

**ANNUAL QUALITY ASSURANCE REPORT(AQAR)
ACADEMIC YEAR 2016-17**

MENDIPATHAR COLLEGE, MENDIPATHAR

Part – A

I. Details of the Institution

1.1 Name of the Institution	MENDIPATHAR COLLEGE
1.2 Address Line 1	P.O MENDIPATHAR
Address Line 2	NORTH GARO HILLS
City/Town	MENDIPATHAR
State	MEGHALAYA
Pin Code	794112
Institution e-mail address	mendipatharcollege@yahoo.com
Contact Nos.	+919436166207
Name of the Head of the Institution:	Smt. Amellina G. Momin
Tel. No. with STD Code:	
Mobile:	+919436166207

Name of the IQAC Co-ordinator:

Shri Mothis M. Sangma

Mobile:

+919436166208

IQAC e-mail address:

iqac.mendipatharcollege@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

www.mendipatharcollege.com

Web-link of the AQAR:

<http://mendipatharcollege.com/wp-content/uploads/2017/11/AQAR-2016-17.pdf>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle				
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

22nd March, 2017

1.8 AQAR for the year (for example 2010-11)

2016-17

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR _____ (DD/MM/YYYY)4
- ii. AQAR _____ (DD/MM/YYYY)
- iii. AQAR _____ (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.12 Name of the Affiliating University (for the Colleges)

NORTH EASTERN HILL
UNIVERSITY

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

05

2.11 No. of meetings with various stakeholders:

No.

Faculty

05

Non-Teaching Staff

Alumni

Others

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

NIL

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.

1

International

National

State

Institution Level

(ii) Themes

A WORKSHOP ON THE USE OF ICT FOR EFFECTIVE TEACHING
LEARNING PURPOSES

2.14 Significant Activities and contributions made by IQAC

1. SPECIAL CLASSES FOR SLOW LEARNERS

2. USE OF ICT FOR EFFECTIVE TEACHING

2.15 Plan of Action by IQAC/Outcome

Plan of Action	Outcome
1.To improve the slow learners 2.To use ICT for effective teaching learning	Trending towards improvement

2.15 Whether the AQAR was placed in statutory body

Yes

No

Management

Syndicate

Any other body

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG				
UG	07	Nil	Nil	02
PG Diploma				
Advanced Diploma				
Diploma	01			
Certificate	01	02 Programmes		
Others				
Total	09	02		

Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	01
Trimester	
Annual	Nil

1.3 Feedback from stakeholders* Alumni Parents Employers Students

(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

YES. The whole syllabus is revised. Semester system has been introduced recently.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
12	09	03		

2.2 No. of permanent faculty with Ph.D.

02

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V

2.4 No. of Guest and Visiting faculty and Temporary faculty

		18
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	00	03	00
Presented papers	00	08	00
Resource Persons	00	00	00

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Use of ICT in Teaching Learning Process

2.7 Total No. of actual teaching days during this academic year

280

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Descriptive

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

		02
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2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise
distribution of pass percentage : 2017

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A 2 nd Sem (Honours)	347	NA	NA	NA	NA	38.32
B.A 4 th Sem	434	NA	NA	NA	NA	62.44
B.A. (HONOURS) Annual System	62	00	8.06	33.87	3.22	53.22

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

The IQAC is taking initiatives to enhance effectiveness of the teachers by encouraging research publications, paper presentations and participation in international/national/regional workshops and seminars. Moreover the IQAC is taking proper steps to improve the slow learners and also the use of ICT in the class rooms.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	04
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	02
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	01
Summer / Winter schools, Workshops, etc.	04
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	10	00	03	00
Technical Staff	00	00	00	00

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

The IQAC has been formed very recently, therefore it is now planning to take steps in Sensitizing/Promoting Research Climate in the institution.

