

SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

MENDIPATHAR COLLEGE

**MENDIPATHAR COLLEGE, P.O.- MENDIPATHAR, DIST. NORTH GARO HILLS,
STATE- MEGHALAYA, PIN-794112**

794112

www.mendipatharcollege.com

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NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Mendipathar College was established on 30th July, 1971 affiliated to Gauhati University. The college started functioning from the academic session 1971-72. Permission to introduce one year P. U. Course was granted by Gauhati University for academic session 1971-72. The first Three Years Degree Course was started in the academic session 1972-73 but the Gauhati University did not accord permission as the North Eastern Hill University (N.E.H.U) was soon to take over the college under its jurisdiction. The N.E.H.U accorded permission for Degree Courses for the academic session 1974-75.

The College was established in an area of 73.19 acres of Land as an Adhoc College with the primary objective of providing Higher Education to the socially backward sections of the society in general and Garo Community in particular.

The College was elevated to the status of deficit Grant-in-Aid College on 1st January, 1986. During the year 2000, the college was recognized by UGC, for the grant purposes under 2(f) and 12(b) of UGC Act, 1956.

The college is the outcome of the long standing aspiration of the people of the locality and it nurtures a collective dream which is reflected in the vision of the college. In tune to its motto, "Knowledge is Power", the college aims to spread the Higher Education to economically and educationally backward sections of society in general and Scheduled Tribes in particular.

Vision

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.

Mission

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.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional 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 has also been taken to keep the campus Plastic free.
- The institution caters the need of rural youths aspiring for higher education mostly belonging to economically backward families of the locality.
- ICT facilities, both for faculty and students, have been extended.
- Study centre of Indira Gandhi National Open University has been functioning.
- Continuation of Academic Extension Classes in nearby Higher Secondary Schools by faculty members.
- Stable power supply during working hours and provision for pure drinking water facility.
- 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 well facilitated library in terms of sitting capacity and also availability of rare books, reports, journals, encyclopaedias, text and reference books.

Institutional Weakness

- Effectiveness of Quality upgradation 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 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 not even a single sanctioned post been granted by the State Government so far.
- 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 to admit more students in the college as there is no other college in the locality for higher learning. The College is a lone 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.
- In spite of the best efforts by the authority and the faculty members, the institute is experiencing a high drop-out rate. This may be attributed to disadvantaged family background of the students.
- The College has Arts Stream only. Science or Commerce stream has not been introduced.

Institutional Opportunity

- 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

Institutional Challenge

- 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 / institutions.
- The student-teacher ratio is unmanageable causing harm to perform teaching-learning activities.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

- Though the college has very limited resources for growth and development, yet it is doing its best in making adequate provisions for advancement and dissemination of knowledge.
- As 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 e.g. setting of admission criteria for optimising standards of teaching-learning, admission counselling through faculty inputs, formation 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.
- 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. The feed back of the students are collected.

Teaching-learning and Evaluation

- 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 department pay proper attention to conduct class-test, assignments and project works as

the components of continuous assessments.

- 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, Economics, History, Political Science, Philosophy and Education. Honours courses are offered in all the subjects except Assamese which is taught as one of the MILs only.
- There are 12 faculty members in the sanctioned posts and 18 faculty members on non-sanctioned basis. The faculty members have adopted innovative teaching-learning methods by using LCD projectors. Academic support, both personal and financial, is provided to the needy students. The books and journals in the library have been added.
- To make aware of 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.

Research, Innovations and Extension

- 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, cleaning 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.

Infrastructure and Learning Resources

- The college has a campus of 73.19 acres of land. The total built up area is 3949.946 sq.mts.
- After the introduction of semester system by the NEHU in the year 2015, the college envisioned problems of accommodating various classes as per schedule. However, with the pragmatic approaches of the management, the problem of accommodating students in respective classes has been improved. For different curricular and co-curricular activities, infrastructures are added to meet the demand.
- The available bandwidth of internet connection in the Institution has a speed of 128 MBPS.
- For effective facilitation of teaching-learning, the institute has put up its effort for continuous monitoring and optimal use of the infrastructure and learning resources. The college primarily depends on the grants received from the UGC and the Government of Meghalaya for augmentation of the infrastructural development.
- 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 to the faculty members and students.
- Eight nos.of laptop (one in each department) availing WiMax internet facility.

Student Support and Progression

- The average percentage of students benefited by Freeship by the college is 4.15%.
- The college has students body, called "Mendipathar College Student Union" (MCSU). The MCSU is elected in a parliamentary 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 alumni association and the teaching members have regular meeting in the college, during which ideas and plans are exchanged.
- The college publishes its prospectus each year before the commencement of the course and admission of the students. The mission and vision of the college have been laid down in the prospectus; the information about the institution and its commitment and responsibility are well-documented in it. The college website www.mendipatharcollege.com carries updated information for students and other stakeholders.
- The institute provides facilities for economically weaker/ST/SC/OBC/Physically Challenged in matters of reservation, benefits of book bank and free studentship and scholarship. Students of the institute are taken to other institutions of higher learning, and for field trips. In matters of career counselling, resource persons provide guidance for academic and professional level.

