



**INSTITUTIONAL ASSESSMENT AND ACCREDITATION
(Effective from July 2017)**

Accreditation - (Cycle - 1)

**PEER TEAM REPORT ON
INSTITUTIONAL ACCREDITATION OF
MENDIPATHAR COLLEGE**

**Mendipathar
Meghalaya
794112**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission
P.O. Box No. 1075, Nagarbhavi, Bengaluru - 560 072, INDIA**

Section I:GENERAL INFORMATION

1.Name & Address of the institution:	MENDIPATHAR COLLEGE Mendipathar Meghalaya 794112	
2.Year of Establishment	1971	
3.Current Academic Activities at the Institution(Numbers):		
Faculties/Schools:		
Departments/Centres:	7	
Programmes/Course offered:	1	
Permanent Faculty Members:	12	
Permanent Support Staff:	10	
Students:	1110	
4.Three major features in the institutional Context (Asperceived by the Peer Team):	1. Only college located in tribal area of North Garo Hills District to cater higher education to rural and socio-economically deprived students. 2. More girl students than boys in the college. 3. Grants- in -aid college with 2(f)and 12(b).	
5.Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	From : 10-08-2018 To : 11-08-2018	
6.Composition of Peer Team which undertook the on site visit:		
	Name	Designation & Organisation Name
Chairperson	DR. ARUN KUMAR MITTAL	Vice Chancellor(in-charge),Babu Banarasi Das University
Member Co-ordinator:	DR. ANITA TAMULI	
Member:	DR. PRIN DR SUKESHPRABHA SHARMA	Principal,Lilavati Nandlal Kilachand College of Education Patan
NAAC Co - ordinator:	DR. VISHNU MAHESH K. R.	

Section II: CRITERION WISE ANALYSIS

Observations (Strengths and/or Weaknesses) on each qualitative metrics of the key Indicator under the respective criterion (This will be a qualitative analysis of descriptive nature aimed at critical analysis presenting strength and weakness of HEI under each criteria)

Criterion1 - Curricular Aspects (Key Indicator and Qualitative Metrics(QIM) in Criterion1)	
1.1	Curricular Planning and Implementation
1.1.1 QIM	The institution ensures effective curriculum delivery through a well planned and documented process
1.2	Academic Flexibility
1.3	Curriculum Enrichment
1.3.1 QIM	Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum
1.4	Feedback System

Qualitative analysis of Criterion 1

The college is located in a tribal area and is catering education to the students of socio-economically deprived class. The college is affiliated to North Eastern Hill University. The regular curriculum and the syllabi of the courses are designed by the university and college strictly follows the prescribed regulation for smooth implementation as per University guidelines. For proper implementation of the curriculum, the college has developed specific plans and programmes. Staff Meetings are another mode used for orienting and organising the teaching body toward those aspects that are crucial to implementation of the curriculum. The General Daily Class Routine and Academic Calendar are prepared in conformity with the Academic Calendar of the North Eastern Hill University. Accordingly, each department of the college has the basic responsibility for allotment of classes along with distribution of the course plan and timely completion of the course. Feedback is collected, analyzed but follow up action is needed. The college gives priority for an eco-friendly environment. Most of the students used Bicycle and Public Transport to reach college and try to keep the campus Plastic free. Based on performance in qualifying examinations, slow and advance learners are grouped. Advanced learners are assisted by the faculty members providing necessary information about the course contents, books and study materials. Remedial classes are taken up to enrich the students who need improvement in the subject concerned.

Criterion2 - Teaching-learning and Evaluation (Key Indicator and Qualitative Metrics(QIM) in Criterion2)	
2.1	Student Enrollment and Profile
2.2	Catering to Student Diversity
2.2.1 QIM	The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners
2.3	Teaching- Learning Process
2.3.1 QIM	Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences
2.3.4 QIM	Innovation and creativity in teaching-learning
2.4	Teacher Profile and Quality
2.5	Evaluation Process and Reforms
2.5.1 QIM	Reforms in Continuous Internal Evaluation(CIE) system at the institutional level
2.5.2 QIM	Mechanism of internal assessment is transparent and robust in terms of frequency and variety
2.5.3 QIM	Mechanism to deal with examination related grievances is transparent, time-bound and efficient
2.5.4 QIM	The institution adheres to the academic calendar for the conduct of CIE
2.6	Student Performance and Learning Outcomes
2.6.1 QIM	Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students
2.6.2 QIM	Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution
2.7	Student Satisfaction Survey

Qualitative analysis of Criterion 2

The reservation policy of the government is followed in admitting the students. The college imparts education in Arts Stream only in the subjects of Assamese, English, Garo, Economics, History, Political Science, Philosophy and Education. Honours courses are offered in all the subjects except Assamese.