3.2 Details regarding major projects : Nil

	Completed	Ongoing	Sanctioned	Submitted
Number	02	Nil	02	02
Outlay in Rs. Lakhs	2.25	00	2.25	2.25

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals			
Non-Peer Review Journals			
e-Journals			
Conference proceedings			

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	03	UGC	2.25 Lac	2.25 Lac
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				2.25 Lac

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges
Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	Nil	01	Nil	Nil	Nil
Sponsoring agencies		UGC			

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College
 Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	NIL
	Granted	NIL
International	Applied	NIL
	Granted	NIL
Commercialised	Applied	NIL
	Granted	NIL

3.17 No. of research awards/ recognitions received by faculty and research fellows
 Of the institute in the year

Total	International	National	State	University	Dist	College
NIL	NIL	NIL	NIL	NIL	NIL	NIL

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
 National level International level

3.22 No. of students participated in NCC events:

University level State level
 National level International level

3.23 No. of Awards won in NSS:

University level	<input type="text" value="NIL"/>	State level	<input type="text" value="NIL"/>
National level	<input type="text" value="NIL"/>	International level	<input type="text" value="NIL"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="NIL"/>	State level	<input type="text" value="11"/>
National level	<input type="text" value="NIL"/>	International level	<input type="text" value="NIL"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="NIL"/>	College forum	<input type="text" value="02"/>		
NCC	<input type="text" value="01"/>	NSS	<input type="text" value="02"/>	Any other	<input type="text" value="01"/>

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Cleaning Drive
- Special Camping Programme
- Awareness Programmes in 3 Schools

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	73.19 Acres	NIL	NIL	NIL
Class rooms	12	00	College	12
Laboratories	01	00	00	00
Seminar Halls	NIL	01	College	NIL
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	26	06	UGC	
Value of the equipment purchased during the year (Rs. in Lakhs)	26	06	UGC	32
Others				

4.2 Computerization of administration and library

- Exam Panel and Hall Tickets are computerized.
- Arrangements has been done for installation of Koha Integrated Library Management Software.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value (in Rs.)	No.	Value (in Rs.)	No.	Value (in Rs.)
Text Books	2164	243287/-	80	2800/-	2244	246087/-
Reference Books	13569	2129478/-	542	296998/-	14111	2426476/-
e-Books						
Journals	20	35,656/-	02	3400/-	22	39056/-
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	37	23				05	08	03
Added	02							
Total	39							

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

Workshop on Use of ICT for effective teaching learning
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4.6 Amount spent on maintenance in lakhs : **for 2016-2017 only**

i) ICT	286700/-
ii) Campus Infrastructure and facilities	2287076/-
iii) Equipments	323600/-
iv) Others	
Total :	2897376/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services :

The IQAC is planning to implement the Mentor Mentee system departmentally for the BA final year students to improve the quality with proper guidance by the teachers.

The IQAC is playing an active role in enhancing student involvement in College activities and thus facilitate inclusive education.

5.2 Efforts made by the institution for tracking the progression

Feed back is collected from the students and teachers to check the progress.

UG	PG	Ph. D.	Others
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5.3 (a) Total Number of students

1180	Nil	Nil	376
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(b) No. of students outside the state

56

(c) No. of international students

Nil

Men

No	%

 Women

No	%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
09	01	1209	06	01	1226	04	00	1173	01	02	1180

Demand ratio 1:8 Dropout % 25.93

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Coaching classes were taken from time to time in Collaboration with Microdot Computer Centre, Mendipathar for State Civil Services and District Administration of North Garo Hills District, Meghalaya.

5.5 No. of students qualified in these examinations

NET

--

 SET/SLET

--

 GATE

--

 CAT

--

IAS/IPS etc

--

 State PSC

--

 UPSC

--

 Others

--

5.6 Details of student counselling and career guidance:

The Career Guidance and Counselling Cell use to organise programmes from time to time. Recently some programmes has been organized in the College.

