YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution   Kiang Nangbah Government College

- Name of the Head of the institution   Dr. (Mrs.) Easter Meena Blah

- Designation   Principal

- Does the institution function from its own   Yes
  campus?

- Phone no./Alternate phone no.   03652223759

- Mobile No: 8119004121

- Registered e-mail   kngc1967@gmail.com

- Alternate e-mail   iqackngc@gmail.com

- Address   LadNartiang, Jowai, West Jaintia
                                               Hills District

- City/Town   Jowai

- State/UT   Meghalaya

- Pin Code   793150

2.Institutional status

- Type of Institution   Co-education

- Location   Urban

- Financial Status   UGC 2f and 12(B)

- Name of the Affiliating University **North Eastern Hill University**

- Name of the IQAC Coordinator **Dr. Jay Prakash Sharma**

- Phone No. **03652356489**

- Alternate phone No. **03652223759**

- Mobile **9436111631**

- IQAC e-mail address **iqackngc@gmail.com**

- Alternate e-mail address **iqackngc@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year) https://www.kiangnangbahcollege.ac.in/wp-content/uploads/2022/08/AQAR-15-03-22.pdf

4.Whether Academic Calendar prepared during the year? **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: https://www.kiangnangbahcollege.ac.in/academic/

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.43**	**2021**	**22/11/2021**	**21/11/2026**

6.Date of Establishment of IQAC **28/05/2019**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	**Nil**	**Nil**	**Nil**	**Nil**

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

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

9.No. of IQAC meetings held during the year **25**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report   No File Uploaded

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

- If yes, mention the amount

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

1. Encourage the teachers to make use of various ways of online teaching and use of ICT Class room

2. Plan for labeling the institution as green campus

3. Online admission and examination

4. Making the institution plastic free zone

5. Encourage student-initiated activities

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

Plan of Action	Achievements/Outcomes
Encourage the teachers to make use of various ways of online teaching and use of ICT Class room	**Implemented**
Plan for labeling the institution as green campus	**Implemented**

13.Whether the AQAR was placed before statutory body?   **No**

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Name	Date of meeting(s)
Nil	Nil

Part A	
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• Designation	Principal
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• Registered e-mail	kngc1967@gmail.com
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• Address	LadNartiang, Jowai, West Jaintia Hills District
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• Pin Code	793150
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• Phone No.	03652356489

• Alternate phone No.	**03652223759**	
• Mobile	**9436111631**	
• IQAC e-mail address	**iqackngc@gmail.com**	
• Alternate e-mail address	**iqackngc@gmail.com**	

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https://www.kiangnangbahcollege.ac.in/wp-content/uploads/2022/08/AQAR-15-03-22.pdf

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https://www.kiangnangbahcollege.ac.in/academic/

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9.No. of IQAC meetings held during the year — **25**

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• If yes, mention the amount	

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Plan for labeling the institution as green campus	**Implemented**

13.Whether the AQAR was placed before statutory body?	**No**
• Name of the statutory body	

Name	Date of meeting(s)
Nil	**Nil**

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	18/01/2023

15.Multidisciplinary / interdisciplinary

As per National Educational Policy 2020, the College is preparing to start multi-disciplinary subjects and it is going to be implemented from the next session.

16.Academic bank of credits (ABC):

Implementation of Academic Bank Credits, will be done from next session

17.Skill development:

Since Skill Development is mandatory in NEP 2020, so it will be introduced from next session.

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

The college offers khasi subject in degree courses. Preservation and promoting of language is one of the target of the College in future.

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

Emphasis is laid on a clearly articulated idea of what students are expected to know and learn through the curriculum and how much they are able to achieve. Apart from regular classroom teaching, there are tutorial classes and the mentor-mentee system that gives priority to outcome- based education. The Learning Outcomes-based Curriculum Framework (LOCF) is intended to suit the present day needs of the student in terms of securing their path towards higherstudies or a terminal degree guiding student towards career choices. Students are made aware of the course specific outcomes
through orientation programme, classroom discussion, expert lectures and practical. The College prepares students to acquire positive attitude and other qualities which will lead to a successful life. To interpret, analyze, evaluate and develop responsibility and effective citizenship is one of the programme outcomes of the students.

20.Distance education/online education:

Online classes were held regularly during the Pandemic. Online classes are taken by teachers as and when necessary for the

betterment of the students.

Extended Profile

1.Programme

1.1	13
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	3429
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	4392
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	787
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	96
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

| 3.2

Number of Sanctioned posts during the year	**100**

File Description	Documents
Data Template	View File

4.Institution	
4.1

Total number of Classrooms and Seminar halls | **25** |
| 4.2

Total expenditure excluding salary during the year (INR in lakhs) | **25721540.50** |
| 4.3

Total number of computers on campus for academic purposes | **29** |

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

- **The syllabus consists of detailed contents of the course, recommended andsuggested readings for the concerned course. In this connection the Institution hasdeveloped a structure and effective implementation of the curriculum.**

- **Allotment of topics and units 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.**

- **Adopting new innovative teaching techniques and methodologies to ensure an effective relationship between**

the curricular content and practical applications.

- Mentor-mentees are implemented in every Department in order to provide excellent atmosphere to the students, to identify and take care of the performance of every student.

- Practical classes motivate students' interest and Field study trip gives students the opportunity to visualize, experience and discuss information on a subject.

- Class test help us to assess students understanding of the course content and their level of competency. Assignments increase learning capabilities of the students and Seminar improve students about their knowledge and confidence.

- Remedial classes provide chance for the students to rectify their doubts about the concepts that are not clear or confused.

- Group Discussion helps student to interact among themselves and learn more by sharing ideas and knowledge.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	Nil

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

. 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 to improve their knowledge and 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.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

C. Any 2 of the above

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

1.2 - Academic Flexibility

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

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

3

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

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

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

6

File Description	Documents
Any additional information	[View File](#)
Brochure or any other document relating to Add on /Certificate programs	[View File](#)
List of Add on /Certificate programs (Data Template)	[View File](#)

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

138

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

126

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

1.3 - Curriculum Enrichment

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

Gender

- Educational systems that adopt gender quality aspect are able to ensurethat the content of the course syllabus includes value attitude of gender quality.
- 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

- Environmental studies which is a multi-displinary science in academic curriculum is one of the compulsory papers for all the sixth semester students.
- Environmental studies help the students develop their own insights into functioning of several aspects or understanding of human relationship with their environment and preserve its quality.
- Environmental studies interplay between economic analysis and ecological, moral and social governance.

Human Values and professional Ethics into curriculum

- Ethics influences behavior and allows individual to make the right choices.
- Ethics in education is essentiallyimportant as they help the system to run smoothly, it is applicable on both the teacher and students.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

3

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

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

142

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni   **A. All of the above**

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

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

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	https://www.kiangnangbahcollege.ac.in/wp-content/uploads/2023/03/Action-taken-report-of-the-Institution-on-feedback-report-as-stated-in-the-minutes-of-the-Governing-Council-Syndicate-Board-of-Management-Upload.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

5490

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

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

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

3419

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

Career guidance is one of the mechanism used to assess the learning levels of the students. It is conducted before the students opt for any stream.

An Orientation Programme is conducted after the admission and it is mandatory for students, their Parents or guardians to attend the Programme in order to welcome the students, highlight what the institution offers and what the institution expects from the students.

Internal tests are conducted on regular intervals, 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.

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.

Departmental Seminars are conducted with the sole purpose to build up student's confidence and encourage them to move out of their comfort zone and inculcate in them the habit of research work.

Remedial Classes are being conducted from time to time which help the learners to obtain an in-depth knowledge on the subject matter. Therefore the entry level and exit level of students can be evaluated from the above methods used throughout their academic year.