There are 12 faculty members in the sanctioned posts and 19 faculty members on non-sanctioned basis. The faculty members have adopted some innovative teaching-learning methods by using LCD projectors. Interactive learning is encouraged by asking questions and responding to the students queries in the classroom. The college week is a platform to encourage the students' participation in the Quizes, Debates and Extempore Speech and essay writing . The college conducts communicative English Classes to improve Oral Presentations, reading and writing . Academic support, both personal and financial, is provided to the needy students. The books and journals in the library have been added.

The merit of a student is assessed based on the mark sheet of the last examination appeared and passed. However, remedial or additional classes are taken up to enrich the students who are poor in the concerned subject(s). Besides, counselling classes are arranged by the teaching faculty to bridge the knowledge-gap. Based on examination results, the advanced learners are assisted providing necessary information about the course content, books and study materials.

The concerned departments conduct class-tests, assignments and project work as the components of

continuous assessments.

The evaluation process, the exam schedule, fixing of exam dates and the declaration of results, notices are given on the specified notice board for the students and the faculty members.

Assessment of achievement of the students is done both through internal assessment and external examination conducted by NEHU.

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Criterion3 - Research, Innovations and Extension (Key Indicator and Qualitative Metrics(QIM) in Criterion3)	
3.1	Resource Mobilization for Research
3.2	Innovation Ecosystem
3.2.1 QIM	Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge
3.3	Research Publications and Awards
3.4	Extension Activities
3.4.1 QIM	Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years
3.5	Collaboration

Qualitative analysis of Criterion 3

The College has not taken any research project under any scheme and as such there is no resource mobilisation for research. No Research grants are achieved from any Agencies' leading to no remarkable achievements. Out of 31 faculty members only two are holding Ph.D. qualification. The number of Ph.D. and research publication need to increase and improve. No workshops and Public seminars were organized during last five years. No research paper but only nine edited volume / books were published. The faculty need to be motivated for obtaining Ph.D degree and take up research projects. Extension activities are in general carried out by the NSS unit of the College. Apart from special campaigning, skill development programme, Quiz and painting competition, cleanliness drive, tree plantation programmes and many other regular activities are carried out not only in the college but also in the neighbourhood to benefit the local community. The college has not made efforts for MOUs / Collaborations with Universities, Industries, Corporate Houses during last five years.

Criterion4 - Infrastructure and Learning Resources (Key Indicator and Qualitative Metrics(QIM) in Criterion4)	
4.1	Physical Facilities
4.1.1 QIM	The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.
4.1.2 QIM	The institution has adequate facilities for sports, games (indoor, outdoor),gymnasium, yoga centre etc., and cultural activities
4.2	Library as a Learning Resource
4.2.1 QIM	Library is automated using Integrated Library Management System (ILMS)
4.2.2 QIM	Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment
4.3	IT Infrastructure
4.3.1 QIM	Institution frequently updates its IT facilities including Wi-Fi
4.4	Maintenance of Campus Infrastructure
4.4.2 QIM	There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Qualitative analysis of Criterion 4

The college has a campus of 73.19 acres of land. The total built up area is 3949.946 sq.mts.

The College has a total of 12 (twelve) classrooms with a total seating capacity of 1804 (approx).

There are 23 numbers of computers with Dual Core, 1GB RAM, 320 GB Hard disk available in the computer lab with limited internet connectivity and 1 number each in the Principal's Office, Library and the staff room with Core 2 duo, 2 GB RAM, 500GB Hard disk. BSNL WiMax internet facility is available.

Eight numbers of laptops (one in each department) have WiMax internet facility.

The college needs to have a Separate seminar Hall. A Multipurpose hall is available used for various programs.

The Library is under process of automation. For Library automated software KOHA has been purchased. Total no. of books in the Library are 17150 with 2232 titles. 40 Journals and periodicals are also subscribed .

The various activities of the college are managed by different committees and in-charges . Presently, the

college has a building construction committee, library advisory committee, purchase committee and teachers in-charge for music , games and sports. The college has grown into satisfactory in fractural facilities in a back ward area like Mendipathar.

The college building is utilized by the Government Organization to conduct various Competitive examinations and for State Elections.