No. of students participated/benefitted in 2017

557

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
Nil	Nil	Nil	Nil

5.8 Details of gender sensitization programmes

Nil

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

University level National level International level

No. of students participated in cultural events

State level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	18 @ 5,700 per student	102,600
Financial support from government	362	No intimation from the Government
Financial support from other sources	Nil	Nil
Number of students who received International/ National recognitions	Nil	Nil

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: No major grievances so far

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision and Mission Statement of the Institution

Mission:

The college aimed at holistic development to expand capacity to cater to poor aspirants and at the same time to uphold the quality of instruction in rural areas.

Vision:

The Mendipathar College, Mendipathar established in 1971 with the Motto “Knowledge is power” which means the energy to apply for the benefit of the society.

Aims and objectives:

- To perform the difficult role of spreading knowledge to the people of the remote areas.
- To enhance the quality and excellence in rural areas.
- To create new learning environment using appropriate methodologies and techniques.

6.2 Does the Institution has a management Information System

The College do not have a management information system but the college promotes culture of participative management. The team comprises of Governing Body, Principal, Vice Principal, Departmental heads and the faculty members hold meetings regularly and discuss the issues. The feedback of different stakeholders is also indication of the participative management.

The management gives sufficient freedom to the Principal to function in order to fulfill the vision and mission of the institution. Academic responsibilities are divided among all the faculty members. Committees are formed for various academic and co-curricular activities. Regular meetings are held to communicate with the faculty members regarding their responsibilities. During the meeting the Heads and the Principal discusses important issues and action plans are chalked out. Every department plans and conducts its own curricular and co-curricular activities with the approval of the Principal.

Because of the culture of participative management the network has been established to manage information properly. Moreover apart from notice board in the common room of the teaching staff, notice board for the students also managed properly. Recently the college is also going to arrange notice boards departmentally.

6.3 Quality improvement strategies adopted by the institution for each of the following:**6.3.1 Curriculum Development**

- The Curriculum is framed by the North Eastern Hill University (NEHU), to which the College is affiliated and is implemented as per the University guidelines.
- From the very inception of the collegial programme at the time of the admission of the students, they are sensitised to the duration-fixed processes of their curriculum of study.
- The faculty, on their part, are constantly engaged in a process of self-improvement, at times through participation in institutionalised forms such as university organised

orientation and refresher courses that are instrumental in the up-gradation of their pedagogical skills and their knowledge base.

- The teachers engage in discussions to expand the scope and range of the given curriculum and make it relevant to the students. The Principal presides over end of semester meetings with all departments to review the work done in the semester and plan out departmental and college level duties for the coming semester.
- Staff Council Meetings are another mode used for orienting and organising the teaching body toward those aspects that are crucial to implementation of the curriculum. Examples of these include the setting of admission criteria for optimising standards of teaching-learning, admission counselling through faculty inputs, formations of committees, work allocation of the teachers, time tables, admissions, attendance, internal assessment, academic affairs, library up-gradation, examinations, department associations, and other such factors.

6.3.2 Teaching and Learning

All efforts are taken to increase their level of knowledge during the course of the study. Remedial classes and Extra Classes are taken to enable them to cope with the Courses. The subject concerned teachers conduct class tests. Examination committee conducts pre-tests and selection tests. At present college follows components of continuous assessment in the Semester system e.g. tests, assignments, and project works per course. Bilingual discussions are also being adopted. For the Slow learners bilingual explanations and discussions are adopted. Remedial Coaching and extra classes are organized.

The Examination Committee along with the heads of the Department prepares the academic calendar, time-tables in consultation with the Principal which are notified on the notice board to all the students and teachers at in the beginning of the academic session. The syllabuses in which units and courses are planned are distributed among the Teaching members of the Departments. The distributions of periods are submitted to the Principal by the Heads to monitor the day to day teaching learning process. The course concerned Teachers maintain the working hours to complete the syllabus. The incomplete portions are arranged in the extra classes.

