sincerity, punctuality, etc. These are important for the overall growth and welfare of the learner.

Economics helps to understand the economy of India as well as the world at large. The learner understands the law of demand and supply and practices it in their dealings.

History is a window to the past. It provides the learner an insight into the past reflects it in the present and learnt to improve for the future. The learner learnt to value culture, custom, social setup, system of administration etc.

Upon successful completion of the B.Sc programme students should be able to demonstrate:

 Intellectual Skills:

·   The ability to demonstrate knowledge and understanding of essential facts, concepts,

principles and theories relating to the subject areas identified

·   The ability to apply such knowledge and understanding to the solution of qualitative and

quantitative problems mostly of a familiar nature

·   The ability to recognize and analyse problems and plan strategies for their solution

·   Skills in the evaluation, interpretation and synthesis of information and data

·   Skills in the practical application of theory using computer software and models

·   Skills in communicating scientific material and arguments

·   Skills in the safe-handling of chemical materials, Instruments taking into account their physical and chemical properties including any specific hazards associated with their use and the ability to conduct risk assessments

·   Skills required for the conduct of documented laboratory procedures involved in synthetic and analytical work, in relation to both inorganic and organic systems

·   Skills in the monitoring, by observation and measurement, of chemical properties, events or changes, and the systematic and reliable recording and documentation thereof · Skills in the operation of standard chemical instrumentation

·   The ability to interpret and explain the limits of accuracy of their own experimental data in terms of significance and underlying theory.

·   Communication skills, covering both written and oral communication

·   Problem-solving skills, relating to qualitative and quantitative information

·   Numeracy and mathematical skills, including such aspects as error analysis order-of-magnitude estimations, correct use of units and modes of data presentation

·   Information retrieval skills, in relation to primary and secondary information sources, including Commerce

- Demonstrate knowledge of major theories and models in key areas of organisational behaviour.
- Analyse organisational problems and generate realistic solutions based on current academic research in organisational behaviour

Demonstrate a knowledge of macroeconomic theory as it relates to current macroeconomics policy and issues.

File Description	Document
Upload COs for all courses (examples from Glossary)	[View Document](#)

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

Response:

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

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

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

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

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

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

File Description	Document
Upload any additional information	[View Document](#)

2.6.3 Average pass percentage of Students during last five years

Response: 61.86

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

2019-20	2018-19	2017-18	2016-17	2015-16
551	293	352	253	238

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

2019-20	2018-19	2017-18	2016-17	2015-16
565	426	1045	607	352

File Description	Document
Upload any additional information	[View Document](#)
Institutional data in prescribed format	[View Document](#)
Paste link for the annual report	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.51

File Description	Document
Upload database of all currently enrolled students (Data Template)	[View Document](#)

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

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

Response: 2553000

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

2019-20	2018-19	2017-18	2016-17	2015-16
514000	715000	656000	473000	195000

File Description	Document
Institutional data in prescribed format	[View Document](#)
e-copies of the grant award letters for sponsored research projects / endowments	[View Document](#)

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

Response: 7.69

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

2019-20	2018-19	2017-18	2016-17	2015-16
1	1	1	1	1

3.1.2.2 **Number of departments offering academic programes**

2019-20	2018-19	2017-18	2016-17	2015-16
13	13	13	13	13

File Description	Document
Supporting document from Funding Agency	[View Document](#)
Institutional data in prescribed format	[View Document](#)

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

Response: 15

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

2019-20	2018-19	2017-18	2016-17	2015-16
3	4	3	3	2

File Description	Document
Report of the event	[View Document](#)
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

3.2 Research Publications and Awards

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

Response: 0.62

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

2019-20	2018-19	2017-18	2016-17	2015-16
21	4	17	2	0

File Description	Document
Institutional data in prescribed format	[View Document](#)

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

Response: 0.03

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	1	1

File Description	Document
Institutional data in prescribed format	[View Document](#)

3.3 Extension Activities

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

Response:

One of the activities of the college was conducting of regular activities by the NSS unit of the college. This was done regularly from the year 2016 to 2019. Activities were targeted mainly for the benefit of the adopted village for e.g. renovation of the school building of the village, organising programmes on time management for the students, donation of library books to the students, organising programme on time management, donating of desk and benches to the village school, a bathing cum washing shed was also made for the village for the benefit of the village. Extracurricular activities were also conducted for the students of the village school. An eye check up camp was also done for the people of the village with the assistance of Bansara Eye Care Hospital.

The other activities include awareness cum voluntary blood donation camps organised by the blood bank hospital from time to time. This was done twice during the last five years. The aim is to serve patients who are in need of blood during the time of emergency. On the occasion of the world environment day the college has undertaken various activities for the conservation of the environment in the college as well as outside the college. The college has also taken part in rallies on the theme of banning plastics bags, took part in cleaning drives within the campus as well as outside the campus in collaboration with other entities of the government on several occasion. The aim is to infuse a sense of cleanliness among the people for a better environment.

Another activity of significance to the society was the observation of International Yoga Day. This was done on a regular basis to highlight the importance of having a good health and sound mind for a better living. The college had the opportunity to celebrate International Youth Day on 11th September 2019 which was sponsored by the Meghalaya Aids Control Society. The motto of the event was Transforming Education. The programmes include awareness on HIV and AIDS and their prevention, organising sports

and games, debates, essays and extempore speech.

Another area of activity was taking part in the Road Safety Week which was organised by the Local Traffic Police and another by the unit itself. In this occasion information was disseminated to the drivers on the topic safe driving and also leaflets were distributed to the drivers which contained rules on safe driving. National Voters Day was also celebrated in collaboration with the Election Office of the Deputy Commissioner. The aim of the programme is to encourage the youth to enrol themselves in the electoral process so as to widen the scope of democracy.

Our college has also undertaken programmes on Financial Literacy for the benefit of the students.

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

Response: 7

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

2019-20	2018-19	2017-18	2016-17	2015-16
3	1	1	2	0

File Description	Document
Institutional data in prescribed format	View Document
e-copy of the award letters	View Document
Any additional information	View Document

3.3.3 Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., during the last five years (including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)

Response: 21

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., year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
7	1	6	5	2

File Description	Document
Reports of the event organized	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

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

Response: 18.62

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

2019-20	2018-19	2017-18	2016-17	2015-16
473	600	332	162	67

File Description	Document
Report of the event	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

3.4 Collaboration

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

Response: 4

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

2019-20	2018-19	2017-18	2016-17	2015-16
1	2	0	1	0

File Description	Document
Institutional data in prescribed format	View Document
e-copies of linkage related Document	View Document
Any additional information	View Document

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

Response: 6

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

2019-20	2018-19	2017-18	2016-17	2015-16
3	2	1	0	0

File Description	Document
Institutional data in prescribed format(Data template)	View Document
e-Copies of the MoUs with institution./ industry/ corporate houses	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

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

Response:

Kiang Nangbah Government College is situated in West Jaintia Hills District and It is affiliated with NEHU and recognized by UGC.The college was established in the year 1967, covering a total area of 98005.41 Sq.mtrs and built in area7071.77 Sq.mtrs. It offers degree courses for Arts, Science and Commerce stream and Computer courses starting from 1st of October 2019. It is situated at lad Nartiang Ladthadlaboh, Jowai. The main gate leads to a road which splits into two. One road to the right, leading toward the college Main Building, whereas the other, leads towards the boys hostel, the college canteen, girls hostel, Principal's quarter(203.45 sqmts)and the science block. To the left of this road is also the football ground, covering an area of 6500 square meters with gallery and toilets. Behind this ground, there is two quarter meant for Professor. Each covers a total area of 178.34 square metres.

College Main Building:

It is a three floored concrete building with a plinth area of 2704.31 sq metres.It consists of a total of 46 rooms. Next to the building is a basketball court of area 1500sqmts .Surrounded by the building is a badminton ground of 160 square metres area. Behind the building there are two quarter for chowkidars, covering an area of 78.56 sq metres each. To the left of the college building there is an Auditorium,covering a total area of 560 sqmts with a total capacity of 410 seats. Next to the auditorium, is the Indoor sport building, covering a total area of 406 square metres and a capacity of 150 .

Science Block

It is a three storied building with a plinth area of 919.36 square metres. It has a total of 26 rooms used as classroom, laboratories, Biotech hub and the IGNOU room.

Girls Hostel:

It is a three floored building with a basement. The basement has two quarters meant for night chowkidars .The total seats available is 54. The total number of rooms is 19 .The ground floor has a kitchen, a dining hall with a capacity for 24 people.The ground floor has the warden's office and the girl's common

room.The warden's quarter is on the first floor covering an area of 1202.75 sqft.The girl's hostel has another electrical connection of 4KW with lighting and power line.

Boys Hostel:

It is a single floored concrete building with altogether 14 rooms available for hostel accommodation .

To the left of the floor, there is a kitchen, a dining hall with a capacity of 16 people.

Common facilities available in the campus:

The college has three college buses with seating capacity 38, 36, 50 respectively . It also has a power ground water facilities,a water pumping motor of 5HP, concrete water storage of 3000 litres capacity, 6 syntax water storage of 100 litres each ,electrical connection of 28KW in the college main building, 8KW in the science block, 4 KW in the girl's hostel, 1KW in the boy's hostel and 7KW in the auditorium

File Description	Document
Upload any additional information	View Document

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

Response:

The college campus contains a football field, a basketball court, a badminton court, a volleyball court and a full-fledged auditorium to give ample facilities to its students for extra-curricular activities. Besides teaching and learning the students take part in extracurricular activities in Outdoor and Indoor sports. Some students were even selected for National Level in Tables Tennis, Badminton and Football in the last few years through NEHU. Presently the college has reached the Women Football Inter College in the State Level.

Outdoor stadium

Football playground lies on the left sides of the main gate, it was establish in the year 1983 and cover an Area of 6500m2 approx with an intention to conduct many activities like outdoor games. The playground was used not only by the student community but also by the children and youth residing in the nearby areas who are actively interested in outdoor games for their practise session. The spaces is convenient for

holding big events like annual day student festival, drill, march pass and other outdoor activities. Outdoor gallery was constructed in the 2012 with an Area of 126.00 m2 approx and a sitting capacity of 100 audiences

Basket ball court

On the left side of the main building there is a basketball ground court with an Area of 1500m2 approx, it was constructed in 1992. Basketball was playing from time to time by the college students on a daily basis and also during college week and other competitions.