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Criterion5 - Student Support and Progression (Key Indicator and Qualitative Metrics(QIM) in Criterion5)	
5.1	Student Support
5.2	Student Progression
5.3	Student Participation and Activities
5.3.2 QIM	Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution
5.4	Alumni Engagement
5.4.1 QIM	The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Qualitative analysis of Criterion 5

The institute provides facilities for economically weak/ST/SC/OBC/Physically Challenged in matters of reservation, benefits of book bank and free studentship and scholarship. A few Students of the institute are taken to other institutions of higher learning, and for field trips.

The college has a students' body, called "Mendipathar College Student Union" (MCSU). The MCSU is elected in a democratic manner every year according to instructions from the college and university. The constitution, activities and funding of students body (MCSU) are done according to the rules and regulations of the college and university.

The constitution activities and funding of students body (MCSU) are according to the rules and regulation of the College and the Universality. Every year students print out a College Magazines PHOENIX .

The College and Alumni association was formed in 2016 and is yet to be registered. The Alumni meets are also organized in the College. They have regular meetings in the college in which Ideas and Plans are exchanged .

Criterion6 - Governance, Leadership and Management (Key Indicator and Qualitative Metrics(QIM) in Criterion6)	
6.1	Institutional Vision and Leadership
6.1.1 QIM	The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution
6.1.2 QIM	The institution practices decentralization and participative management
6.2	Strategy Development and Deployment
6.2.1 QIM	Perspective/Strategic plan and Deployment documents are available in the institution
6.2.2 QIM	Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism
6.2.4 QIM	Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions
6.3	Faculty Empowerment Strategies
6.3.1 QIM	The institution has effective welfare measures for teaching and non-teaching staff
6.3.5 QIM	Institution has Performance Appraisal System for teaching and non-teaching staff
6.4	Financial Management and Resource Mobilization
6.4.1 QIM	Institution conducts internal and external financial audits regularly
6.4.3 QIM	Institutional strategies for mobilisation of funds and the optimal utilisation of resources
6.5	Internal Quality Assurance System
6.5.1 QIM	Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes
6.5.2 QIM	The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms
6.5.5 QIM	Incremental improvements made during the preceding five years (<i>in case of first cycle</i>) Post accreditation quality initiatives (<i>second and subsequent cycles</i>)

Qualitative analysis of Criterion 6

The vision and mission of the college coupled with implementation of the academic programmes ensure opportunities for holistic growth. Leadership in this college is participatory and collaborative. Action plans formulated by the Principal, Vice Principals and Heads of Departments are executed as per college policies.

The Governing Body is the top management body in the college. It conducts periodic meetings to discuss and frame future policies and plans for enhancing the quality education. It plays leadership role through the Principal who monitors the effectiveness and efficiency of the teaching learning process and the functioning of all sections of the College.

The Principal takes charge for the introduction of new policy and plans, and places for its approval in Governing Body Meeting. The work is then executed with the help of the Heads of the Department, the Examination Committee and with the various cell/committees/Units of the college.

The Governing Body monitors the functioning of the College. The college has future plans for the development . The college plans for introduce Commerce and Science streams with a view to provide adequate facilities to the students. The college a Master plan for future development of the college. The financial management of the institution is taken care by the internal and external Audit . Independent auditing C.A. Firms conducts the regular Audit besides Government Audit.

Faculties organize and participate in subject seminars/workshops. The faculty fills a “Self Appraisal Form” which helps them improvising their own performances and the college can monitor their activities. The College is able to attract and retain its faculty. The IQAC was established in the College in 2017 therefore IQAC has a small number of activities to its credits.

The Institution gives priority for an Eco-friendly environment and environmental conservation.

Criterion7 - Institutional Values and Best Practices (Key Indicator and Qualitative Metrics(QIM) in Criterion7)	
7.1	Institutional Values and Social Responsibilities
7.1.2 QIM	<p>1. Institution shows gender sensitivity in providing facilities such as:</p> <ol style="list-style-type: none"> 1. Safety and Security 2. Counselling 3. Common Room
7.1.5 QIM	<p>Waste Management steps including:</p> <ul style="list-style-type: none"> • Solid waste management • Liquid waste management • E-waste management
7.1.6 QIM	Rain water harvesting structures and utilization in the campus
7.1.7 QIM	<p>Green Practices</p> <ul style="list-style-type: none"> • Students, staff using <ol style="list-style-type: none"> a) Bicycles b) Public Transport c) Pedestrian friendly roads • Plastic-free campus • Paperless office • Green landscaping with trees and plants
7.1.18 QIM	Institution organizes national festivals and birth / death anniversaries of the great Indian personalities
7.1.19 QIM	The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions
7.2	Best Practices
7.2.1 QIM	Describe at least two institutional best practices (as per NAAC Format)
7.3	Institutional Distinctiveness
7.3.1 QIM	Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Qualitative analysis of Criterion 7