Mendipathar College has recently set up the IQAC which paved the way for improvement in the whole academic process and identifies the weaknesses of the

teaching-learning process for the last four years. The members design the strategies for quality enhancement for consideration and implementation by IQAC.

The concerned department has given attention to conduct class-test, assignments and seminars as the components of continuous assessments. The effective feedback mechanism e.g. discussion on the corrected answer scripts and displaying of the marks on the notice boards are established at the college. Interactive learning is encouraged by asking the questions and responding to the students queries in the class-rooms. The college week is another platform to encourage the students, participation in the Quiz, debate, and extempore speech and also essay- writings. The College conducted communicative English to improve oral presentation, readings and writings. Independent learning is encouraged through assignments. Communication in English inside the Campus with the companions, the teachers and the Principal is also being encouraged.

6.3.3 Examination and Evaluation

The major evaluation reforms of the University is the introduction of Semester system from the academic session 2015 onwards. The college initiates the continuous assessment by the department concerned Teachers. The components of continuous assessment include Test, assignment / Project work. Besides, continuous assessment , terminal and Selection test are the integral part of the evaluation. In addition to components of continuous assessment, the department concerned teachers practice the class-test to improve the speed of writing while attempting essay-type of questions and discusses model questions.

6.3.4 Research and Development

Minor Research Projects has been undertaken by the faculty members. Participation and presentation of research papers in National and International Seminars are some of the areas of the college related to research and development. Following is the table of participation and presentation of Seminar Papers and also publishing by the Faculty Members from 2013-2017.

Name	Chapters in Edited Books	Research Papers in National Seminars	Research Papers in International Seminars	Total
Smt.A.G.Momin	0	3	1	4
Alpha A. Marak	0	1	0	1
Armstrong Swer	2	5	2	9
Bhaskar Jyoti Borah	4	3	2	9
Mothis M. Sangma	2	3	1	6
S.G.Marak	1	2	0	3
Jyotish Rabha	2	3	0	5
Dilchi R. M. Sangma	0	1	0	1
Juliana R. Marak	0	1	0	1
Anamika Sangma	0	1	0	1

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library:

Inflib net is going to be introduced shortly in the Library. Arrangements has been done already.

Classrooms:

The College has a total of 12 (twelve) classrooms with a total seating capacity of 1884 (approx). The details of the classrooms are given below

<u>Classrooms</u>	<u>Seating Capacity</u>
Rcc Hall 1	132
Rcc Hall 2	132
Rcc Hall 3	160
A.T. Hall 4	192
A.T. Hall 5	216
A.T. Hall 6	100
RCC Room 3	40
RCC Room 4	40
Library Hall	296
Old Auditorium	240
A.T Hall 3	96
New Auditorium	240
<hr/> Total	<hr/> 1884

Technology enabled learning spaces:

The college has a computer laboratory equipped with 25(twenty-five) sets of computers. Three of the classrooms are equipped with LCD projectors.

Seminar halls:

At present there is no separate Seminar Hall in the college. A multipurpose hall is available in the college which is used for various programmes as well as conducting seminars. Moreover there are 3 classrooms equipped with LCD Screen and Projectors, which are also used in conducting Seminars.

Tutorial spaces:

Existing halls and classrooms are used as tutorial spaces.

Laboratories:

The college offers only arts course and do not have laboratories.

Specialized facilities and equipment for teaching, learning and research etc.:

In this area followings are made available-

- ICT facility for teaching learning,
- New stock of books, research journals in the library etc.

6.3.6 Human Resource Management

At the end of each Academic year the Management Committee reviews the existing positions and identifies personnel for various teaching and non-teaching positions. The Management makes appointments through prescribed procedures.

In order to enhance capacities of staff need based training/workshops are organised for faculty, administrative, and supporting staff.

Recreation programmes are also organised for teaching, non-teaching and supporting staff.