OUTDOOR BADMINTON COURT

Whereas in the middle of the main building lies a badminton court with an Area of 80 m2 it was constructed in the year 1987. The court was used during College week for games and sport.

INDOOR SPORT BUILDING

The college has indoor sport hall at the back side of the main building which was establish and constructed in 2012 with an Area of 366.3 m2 approx. The hall has adequate space facilities for games like Table Tennis, Badminton, Chess, and Caroms Board etc. The student organise all the indoor competition during college week in this hall. Sport materials required for playing these games are also available for the student. Students participated in various inter college activities both at District and State Level tournament and had bring good laurels to the College in Badminton and Table Tennis.

Cultural ACTIVITIES

On the right side of the Main building there is an auditorium which was constructed in the year 1998 with a plinth Area of 560.0 m2 approx with a seating capacity of 400. The college organize various activities in related to cultural programme and events which encourage the student's to showcase their talents and skills like Singing, Dancing, Drama, Fancy dress and Traditional competition. Students show interest in these extracurricular activities by participating enthusiastically in these events organized by the College. This shows that the student take pride of their own culture and in promoting the community and society at large. The College has preserved some archive like instruments, traditional dresses and ornaments.

File Description	Document
Upload any additional information	[View Document](#)

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

Response: 23.81

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

Response: 5

File Description	Document
Upload any additional information	[View Document](#)
Institutional data in prescribed format(Data template)	[View Document](#)

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

Response: 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
28.97	61.17	00	00	00

File Description	Document
Upload audited utilization statements	[View Document](#)
Upload any additional information	[View Document](#)
Institutional data in prescribed format(Data template)	[View Document](#)

4.2 Library as a Learning Resource

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

Response:

The College Library is equipped with 50 seating capacity. It has a total of 11506 books out of which 8803 are textbooks and 2783 are reference materials. The library also has Wi-Fi facilities and provides internet services, reprographic services and reference services to all its users. The Library is partially automated and has recently introduced Koha v. 18 as the Library Management Software. However, the task of completion of full automation is in progress. The library has recently also started its own YouTube channel and blog to provide additional information and orientation to its users with regards to information technology and other technologies involved in the library. The construction work (through RUSA) for expansion of the Library is also going on and is expected to be completed soon.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for Additional Information	[View Document](#)

4.2.2 The institution has subscription for the following e-resources

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

Response: D. Any 1 of the above

File Description	Document
Institutional data in prescribed format(Data template)	[View Document](#)

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

Response: 0.04

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

2019-20	2018-19	2017-18	2016-17	2015-16
0.176	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	[View Document](#)
Audited statements of accounts	[View Document](#)

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

Response: 0.11

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

Response: 2

File Description	Document
Details of library usage by teachers and students	<u>View Document</u>

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

IT Infrastructure

4.3.1   Institution frequently updates its IT facilities including Wi-Fi

Response :

In the year 1996 computer classes in Kiang Nangbah Government College started with a single teacher on a contractual basis. Students of all streams were allowed to participate at the initial stage. A basic computer course was taught to begin with, on how to handle a computer, DOS commands were also taught along with computer programming . Several students participated in the course in a well spaced computer Lab with around 10 BBC micro computers and later 386 and 486 machines were also installed along with Dot Matrix printers. Tape recorders and later floppy disk read-write drives were used to store written program.

In 2003 around 30 personal computer were installed in the college with the aid received from the NEC, Shillong from that year the participation from the students growing rapidly.

The introduction of IT in Business paper in Commerce Department and FORTRAN programming in Physics department has provided opportunities for students to have more ideas about computer through the various theory and practical classes.

The installation of Wi-Fi facilities with the speed of 50 Mbps in the college campus has provided students easier accessibility to the information from internet with regards to their academic work. Students can download their required information and understand more with the help of the internet . The RUSA (Rashtriya Uchchatar Shikha Abhiyan) had also constructed a new computer Lab with latest Operating system equipments, like LCD projector etc. This computer Lab is a blessing for all departments to conduct their computer related practical sessions.

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

Even after the several reforms brought in, the college is still lagging behind in student computer ratio. Till date the strength of the college students is almost 3000 and the computer lab is not fit even 1% of the student's population. The size of the room is 20 by 30 feet and only 20 computers can fit in the computer

room. Thus, the student computer ratio is very low as we have seen in the above data. The college management is working hard to get a bigger hall for IT lab and also to start a new department of computer Application and we look forward for positive response from the higher authorities in near future.

File Description	Document
Upload any additional information	[View Document](#)

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

Response: 52:1

File Description	Document
Student – computer ratio	[View Document](#)

4.3.3 Bandwidth of internet connection in the Institution

Response: A. ?50 MBPS

File Description	Document
Details of available bandwidth of internet connection in the Institution	[View Document](#)

4.4 Maintenance of Campus Infrastructure

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

Response: 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
8.00	2.91	8.60	3.86	14.63

File Description	Document
Upload any additional information	[View Document](#)
Institutional data in prescribed format(Data template)	[View Document](#)
Audited statements of accounts	[View Document](#)

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

Response:

Information Technology Policy

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

Library Policy

The Library policy was drafted in accordance with the several guidelines provided by statutory bodies like International Federation of Library Association and the American Library Association and the Indian Library Association. The Library policy highlights the regulations for using library resources by the users of the college library. The library policy permits students to take 3 books at a time for a time period of 15 days and 8 books for teachers and staff for one academic session. The library also levies a fine of ?5/book/day for late return of books. In case of damage/ loss of a book by the borrower, he/she shall either replace the book with the latest edition or bear its cost. If the book is out of print, one is required to pay double the price of the book. If the book of a multi volume set is damaged or lost the member concerned shall be liable to replace the whole set or pay four times the cost of the same. However, in light of the current COVID19 pandemic, the time period for issuing books for students is decreased to 7 days and the other 8 days is dedicated to quarantine/isolating the books that have been returned. Other reading materials such as print journals, reference books, CDs/DVDs and other materials are only to be consulted in the library.

The Library has provided strict instructions to all users against defacing and damaging the properties of the library ranging from furniture, reading materials and technological infrastructure. Fines and penalties have also been put in place for defaulters.

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

usage of e-resources have been conducted by the library and personal interactions with the library staff is always welcome not just on this topic but on other issues as well.

Sports Policy

The sports policy focuses on the acquisition, usage and maintenance of sports related equipments and infrastructure. It covers the process the acquisition of required funds for acquisition of funds for purchasing new equipments and maintenance of sports infrastructure from external agencies and usage of college funds for the same. An inventory register will be maintained by the Member Secretary of the Committee to keep record of all sports equipments belonging to the college. A borrower's register will also be maintained and kept in the Stock Room so that students, teachers and coaches will be able to borrow the equipments when needed. The borrowers are to return the equipments before the end of working hours of the same day the equipments were borrowed. The Member Secretary of the committee will be responsible for issuing any equipment to students, teachers and coaches. Fine charges will be imposed on borrowers if the equipments were found to be damaged or broken at the time of returning. The Member Secretary of the Committee will be responsible in ensuring that the infrastructure is well-maintained. For any financial implication in maintaining the infrastructure, the college will bear all costs and a fee will also be charged for external agencies who wish to utilise the infrastructure of the college. The charges need to be decided upon and revised by the Committee from time to time.

Strict instructions will also be installed in several places for people not to spit or deface the sports related infrastructure of the college. Banners and signage must be placed in certain areas to make sure that it is known to everyone involved along with the fines for anyone who transgresses the instructions.

Laboratory Policies

The Laboratory policies focus on the issue and maintenance of laboratory equipments. The different departments with laboratories have their own policies for issuing and maintenance of equipments and related infrastructure. Practical classes are allotted to the concern teachers as per the routine. Students are allowed to use the instruments and equipments under the instruction and supervision of the teachers. The laboratory assistant distributes the specimens, glassware and other equipments related to the experiment conducted. Students are permitted to use laboratory computers only during presentations. The departmental library on the other hand is also provided access to students from the department and those taking the subject as pass course. Teachers are allowed to take a maximum of 3 books. The records of damaged laboratory equipments are maintained accordingly.

File Description	Document
Upload any additional information	[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

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

Response: 0

5.1.1.1 **Number of students benefited by scholarships and freeships provided by the Government year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
00	00	00	00	00

File Description	Document
upload self attested letter with the list of students sanctioned scholarship	[View Document](#)
Upload any additional information	[View Document](#)
Institutional data in prescribed format	[View Document](#)

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

Response: 0.17

5.1.2.1 **Total number of students benefited by scholarships, freeships, etc provided by the institution / non- government agencies year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
0	15	0	0	0

File Description	Document
Institutional data in prescribed format	[View Document](#)

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

> 1.Soft skills

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

Response: E. None of the above

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document
Link to Institutional website	View Document

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

Response: 8.18

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	725	0	0	0

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

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

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

Response: D. 1 of the above

File Description	Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	[View Document](#)

5.2 Student Progression

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

Response: 8.97

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

2019-20	2018-19	2017-18	2016-17	2015-16
9	30	5	8	11

File Description	Document
Self attested list of students placed	[View Document](#)
Institutional data in prescribed format	[View Document](#)

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

Response: 9.94

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

Response: 35

File Description	Document
Upload supporting data for student/alumni	[View Document](#)
Institutional data in prescribed format	[View Document](#)

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

Response: 100

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

2019-20	2018-19	2017-18	2016-17	2015-16
3	9	7	7	11

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

2019-20	2018-19	2017-18	2016-17	2015-16
3	9	7	7	11

File Description	Document
Upload supporting data for the same	[View Document](#)
Institutional data in prescribed format	[View Document](#)

5.3 Student Participation and Activities

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

Response: 6

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	2	0	3	1

File Description	Document
Institutional data in prescribed format	[View Document](#)
e-copies of award letters and certificates	[View Document](#)

5.3.2 Institution facilitates students' representation and engagement in various administrative, co-

curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Response:

The College has a Student Union body known as Kiang Nangbah Government College Student's Union President in addition to eleven student members elected to different posts as follows:

Sl. No	POSTS	NAMES (2019-20)
1	President	Dawyoo Lyngdoh
2	Vice President	Samborlang shylla
3	General Secretary	Wanbiang Pulang
4	Asst. General Secretary	Ajay Chyrmang
5	Secretary of Cultural Affairs	Junemeris Suchiang
6	Secy. of Outdoor, games & sports	Hamewan Ryngkhlem
7	Secy. of Indoor Games & Sports	Victory Phawa
8	Secy. of Debates &Symposium	Chanianga Rabon
9	Secretary of Social Services	Vicky A Lamare
10	Secretary of Students 'Editor	Sanborki Biam
11	Secretary of Boys 'Common Room	Selman Shylla
12	Secretary of Girls 'Common Room	Ibadashisha Dkhar

The General Election to the different posts is held every year through secret ballot papers. The eligibility to contes defined in the guidelines framed for the student union body of the College. Each of the elected members actively various activities which are usually carried out with the help and advice of the Professor-In-Charge. The Student college caters to the welfare of the students, and contributes immensely in making college life more memorable The Students' Union also assists the College in organising different activities and events related to students li programme, the College Week, cleaning drive, etc. They also take the responsibility of inviting Chief Guests and dignitaries to the different programmes. The Government annually allocates fund to the Union for conducting th curricular activities during the College Week. It is the role of the union to help in coordinating all the events relate and other co- curricular & extra-curricular activities like debates, essay competition, cultural performances and and outdoor games and also in the publication of the college magazine. They work as a medium between faculty a

The Students' Union makes a conscious effort to promote the well-being of the student community at la motivate and encourage other students to participate in the activities and events conducted by the College. T various Committees which also include the elected members of the Kiang Nangbah Government College St members. In order to encourage the students in supporting the authorities in different affairs of the colleg endeavours to provide them with opportunity to participate in the various committees. It promotes the students t leadership skills through these activities and help them to become future responsible leaders. The following con have representatives from the Student Union are as follows:

Sl. No.	Committees	Representatives of Students (KNGCSU)
1	Cleanliness & College Beautification Committee	Secretary of Social Service

2	Health & Sanitation Committee	Secretary of Boys & Girls' Common Roo
3	Sports &games Committee	Secretary of Outdoor & Indoor Games &
4	Cultural Committee	Secretary of Cultural Affairs
5	Library Committee	Secretary of Debate & Symposium
6	Editorial Board	Secretary of Student Editor

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

Response: 1

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	5

File Description	Document
Upload any additional information	[View Document](#)
Report of the event	[View Document](#)
Institutional data in prescribed format	[View Document](#)

5.4 Alumni Engagement

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

Response:

It was on 4th Dec 2010 that the college at the initiative of the principal Smt W.M. Shullai (Retired) and Shri (Retired) Head Department of History, convened the first General Body meeting of the Past students of the college

At the present the office bearers are as follows:

President	Shri B.N. Lamare
Vice President	Shri W. S. Challam
General Secretary	Shri L.D. Lyngdoh

Jt. Secretary	Shri N. Mulieh	
Treasurer	Dr. (Mrs) E.M. Blah	
Editor cum organizing Secretary	Smt. D.Lyngdoh	
Auditors	Smt. W. Sumer	Ms. J.

The association has been registered under the Registration Act XII of 1983 vide No. SR/JH/KNG CAA109 comprises of 30 life members and 18 annual members. As a registered association of an elite group the Association a seminar on "Child labour" as to make people aware of the problem of child labour that the district of Jaintia Hi was on 4th June 2013 the Association also organized a National Seminar on "Water source of life". It was held Auditorium Jowai. The Association also highlighted some of the problems associated with the college name playground and steps which shall be taken by the executive committee to find ways and means in order that m upliftment of the same may be appropriately done.

File Description	Document
Upload any additional information	[View Document](#)

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

Response: E. <1 Lakhs

File Description	Document
Upload any additional information	[View Document](#)

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

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

Response:

Kiang Nangbah Government College is a Government-run institution, and falls under the purview of the Directorate of Higher and Technical Education, Government of Meghalaya. The Principal heads the College and with the help of the Faculty, designs and plans quality based proposals which are then sent to the Education Department of the State through the Directorate. Also, in existence is a College Advisory Board, chaired by The Deputy Commissioner of the District. The Motto of the College is, "Awake, Arise and Reach the Goal".

The Vision of the college is as follows:

Core 1: *To cater to the educational needs of our youth*

Core 2: *To mold our young people and inculcate social responsibilities to be worthy citizens*

Core 3: *To imbibe a sense of responsibility towards the environment*

Nature of Governance: The College caters to the wholistic development of most of the rural and underprivileged sections of society who cannot afford to venture outside the district for higher education. It therefore has to accommodate a large number of students, even beyond capacity, as it is a Government-run College with minimal fees.

Perspective Plan: The College will follow all the perspective plans as per the National Education Policy of 2019

Core Mission 1: *To provide students with quality education, affordably.*

Core Mission 2: *To make them aware of the importance of holistic, sustainable development.*

Core Mission 3: Kiang Nangbah Government College is the only Government College catering to the East and West Jaiñtia Hills, providing educational facilities to the weaker sections of society as per the State Education Policy of 2018.

Participation of Teachers in the Decision Making bodies:

Since its inception, on the 15th of September 1967, the College has worked towards its mission of being a beacon of hope to hundreds of young people from the remote areas of Jaiñtia Hills District, who cannot afford to travel to the capital city for better, higher education, and it is the combined efforts of the eager minds and the Faculty, along with the management that has been able to churn out bureaucrats, doctors,

engineers, lawyers, teachers, businessmen etc. Teachers participate as members of the Steering Committee, who, along with the Academic Council (Heads of all the departments of the Arts, Science and Commerce Streams), decide on Academic matters within the College.

We need to educate people with 'soul' and not just automatons in the cog-wheel of life.

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

Response:

The Institute has a mechanism for delegating authority and providing operational autonomy to all the various functionaries to work towards a decentralized governance system.

1. **Director of Higher and Technical Education**

The Director looks after the management of the College, in matters relating to Appointments, Placements, Welfare Schemes etc.

1. **Principal's Level**

The college has a Steering Committee comprising of senior Faculty of different departments headed by the Principal. This Committee takes most of the operational decisions by adopting resolutions after deliberate discussion in each and every matter in order to fulfil the vision and mission of the institute.

3. Faculty Level

The Academic Council consists of the Heads of all the departments. They in turn conduct separate periodic meetings within their own departments and their suggestions are then taken to the Academic Council. Indirectly, every faculty member takes part in academic and administrative matters of the college. They are given representation in various committees/cells and allowed to conduct various programs to showcase their abilities. Encouraged to develop leadership skills by being in charge of various academic, co-curricular, and extra-curricular activities, they are thus appointed as coordinators and conveners for organizing seminars/workshops/conferences.

Committees for buildings and equity constituted under government guidelines in 2018 : RUSA

3. Student Level

Students are empowered to play an active role in different co-curricular and extra-curricular activities through the Students' Union. The functioning of different secretaries of the union further reinforces decentralization e.g. the Secretary of Cultural Affairs, Secretary of the Boy's Common Room, Secretary of the Girl's Common Room etc.

4. Non-teaching staff level

At the non-teaching level, office assistants take care of matters related to administration in consultation with the Principal who in turn, puts the matter before the Steering Committee before making decisions.

Participative management

The institute promotes a culture of participative management at different levels by involving the staff and students in various activities.

Strategic Level

- The Principal and staff members are involved in defining the policies such as
- The procedures of framing guidelines, rules & regulations pertaining to admission, placement according API UGC Regulation 2018.
- Discipline, grievance, counselling and library services etc., and effectively implementing the same to ensure smooth and systematic functioning of the institute.
- For the various programs conducted by the institute, all the staff members meet, discuss, share their opinions, plan events and form various committees involving students and co-ordinate with others.
- Staff members are also involved in deciding academic activities and examinations conducted by the college.

Functional Level

Here, the faculty members participate in sharing the knowledge at Staff Meetings that are held periodically for discussing the issues, challenges and developmental aspects of the Institute.

Operational level

The Principal interacts with the government and with the affiliating University as well.

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

Kiang Nangbah Government College, being a Government-run institution, falls under the purview of the Directorate of Higher and Technical Education, Government of Meghalaya. It is the Principal, with the help of the Faculty, who designs quality policy and plans which are then sent as proposals to the State Education Department through the Directorate. Action on these matters is taken only after getting the approval from the Directorate.

The following are the Strategic plans:

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

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

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.