The institute has facilities for gender sensitivity. The college gives priority to safety and security of the students particularly girls . The college pays special attention by different means and ways there are Chowkidar for day and night and the whole campus is surrounded by Brick wall and Barbed fencing the premises including girls Hostel under C.C.Tv. surveillance . The college try to sensitized students towards

general issues. The common room for girls is under construction. Programmes have been conducted on women empowerment, gender sensitivity, legal awareness, women's rights and laws, crisis in safety, security and dignity of women, women self defence. The College doesn't have rain water harvesting. Institute has Green practices like No plastic zone, staff and student using public transport. Institute has beautiful green campus and a system of green auditing, checking carbon emission is carried out by NSS and Nature club. Tree plantation programmes are carried out by students and staff expenditure for green initiative is meagre and may be increased. Most of the students and staff use cycles as means of transportation. The college uses LED for Energy savings Institute organises birth days of great personalities like Mahatma Gandhi, Sarvapalli Radhakrishnan, Subhash Chandra Bose and National celebration on 15th August and 26th January. The college takes initiative to engage with and contribute to the local community.

The college ensuring progressive performance of academic administrative and financial tasks . The college tries to create a learners centric and environment and to maintain a professional ethics and high moral values.

Various extension activities for sensitization about the societies problems are undertaken . NSS , NCC , Woman Cell, Extension Program cell are functioning in the college and they involved in the students in the activities like AIDS awareness, cleaning drive , plantation of trees , etc.

During last few years college has progressed not only in enrollment but also in physical in fracture , number of qualified teachers and introduction of ICT teaching learning, etc.

Section III:OVERALL ANALYSISbased on Institutional strengths.Weaknesses,Opportunities & Challenges(SWOC)(up to 500 words)

Strength

Strength

- Located in tribal area, the only college providing higher education the District.
- Spacious , green and clean campus spread in an area of 73.19 acres.
- Co-operative management .
- Number of female students is higher than male students.

Weakness

- The college has only 12 sanctioned post of faculty.
- More of the students are first generation students.
- High drop-out rate.
- The college has only Arts stream.
- No post has been granted to the college by the State Government.
- The college does not have a permanent Principal.

Opportunities

- The college has lot of scope of opening up new streams specially of Science and Commerce.
- To start PG and Vocational courses.
- Medical facilities can be established.
- Research attitude among the faculty can be cultivated .
- Collaboration with local and state level organization.

Challenges

- To attract good and meritorious students.
- To maintain teacher-taught ratio as per UGC norms by recruiting faculty.
- Providing students more placement opportunities .
- Getting funds through various funding agencies for academic and research activities.

Section IV: Recommendations for Quality Enhancement of the Institution

(Please limit to **ten major ones** and use telegraphic language) (It is not necessary to indicate all the ten bullets)

- Permanent Principal and more teaching faculty be recruited.
- Commerce and Science streams along with some PG courses be started.
- Career Counselling Cell be strengthened and ICT, Soft Skills be developed.
- Library should be fully automated and be enriched with more books, e-books and journals. Library should have INFLIBNET and WI-FI connectivity.
- Permanent faculty be encouraged to undertake research projects and participate in seminars and conferences. Research oriented environment be created in the campus.
- IQAC be made more functional and effective .
- Scientific and online feedback system be initiated.
- College needs to have collaboration with industries and academic bodies of repute .
- Sports facilities be enhanced and a modernized Gymnasium be established
- Health Centre be opened and infrastructural facilities in the boys hostel be improved.

I have gone through the observations of the Peer Team as mentioned in this report

Signature of the Head of the Institution

Seal of the Institution

Sl.No	Name		Signature with date
1	DR. ARUN KUMAR MITTAL	Chairperson	
2	DR. ANITA TAMULI	Member Co-ordinator	
3	DR. PRIN DR SUKESHPRABHA SHARMA	Member	
4	DR. VISHNU MAHESH K. R.	NAAC Co - ordinator	

Place

Date

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