6.3.7 Faculty and Staff recruitment

Year	Number of Full Time Teachers	Number of Sanctioned Posts
2013	24	11
2014	27	12
2015	26	12
2016	30	12
2017	30	12

6.3.8 Industry Interaction / Collaboration:

Collaboration with the following institutions have been established:

- i) IGNOU
- ii) Digital Indian Skill Academy

6.3.9 Admission of Students :

The College is committed to serve the economically and socially marginalized sections of the society and to this end privileges them in the admission process.

The College website, prospectus and handbook contain information about the institution and the programmes offered.

6.4 Welfare schemes for:

Teaching	Loan Facilities. Flexi-timings provided for medical reasons. Maternity Leave. Advance Salary to meet emergency expenditure of the staff.
Non-teaching	Loan Facilities Refreshment during working hours for administrative staff. Advance Salary to meet emergency expenditure of the staff
Students	The Career Guidance Provides training for students to enhance their employability. Freeship

6.5 Total corpus fund generated

Nil

6.6 Whether annual financial audit has been done

Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic				
Administrative				

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

The following reform measures have been adopted:

- i) Online Publication of End Semester Examination Results
- ii) Online printing of Marksheets

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

NA

6.11 Activities and support from the Alumni Association

The College Alumni Association was formed in the year 2016 only and has not been registered yet although they were associated with the College in various activities during the previous years. The Alumni Meets are also organized in the college. The alumni association and the teaching members have regular meeting in the college, during which ideas and plans are exchanged.

6.12 Activities and support from the Parent – Teacher Association

The College does not have an established Parent-Teachers Association. However the College organised activities wherein the parents are encouraged to attend. Since the parents of the students mostly from the rural areas and ignorant about the performance of their children, the principal with her personal initiative use to conduct frequent meetings with parents to inform them properly about the performance of the students.

6.13 Development programmes for support staff:

6.14 Initiatives taken by the institution to make the campus eco-friendly

Most of the students of the college use Bicycles and Public Transport to reach the college. The College campus is basically connected with Pedestrian Friendly Roads. Steps has also been taken to keep the campus Plastic free.

Proper care are being taken for keeping campus green, and awareness of stakeholders on environment conservation etc. The college has strived to minimize use of any materials that may cause negative impact on the environment. These have brought about a positive impact for all and have inculcated environmental awareness and vibrant attitude towards its green surroundings.

The college is enriched with beautiful landscape with trees and flower bearing plants. The college has maintained its greeneries throughout the year and has taken initiatives to grow

more trees and preserved the existing flora and fauna. The faculty members, all the students, as well as those who reside in the campus take serious measures to avoid damage to its natural environment and contribute through minimizing use of day to day materials that may be hazardous to the environment as a whole.

The college campus is naturally endowed with large forest cover and full of greeneries. The college enjoys one of the best landscapes available and is full of beautiful trees and plants. The college takes active part in plantation of trees and other saplings during special occasions like World Environment Day. The college maintains teak and rubber plantations.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

The College is going to introduce Skill Development Courses to enhance employability of the students in collaboration .

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

BEST PRACTICE I

1. Title of the Practice: Participatory Management

2. Goal: Quality assurance, transparency & academic growth and sustenance of healthy academic culture.

3. The Context:

Such goals have been set in the context of

- i. achieving the mission and vision of the College
- ii. to sustain healthy academic culture, transparency in administration, financial regulation, quality improvement of the stakeholders

4. The Practice:

The Participatory Management practice has been implemented in the institution in order to achieve the goals in the context of the above activities. To implement the best practices the following organs are functioning-

Governing Body

Governing Body is the top management body of the institution with the Principal of the College as its Secretary. The body is constituted as per directive of the state govt., which include teacher representatives, non-teaching representative etc. The Deputy Commissioner of the district is the Chairman of the Body and Secretary is the Principal. There are 2 representative from N.E.H.U, 2 Teachers representative, 1 parent representative, 1 Donor's representative, 1 Women representative and 1 Local Guardian's representative.