Governance, Leadership and Management

- The Governing Body is the top management body. 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 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 Internal Quality Assurance Cell (IQAC) reviews the functioning of the Institution and suggests measures for improvement. The Governing Body monitors the functioning of the College.
- Faculties organize and participate in subject seminars/workshops. The faculty also 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.

Institutional Values and Best Practices

- The Institution gives priority for an Eco-friendly environment and environmental conservation. The College organises number of programmes for environment awareness. In spite of lot of construction activities, utmost care is taken to conserve the environment. Switching off the lights and other electrical gadgets when not in use is one of the measures that is being practiced along with construction of Green Building as far as practicable.
- Most of the students of the college use Bicycles and Public Transport to reach the college which is a positive attitude towards the preservation of environment.. The College campus is basically connected with Pedestrian Friendly Roads. Steps has also been taken to keep the campus Plastic free.
- Participatory Management is one of the best practices of the college to assure quality, transparency and academic growth.
- The second best practice of the College is the Extension Activity of the Students.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	MENDIPATHAR COLLEGE
Address	Mendipathar College, P.O.- Mendipathar, Dist. North Garo Hills, State- Meghalaya, PIN-794112
City	Mendipathar
State	Meghalaya
Pin	794112
Website	www.mendipatharcollege.com

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	Amellina G. Momin	03659-268220	9436166207	-	mendipatharcollege@yahoo.com
IQAC Coordinator	Mothis M. Sangma	-	8837493265	-	msangmamothis@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	30-07-1971

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

State	University name	Document
Meghalaya	North Eastern Hill University	View Document

Details of UGC recognition

Under Section	Date
2f of UGC	01-12-1978
12B of UGC	07-02-2000

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

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

Details of autonomy

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

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

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Mendipathar College, P.O.- Mendipathar, Dist. North Garo Hills, State- Meghalaya, PIN-794112	Tribal	73.19	3949.946

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,English	36	HSSLC	English	58	58
UG	BA,Economics	36	HSSLC	English	50	14
UG	BA,Political Science	36	HSSLC	English	54	54
UG	BA,History	36	HSSLC	English	50	39
UG	BA,Philosophy	36	HSSLC	English	50	29
UG	BA,Garo	36	HSSLC	English	149	149
UG	BA,Education	36	HSSLC	English	71	71

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				3				9			
Recruited	0	0	0	0	2	1	0	3	5	4	0	9
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				18			
Recruited	0	0	0	0	0	0	0	0	8	10	0	18
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				10
Recruited	9	1	0	10
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				15
Recruited	7	8	0	15
Yet to Recruit				0

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

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	2	0	0	0	0	0	2
M.Phil.	0	0	0	0	0	0	1	0	0	1
PG	0	0	0	0	1	0	4	4	0	9

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	8	10	0	18

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

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

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
		UG	Male	214	21	0
	Female	200	35	0	0	235
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	1	1	1	1
	Female	0	0	1	1
	Others	0	0	0	0
ST	Male	578	548	375	342
	Female	630	542	333	290
	Others	0	0	0	0
OBC	Male	3	4	4	3
	Female	3	4	3	3
	Others	0	0	0	0
General	Male	3	3	2	4
	Female	6	6	8	5
	Others	0	0	0	0
Others	Male	1	0	0	0
	Female	1	0	0	0
	Others	0	0	0	0
Total		1226	1108	727	649

3. Extended Profile

3.1 Programme

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

Response : 62

Number of self-financed Programmes offered by college

Response : 0

Number of new programmes introduced in the college during the last five years

Response : 0

3.2 Student

Number of students year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1226	1108	727	649	487

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

2016-17	2015-16	2014-15	2013-14	2012-13
1217	1099	825	825	825

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

2016-17	2015-16	2014-15	2013-14	2012-13
353	208	139	108	58

Total number of outgoing / final year students

Response : 866

3.3 Academic

Number of teachers year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
30	31	27	31	29

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

2016-17	2015-16	2014-15	2013-14	2012-13
12	12	12	11	11

Number of sanctioned posts year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
12	12	12	12	12

Total experience of full-time teachers**Response : 290****Number of full time teachers worked in the institution during the last 5 years****Response : 43****3.4 Institution****Total number of classrooms and seminar halls****Response : 12****Total Expenditure excluding salary year wise during the last five years (INR in Lakhs)**

2016-17	2015-16	2014-15	2013-14	2012-13
65.39020	78.68190	50.43555	43.62051	97.96360

Number of computers**Response : 42**

Unit cost of education including the salary component(INR in Lakhs)

Response : 0.208857

Unit cost of education excluding the salary component(INR in Lakhs)

Response : 0.053336

NAAC

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

- The 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 skills and their knowledge based.
- 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 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, admission, attendance, internal assessment, academic affairs, library up-gradation, examinations, department associations, and other such factors.