Response:

The College comprises of the Principal, Teaching and non-teaching staff who work together for the development and progress of the college. The internal organizational structure and decision making processes can be broadly divided into two parts: Office administration and Academics.
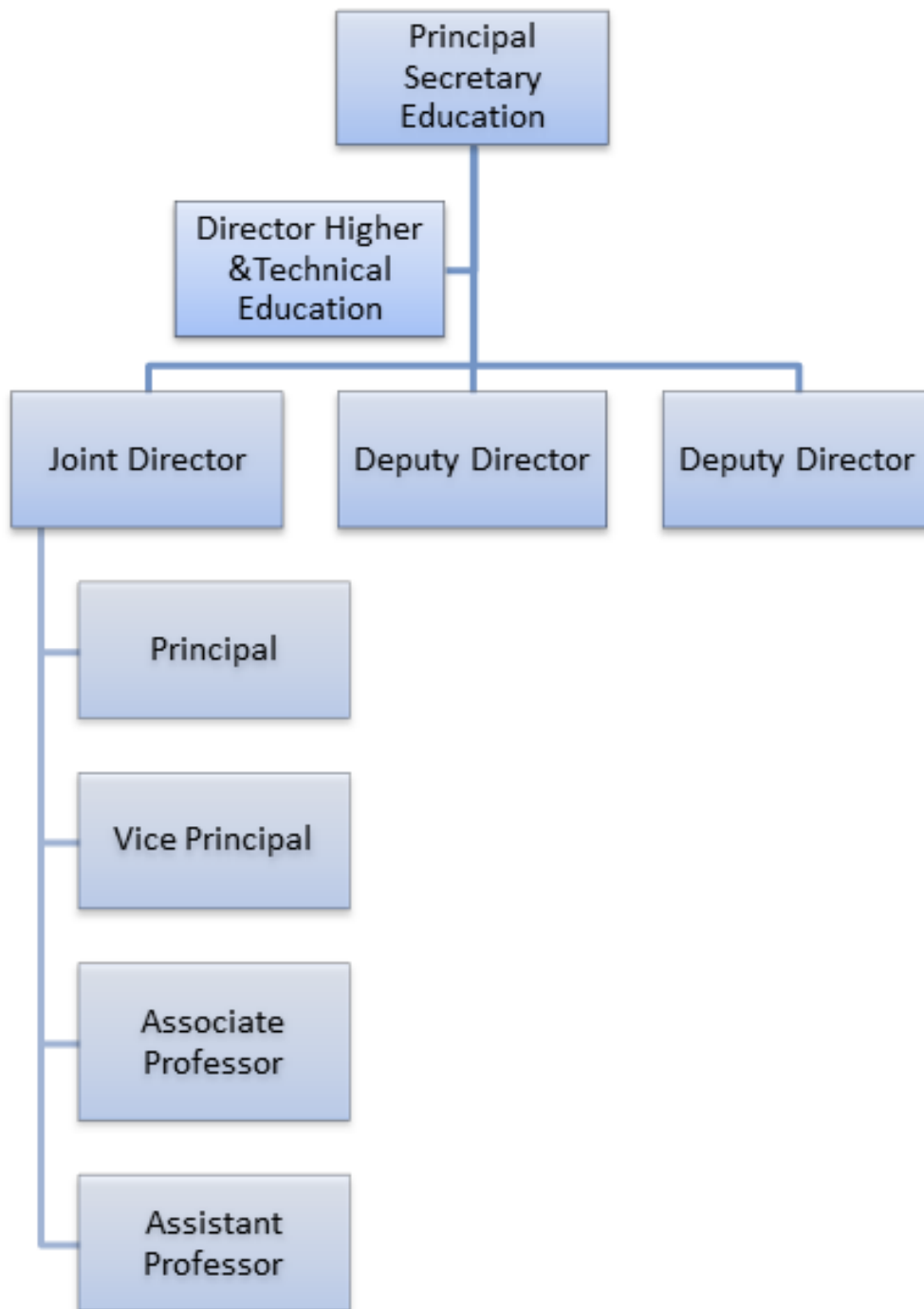
The Principal is the head of the institution. The role of the principal is to provide leadership, direction and co-ordination of all aspects of the college system. His main focus is to develop and maintain effective educational programs within the college and to promote the improvement of the teaching and learning process.

Non-teaching staff is a category defined as those employed in the college who do not serve classroom teaching. This includes administrative staff, counsellors, librarian, transportation workers and other support staff. Under this college, the administrative staff consists of UDA, LDA, Peons, Drivers, Cleaners, Chowkidars etc.

The college has a library and is looked after by a deputy librarian assisted by a library assistant. The deputy librarian categorizes, prepares and catalogues the available material. He/she examines and organises the collection of books by subject. He/she also recommends books and helps students find the right information they need.

The college comprises of three streams: Arts, Science and Commerce. Each stream has different departments and each department has a Head of the department. The HOD's supervise the teaching and learning, ensuring that class activities are undertaken, markings are done and feedbacks are given on time. They also conduct frequent departmental meetings and assess teachers' performance.

The college is a Government college and is therefore managed mainly through the rules and regulations laid down by the Education department, Government of Meghalaya accompanied by the UGC. Being owned by the Government, the eligible college faculty are recommended by the MPSC for recruitment. The promotional policies are followed as per service rules of the education department.

```
                        ┌─────────────┐
                        │  Principal  │
                        │  Secretary  │
                        │  Education  │
                        └──────┬──────┘
          ┌──────────────┐     │
          │ Director Higher │──┤
          │ &Technical    │
          │  Education    │
          └───────┬───────┘
     ┌────────────┼──────────────────┐
┌────┴─────┐ ┌────┴──────┐  ┌────────┴──────┐
│  Joint   │ │  Deputy   │  │    Deputy     │
│ Director │ │ Director  │  │   Director    │
└────┬─────┘ └───────────┘  └───────────────┘
     │    ┌──────────────┐
     ├────│  Principal   │
     │    └──────────────┘
     │    ┌──────────────┐
     ├────│Vice Principal│
     │    └──────────────┘
     │    ┌──────────────┐
     ├────│  Associate   │
     │    │  Professor   │
     │    └──────────────┘
     │    ┌──────────────┐
     └────│  Assistant   │
          │  Professor   │
          └──────────────┘
```

6.2.3 Implementation of e-governance in areas of operation

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

Response: C. 2 of the above

File Description	Document
Screen shots of user interfaces	[View Document](#)
Institutional data in prescribed format(Data template)	[View Document](#)
ERP (Enterprise Resource Planning) Document	[View Document](#)
Any additional information	[View Document](#)

6.3 Faculty Empowerment Strategies

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

Response:

The kinds of Social welfare schemes available to the Government employees of Kiang Nangbah Government College, Jowai are as follows:

GPF: Stands for General Provident Fund. It is a provident fund account available for the government employees of the Meghalaya State Government who joined their services before the 1st of April 2010. In this fund the government employees contribute a certain percentage of their salary to the account. The accumulated amount is paid to the employees at the time of superannuation or retirement. Besides GPF there is a Gratuity scheme also enjoyed by the government employees which is a sum of money paid by the Government for their services. However, gratuity is paid only to those employees who complete 5 or more years of services with the government.

Pension Scheme: It is also known as superannuation fund which is any plan, fund or scheme which provides retirement income for the government employees.

National Pension Scheme (**NPS**): It is a government sponsored scheme introduced by the Government in 2009 on the recommendation of the Fourth Meghalaya Pay Commission which is in line with the same Scheme introduced by the Central Government for the government employees who joined services on or after the 1st of April 2010.

In Tier I, Government employees will have to make a contribution @10% of his/her basic salary plus Dearness allowance which will be deducted from his salary bill every month by the Drawing and Disbursing Officer (DDO) concerned. The government will make an equal matching contribution.

There are approximately 60% of the Teaching staff of the College who are entitled to the GPF and Pension Scheme, while there are around 15-20% who are entitled to the NPS Scheme while there are around 5-10 % who are not yet entitled to either GPF and pension scheme or NPS scheme as their service is still on Contract or temporary basis.

Among the Non-Teaching staff of the College, there are approximately 30-40% of employees who are entitled to GPF and Pension, while some are entitled to the NPS scheme; whereas some have their services still on contract or temporary basis.

Besides the afore mentioned schemes, the government employees have availed different types of insurance schemes. However, these insurance schemes are a contribution of the employees on his/her own and they can do so even without the knowledge of the Government.

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

Response: 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	[View Document](#)

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

Response: 0.2

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

2019-20	2018-19	2017-18	2016-17	2015-16
1	0	0	0	0

File Description	Document
Upload any additional information	[View Document](#)
Institutional data in prescribed format(Data template)	[View Document](#)

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development

Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 4.53

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	7	3	6

File Description	Document
Institutional data in prescribed format(Data template)	[View Document](#)

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

Response:

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

GUIDELINES FOR DEPARTMENTS

1. Keep a copy of the Syllabus
2. Keep a copy of the Routine, Semester-wise
3. Keep a copy of the Course-distribution, Semester-wise
4. Keep a copy of the Class distribution, Semester-wise
5. Keep a record of Monthly attendance with Percentage in the Register
6. Keep a copy of Departmental Notices
7. Keep a record of Teachers' attendance during Departmental Attendance
8. Keep Departmental Meeting Minutes with proper File No. & Letter No.
9. Maintain Departmental Diary
10. Keep a copy of Program & Course Outcome
11. Keep a Record of Internal Marks, semester-wise
12. Keep a Record of Final Result and Percentage
13. Keep a Record of Alumni students, year-wise and their progression
14. Keep a Record of the Departmental Library
15. Maintain an issue register for the Departmental Library
16. Maintain Profile, semester-wise
17. Maintain Teachers' Profile and update it from time to time
18. Maintain Departmental Profile and update it from time to time
19. Try to take feedback on the Course from the students from time to time
20. Maintain Casual Leave Record in the Department

21. Maintain Accounts with proper vouchers if any
22. Keep a Record of TA/DA Received from OC/RC/Summer School/BOS etc.
23. Keep a copy of Appointments/Certificates/Letters etc.
24. Conduct some Seminar, Group Discussion, Powerpoint Presentation etc. from time to time and maintain documentation
25. Conduct some Inter-Departmental Lectures and maintain proper Documentation
26. Conduct Enrichment Programmes in the Subject
27. Conduct field trips (for Science Departments)
28. Pursue some Research Activities
29. Publish Articles in Journals
30. Try to give Counselling to the Students and teach them to be good human beings
31. HOD's should have Deparmental Meetings to discuss the Challenges & Problems faced by the students and come up with solutions for an effective Teaching-Learning method

1. Keep a ready soft copy & hard copy of all documents

The pre-screening team at the College examines the documents of the Faculty due for Placement on the direction of the State Government

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The College has an Internal Accounts and Audit Committee comprising of Faculty of the Commerce Stream and an Accountant, to monitor effective use of available financial resources. Internal audits are carried out on a regular basis under the direction of the Principal.

External audit is mainly carried out by the auditors from the State Government (Directorate of Local Audit & Accounts) and the Central Government (Auditor General). The last audit was conducted in 2017 by the O/o The Accountant General and the Local Audit was conducted in 2018. Copies are enclosed.