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

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

Number of Students	Number of Teachers
3429	**96**

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

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

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. Lecture method affords a necessary framework or overview for subsequent learning like reading assignments, small group activities, group discussions.**
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 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: 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: It is the practice of learning through doing.**

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.

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

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

Colleges use a diverse set of ICT tools to communicate, create, disseminate, store, and manage information.

Use of ICT in Kiang Nangbah Government College: KNGC has only four (4) ICT enabled classrooms catering to four science departments, Physics, Chemistry, Zoology and Botany, that are able to adhere to this need.

Usage of ICT in the departments: 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 television screen where a teacher can upload materials in a pen drive and display. 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	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**Nil**

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

2.3.3.1 - Number of mentors

96

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	[View File]
Circulars pertaining to assigning mentors to mentees	[View File]
mentor/mentee ratio	[View File]

2.4 - Teacher Profile and Quality

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

73

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

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

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

12

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

1328

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The internal assessment is done on the basis of a student's attendance, writing skills (assignment), presentation skill (seminar) and knowledge levels (test paper). The students have a clear idea about the standard internal evaluation process of both the theory and practical subjects.

Evaluation 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 projects are notified.

The final internal assessment marks are displayed on the notice

boards, before uploading them in the university portal. The anomalies found by the students are taken up by the examination .

The students are given the valued answer scripts and assignments and the grievances with regard to marks are rectified immediately by the subject teacher.

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

All the records and data are properly maintained by the teachers for academic monitoring.

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

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

An evaluation committee in the college ensures transparency in dealing with grievances and problems during the course of exam for both internal as well as end semester examination.

Internal assessment test schedule is prepared by the evaluation committee and communicated to the students in advance whereas for the end semester examination, routine is displayed immediately after receiving the same from North Eastern Hill University.

For both examinations strict invigilation is conducted. The marks obtained by the student in the internal test as well as the assignment are displayed on the notice board.

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 students have any grievance related to evaluation of university answer scripts they can apply for re-evaluation by paying the 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

photocopy of their answer script and they may decide on re-evaluation also.

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

2.6 - Student Performance and Learning Outcomes

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

The institution offers general higher learning programmed like, English and Khasi enables the learners to express and comprehend the topic/theme in which he/she is interested. The learner may express in the form of story writing etc. It provides effective communication skills.

Economics, Political Science and Education helps to understand the economy of India as well as the world at large. The learner understands and practices in their dealings and also in socio and political system and development contributes to the development of the learner, mentally, spiritually, and psychologically.

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

Upon successful completion of the B.Sc program, 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.

Commerce provides the learner an insight into information retrieval skills, in relation to primary and secondary information sources. Able to Demonstrate and evaluate national and international debates and discussions on economic and business issues.

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

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

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.

Class test is conducted after the completion of a particular topic in order to test the students' level of understanding.

The Internal Test routine is prepared by the Evaluation Committee. Question Papers prepared by the department are similar to the external examination papers to familiarize the students with the External Examination. One of the advantages of internal tests is that our college conducts three such tests 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 of 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.

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 assigned to the students depends upon the teacher's discretion.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	**Nil**

2.6.3 - Pass percentage of Students during the year

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

685

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	[View File](#)
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

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

https://www.kiangnangbahcollege.ac.in/wp-content/uploads/2023/05/SSS-KNGCJowai.csv

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

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

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

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

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

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

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

38

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

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

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

4

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

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

3.3 - Extension Activities

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

The NSS and NCC units of the College have conducted several activities that aim to develop the personality of students through community services and train students to live a disciplined life. The National Voters Awareness Contest arranged by NSS volunteers was celebrated to sensitize voters to enroll in electoral process and use their vote wisely and effectively without any political compulsion.

These two units jointly observed the 'International Day against Drug Abuse and Illicit Trafficking' which aimed to spread awareness about the dangers of drugs, to address the different challenges faced by drug users and also urged abuser to take steps towards a drug free society; 'World No Tobacco Day', where both units highlighted the menace and effects of tobacco on a person. These units celebrated 'World Yoga Day', with the objective to help students to learn how to live a sound life (physically and mentally).

A Programme for collection of Aadhaar data from electors was also launched by the NSS unit to help in maintaining an accurate record of voters.

Further, camping trips for the NCC students at Srinagar and Mysore have profoundly helped them to learn how to communicate and respect India's diverse language, traditions, religions and cultures.

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

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

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

7

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

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

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

5

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

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

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

167

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

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

10

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

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

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

7

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The infrastructure of the college is as below:

Block - 1: The College Main Building and its surrounding

It is a three floored concrete building with a plinth area of 2704.31 sq metres. It consists of a total of 46 rooms, a basketball court of area 1500sqmts. a badminton ground of 160 square metres area. There is an Auditorium, covering a total area of 560 sq.mts 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.

Block – 2: Extended Building for Science Section

It is a three storied building with a plinth area of 919.36 square metres. It has a total of 28 rooms used as classroom, laboratories, Biotech hub and the IGNOU room.

Girls Hostel:

The total seat is 54 and the number of rooms for hostel accommodation are 19 room. The ground floor has a kitchen, a

dining hall.

Boys Hostel:

It is a single floored concrete building with altogether 13 rooms available for hostel accommodation with a capacity of 26 hostellers.

To the left of the floor, there is a kitchen, a dining hall.

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

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

The college campus has the following facilities

Outdoor stadium

Football playground lies on the left sides of the main gate, it was established in the year 1983 and cover an Area of 6500 m2 approx. Outdoor gallery was constructed in the 2012 with an Area of 126.00 m2 approx. and a sitting capacity of 100 audiences.

Basketball 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.

Outdoor Badminton Court

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

Indoor Sport Building

The indoor sport hall was constructed in 2012 with an Area of

366.3 m2 approx. The hall is use for Table Tennis, Badminton, Chess, and Caroms Board and at present Khelo India Coaching Centre for Badminton and Yoga class is conducting.

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.

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

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

13

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

13

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

0

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

4.2 - Library as a Learning Resource

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

The College Library is equipped with 50 seating capacity. It has a total of 13889 books out of which 10841 are textbooks and 3048 are reference materials and 7 journals. The library also has Wi-Fi facilities and provides internet services, reprographic services and reference services to all its users. The Library is fully automated and has introduced Koha v. 18 as the Library Management Software. 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	Documents
Upload any additional information	View File
Paste link for Additional Information	**Nil**

4.2.2 - The institution has subscription for the **D. Any 1 of the above**
following e-resources e-journals e-
ShodhSindhu Shodhganga Membership e-
books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

0.67155

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

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

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

54

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

4.3 - IT Infrastructure

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

Kiang Nangbah Govt. College offers a wide range of IT facilities which are essential for learning, communication and administrative activities where they have been installed in different rooms as describe below:

- Computer Lab: There are 21 sets. of desktop available with high-speed internet access, a projector and eight nos. of UPS shared among these desktops.
- Administrative room comprises of five different rooms where all the necessary IT facilities for administrative works are available like printers, scanners, desktops, laptops, xerox machine, cyclostyle and some basic multimedia facilities like microphones and speakers.
- ICT Classrooms: In total there are 13 ICT classrooms being equipped with projectors, speakers, microphones and LCD TVs.
- Wi-Fi: Wi-Fi networks provide students and staff with access to the internet from anywhere on campus, including classrooms, libraries, and outdoor spaces.
- CCTV: The main building of the campus is under CCTV surveillance being installed in the corridor of each floor.
- Technical Support: IT Committee is available to assist students and staff with technical issues and troubleshooting.