IQAC

The IQAC has been functioning with Principal of the institution as Chairperson, Sri Mothis M. Sangma, HoD, Dept. of Political Science, Assistant Professor as its Coordinator together with a members from the Governing Body, Alumni, Local Society and from the Teaching and Non-teaching Staff to it.

Examination Committee

The Examination Committee of the College arranges holding of all internal and university exams. This committee is responsible for the conducting and also maintaining transparency in the examination process.

Career Counseling Cell

It counsels and provides information to the outgoing students about the prospective career and job opportunities.

Teachers' Unit

Mendipathar College Teachers' Unit is an affiliated unit of the MCTA (the Meghalaya College Teachers' Association) which stands for growth of professionalism amongst the college teachers and general welfare of the student fraternity.

Alumni Association (unregistered)

Alumni of the college actively participate in various programmes undertaken by the institution. They are specially invited on the Fresher's Social Meet and take active participation in the College Week.

Students' Union

The elected body of the students of the college named as 'Mendipathar College Students' Union' looks into all round wellbeing of all students of the institution. In the election procedure of the college students' union the recommendations of the Chief Election Commissioner of India have been strictly followed.

Grievance Redressal Cell

The Grievance Redressal Cell of the institution looks after the grievances of the student community. The Vice-Principal is the coordinator of this cell. The Principal, Co-ordinator of IQAC and the Head Assistant of the College are its member.

Anti Ragging Committee

There is an Anti Ragging Committee in the institution, constituted of teaching and non-teaching members and one Student of the college as member. The Committee functions to prohibit and dissuade the ragging of the students and maintenance of a healthy academic atmosphere in the college campus.

5. Evidence of Success

In the participatory management system all the committees are active in their respective fields with maximum involvement of teaching and non-teaching staff.

- i. No ragging case has been placed before the authority so far. Due to vigilance of the Anti Ragging Committee, the college is free from any sort of ragging.
- ii. Grievance Redressal Committee listens to grievances of the stakeholders and steps have been taken for the redressal.
- iii. 2 Teachers are NET qualified and 2 SLET qualified, 1 teacher have completed his Ph.D after joining the college. and 1 teacher have completed M. Phil degree. At present 4 teachers are pursuing Ph.D. degree.

6. Problems Encountered and Resources Required

Time constraint is the main hindrance. With the involvement of the teaching faculty members in various committees and in transacting curriculum with regular teaching duties, they have little time to spare for prosecuting other academic works. To meet the requirements of the aforesaid works the financial human resource is to be enhanced.

7. Notes (optional)

BEST PRACTICE 2:

1. Title of the Practice: Extension Activity of the Students

2. Goal:

The main objective is to promote Community linkage, Social Responsibility, Interaction with the people and Problem Analyzing and Solving Skills.

3. The Context

In tribal society, the students are highly ignorant about the problems of the society where they live. Therefore, it is realized that the students must be sensitized about the society by engaging themselves in various extension activities as the Institution believes in it.

4. The Practice

NSS, NCC, Women's Cell/Equal Opportunity Cell, Extension Programme Cell are functioning in the College and they involve the students in the activities like AIDs awareness, cleaning drive, plantation of trees etc.

5. Evidence of Success

- With the participation in the various extension activities both teachers and students realized the challenges faced by the people in society. They have also realized the value and importance of education for their upliftment. As a result, they are very much enthusiastic to participate in the extension activities as conducted by the institution.
- The students develop leadership qualities through the various extension activities.
- Student participation in various socio-cultural activities has given them a great amount of exposure about the culture of different societies throughout the country.

7.4 Contribution to environmental awareness / protection

- Cleaning drive by NSS unit
- Plantation of trees

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

SWOT ANALYSIS

Strength

- Mendipathar College is the pioneer and the only institution of higher learning in the entire North Garo Hills District of Meghalaya.
- The College has an area of 73.19 acres of Land.