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

Response: 42.6

6.4.2.1 **Total Grants received from non-government bodies, individuals, Philanthropers year-wise**

during the last five years (INR in Lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
0	42.60	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	View Document
Any additional information	View Document
Annual statements of accounts	View Document

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

Response:

The Department of Biotechnology, Ministry of Science &Technology initiated the establishment of Biotech Hubs under the special programme for the North eastern states in 2009. The broad purpose of the programme is to promote education and research in Biology and to attract brilliant young students to build their career in these fields. Kiang Nangbah Govt College mobilises its funds received from the department of Biotechnology New Delhi which are spent on establishment of biotech hub in the college. To facilitate the above initiatives, The fund sanctioned under this programme is utilized for providing the following facilities in the hub such as setting up of a Biotechnology lab with basic sets of equipment's, support for site preparation, recurring budget for procurement of chemicals, glass wares., the college provides space with basic facilities like BOD incubators, laminar flow, water baths, pH meter, autoclaves, hot air ovens, muffle furnace, serological water bath, an LCD Projectors are been procured. Adequate funds are allocated for effective teaching learning process that includes training programmes, workshops, inter- disciplinary activities from time to time to ensure quality research. Adequate funds are also utilized for maintenance of infrastructure of the college presentations and group work. Support for organizing Trainings and Workshops for Teachers as well as Students. Travel support for conferences allowances and short-term training. The biotech hub has one Junior Research Fellow. The Hub is being run by the involvement of Faculty members of the Department of Botany and Zoology of the college.

6.5 Internal Quality Assurance System

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

Response:

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

However since the College has not been accredited therefore all work pertaining to accreditation and towards realization of the goals of quality enhancement and sustenance is being carried out by the Steering Committee of the college which has set up a frame work for the different committees of the College like the Academic Council, Evaluation committee, Admission Committee etc. under the watchful eye of the Principal of the College.

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

Response:

The IQAC should continuously review and take steps to improve the quality of teaching - learning process

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

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

also monitored by the departments concerned and the Principal.

Final results are usually displayed in the notice board and therefore the passing-out outcome of students is often monitored by the evaluation committee from the final result conducted by the University under the instructions of the Principal as the same has to be sent to the Government through the Directorate of Higher and Technical Education, Government of Meghalaya.

- Preparation for applying for accreditation has been initiated by the college. With this the college has formed various committees/sub- committees along with the Steering Committee which is the main body carrying out the necessary work to look in to the implementation of the suggestions made by the external quality assurance agencies, relating to fulfilment of the various criteria as per NAAC requirements.
- The committees meet periodically with the principal and the staff representatives of the IQAC to discuss the progress on implementation and suggest new ideas for improvement in the quality mechanism
- The college administration along with the IQAC worked hard to meet the requirements, as given by the NAAC.
- The Institution has made the following incremental improvements for the preceding five years since 2015, for the First Cycle such as the Launching of the College Website, Construction of Girls Hostel, Construction of RUSA building with smart rooms therein, Online payment of Fees was introduced and carried out by the administrative wing, Formation of What's App Group of College Administrator Cells and Committees for prompt communication & information has been done. Use of ICT for teaching and examinations especially during Covid restrictions. Regular feedbacks are being taken from students and shared with teachers to improve the curriculum transaction.
- At frequent intervals workshops and seminars on different social issues are organised in the College to impart Values and Ethics in the students and staff.
- The College has started incremental improvement with emphasis on conducting a large number of workshops/training on latest tools/expert lectures/seminars etc. to improve teaching and learning and to add skills and exposure in students/faculty.
- With regard to Outreach Programs, our faculty and students are committed to make a difference through our community-based outreach programs in association with the NSS etc. For Faculty and students it is an amazing opportunity to make an impact in the society where they live. There have been a number of excellent programs conducted by the NSS volunteers during the last five years which has made a tremendous impact on the society.
- Short-term Courses on Skill development in Handicraft, Diploma in Vocal Music (Tonic Sol-fa) and Vocational Computer Course in TALLY, MS Office, DTP and Data Entry has been introduced for both the benefit of both the students and the society.
- Field visits provide the students an opportunity to gain exposure and to learn more about outside classroom learning process in their area of study. During the last five years the number of programs conducted and the number of participants has increased.
- To motivate the students to improve in their academics, scholarships and free ships are provided by the Government to all students with extra benefits for the meritorious ones.
- During the last five years there have been incremental changes in the amount of institute support and the number of students encouraged to achieve good results. Subsequently, the number of students receiving financial benefit has also increased.

6.5.3 Quality assurance initiatives of the institution include:

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

Response: D. 1 of the above

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format(Data template)	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

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

Response:

One of the measures to initiate the promotion of gender equity in our college is through the WOMEN'S CELL COMMITTEE sponsored by the RUSA CELL which was formed on the 14th March 2017.This committee comprises of the Principal, Member Secretary of the Women's Cell and 6 members.

OBJECTIVES:

- To create awareness and sensitize the young men and women on gender equity.
- To empower young women to attain spiritual, emotional, physical, social, mental and economical freedom to withstand and face the challenges of life.
- To get acquaintance with the Acts, Rules and Rights for the protection and safety of the women.

   STEPS TAKEN FOR SENSITIZATION

1. **Counselling Classes:**

- Women's Cell Committee with the sponsorship of RUSA CELL has appointed one counsellor Ms S. S. Ryngkhlem who joined the college on the 1st July 2018.
- Women's Cell in collaboration with the Seminar committee organized the seminars, workshops and awareness programs from time to time.
- The 1st seminar was conducted on the 21st August 2018 at the College Auditorium on the Topic "PERSONAL AND SOCIAL GUIDANCE" under the 2 subthemes in two sessions. The Resource Persons was Ms Hasina Kharbhih, the Founder and Chairperson of the Impulse NGOs Network Shillong. The second session was given by the counsellor Ms S. S. Ryngkhlem.
- The state level seminar was also conducted by the women cell in collaboration with the seminar committee on the topic **GENDER EQUITY AND DOMESTIC VIOLENCE**, on the 12th March 2020, in two sessions:

Gender Equity: The Resource person is the Expert on gender Ms Balarisha Lyngdoh the Founder of Keeping Our Natures Gift (KONG). Where she highlights the responsibility of men and women in the economic, livelihood in their family and in the society in the form of short plays and expression of gender.

Domestic Violence: The Resource Person was Ms Annie Sohtun the Co-ordinator of Meghalaya State Commission for women working in North East Network Shillong.

- The seminar on Gender Equity and Domestic Violence are issues that are not often talked about but are two strongly prevalent issues in our society, in our state, country, and the world at large.
- The topics help to bring awareness on the issues to make them recognize the Rights to be free from

Domestic violence.

INTERNAL COMPLAINT COMMITTEE KIANG NANGBAH GOVERNMENT COLLEGE JOWAI

This is the Committee which is the Provision of **the Sexual Harassment of Women at Work place (Prevention, Prohibition and Redressal) Act 2013** was also formed in the College with the intimation to the Director of Higher and Technical Education w.e.f. 27th September 2019.Every department and Institution must form the Local Complaints Committee (LCC) to receive complaints from their establishment and how to deal with them.

SAFETY AND SECURITY:

- The College Authority for the safety and security of the student's community has appointed the Security Guards to monitor the entry and exit of the vehicles and people in and out of the college campus.
- Smoking and consuming intoxicating substances are prohibited inside the college campus.

File Description	Document
Specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	View Document

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

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

Response: D. 1 of the above

File Description	Document
Geotagged Photographs	View Document
Any other relevant information	View Document

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

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

Response:

The College has enrolled more students yearly. Thus the waste generated has increased annually. The solid waste in the campus is generated from various potential sources, such as Academic building, classrooms, hostels, canteen, garden, etc. all the waste is managed by sweepers who are allotted for different buildings in the campus. There is one sweeper for the Academic area and the hostels have their own sweepers for this purpose. In and around, there are 5 workers for the waste management in the campus. The solid waste generated in the college is managed by using the waste bins. The college campus has waste bins placed all around, within the college building as well as outside. These waste bins have been sponsored by the District Administration of West Jaintia Hills, in collaboration with the Swatch Bharat Campaign. The waste in the bins is collected by the Municipal vehicles. A compost pit exists where the used biodegradable waste is being dumped in the College campus. The cleaners in charge of collecting the waste then sort out the plastic waste and every week this waste is taken by the Municipal vehicles. The plastic waste from the hostels is also collected every week by the Municipal vehicles. Some organic parts from the waste generated from the mess which includes the vegetables and food waste is collected in buckets and is taken out of the campus for cattle feed. The garden waste, which includes the plant cuttings, weed and grass cutting is collected in heap. A compost pits exists where the used Biodegradable waste is being dumped in the college campus. Awareness campaigns are also conducted by NSS and by the Students' Union in collaboration with the District Planning Officer, West Jaintia Hills and also by the Rashtriya Uchchatar Shiksha Abbiyan (RUSA) MHRD, Government of India. Active student members and teachers also go around to the various classrooms to speak out the importance of keeping our campus neat and clean. The dangers caused by plastics are discussed and the decision to declare the campus as the Plastic Free Zone has been announced. Detailed speeches have also been made in seminars and other programmes conducted by the college.

Liquid Waste Management:

In our Institution the liquid waste that come out from the laboratories and offices are being managed by going through basins and from the basins, iron pipes of 3mm are connected to outside drains and from these drains to an underground pit for disposal.

E-Waste Management:

The institution has one room for keeping all the electrical goods/equipments, computers, office electronic equipments, discarded computers are being kept in one room for disposal. Laboratory equipments which

can no longer be repaired, exchanged and not usable by any one, are disposed as scrap. Scrap waste, such as paper, iron, tin, plastic, and mild steel rods, is sold every year for some financial benefit.

File Description	Document
Geotagged photographs of the facilities	View Document
Any other relevant information	View Document

7.1.4 Water conservation facilities available in the Institution:

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

Response: D.1 of the above

File Description	Document
Geotagged photographs / videos of the facilities	View Document
Any other relevant information	View Document

7.1.5 Green campus initiatives include:

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

Response: D. 1 of the above

File Description	Document
Geotagged photos / videos of the facilities	View Document
Any other relevant documents	View Document

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

1. **Green audit**
2. **Energy audit**
3. **Environment audit**

4. **Clean and green campus recognitions / awards**
5. **Beyond the campus environmental promotion activities**

Response: E. None of the above

File Description	Document
Certification by the auditing agency	View Document
Any other relevant information	View Document

7.1.7 The Institution has disabled-friendly, barrier free environment

1. **Built environment with ramps/lifts for easy access to classrooms.**
2. **Disabled-friendly washrooms**
3. **Signage including tactile path, lights, display boards and signposts**
4. **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**

Response: D.1 of the above

File Description	Document
Geotagged photographs / videos of the facilities	View Document
Any other relevant information	View Document

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

Response:

A good and comprehensive educational system is expected to create necessary human capital and knowledge workers who will bring the country to much greater avenues and position. Students in this context play a very important role in our society as they are the future of society. Therefore, it is crucial that students should understand communal harmony.