These facilities supports the academic and administrative needs of students and staff and hence play a critical role in enabling effective teaching, learning and administrative work.

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

4.3.2 - Number of Computers

31

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

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

21092324

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

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

The College has different policies to govern the issuing and maintenance mechanism of its infrastructure. These policies include:

Information Technology Policy

The purpose of the IT policy is to highlight the process of acquisition, utilisation and maintenance of IT related infrastructure. The committee along with the technician shall also be responsible for maintaining, fixing of issues related to the internet connections.

Library Policy

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.

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 purchasing new equipment and maintenance of sports infrastructure from external agencies and usage of the same.

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 equipment's and related infrastructure

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1545

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

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

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

B. 3 of the above

File Description	Documents
Link to institutional website	https://www.kiangnangbahcollege.ac.in/criteria-5/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

620

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

620

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

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

D. Any 1 of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

8

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

50

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

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

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

9

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

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

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

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students' representation on various bodies as per established processes and norms)

The College has a Student Union body known as Kiang Nangbah Government College Student's Union. The different posts and elected members of the Union are as follows:

POSTS

NAMES

President

Shri Precious Sten

Vice President

Shri. Yoomonmi Paswet

General Secretary

Shri. Swedent Kyndait

Asst. General Secretary

Shri. Rideimon Niang

Secretary of Cultural Affairs

Miss Sophia Wandaka Laloo

Secy. of Outdoor, games & sports

Shri. Wansalan Lyngdoh

Secy. of Indoor Games & Sports

Shri. Mebanshanki Paslein

Secy. of Debates &Symposium

Miss Firstling Roy Kam

Secretary of Social Services

Shri. Daiatreilang Synnah

Secretary of Students 'Editor

Shri. Wanphrang ymbon

Secretary of Boys 'Common Room

Shri Meiaidonlang Tang

Secretary of Girls 'Common Room

Miss Naphisabet latam

The General Election to the different posts is held every year through secret ballot papers. The Students' Union of the college caters to the welfare of the students, and contributes immensely in making college life more memorable and significant. The Students' Union also assists the College in organising different activities and events related to students like the Freshers programme, the College Week, cleaning drive, etc. The members of the student union are also part of various committees.

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

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

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

2

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

5.4 - Alumni Engagement

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

It was on 4th Dec 2010 that the college at the initiative of the principal Smt W.M. Shullai (Retired) and Shri O.R. Shallam, (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 secy.: Smt. D. Lyngdoh

Auditors : Smt. W. Sumer

: Ms. J. Dkhar

The association has been registered under the Registration Act XII of 1983 vide No. SR/JH/KNG CAA1095/64 of 2011.it comprises of 30 life members and 18 annual members. The Association has organized Various seminars and workshop for the benefit of the students and the teaching faculty as well. The Association also highlighted some of the problems associated with the college and to find ways and means to improve the institution.

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

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

File Description	Documents
Upload any additional information	View File

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, a government-run institution under the Directorate of Higher and Technical Education, Government of Meghalaya, has a motto of "Awake, Arise and Reach the Goal." Its vision is to cater to the educational needs of young people, mould them into responsible citizens, and imbibe a sense of responsibility towards the environment. The college caters to the holistic development of rural and underprivileged sections of society and follows the National Education Policy of 2019. It has a mission to provide quality education affordably, promote sustainable development, and provide educational facilities to weaker sections of society. The college has a participation system where teachers are members of the Academic Council, which decides on academic matters within the college. The college aims to educate people with a soul and not just as automatons in the cog-wheel of life.

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

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

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.

From the Director, Higher and Technical Education, to the staff and students, all are involved in the management of the institution. As such, there have been various committees established so as to aid and streamline the process of effective participative management, viz.

Sl.No.

Committees

1

Academic Council

2

Internal Quality Assurance Cell (IQAC)

3

Admission

4

Time Table

5

Examination

6

Finance

7

Disciplinary & Anti-Ragging

8

Grievances & Redressal Cell

9

Women's Cell

10

Internal Complaint

11

Career Guidance and Counselling

12

Research and Development

13

National Service Scheme (NSS) & Outreach Cell

14

Skill Development

15

NCC Cell

16

Green Campus

17

Cleanliness & Auditorium

18

Sound System

19

Library Advisory

20

Seminar

21

Literary cum Editorial

22

Cultural

23

Food & Canteen

24

Transport & Educational Tour

25

Infrastructure & Purchase

26

Screening

27

Placement

28

Hostel

29

Sports & Games

30

Election

31

Disaster & Covid 19 Management

32

RUSA Cell

33

Ek Bharat Shrestha Bharat (EBSB) Club

34

IT & Website

35

Feedback

36

AISHE

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

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.

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

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

The Principal Secretary of Education is the highest authority of the Education Department, and in a college, the Principal is responsible for the overall development and progress of the institution. The Principal leads the institution with a focus on providing effective educational programs, improving teaching and learning processes, and maintaining a conducive learning environment.

Apart from the teaching staff, non-teaching staff plays a vital role in ensuring the smooth functioning of the college. The administrative staff, including UDA, LDA, peons, drivers, cleaners, and chowkidars, support the day-to-day operations of the institution.

The college library is an essential resource for students, and it is managed by a deputy librarian and a library assistant. The deputy librarian categorizes, catalogues, and organizes the books by subject and recommends books to students as per their needs.

The college has three streams: Arts, Science, and Commerce, each with different departments and a Head of the Department supervising teaching and learning, conducting frequent departmental meetings, and assessing teacher performance.

The college is government-owned and follows the rules and regulations laid down by the Education Department, Government of Meghalaya, and the UGC, with faculty recruitment and promotion policies following service rules of the Education Department.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	https://www.kiangnangbahcollege.ac.in/wp-content/uploads/2023/02/governing-Body.pdf
Upload any additional information	**No File Uploaded**

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

C. Any 2 of the above

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

6.3 - Faculty Empowerment Strategies

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

The social welfare schemes available to Kiang Nangbah Government College employees include the General Provident Fund (GPF), Gratuity Scheme, Pension Scheme, and National Pension Scheme (NPS). GPF is available for government employees who joined before April 1st, 2010, and is a provident fund where employees contribute a percentage of their salary and receive it upon retirement. The Gratuity scheme is paid to those employees who complete 5 or more years of service with the government.

Approximately 60% of the teaching staff at the college are entitled to the GPF and Pension Scheme, while around 15-20% are entitled to the NPS scheme, and 5-10% are not entitled to any of these schemes as their service is still on contract or temporary basis. Among the non-teaching staff, approximately 30-40% are entitled to the GPF and Pension, while some are entitled to the

NPS scheme, and some have their services on a contract or temporary basis.

Apart from these schemes, the government employees at the college can also avail different types of insurance schemes, but these are a contribution of the employees on their own. Teachers who retire also benefit financially from these schemes.

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

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

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

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

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

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

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

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

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

3

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

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

The College has established a checklist for its departments that includes guidelines for maintaining various records and documents. These guidelines cover different areas such as maintaining copies of syllabus, routine, course and class distributions, monthly

attendance, departmental notices, and meeting minutes. It is also essential to maintain records of internal marks, final results and percentage of students, Alumni, departmental library, profiles of teachers and departments accounts with vouchers. Additionally, conducting seminars, group discussions, inter-departmental lectures, enrichment programs, and research activities are crucial. The department should maintain documentation of such activities and conduct field trips for science departments. The department should also provide counselling to students and hold meetings to discuss challenges and problems faced by students for an effective teaching-learning method. Finally, it is necessary to keep both soft and hard copies of all documents. The College pre-screening team examines faculty documents for placement on the State Government's direction.