- The Institution gives priority for an Eco-friendly environment and environmental conservation. Most of the students of the college use Bicycles and Public Transport to reach the college. The College campus is basically connected with Pedestrian Friendly Roads. Steps have also been taken to keep the campus Plastic free.
- The College is situated in the foothills of North Garo Hills district in a green pristine environment.
- The institution caters the need of rural youths aspiring for higher education mostly belonging to economically backward families of the locality.
- Infrastructural facility to the teachers and taught has been considerably added.
- ICT facilities, both for faculty and students, have been extended.
- Study centre for Indira Gandhi National Open University has been functioning.
- Continuation of Academic Extension Classes in nearby High/Higher Secondary Schools and Junior Colleges by faculty members.
- Research culture in the institution is evident from the fact that out of total 30 faculty members, five are Ph.D. holders (two of them retired and one has got appointment in Nagarbera College, Assam), 4 Assistant Professors are pursuing Ph. D. 3 Minor Research Projects have been submitted sanctioned by the UGC.
- There has been continuous programmes organized by the District Administration for the welfare of the students in the college including career counselling.
- No cases of ragging has been found in the college so far.
- Since Meghalaya represents matrilineal society, number of female students enrolment is more in the college.
- The College Library is one of the best in the Garo Hills districts of Meghalaya in terms of sitting capacity and also availability of rare books, reports, journals, encyclopaedias, text and reference books.

Weakness

- Effectiveness of Quality up gradation initiatives in higher education largely depend on the quality of primary and secondary education. The pass percentage in the secondary and higher secondary courses in the district is not very good in comparison to other districts of Meghalaya which is also affecting the quality education in the college.

- The college has only 12 sanctioned posts and 18 faculty members are working under non-sanctioned posts. In the Department of Education there is not even a single sanctioned post been granted by the State Government so far.
- Majority of the students belong to rural areas. The parents of the rural students are uneducated and poor, which has a psychological impact upon the students. Hence most of the rural students are slow in learning, and they develop inferiority complex and their confidence level is very low affecting the quality education of the college.
- The College is situated in the North Eastern Region of India and predominantly inhabited by tribal people belonging mostly to rural areas. There is always a pressure from Local Communities, NGOs, Students Union's to admit more students in the college as there is no other college in the locality for higher learning. The College is a single institution for Higher Learning in the entire district of the North Garo Hills, Meghalaya. This is the reason that the College need to admit students more than the seat capacity.
- Another major weakness that needs specific mention is that most of the students of the college are first generation learners which affect the quality of the college.
- The major sources of funding of the institution are: (a) Salary Grants-in-aid from the State Government, (b) Student Fees, and (c) UGC Grants. The college suffers from inadequate finance because of the limited allocated resources by the state government.
- Language communication gap particularly in English is also a major weakness of the students.
- In spite of the best efforts by the authority and the faculty members, the institute is experiencing drop-outs. This may be attributed to disadvantaged family background of the students.
- The College has remained a single stream college. Science or Commerce stream has not been introduced. But efforts are on the way.

Opportunities

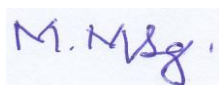
- There is better scope for growth and development of the institute for establishment of science faculty, new administrative and library block in the unutilized area of the college campus.
- To open PG courses with added infrastructural facility.
- Vocational courses can be introduced.

Threats:

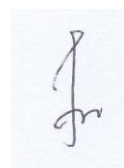
- Since the Higher Secondary section has not been bifurcated, the students of the semester courses have suffered a lot due to limited number of the faculty members.
- There is a brain drain of meritorious and talented students to the urban colleges and institutions.
- The student-teacher ratio is very high causing harm to perform teaching-learning activities.

8. Plans of institution for next year:

The IQAC will meet and decide as per the perspective plan of the college.



(Shri Mothis M. Sangma)
Signature of the Coordinator, IQAC
HoD, Political Science Department
Mendipathar College



(Smt. Amellina G. Momin)
Signature of the Chairperson, IQAC
Principal In-Charge
Mendipathar College