The College focuses on human values, and the right conduct with love and non-violence among the student community as well as the teaching fraternity. We have students from all over the region be it from proper Jowai or from the far-flung areas of the district, such as the areas bordering Bangladesh and Assam, and even from the city of Shillong. All the students live in harmony in the campus as well as off the campus as the College administration has directed in the prospectus, "Communal harmony is to be fostered by word and deed". The varied problems related to behaviour in society are clearly mirrored in institutions through drug abuse, theft, and other unwarranted acts. To counter these issues, the students are exhorted to pursue peaceful co-existence by teachers and counsellors. The College organizes events in the forms of seminars and workshops to educate the students and the local community on issues such as talks on

communal harmony and on national integration, debates, etc. It is worth mentioning that students as well as teachers were all out involved in fighting the Covid 19 pandemic by reaching out to the people, and spreading awareness about the Do's and Don'ts and the SOPs provided by the District Administration and the Department of Health and Family welfare. This education in human values seeks to help teachers, parents and students to focus on the basic positive values that underlie all the aspects of a moral society.

The Literary Committee of the College organised a Debate Competition on the topic, "Youth are Instruments of Communal Harmony in the Society" and an Extempore Speech Competition on the 15th October 2019.

The National Service Scheme (NSS) unit of the College is an integral organisation, which allows students to participate in activities other than academic. In being part of the organisation, the students have first-hand and practical knowledge of the values of communal harmony, and extending a helping hand to those in need. Some of its activities include:

1. Special Camps in Khonglah village, a village adopted by the NSS unit of KNGC. Camps are held from time to time. Help is extended to the village school in the form of whitewashing, etc as well as medical camps.
2. Participating in the Taxi Driver Campaign - Swaach Bharat Mission organised by the Jowai Traffic Police on the 5th December 2018.
3. Cleaning Drives at Syntu Ksiar and at the College Campus from time to time.
4. Celebration of World No Tobacco Day during which the students staged a street performance.
5. Making of masks and posters during the Covid 19 Pandemic to create awareness in the month pf April 2020

File Description	Document
Any other relevant information.	View Document
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View Document

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

Response:

 Sensitization of students and employees of institution to the constitutional obligations is very important and makes them realize their utmost responsibilities. Hence at Kiang Nangbah Government College efforts are made to imbibe and inculcate the basic sense of social responsibility and responsiveness to sensitize students to social issues so as to make them efficient in class as well as in the societal environment.

Various activities have been taken up time and again to spread social awareness about issues like communal harmony, health, hygiene and disaster management etc. The students are made to realize their fundamental duties and responsibilities as good citizens as well as being good students of the college. The

dedication of the teaching faculty and the student community has led our college to stand out in many fields be it academics or co-curricular activities. It is worth mentioning that the students of our college along with the teaching faculty have shown exemplary efforts in fighting against the unseen enemy- the Covid 19 pandemic, whereby they volunteered willingly to help the District Administration as and when required. Though the teachers are duty bound to adhere to orders, they have done a great job as Executive Magistrates. This relates to the professional ethics which are imbibed in performing the duties with integrity and honesty.

The teaching faculty refrains from taking part in or subscribing to any kind of activities which promote the feeling of hatred or enmity among different communities, but works for national integration. Hence during Republic Day and Independence Day there is salutation to the National Flag every year. These highlight the importance of the Indian Constitution, and promote national integrity appreciating the unification of cultural and religious identities of India. Other activities include:

Road Safety Week: Was organised by the NSS unit of the College on the 9th January 2017 for the benefit of the taxi drivers of Jowai town.

Disaster management: Awareness cum mock drill organised by the Disaster Management Cell in collaboration with Home Guard and Civil Defence Jowai on the 16th September 2019.

World Environment Day: Was celebrated every year in the college.

Lectures on Communal Harmony: National Integration, Human Values and Non-Violence on the 6th of November 2019 organized by the Seminar Committee. The teaching faculty Shri. V.L.P. Lyngwa and Smt. S. Ryngkhlem were the resource persons.

Swaach Bharat Mission is followed enthusiastically such as cleaning drives being regularly practised in the College where the students and the teachers take part.

Blood donation: The NSS unit of the College regularly organises Blood Donation camps every year. The Cleanliness, Health and Sanitation Committee also organised an Awareness cum Voluntary Blood Donation Camp on the 5th March 2020.

National Voters' Day: Organised by DC Office (Election) Jowai on the 25th January 2020 was participated by the NSS unit of the College.

Legal Literacy Campaign on POCSO Amendment Act 2019: Was organised on the 9th March 2020 by the Internal Complaint Redressal Committee. The resource person was Shri. Albert Sngi Lyngdoh.

File Description	Document
Details of activities that inculcate values; necessary to render students in to responsible citizens	[View Document](#)

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

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

Response: E. None of the above

File Description	Document
Code of ethics policy document	[View Document](#)
Any other relevant information	[View Document](#)

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

Response:

National Commemorative Days

Kiang Nangbah Government College gives due respect to the important national commemorative days. It is the tradition of the College to respect the National flag and give reverence to the National anthem. Each year, **Independence Day** is celebrated by the hoisting of the tri-colour by the Principal or a teacher of the College. The National anthem is sung together by all present. During the occasion, the students who are members of the NSS unit of the College take part in the parades and special programmes organized by the District administration. The **Republic Day** is also observed by the students of the College. In this important day of the Nation students who are members of the NSS unit usually participate enthusiastically in the celebration of the day. Many of them participate in the cultural programmes organized by the District administration.

International Commemorative Days and Events

The College also observes some International commemorative days and events. Some are celebrated annually, while some are occasions are observed once in a while. **The World Environment Day on 5th June** is a day that is observed in the College annually. It is an important day that makes people pay attention to the environment and try to protect it, as such it is very vital that young people are aware about protecting our environment. Students plant trees and clean up some areas. Sometimes this is done within the campus and in some years the activities are taken up outside of the College campus. **The International Day of Yoga (21st June)** is a special occasion for all Indians because this International event which celebrates yoga was started by the United Nations General Assembly in 2014. In our college the day is observed annually. Yoga is practised for mental as well as physical health. The many benefits of yoga can be gained by regular practice. The College also observed **International Youth Day**. A five-day programme was organised by the NSS unit of the College in 2019 to observe the event from 28th August to

2nd September 2019.

World Folklore day (22nd August) has also been observed in the college**.** Understanding folklore is essential to the preservation of a culture. Therefore, observing the day is an attempt to comprehend more of human origins and projections of further development of societies. These are some of the aims when the day was celebrated for two days at the College, that is, on the 22nd and the 23rd of August 2016 in a National Seminar, sponsored by CIIL, Mysore, which was organised by the English department of the College. The inaugural function was graced by the Minister of Education, Dr. R. C. Laloo as the chief guest. Well-known scholars such as Prof. J.B. Bhattacharjee, Prof. Surjeet Singh, Prof. L. S. Gassah, Prof. D. Kharmawphang, Prof. B. War, Prof. E. Syiem, Prof. A. S. Guha, and Dr. S. Lamare took part in the Seminar. There were many paper presenters as well as a short play.

File Description	Document
Geotagged photographs of some of the events	[View Document](#)

7.2 Best Practices

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

Response:

1. Mentor – Mentee Relationship:

Objectives:

There are 13 departments in the 3 different Streams of Kiang Nangbah Government College. There are over 2700 students studying in the College, so it is an enormous task for teachers to keep track of all the students. In order to streamline students and follow their progression from one semester to the next, it has been observed that students need to be divided into smaller groups. Therefore, each department has started the system of mentor – mentee relationship with the objective of letting students get access to a mentor for guidance. The students are assigned to a particular group and are accountable to the teacher in-charge of the group. The role of a mentor is also to facilitate the mentees' special talents and skills.

Context:

The Continuous Internal Evaluation system, in line with the National Education Policy 2019, is commencing at the College. Students are given tests and assignments, and the marks scored by them in these internal assessments are counted in the final marks of their Semester examinations. Therefore, the mentor-mentee relationship is helping the students cope with the course. The students are guided appropriately by their mentors and adjust better to the course. However, the vast number of students, particularly in the Arts departments, is a big challenge for putting the practice into place. The mentor-mentee relationship works at the departmental level, so individual teachers are assigned only their own honours students. However, the Arts students of the 1st, 2nd and 3rd Semesters and the Science students of the 1st, 2nd, 3rd and 4th Semesters also have elective subjects. Thus, students are mentored only in

honours subjects and not in the other elective subjects. This undeniably hampers their learning.

The Practice:

The National Education Policy 2019 clearly indicates a change from "high-stakes examinations towards more continuous and comprehensive evaluation" (pg.no-243, P12.1.6). It is in the consideration of this shift that the system of "mentor- mentee" is put in place at the College. Many departments in the Arts stream have a high ratio of students per teacher, specifically in the elective subjects in the first 3 semesters. So the College has the system in place only for Honours students. Each Arts department's intake of honours students vary from 50 to 70, in the first semester, with lesser numbers in the subsequent semesters. Thus, if a department has 5 faculty members, it will have to divide students into groups of 10 to 14 for each teacher, in each semester, with the total number of students varying from 30 to 42 under each teacher's guidance in all the 3 semesters.

In the Science stream, there are a lesser number of students. Therefore the ratio of students per teacher is much more manageable. In the Commerce stream as well, the students are conveniently divided in a lower ratio per teacher.

The students are guided by their mentor in completing their assignments on time. They are also supplied resources and materials by their mentor. The mentor closely follow their progress from each semester to the next, ensuring that each student do not lag behind.