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

6.4 - Financial Management and Resource Mobilization

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

The Kiang Nangbah Government College has implemented an Internal Accounts and Audit Committee that comprises Faculty members of the Commerce Stream and an Accountant. This committee is tasked with overseeing the proper use of financial resources available to the College. Regular internal audits are carried out under the supervision of the Principal to ensure compliance with financial regulations and to identify areas for improvement.

In addition to internal audits, the College is also subject to external audits by the State Government's Directorate of Local Audit & Accounts and the Central Government's Auditor General. The most recent external audit was conducted in 2017 by the Office of the Accountant General, while the Local Audit was conducted in 2018. Copies of these audit reports are enclosed for reference.

These audit reports provide valuable insights into the College's financial management practices, helping the Internal Accounts and Audit Committee to evaluate the effectiveness of its financial management policies and procedures. The College is committed to

maintaining the highest standards of financial accountability and transparency and will continue to work closely with its Internal and External Audit Committees to ensure that it meets these objectives.

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

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

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

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

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

Adequate funds are allocated for effective teaching-learning processes 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 and non-teaching staff as well as Students is carried out. Travel support for conferences, seminars, workshops and short-term training is being examined so as to better equip our Personnel and our students, moulding them to be better citizens, in line with the Vision of our College.

Funds are also utilised for maintenance of our surroundings and using sustainable energy in the form of LED Bulb.

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

6.5 - Internal Quality Assurance System

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

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.

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and

recorded the incremental improvement in various activities

The IQAC of the college reviews the quality of teaching-learning process and learning outcomes, both at department and institutional levels. The teaching-learning process is discussed among faculty members before each session, and details of students' internal marks, seminars, and time tables are displayed on notice boards. Admission to various programs is advertised, and newly admitted students are made aware of the system of continuous evaluation, program structure, and syllabi before the semester commences. The college monitors and addresses any complaints or feedback from students. Final results are displayed on notice boards and monitored by the evaluation committee. The college has initiated preparations for accreditation and formed various committees to implement suggestions made by external quality assurance agencies. Regular feedback is taken from students, and workshops and seminars on social issues are organized to impart values and ethics. Short-term courses on skill development and field visits are organized for the benefit of students and society. Scholarships and free ships are provided by the government to all students, and the number of students receiving financial benefits has increased.

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

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

D. Any 1 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

- **Safety and Security: To provide safety and security for the students, the college authority has appointed Security guards at the main entrance of the college to check the movement of the vehicles. Public vehicles are not allowed to enter freely.**
- **During special occasions in the college, outsiders are prohibited to enter the college campus.**

In order to provide more safety to girl students, the Internal Complaint Committee (ICC) under the Sexual Harassment of Women at Work place (Prevention, Prohibition and Redressal) Act 2013 has been set up in the college. The ICC has organized an Awareness Programme on the 17th May 2022 on Gender Sensitization in collaboration with IQAC, Kiang Nangbah Govt. College.

- **: For the benefit of students a workshop-cum-counselling programme was organized in the college Auditorium on the 17th March 2022 by the MCSA Jowai supported by District Social Welfare Officer on "Teenage Pregnancy, Early Marriage, Sexual Education and Prevention on HIV/ AIDS". 75 students from all streams actively participated on that day.**

- **Common Rooms: Separate common rooms, washrooms and toilets have been allotted for boys and girls students.**

File Description	Documents
Annual gender sensitization action plan	**Nil**
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.kiangnangbahcollege.ac.in/wp-content/uploads/2023/02/Safety-Security.-Counselling-and-Common-room.pdf

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

D. Any 1 of the above

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

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

Solid Waste Management:

The solid waste in the campus is managed by sweepers who are allotted for different buildings in the campus. The solid waste generated in the college is managed by using the waste bins placed around the campus and collected by the Municipal vehicles. A compost pit exists where the biodegradable waste is being dumped in the College campus. Some organic parts from the waste generated from the mess is collected in buckets and taken out of the campus for cattle feed.

Liquid Waste Management:

In our Institution the liquid waste that come out from the laboratories and offices is being managed by going through basins then to iron pipes of 3mm which 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 for disposal. Laboratory equipments which can no longer be repaired, exchanged and not usable by anyone are disposed as scrap and is sold every year for some financial benefit.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	**Nil**
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus   **C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **B. Any 3 of the above**

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

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Any other relevant documents	[View File](#)

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

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

D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	[View File](#)
Certification by the auditing agency	[View File](#)
Certificates of the awards received	[View File](#)
Any other relevant information	[View File](#)

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

D. Any 1 of the above

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

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

A good and comprehensive education system is very well expected to create necessary human capital and knowledgeable workers who bring the country to much greater avenues. 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. The College administration has directed in the prospectus "Communal harmony is to be fostered in right earnest". It is worth mentioning that teachers and students were all involved in fighting the Covid-19 pandemic as assigned by the District Administration in the past. This is an opportunity in the education of human values and to focus on the basic positive values that underlie all aspects of a moral society.

The NSS unit of the College, which allows students to participate in activities other than academic, organises activities that inculcate the values of obligations, rights, duties and responsibilities of citizens, from time to time. Some activities in the college and beyond include:

1. **Cleaning drives**
2. **Making masks during the Covid-19 pandemic**
3. **Anti-ragging programme**
4. **Awareness lectures on district council courts under the 6th schedule.**

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

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

Constitutional obligations are very important with a realization of utmost responsibilities, imbibing responsiveness to social issues.

During Republic Days and Independence Days the National Flag is hoisted every year.

The students of our college in NSS unit have attended a Launching Programme for Collection of Aadhaar Data from the electors on Voluntary basis organised by the District Administration on the 1st of August 2022.

The students also attended a celebration of International Day against Drug Abuse and Illicit Trafficking 2022 on 24th of June 2022, organised by the District Social Welfare Officer, Jowai.

The Disaster and Covid-19 Management Committee organised a Mock Drill which was conducted by the Office of the Deputy Controller of Civil Defence, Jowai on the 18th of August 2022.

The students of the College took part in the Inter-College Essay Competition ("Catch the Rain Where it Falls") conducted by the Divisional Soil and Water Conservation Officer, Jowai, Territorial Division Jowai as part of Rally cum Awareness Programme on Jal Shakti Abhiyan on the 25th of July, 2022. The Literary Committee of the College organised an Essay Competition at the College level to select students for participating in the competition.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

B. Any 3 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	**No File Uploaded**

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

National Commemorative Days

Every culture has its own celebrations and festivals which are an integral part of the college. Throughout sessions different days are celebrated to view India as one nation. Each year, Independence Day and Republic Day are celebrated by the hoisting of the tri-colour by the Principal. The NSS and NCC units as well as other students of the College take part in the parades and special programmes organized by the District administration.

National Technology Day (9th May22)

National Voters Day (Feb 22)

The NCC unit of the college participated in the Puneet Sagar Abhiyan on the 17th – 18th August 2022.

Constitution of District Courts under 6th schedule (8th Nov21)

International Commemorative Days and Events

The Yoga Cell of the College observed International Yoga Day on 21-6-2022.

World Water Day celebration was also observed as the students of the college participated in a rally on 22/03/2021.

World Tobacco Day (31st May 22)

World Water Day (22nd March 22).

World Folklore Day observed by English Department, KNGC on 22nd August 2022

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

7.2 - Best Practices

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

1. Mentor – Mentee Relationship:

Objectives: To facilitate students to get access to a mentor for guidance.

Context: The mentor-mentee structure is meant to help the students

cope with the course.

The Practice: All departments of all the 3 streams divide students equally among teacher-mentors.

Evidence of Success: The overall performance of students of the college is improving. The results have further improved in recent years.