Evidence of Success:

More students perform better in the examinations. The overall performance of students from the Arts departments is improving as evidenced by a student from the Education Department securing a place in the top ten positions and a student from the English Department securing 1st Class for the first time in the B.A. Examinations 2019. The results of the B.Sc. Examinations have improved even more, with students from Mathematics, Physics and Chemistry departments, securing top ten positions and 1st Class in the last final Examinations.

The students also have improved in understanding their subjects as indicated by completion of assignments; the overall performance in internal tests in all streams has improved as students are guided by mentors. The presence of mentors who monitor attendance of students has resulted in the better attendance of classes by students. More participation in academic events such as debates and extempore speech events, good attendance other College programmes, interacting during seminars, etc, can also be attributed to the fact that students are being mentored and take more responsibility towards their own academic well being.

Problems Encountered and Resources Required:

There are two challenges in the practice of Mentor – mentee relationship at the College. There is the constraint of time because in the Semester system, the course has to be completed in a shorter period of time. The mentors, that is, the teachers, have to cope with teaching, assessment of test papers and assignments, as well as conducting other programmes at the departments. Secondly, there is the difficulty of acquiring resources that are required for truly making the practice a success. For instance, the College library is yet to upgrade the collections of books and to a digital library with Internet resources so that the students can be at par academically with students of other Colleges. Together with the problem of non-

availability of any other library in Jowai, both mentors and mentees struggle with lack of reference books or journals. Much of the study material provided to students is meted out of the mentors' means.

Students also need resources other than books. Many students are physically talented in sports. Although there is a basketball court, a badminton court and a football ground, they require better maintenance. Many students would benefit from a sports mentor as well.

Notes:

The list of names of meritorious students from the college, securing top positions in the University Examinations is attached as relevant document.

2. Students' Union Elections:

Objectives:

The Students' Union Elections are held every year at the College. The main objectives of the Students' Union Elections are that students elected to the various posts, will represent their fellow students and take responsibilities in looking after the well-being of the College students in general. The Students' Union voices the needs and grievances of the student community and makes suggestions for improvement of the College according to the needs of the times. It also helps to maintain discipline amongst students. There is also another important objective for having the Elections, that is, that students are to experience the working mechanisms of democracy very closely.

Context:

Students' Unions are part of the political history of India, starting from pre-Independence days. In the present day, the Students' Unions still exercise a lot of influence in the politics of the country. They become training grounds for future politicians, activists and administrators. The students participating in the College Elections, whether by contesting or by voting, are exercising their Democratic rights. This promotes an intimate understanding of the kind of Parliamentary democracy that is practised in our country. The Election process at Kiang Nangbah Government College to elect members of the Students' Union becomes a practical education in politics particularly for the candidates. The candidates work together to achieve certain things for the welfare of all and this promotes many positive attributes. In the College, the **Lyngdoh Committee Recommendations (LCR)** is followed. The Government of India has implemented the LCR for the Students' Unions Elections in 2006 as per the Supreme Court's direction with the intention to rid students' union elections of money and muscle power.

The Practice:

The College has an Election Committee with a Member Secretary and members looking after the election process. The candidates are screened strictly according to the provisions of the LCR. The extract of the provisions are:

1. No association with political parties.
2. The age specification for candidates is 17 years to 22 years.

3. Only students who attain permissible percentage of attendance are allowed to contest.
4. No student with a criminal record or subjected to any disciplinary action is allowed to contest.
5. No student with arrear subjects are allowed to contest.
6. There is a maximum limit for spending by students during elections.
7. No appeal on the basis of caste or communal feelings to secure votes.

The Election Committee, in the presence of the Principal, sets the dates for filing of nomination papers, scrutiny of the nomination papers, the withdrawal of candidature and for the voting day. The Committee also selects scrutinisers, presiding officers and polling officers, counting supervisors and counting officers, as well as tabulators from the members of the teaching faculty. Other non-teaching staffs are also appointed to help during the election process.

The candidates can canvass for themselves in a process called the "Common Platform" during which the candidates can speak and appeal to their fellow students to vote for them. Candidates clearly specify why they are contesting so that all students can decide whom to vote for. The Election Committee appoints teachers to moderate these gatherings, once in the morning and once in the afternoon. The voting day is usually one day after the "Common Platform". The Election Committee arranges for the ballot papers to be printed with the names of the candidates.

The voting process takes place for half of the day. The names of the voting students are verified by the polling officers and by the student polling agents of the candidates. Each student can vote for all the posts, choosing one candidate for each post.

The counting process also takes place in the latter half of the same day. The counting supervisors read out the ballot papers and the counting officers keep count. After the counting is over, the total votes are tabulated and the results are declared.

The Principal declares the winners and the oath-swearing ceremony takes place in the same day. In the previous years the ceremony is organised on a different day but this was changed so everything can be wrapped up in the same day. The elections are always conducted in a highly transparent and fair manner.

Evidence of Success:

The College has undoubtedly inculcated a strong sense of democratic politics in the students. This is proven by the fact that many Kiang Nangbah Government College Students' Union leaders eventually become involved in politics, either as politicians or activists, or they become administrators. Other students from the College who never contested in the Union Elections also become actively involved in NGOs or with political parties as well as in administration. Alumni who have become prominent in their fields include Shri. Qually Suiam (former CEM, JHADC), Shri. Marki Mulieh (MDC), Shri. Lakhon Biam (MDC), Shri. Lasky Rymbai (MDC), Shri. M. S. Lhuid (IAS), Smt. Ripnar Lyngdoh (IAS), Shri. H. H. Mohrmen (Social Activist and Environmentalist). Many former students of the College are aspiring politicians as well. This can undoubtedly be attributed to the process of election of the Students' Union at the College. It can safely be stated that many more politicians and activists as well as administrators will emerge from the College in the years to come.

Problems Encountered and Resources Required:

The Students' Union Elections is part and parcel of college life at Kiang Nangbah Government College.

The resources required to make the Elections a success are mainly of manpower. Teachers as well as the non-teaching staffs are actively involved in the process. The entire faculty co-operate without failing and the matter is of utmost importance in the College.

There are unavoidable disruptions of classes and many students become more involved than necessary. These sometimes lead to negative and unwanted effects. There are times when teachers cannot take classes and students often miss classes during the preparation of elections. Some successful candidates also miss more classes after becoming members of the KNGSU. However, the Students' Union Elections are by and large an important and unique event in the College.

Notes:

The practice of holding elections for students is a positive reinforcement of democratic values. There are various plus points in having a free and fair election process in Institutions. This inculcates a strong foundation of democracy in the student community. Many future leaders can be moulded by students' union elections. Many colleges in the State can also nurture potential leaders specifically in the fields of politics and administration by having college elections such as the process implemented at Kiang Nangbah Government College.

File Description	Document
Any other relevant information	View Document

7.3 Institutional Distinctiveness

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

Response:

Kiang Nangbah Government College an august institution, has long served the people of Jaintia Hills District and the whole State as well. Since its inception in 1967, the college has stayed true to its Vision, that is, 'to promote affordable and quality higher learning for the youth'. The college is ever striving towards the betterment of higher education in the region.

Kiang Nangbah Government College is the only government college in the District, and one of the few in the State. It is very fotunate that the students of the district have access to affordable and quality education. The college is sensitive to the needs of the underprivileged and therefore it caters to the need of less affluent student who cannot afford to attend other private colleges present in the district. Keeping in mind that the fees of the college are subsidised, students from less affluent families are able to afford the fees to attend college. The college follows the state reservation policy with regard to admission of the students. However, it has taken various initiatives to ensure equality in access to students from different sections of society.

The National Council of Teachers Education (NCTE), New Delhi has announced the NCTE (Recognition,norm, procedure) Amendment Regulations 2019 vide the Gazette Notification No. F.NCTE Reg.1011/80/2018-MS (Regulation)-HD Dated 29th March 2019. According to this Regulation, the Four Years Integrated Teacher Education programme (ITEP) Arts Stream and Science Stream is offered after Senior Secondary (+2) and aims at preparing passionate, motivated, highly qualified, professionally trained teachers. The Regulation also specifies that this Integrated Teacher Program (ITEP) shall be located in multi and inner interdisciplinary academic environment which means a duly recognized higher educational institution offering under- graduates or post graduates programmes of study in the field of Liberal arts and humanities or social sciences or commerce or mathematics as the case may be.

By 2030 (according to National Education Policy 2019), the minimum qualification for teaching in schools will be a four year integrated B.Ed degree that teaches a range of knowledge, content and pedagogy and includes strong practical training in the form of student-teaching at local schools.

In view of this, Kiang Nangbah Government College took the oppurtunity to apply for the Four Years Integrated B.A-B.Ed and B.Sc–B.Ed Programme for the Academic Session 2019-2023. The College Authorities realised that the programme would benefit the students who would like to take up the profession of teacing, taking into account that the few such colleges in the State of Megalaya have limited seats. The Government of Meghalaya had granted the permission to start this Four Years Integrated Programme vide Notification NO.EDN.213/2018/53, dated 6th December 2018.

In this connection, it may be mentioned that the said course is not in existence in NEHU so the Department of Education, NEHU, Shillong had taken the initiative and responsibility of preparation of the Four Years Integrated B.A, B.Ed and B.Sc, B.Ed Syllabus under MHRD Scheme, Pandit Madan Mohan Malviya National Mission on Teachers and Training (PMMMNMTT). For preparation of the said syllabus, a two day Workshop was organized on the 5th and 6th November, 2019, by the Department of Education, NEHU, Shillong, with the help of the Principals and Faculty members of Colleges of Teacher Education (CTEs), Faculty members from the Department of Education, NEHU, Shillong and Tura and the expertise of the Faculty members from the General Colleges. Many other important issues relating to the programme were discussed, including its implementation in the Colleges of the State.

At the time of writing this, there has not been any other college in the State with the Four-year Integrated Teacher's Training Programme. Therefore, Kiang Nangbah Government College, Jowai is the only College in the State of Meghalaya to introduce this programme. The College has remained true to its Vision.