Problems Encountered and Resources Required: The constraint of time because in the Semester system the course has to be completed in a shorter period of time.

2. Students' Union Elections:

Objectives: The Students' Union takes responsibilities in looking after the well-being of the College students and the students experience the working mechanisms of democracy.

Context: The Lyngdoh Committee Recommendations is followed as per the Supreme Court's direction.

The Practice: The College has an Election Committee headed by a Member Secretary. The voting and counting processes, the tabulation and the declaration of results are all completed in one day.

Evidence of Success: The College has inculcated a strong sense of leadership in the students.

Problems Encountered and Resources Required: There are disruptions of classes and many students become more involved than necessary.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

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

The College applied for the Four Years Integrated B.A-B.Ed and B.Sc-B.Ed Programme for the Academic Session 2019-2023. The Government of Meghalaya has granted the permission to start this

Four Years Integrated Programme vide Notification
NO.EDN.213/2018/53, dated 6th December 2018.

The NCTE has announced the Amendment Regulations 2019 vide the
Gazette Notification No. F.NCTE Reg.1011/80/2018-MS (
Regulation)-HD Dated 29th March 2019, in which the minimum
qualification for teaching in schools will be a four year
integrated B.Ed degree.

In this connection, the Department of Education, NEHU, Shillong
had organised a two day Workshop on 5-6/11/2019, with the help of
the Principals and Faculty members of CTEs, Faculty members from
the Department of Education, NEHU, Tura and the General Colleges,
to prepare for the Four Years Integrated B.A, B.Ed and B.Sc, B.Ed
Syllabus under MHRD Scheme, (PMMMNMTT)

The Eastern Regional Committee, NCTE, has sent a Letter of Intent
prior to grant of recognition, dated 15/12/2022 on the basis of
the application letter submitted on 28/5/2022, stating that the
institution is adequately equipped for Integrated Teacher
Education Programme (ITEP) under clause 7(13) of NCTE Regulations,
2014.

Our College is the only College in the State of Meghalaya to
introduce this programme.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

- **The syllabus consists of detailed contents of the course, recommended andsuggested readings for the concerned course. In this connection the Institution hasdeveloped a structure and effective implementation of the curriculum.**

- **Allotment of topics and units 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.**

- **Adopting new innovative teaching techniques and methodologies to ensure an effective relationship between the curricular content and practical applications.**

- **Mentor-mentees are implemented in every Department in order to provide excellent atmosphere to the students, to identify and take care of the performance of every student.**

- **Practical classes motivate students' interest and Field study trip gives students the opportunity to visualize, experience and discuss information on a subject.**

- **Class test help us to assess students understanding of the course content and their level of competency. Assignments increase learning capabilities of the students and Seminar improve students about their knowledge and confidence.**

- **Remedial classes provide chance for the students to rectify their doubts about the concepts that are not clear or confused.**

- **Group Discussion helps student to interact among themselves and learn more by sharing ideas and knowledge.**

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	**Nil**

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

. 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 to improve their knowledge and 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.

File Description	Documents
Upload relevant supporting documents	[View File](#)
Link for Additional information	**Nil**

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	C. Any 2 of the above

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

1.2 - Academic Flexibility

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

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

3

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

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

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

6

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

138

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

126

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

1.3 - Curriculum Enrichment

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

Gender

- **Educational systems that adopt gender quality aspect are able to ensurethat the content of the course syllabus includes value attitude of gender quality.**
- **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

- **Environmental studies which is a multi-displinary science in academic curriculum is one of the compulsory papers**

for all the sixth semester students.

- Environmental studies help the students develop their own insights into functioning of several aspects or understanding of human relationship with their environment and preserve its quality.
- Environmental studies interplay between economic analysis and ecological, moral and social governance.

Human Values and professional Ethics into curriculum

- Ethics influences behavior and allows individual to make the right choices.
- Ethics in education is essentiallyimportant as they help the system to run smoothly, it is applicable on both the teacher and students.

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

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

3

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

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

142

File Description	Documents
Any additional information	[View File]
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	[View File]

1.4 - Feedback System

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

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

1.4.2 - Feedback process of the Institution may be classified as follows	C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://www.kiangnangbahcollege.ac.in/wp-content/uploads/2023/03/Action-taken-report-of-the-Institution-on-feedback-report-as-stated-in-the-minutes-of-the-Governing-Council-Syndicate-Board-of-Management-Upload.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

5490

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

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

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

3419

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

Career guidance is one of the mechanism used to assess the learning levels of the students. It is conducted before the students opt for any stream.

An Orientation Programme is conducted after the admission and it is mandatory for students, their Parents or guardians to attend the Programme in order to welcome the students, highlight what the institution offers and what the institution expects from the students.

Internal tests are conducted on regular intervals, 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.

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.

Departmental Seminars are conducted with the sole purpose to build up student's confidence and encourage them to move out of their comfort zone and inculcate in them the habit of research work.

Remedial Classes are being conducted from time to time which help the learners to obtain an in-depth knowledge on the subject matter. Therefore the entry level and exit level of students can be evaluated from the above methods used throughout their academic year.

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

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

Number of Students	Number of Teachers
3429	**96**

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

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

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. Lecture method affords a necessary framework or overview for subsequent learning like reading assignments, small group activities, group discussions.**
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 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: 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: It is the practice of learning through doing.**

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.

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

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

Colleges use a diverse set of ICT tools to communicate, create, disseminate, store, and manage information.

Use of ICT in Kiang Nangbah Government College: KNGC has only four (4) ICT enabled classrooms catering to four science departments, Physics, Chemistry, Zoology and Botany, that are able to adhere to this need.

Usage of ICT in the departments: 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 television screen where a teacher can upload materials in a pen drive and display. 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	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**Nil**

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

2.3.3.1 - Number of mentors

96

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

2.4 - Teacher Profile and Quality

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

73

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

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

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

12

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

1328

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The internal assessment is done on the basis of a student's attendance, writing skills (assignment), presentation skill (seminar) and knowledge levels (test paper). The students have a clear idea about the standard internal evaluation process of both the theory and practical subjects.

Evaluation 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 projects are notified.

The final internal assessment marks are displayed on the notice

boards, before uploading them in the university portal. The anomalies found by the students are taken up by the examination.

The students are given the valued answer scripts and assignments and the grievances with regard to marks are rectified immediately by the subject teacher.

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

All the records and data are properly maintained by the teachers for academic monitoring.

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

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

An evaluation committee in the college ensures transparency in dealing with grievances and problems during the course of exam for both internal as well as end semester examination.

Internal assessment test schedule is prepared by the evaluation committee and communicated to the students in advance whereas for the end semester examination, routine is displayed immediately after receiving the same from North Eastern Hill University.

For both examinations strict invigilation is conducted. The marks obtained by the student in the internal test as well as the assignment are displayed on the notice board.

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 students have any grievance related to evaluation of university answer scripts they can apply for re-evaluation by paying the 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 photocopy of their answer script and they may decide on re-evaluation also.

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

2.6 - Student Performance and Learning Outcomes

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

The institution offers general higher learning programmed like, English and Khasi enables the learners to express and comprehend the topic/theme in which he/she is interested. The learner may express in the form of story writing etc. It provides effective communication skills.

Economics, Political Science and Education helps to understand the economy of India as well as the world at large. The learner understands and practices in their dealings and also in socio and political system and development contributes to the development of the learner, mentally, spiritually, and psychologically.

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

Upon successful completion of the B.Sc program, 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.

Commerce provides the learner an insight into information retrieval skills, in relation to primary and secondary information sources. Able to Demonstrate and evaluate national and international debates and discussions on economic and business issues.

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

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

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.