File Description	Document
Appropriate web in the Institutional website	[View Document](#)

5. CONCLUSION

Additional Information :

Kiang Nangbah Government College an august institution, has long served the people of Jaintia Hills District and the whole State as well. Since its inception in 1967, the college has stayed true to its Vision, that is, 'in order to cater to the educational needs of the youth and to promote affordable and quality higher learning for the youth'. The college is ever striving towards the betterment of higher education in the region.

Kiang Nangbah Government College is the only government college in the District, and one of the few in the State. It is very fortunate that the students of the district have access to affordable and quality education. The college is sensitive to the needs of the underprivileged and therefore it caters to the need of less affluent student who cannot afford to attend other private colleges present in the district. Keeping in mind that the fees of the college are subsidised, students from less affluent families are able to afford the fees to attend college. However, it has taken various initiatives to ensure equality in access to students from different sections of society.

The National Council of Teachers Education (NCTE), New Delhi has announced the NCTE (Recognition, norm, procedure) Amendment Regulations 2019 vide the Gazette Notification No. F.NCTE Reg.1011/80/2018-MS (Regulation)-HD Dated 29th March 2019. According to this Regulation, the Four Years Integrated Teacher Education programme (ITEP) Arts Stream and Science Stream is offered after Senior Secondary (+2) and aims at preparing passionate, motivated, highly qualified, professionally trained teachers. The Regulation also specifies that this Integrated Teacher Program (ITEP) shall be located in multi and inner interdisciplinary academic environment which means a duly recognized higher educational institution offering under-graduates or post graduates programmes of study in the field of Liberal arts and humanities or social sciences or commerce or mathematics as the case may be.

Kiang Nangbah Government College, Jowai was one of the Institutions in Meghalaya which was selected for setting up Four Year Integrated Teacher Education Programme and this will give more options for the students to choose courses for their career.

Concluding Remarks :

The College, in line with the given Vision and Mission, focuses to ensure excellence in all walks of life so as to enable its pass out to meet the challenges of new millennium. It is our dream that the College should come up to a better standard with other sister institutions in our State and the rest of the Country. It is our aspiration that the University Results from our College should be much improved by bringing out position holders also. It is also our desire that other job oriented courses, suitable to modern days, be also introduced in the College. Ever since Government of Assam officially declared the establishment of the college at Jowai, the Kiang Nangbah Govt. College, earlier known as Jowai Govt. College has been under the management of the Government of Meghalaya. Even though the college has been growing from strength to strength, it still requires considerable investment toward infrastructure development, opening of new disciplines, up gradation of the present

academic infrastructure. The college should be in the forefront of higher education in Meghalaya in near future if sufficient funds are available. As such sanction and judicious utilization of funds from UGC, RUSA and other funding agencies for fulfilling these recommendations is absolutely necessary.

There are many obstacles to overcome but the institution accepts these as challenges and plans to move ahead for assessment and accreditation by the National Assessment and Accreditation Council.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
1.4.2	**Feedback process of the Institution may be classified as follows:** **Options:** 1. **Feedback collected, analysed and action taken and feedback available on website** 2. **Feedback collected, analysed and action has been taken** 3. **Feedback collected and analysed** 4. **Feedback collected** 5. **Feedback not collected** Answer before DVV Verification : C. Feedback collected and analysed Answer After DVV Verification: D. Feedback collected Remark : Action taken report has not provided by HEI.
2.1.1	**Average Enrolment percentage (Average of last five years)** 2.1.1.1. **Number of students admitted year-wise during last five years** Answer before DVV Verification: <table><tr><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td></tr><tr><td>1816</td><td>1772</td><td>1771</td><td>1544</td><td>1697</td></tr></table> Answer After DVV Verification : <table><tr><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td></tr><tr><td>850</td><td>850</td><td>850</td><td>850</td><td>850</td></tr></table> 2.1.1.2. **Number of sanctioned seats year wise during last five years** Answer before DVV Verification: <table><tr><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td></tr><tr><td>2550</td><td>2550</td><td>2550</td><td>2550</td><td>2550</td></tr></table> Answer After DVV Verification : <table><tr><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td></tr><tr><td>2550</td><td>2550</td><td>2550</td><td>2550</td><td>2550</td></tr></table> Remark : DVV has made the changes as per provided report of first year students admitted by HEI.
2.1.2	**Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary**

seats)

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
1807	1751	1752	1525	1682

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
2167	2167	2167	2167	2167

Remark : DVV has made the changes as per provided report of SC and ST by HEI.

2.3.3	**Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year)** 2.3.3.1. **Number of mentors** Answer before DVV Verification : 72 Answer after DVV Verification: 68 Remark : DVV has made the changes as per provided report of mentor's list by HEI.
2.6.3	**Average pass percentage of Students during last five years** 2.6.3.1. **Total number of final year students who passed the university examination year-wise during the last five years** Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
180	147	127	148	109

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
551	293	352	253	238

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
380	357	308	312	303

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
565	426	1045	607	352

Remark : DVV has made the changes as per provided report of final year students who passed / final year students who appeared by HEI.

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
5	16	17	4	2

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
3	4	3	3	2

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
5	2	1	2	0

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
3	1	1	2	0

3.3.3	**Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., during the last five years (including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)**

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., year-wise during the last five years

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
7	3	8	5	2

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
7	1	6	5	2

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
7	3	8	5	2

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
473	600	332	162	67

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
3	5	2	7	0

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
1	2	0	1	0

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

    4.1.4.1. **Expenditure for infrastructure augmentation, excluding salary year-wise during last**

five years (INR in lakhs)

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
3697594	6408683	0	19506000	0

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
28.97	61.17	00	00	00

Remark : DVV has given the input as per provided audit report by HEI.

4.2.2

The institution has subscription for the following e-resources

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

Answer before DVV Verification : C. Any 2 of the above
Answer After DVV Verification: D. Any 1 of the above

Remark : DVV has made the changes as per report of Shodhganga Membership by HEI.

4.2.4

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

4.2.4.1. **Number of teachers and students using library per day over last one year**
Answer before DVV Verification : 11
Answer after DVV Verification: 2

Remark : DVV has made the changes as per average of teacher and students using library per day on (dates)

4.4.1

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

4.4.1.1. **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)**
Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16

800000	291250	860800	386580	1463780

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
8.00	2.91	8.60	3.86	14.63

Remark : DVV has given the input as per provided audit report by HEI.

5.1.1	**Average percentage of students benefited by scholarships and freeships provided by the Government during last five years** 5.1.1.1. **Number of students benefited by scholarships and freeships provided by the Government year-wise during last five years** Answer before DVV Verification: 	2019-20	2018-19	2017-18	2016-17	2015-16
270	496	1502	1589	144 | Answer After DVV Verification : | 2019-20	2018-19	2017-18	2016-17	2015-16
00	00	00	00	00 | Remark : Sanction letter has not provided by HEI.
---	---

5.1.3	**Capacity building and skills enhancement initiatives taken by the institution include the following**
	
	    1. **Soft skills**
	    2. **Language and communication skills**
	    3. **Life skills (Yoga, physical fitness, health and hygiene)**
	    4. **ICT/computing skills**
	
	    Answer before DVV Verification : C. 2 of the above
	    Answer After DVV Verification: E. None of the above
	    Remark : Report for skills enhancement initiatives has not provided by HEI.

5.2.2	**Average percentage of students progressing to higher education during the last five years**
	
	    5.2.2.1. **Number of outgoing student progressing to higher education.**
	    Answer before DVV Verification : 64
	    Answer after DVV Verification: 35
	
	    Remark : DVV has made the changes as per pro-rata bases.

5.3.1	**Number of awards/medals won by students for outstanding performance in sports/cultural**

activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
0	2	2	3	1

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0	2	0	3	1

5.3.3	**Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)** 5.3.3.1. **Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years** Answer before DVV Verification: 	2019-20	2018-19	2017-18	2016-17	2015-16
42	41	52	43	31 | Answer After DVV Verification : | 2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	5 | Remark : DVV has not considered provided report for 2016-17 to 2019-20 and proper report and photos has not provided by HEI.
---	---
6.3.3	**Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years** 6.3.3.1. **Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years** Answer before DVV Verification: 	2019-20	2018-19	2017-18	2016-17	2015-16
4	3	3	3	0 | Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
1	0	0	0	0

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
1	0	0	0	0

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0	42.60	0	0	0

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

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

Answer before DVV Verification : C. 2 of the above
Answer After DVV Verification: D.1 of the above
Remark : DVV has made the changes as per provided report of Borewell /Open well recharge by HEI.

7.1.5	**Green campus initiatives include:**

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

Answer before DVV Verification : C. 2 of the above
Answer After DVV Verification: D. 1 of the above
Remark : DVV has made the changes as per provided report of landscaping with trees and plants and has not considered Restricted entry into the college report by HEI

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

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

Answer before DVV Verification : B. 3 of the above

Answer After DVV Verification: E. None of the above

Remark : Certificate and any other supporting document for Quality audits on environment and energy regularly has not provided by HEI.

7.1.10	**The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.** 1. **The Code of Conduct is displayed on the website** 2. **There is a committee to monitor adherence to the Code of Conduct** 3. **Institution organizes professional ethics programmes for students, teachers, administrators and other staff** 4. **Annual awareness programmes on Code of Conduct are organized** Answer before DVV Verification : D. 1 of the above Answer After DVV Verification: E. None of the above Remark : DVV has not consider provided unsigned report of Code of Conduct by HEI.

2.Extended Profile Deviations

ID	Extended Questions
1.1	**Number of courses offered by the Institution across all programs during the last five years** Answer before DVV Verification: 	2019-20	2018-19	2017-18	2016-17	2015-16
---	---	---	---	---
13	13	13	13	13 | Answer After DVV Verification: | 2019-20	2018-19	2017-18	2016-17	2015-16
---	---	---	---	---
300	300	300	300	300	
2.2	**Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years** Answer before DVV Verification: 	2019-20	2018-19	2017-18	2016-17	2015-16
---	---	---	---	---
2040	2040	2040	2040	2040	 Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
2167	2167	2167	2167	2167

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
180	147	127	148	109

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
352	293	352	253	238

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
2	2	2	2	2

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

3.3	**Number of Computers** Answer before DVV Verification : 45 Answer after DVV Verification : 35