Class test is conducted after the completion of a particular topic in order to test the students' level of understanding.

The Internal Test routine is prepared by the Evaluation Committee. Question Papers prepared by the department are similar to the external examination papers to familiarize the students with the External Examination. One of the advantages of internal tests is that our college conducts three such tests 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 of 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.

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 assigned to the students depends upon the teacher's discretion.

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

2.6.3 - Pass percentage of Students during the year

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

685

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

https://www.kiangnangbahcollege.ac.in/wp-content/uploads/2023/05/SSS-KNGCJowai.csv

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

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

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

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

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

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

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

38

File Description	Documents
Report of the event	[View File](#)
Any additional information	[View File](#)
List of workshops/seminars during last 5 years (Data Template)	[View File](#)

3.2 - Research Publications and Awards

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

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

4

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

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

3.3 - Extension Activities

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

The NSS and NCC units of the College have conducted several activities that aim to develop the personality of students through community services and train students to live a disciplined life. The National Voters Awareness Contest arranged by NSS volunteers was celebrated to sensitize voters to enroll in electoral process and use their vote wisely and effectively without any political compulsion.

These two units jointly observed the 'International Day against Drug Abuse and Illicit Trafficking' which aimed to spread

awareness about the dangers of drugs, to address the different challenges faced by drug users and also urged abuser to take steps towards a drug free society; 'World No Tobacco Day', where both units highlighted the menace and effects of tobacco on a person. These units celebrated 'World Yoga Day', with the objective to help students to learn how to live a sound life (physically and mentally).

A Programme for collection of Aadhaar data from electors was also launched by the NSS unit to help in maintaining an accurate record of voters.

Further, camping trips for the NCC students at Srinagar and Mysore have profoundly helped them to learn how to communicate and respect India's diverse language, traditions, religions and cultures.

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

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

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

7

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS

awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

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

5

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

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

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

167

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

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

10

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

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

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

7

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The infrastructure of the college is as below:

Block - 1: The College Main Building and its surrounding

It is a three floored concrete building with a plinth area of 2704.31 sq metres. It consists of a total of 46 rooms, a basketball court of area 1500sqmts. a badminton ground of 160 square metres area. There is an Auditorium, covering a total area of 560 sq.mts 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.

Block - 2: Extended Building for Science Section

It is a three storied building with a plinth area of 919.36 square metres. It has a total of 28 rooms used as classroom, laboratories, Biotech hub and the IGNOU room.

Girls Hostel:

The total seat is 54 and the number of rooms for hostel accommodation are 19 room. The ground floor has a kitchen, a dining hall.

Boys Hostel:

It is a single floored concrete building with altogether 13 rooms available for hostel accommodation with a capacity of 26 hostellers.

To the left of the floor, there is a kitchen, a dining hall.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

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

The college campus has the following facilities

Outdoor stadium

Football playground lies on the left sides of the main gate, it was established in the year 1983 and cover an Area of 6500 m2 approx. Outdoor gallery was constructed in the 2012 with an Area of 126.00 m2 approx. and a sitting capacity of 100

audiences.

Basketball 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.

Outdoor Badminton Court

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

Indoor Sport Building

The indoor sport hall was constructed in 2012 with an Area of 366.3 m2 approx. The hall is use for Table Tennis, Badminton, Chess, and Caroms Board and at present Khelo India Coaching Centre for Badminton and Yoga class is conducting.

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.

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

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

13

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

13

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

0

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

4.2 - Library as a Learning Resource

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

The College Library is equipped with 50 seating capacity. It has a total of 13889 books out of which 10841 are textbooks and 3048 are reference materials and 7 journals. The library also has Wi-Fi facilities and provides internet services, reprographic services and reference services to all its users. The Library is fully automated and has introduced Koha v. 18 as the Library Management Software. 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	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	**Nil**

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**D. Any 1 of the above**

File Description	Documents
Upload any additional information	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

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

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

0.67155

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

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

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

54

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

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

Kiang Nangbah Govt. College offers a wide range of IT facilities which are essential for learning, communication and administrative activities where they have been installed in different rooms as describe below:

- **Computer Lab: There are 21 sets. of desktop available with high-speed internet access, a projector and eight nos. of UPS shared among these desktops.**
- **Administrative room comprises of five different rooms where all the necessary IT facilities for administrative works are available like printers, scanners, desktops, laptops, xerox machine, cyclostyle and some basic multimedia facilities like microphones and speakers.**
- **ICT Classrooms: In total there are 13 ICT classrooms being equipped with projectors, speakers, microphones and LCD TVs.**
- **Wi-Fi: Wi-Fi networks provide students and staff with access to the internet from anywhere on campus, including classrooms, libraries, and outdoor spaces.**
- **CCTV: The main building of the campus is under CCTV surveillance being installed in the corridor of each floor.**
- **Technical Support: IT Committee is available to assist students and staff with technical issues and troubleshooting.**

These facilities supports the academic and administrative needs of students and staff and hence play a critical role in enabling effective teaching, learning and administrative work.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

31

File Description	Documents
Upload any additional information	**No File Uploaded**
Student – computer ratio	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

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

21092324

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

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

The College has different policies to govern the issuing and maintenance mechanism of its infrastructure. These policies

include:

Information Technology Policy

The purpose of the IT policy is to highlight the process of acquisition, utilisation and maintenance of IT related infrastructure. The committee along with the technician shall also be responsible for maintaining, fixing of issues related to the internet connections.

Library Policy

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.

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 purchasing new equipment and maintenance of sports infrastructure from external agencies and usage of the same.

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 equipment's and related infrastructure

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1545

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**B. 3 of the above**

File Description	Documents
Link to institutional website	https://www.kiangnangbahcollege.ac.in/criteria-5/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

620

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

620

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**D. Any 1 of the above**

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

8

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

50

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

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

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State

government examinations) during the year

9

File Description	Documents
Upload supporting data for the same	[View File](#)
Any additional information	[View File](#)

5.3 - Student Participation and Activities

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

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

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at uni versity/state/national/internatio nal level (During the year) (Data Template)	[View File](#)

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students' representation on various bodies as per established processes and norms)

The College has a Student Union body known as Kiang Nangbah Government College Student's Union. The different posts and elected members of the Union are as follows:

POSTS

NAMES

President

Shri Precious Sten

Vice President

Shri. Yoomonmi Paswet

General Secretary

Shri. Swedent Kyndait

Asst. General Secretary

Shri. Rideimon Niang

Secretary of Cultural Affairs

Miss Sophia Wandaka Laloo

Secy. of Outdoor, games & sports

Shri. Wansalan Lyngdoh

Secy. of Indoor Games & Sports

Shri. Mebanshanki Paslein

Secy. of Debates &Symposium

Miss Firstling Roy Kam

Secretary of Social Services

Shri. Daiatreilang Synnah

Secretary of Students 'Editor

Shri. Wanphrang ymbon

Secretary of Boys 'Common Room

Shri Meiaidonlang Tang

Secretary of Girls 'Common Room

Miss Naphisabet latam

The General Election to the different posts is held every year through secret ballot papers. The Students' Union of the college caters to the welfare of the students, and contributes immensely in making college life more memorable and significant. The Students' Union also assists the College in organising different activities and events related to students like the Freshers programme, the College Week, cleaning drive, etc. The members of the student union are also part of various committees.

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

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

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

2

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

5.4 - Alumni Engagement

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

It was on 4th Dec 2010 that the college at the initiative of the principal Smt W.M. Shullai (Retired) and Shri O.R. Shallam, (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 secy.: Smt. D. Lyngdoh

Auditors : Smt. W. Sumer

: Ms. J. Dkhar

The association has been registered under the Registration Act XII of 1983 vide No. SR/JH/KNG CAA1095/64 of 2011.it comprises of 30 life members and 18 annual members. The Association has organized Various seminars and workshop for the benefit of the students and the teaching faculty as well. The Association also

highlighted some of the problems associated with the college and to find ways and means to improve the institution.

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

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

File Description	Documents
Upload any additional information	View File

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, a government-run institution under the Directorate of Higher and Technical Education, Government of Meghalaya, has a motto of "Awake, Arise and Reach the Goal." Its vision is to cater to the educational needs of young people, mould them into responsible citizens, and imbibe a sense of responsibility towards the environment. The college caters to the holistic development of rural and underprivileged sections of society and follows the National Education Policy of 2019. It has a mission to provide quality education affordably, promote sustainable development, and provide educational facilities to weaker sections of society. The college has a participation system where teachers are members of the Academic Council, which decides on academic matters within the college. The college aims to educate people with a soul and not just as automatons in the cog-wheel of life.

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

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

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.

From the Director, Higher and Technical Education, to the staff and students, all are involved in the management of the institution. As such, there have been various committees established so as to aid and streamline the process of effective participative management, viz.

Sl.No.

Committees

1

Academic Council

2

Internal Quality Assurance Cell (IQAC)

3

Admission

4

Time Table

5

Examination

6

Finance

7

Disciplinary & Anti-Ragging

8

Grievances & Redressal Cell

9

Women's Cell

10

Internal Complaint

11

Career Guidance and Counselling

12

Research and Development

13

National Service Scheme (NSS) & Outreach Cell

14

Skill Development

15

NCC Cell

16

Green Campus

17

Cleanliness & Auditorium

18

Sound System

19

Library Advisory

20

Seminar

21

Literary cum Editorial

22

Cultural

23

Food & Canteen

24

Transport & Educational Tour

25

Infrastructure & Purchase

26

Screening

27

Placement

28

Hostel

29

Sports & Games

30

Election

31

Disaster & Covid 19 Management

32

RUSA Cell

33

Ek Bharat Shrestha Bharat (EBSB) Club

34

IT & Website

35

Feedback

36

AISHE

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

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.

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

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

The Principal Secretary of Education is the highest authority of the Education Department, and in a college, the Principal is responsible for the overall development and progress of the institution. The Principal leads the institution with a focus on providing effective educational programs, improving teaching and learning processes, and maintaining a conducive learning environment.

Apart from the teaching staff, non-teaching staff plays a vital role in ensuring the smooth functioning of the college. The administrative staff, including UDA, LDA, peons, drivers,

cleaners, and chowkidars, support the day-to-day operations of the institution.

The college library is an essential resource for students, and it is managed by a deputy librarian and a library assistant. The deputy librarian categorizes, catalogues, and organizes the books by subject and recommends books to students as per their needs.

The college has three streams: Arts, Science, and Commerce, each with different departments and a Head of the Department supervising teaching and learning, conducting frequent departmental meetings, and assessing teacher performance.

The college is government-owned and follows the rules and regulations laid down by the Education Department, Government of Meghalaya, and the UGC, with faculty recruitment and promotion policies following service rules of the Education Department.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://www.kiangnangbahcollege.ac.in/wp-content/uploads/2023/02/governing-Body.pdf
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	C. Any 2 of the above

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

6.3 - Faculty Empowerment Strategies

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

The social welfare schemes available to Kiang Nangbah Government College employees include the General Provident Fund (GPF), Gratuity Scheme, Pension Scheme, and National Pension Scheme (NPS). GPF is available for government employees who joined before April 1st, 2010, and is a provident fund where employees contribute a percentage of their salary and receive it upon retirement. The Gratuity scheme is paid to those employees who complete 5 or more years of service with the government.

Approximately 60% of the teaching staff at the college are entitled to the GPF and Pension Scheme, while around 15-20% are entitled to the NPS scheme, and 5-10% are not entitled to any of these schemes as their service is still on contract or temporary basis. Among the non-teaching staff, approximately 30-40% are entitled to the GPF and Pension, while some are entitled to the NPS scheme, and some have their services on a contract or temporary basis.

Apart from these schemes, the government employees at the college can also avail different types of insurance schemes, but these are a contribution of the employees on their own. Teachers who retire also benefit financially from these schemes.

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

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

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

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

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

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

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

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

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

3

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

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

The College has established a checklist for its departments that includes guidelines for maintaining various records and documents. These guidelines cover different areas such as maintaining copies of syllabus, routine, course and class distributions, monthly attendance, departmental notices, and meeting minutes. It is also essential to maintain records of internal marks, final results and percentage of students, Alumni, departmental library, profiles of teachers and departments accounts with vouchers. Additionally, conducting seminars, group discussions, inter-departmental lectures, enrichment programs, and research activities are crucial. The department should maintain documentation of such activities and conduct field trips for science departments. The department should also provide counselling to students and hold meetings to discuss challenges and problems faced by students for an effective teaching-learning method. Finally, it is necessary to keep both soft and hard copies of all documents. The College pre-screening team examines faculty documents for placement on the State Government's direction.

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

6.4 - Financial Management and Resource Mobilization

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

The Kiang Nangbah Government College has implemented an Internal Accounts and Audit Committee that comprises Faculty members of the Commerce Stream and an Accountant. This committee is tasked with overseeing the proper use of financial resources available to the College. Regular internal audits are carried out under the supervision of the Principal to ensure compliance with financial regulations and to identify areas for improvement.

In addition to internal audits, the College is also subject to external audits by the State Government's Directorate of Local Audit & Accounts and the Central Government's Auditor General. The most recent external audit was conducted in 2017 by the Office of the Accountant General, while the Local Audit was conducted in 2018. Copies of these audit reports are enclosed for reference.

These audit reports provide valuable insights into the College's financial management practices, helping the Internal Accounts and Audit Committee to evaluate the effectiveness of its financial management policies and procedures. The College is committed to maintaining the highest standards of financial accountability and transparency and will continue to work closely with its Internal and External Audit Committees to ensure that it meets these objectives.

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

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

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

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

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

Adequate funds are allocated for effective teaching-learning processes 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 and non-teaching staff as well as Students is carried out. Travel support for conferences, seminars, workshops and short-term training is being examined so as to better equip our Personnel and our students, moulding them to be better citizens, in line with the Vision of our College.

Funds are also utilised for maintenance of our surroundings and using sustainable energy in the form of LED Bulb.

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

6.5 - Internal Quality Assurance System

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

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.

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC of the college reviews the quality of teaching-learning process and learning outcomes, both at department and institutional levels. The teaching-learning process is discussed among faculty members before each session, and details of students' internal marks, seminars, and time tables are displayed on notice boards. Admission to various programs is advertised, and newly admitted students are made aware of the system of continuous evaluation, program structure, and syllabi before the semester commences. The college monitors and

addresses any complaints or feedback from students. Final results are displayed on notice boards and monitored by the evaluation committee. The college has initiated preparations for accreditation and formed various committees to implement suggestions made by external quality assurance agencies. Regular feedback is taken from students, and workshops and seminars on social issues are organized to impart values and ethics. Short-term courses on skill development and field visits are organized for the benefit of students and society. Scholarships and free ships are provided by the government to all students, and the number of students receiving financial benefits has increased.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	D. Any 1 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

- **Safety and Security: To provide safety and security for the students, the college authority has appointed Security guards at the main entrance of the college to check the movement of the vehicles. Public vehicles are not allowed to enter freely.**
- **During special occasions in the college, outsiders are prohibited to enter the college campus.**

In order to provide more safety to girl students, the Internal Complaint Committee (ICC) under the Sexual Harassment of Women at Work place (Prevention, Prohibition and Redressal) Act 2013 has been set up in the college. The ICC has organized an Awareness Programme on the 17th May 2022 on Gender Sensitization in collaboration with IQAC, Kiang Nangbah Govt. College.

- **: For the benefit of students a workshop-cum-counselling programme was organized in the college Auditorium on the 17th March 2022 by the MCSA Jowai supported by District Social Welfare Officer on "Teenage Pregnancy, Early Marriage, Sexual Education and Prevention on HIV/ AIDS". 75 students from all streams actively participated on that day.**

- **Common Rooms: Separate common rooms, washrooms and**

toilets have been allotted for boys and girls students.

File Description	Documents
Annual gender sensitization action plan	**Nil**
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.kiangnangbahcollege.ac.in/wp-content/uploads/2023/02/Safety-Security.-Counselling-and-Common-room.pdf

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

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

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

Solid Waste Management:

The solid waste in the campus is managed by sweepers who are allotted for different buildings in the campus. The solid waste generated in the college is managed by using the waste bins placed around the campus and collected by the Municipal vehicles. A compost pit exists where the biodegradable waste is being dumped in the College campus. Some organic parts from the waste generated from the mess is collected in buckets and taken out of the campus for cattle feed.

Liquid Waste Management:

In our Institution the liquid waste that come out from the

laboratories and offices is being managed by going through basins then to iron pipes of 3mm which 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 for disposal. Laboratory equipments which can no longer be repaired, exchanged and not usable by anyone are disposed as scrap and is sold every year for some financial benefit.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	[View File](#)
Geo tagged photographs of the facilities	**Nil**
Any other relevant information	[View File](#)

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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Any other relevant information	[View File](#)

7.1.5 - Green campus initiatives include

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

B. Any 3 of the above

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**

4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

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

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

`D. Any 1 of the above`

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment   5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen   reading

`D. Any 1 of the above`

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

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

A good and comprehensive education system is very well expected to create necessary human capital and knowledgeable workers who bring the country to much greater avenues. 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. The College administration has directed in the prospectus "Communal harmony is to be fostered in right earnest". It is worth mentioning that teachers and students were all involved in fighting the Covid-19 pandemic as assigned by the District Administration in the past. This is an opportunity in the education of human values and to focus on the basic positive values that underlie all aspects of a moral society.

The NSS unit of the College, which allows students to participate in activities other than academic, organises activities that inculcate the values of obligations, rights, duties and responsibilities of citizens, from time to time. Some activities in the college and beyond include:

1. Cleaning drives
2. Making masks during the Covid-19 pandemic
3. Anti-ragging programme
4. Awareness lectures on district council courts under the 6th schedule.

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

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

Constitutional obligations are very important with a realization of utmost responsibilities, imbibing responsiveness to social issues.

During Republic Days and Independence Days the National Flag is hoisted every year.

The students of our college in NSS unit have attended a Launching Programme for Collection of Aadhaar Data from the electors on Voluntary basis organised by the District Administration on the 1st of August 2022.

The students also attended a celebration of International Day against Drug Abuse and Illicit Trafficking 2022 on 24th of June 2022, organised by the District Social Welfare Officer, Jowai.

The Disaster and Covid-19 Management Committee organised a Mock Drill which was conducted by the Office of the Deputy Controller of Civil Defence, Jowai on the 18th of August 2022.

The students of the College took part in the Inter-College Essay Competition ("Catch the Rain Where it Falls") conducted by the Divisional Soil and Water Conservation Officer, Jowai, Territorial Division Jowai as part of Rally cum Awareness Programme on Jal Shakti Abhiyan on the 25th of July, 2022. The Literary Committee of the College organised an Essay Competition at the College level to select students for participating in the competition.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff **4. Annual awareness programmes on Code of Conduct are organized**	**B. Any 3 of the above**

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	**No File Uploaded**

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

National Commemorative Days

Every culture has its own celebrations and festivals which are an integral part of the college. Throughout sessions different days are celebrated to view India as one nation. Each year, Independence Day and Republic Day are celebrated by the hoisting of the tri-colour by the Principal. The NSS and NCC units as well as other students of the College take part in the parades and special programmes organized by the District

administration.

National Technology Day (9th May22)

National Voters Day (Feb 22)

The NCC unit of the college participated in the Puneet Sagar Abhiyan on the 17th – 18th August 2022.

Constitution of District Courts under 6th schedule (8th Nov21)

International Commemorative Days and Events

The Yoga Cell of the College observed International Yoga Day on 21-6-2022.

World Water Day celebration was also observed as the students of the college participated in a rally on 22/03/2021.

World Tobacco Day (31st May 22)

World Water Day (22nd March 22).

World Folklore Day observed by English Department, KNGC on 22nd August 2022

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

7.2 - Best Practices

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

1. Mentor – Mentee Relationship:

Objectives: To facilitate students to get access to a mentor for guidance.

Context: The mentor-mentee structure is meant to help the students cope with the course.

The Practice: All departments of all the 3 streams divide students equally among teacher-mentors.

Evidence of Success: The overall performance of students of the college is improving. The results have further improved in recent years.

Problems Encountered and Resources Required: The constraint of time because in the Semester system the course has to be completed in a shorter period of time.

2. Students' Union Elections:

Objectives: The Students' Union takes responsibilities in looking after the well-being of the College students and the students experience the working mechanisms of democracy.

Context: The Lyngdoh Committee Recommendations is followed as per the Supreme Court's direction.

The Practice: The College has an Election Committee headed by a Member Secretary. The voting and counting processes, the tabulation and the declaration of results are all completed in one day.

Evidence of Success: The College has inculcated a strong sense of leadership in the students.

Problems Encountered and Resources Required: There are disruptions of classes and many students become more involved than necessary.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

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

The College applied for the Four Years Integrated B.A-B.Ed and B.Sc-B.Ed Programme for the Academic Session 2019-2023. The Government of Meghalaya has granted the permission to start this Four Years Integrated Programme vide Notification NO.EDN.213/2018/53, dated 6th December 2018.

The NCTE has announced the Amendment Regulations 2019 vide the Gazette Notification No. F.NCTE Reg.1011/80/2018-MS (Regulation)-HD Dated 29th March 2019, in which the minimum qualification for teaching in schools will be a four year integrated B.Ed degree.

In this connection, the Department of Education, NEHU, Shillong had organised a two day Workshop on 5-6/11/2019, with the help of the Principals and Faculty members of CTEs, Faculty members from the Department of Education, NEHU, Tura and the General Colleges, to prepare for the Four Years Integrated B.A, B.Ed and B.Sc, B.Ed Syllabus under MHRD Scheme, (PMMMNMTT)

The Eastern Regional Committee, NCTE, has sent a Letter of Intent prior to grant of recognition, dated 15/12/2022 on the basis of the application letter submitted on 28/5/2022, stating that the institution is adequately equipped for Integrated Teacher Education Programme (ITEP) under clause 7(13) of NCTE Regulations, 2014.

Our College is the only College in the State of Meghalaya to introduce this programme.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

1. To conduct Interaction with the Students on Mental Health and Stress Management.

2. To organise a Workshop on Professional Ethics for Teaching Staff and Non-Teaching Staff

3. To organise a Personality Development Programme for Students

4. To conduct Library Audit.

5. To update E-Resources in the Library.

6. To organise Gender Sensitization Programme for the Students.

7. To organise Workshop on Life Skills.

8. To organise a State/National/International Seminars.

9. To conduct a free Computer Certificate Course on Office Automation for Non-Teaching staff

10. To conduct Awareness Programme on COVID-19 Vaccination.

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