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 1

1.1.2.1 Number of certificate/diploma programs introduced year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	1	0	0	0

File Description

Document

Details of the certificate/Diploma programs

[View Document](#)

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years**Response:** 8.33

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
4	0	1	0	0

File Description	Document
Any additional information	View Document
Details of participation of teachers in various bodies	View Document

1.2 Academic Flexibility**1.2.1 Percentage of new courses introduced of the total number of courses across all programs offered during the last five years****Response:** 16.13

1.2.1.1 How many new courses are introduced within the last five years

Response: 10

File Description	Document
Details of the new courses introduced	View Document

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented**Response:** 100

1.2.2.1 Number of programs in which CBCS/ Elective course system implemented.

Response: 7

File Description	Document
Name of the programs in which CBCS is implemented	View Document

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years**Response:** 23.41

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

2016-17	2015-16	2014-15	2013-14	2012-13
8	16	388	00	300

File Description**Document**

Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs

[View Document](#)**1.3 Curriculum Enrichment****1.3.1 Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum****Response:**

Gender Equity: Gender equity is found in Meghalaya. Our Society is a matrilineal society. Awareness programmes are organized relating to social evils like human trafficking , molestation and other burning issues. The Women cell is also established in the College to look after the Gender related issues very seriously.

Environment and Sustainability: Environmental Studies is a part of the syllabus of Under Graduate Studies of the affiliating University that reflects the importance of environment and its preservation. The teachers are constantly engaged in making the students aware on the issues related to climate change and the hazards associated with it. Moreover the NSS Unit of the college also take part in the planting of trees and cleaning drive not only in the college campus and the neighbouring rural areas but also in the Mendipathar Town area.

Human Values: The Affiliating University has given importance to Human Rights and given a place to teach as one unit in the subject of Political Science.

1.3.2 Number of valued added courses imparting transferable and life skills offered during the last five years**Response:** 0

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document

1.3.3 Percentage of students undertaking field projects / internships**Response:** 0

1.3.3.1 Number of students undertaking field projects or internships

File Description	Document
Institutional data in prescribed format	View Document

1.4 Feedback System**1.4.1 Structured feedback on curriculum obtained from 1) Students 2) Teachers 3) Employers 4) Alumni 5) Parents For design and review of syllabus semester wise/ year wise****A. Any 4 of the above****B. Any 3 of the above****C. Any 2 of the above****D. Any 1 of the above****Response:** C. Any 2 of the above**1.4.2 Feedback processes of the institution may be classified as follows:****A. Feedback collected, analysed and action taken and feedback available on website****B. Feedback collected, analysed and action has been taken****C. Feedback collected and analysed****D. Feedback collected****Response:** D. Feedback collected

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 8.84

2.1.1.1 Number of students from other states and countries year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
71	68	94	67	44

File Description

Document

List of students (other states and countries)

[View Document](#)

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 85.16

2.1.2.1 Number of students admitted year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1226	1108	727	649	487

2.1.2.2 Number of sanctioned seats year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1226	1108	825	825	825

File Description

Document

Institutional data in prescribed format

[View Document](#)

2.1.3 Average percentage of seats filled against seats reserved for various categories as per

applicable reservation policy during the last five years**Response:** 84.48

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

2016-17	2015-16	2014-15	2013-14	2012-13
1217	1099	717	640	478

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

2.2 Catering to Student Diversity**2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners****Response:**

Based on the mark sheet of the last examination appeared and passed, the merit of a student is assessed. However, remedial or additional classes are taken up to enrich the students who need improvement in the subject concerned. Besides, counseling classes are arranged by the teaching faculty to bridge the knowledge-gap. Based on previous examination results, the advanced learners are assisted by the faculty members providing necessary information about the course content, books and study materials. In addition to that, such students are related to the advance course materials and are offered personal guidance.

The IQAC has reviewed the entire teaching learning process of the college and find out that some of the students whose performance has been a matter of serious concern, should be guided by the college to improve them up to the mark.

Moreover, since with the traditional methodologies of teaching, learning doesn't becomes interesting, the IQAC, Mendipathar College, is also initiating the use of ICT for effective teaching learning both for advanced and slow learners.

2.2.2 Student - Full time teacher ratio**Response:** 39.33

File Description	Document
Institutional data in prescribed format	View Document

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0.17

2.2.3.1 Number of differently abled students on rolls

Response: 2

File Description	Document
List of students(differently abled)	View Document
Institutional data in prescribed format	View Document

2.3 Teaching- Learning Process

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

Response:

The concerned department has given attention to conduct class-test, assignments and project works 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 academic peers, the teachers and the Principal is also being encouraged.

Through group discussions, internal examinations and personal interactions- the learning is made more student-centric. The teaching faculty works as facilitators to these programmes. A close relation between the student community and the faculty members is maintained in completion of the course, assisting in the project/assignment work and suggest the way to improve the quality of students.

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 63.33

2.3.2.1 Number of teachers using ICT

Response: 19

File Description	Document
List of teachers (using ICT for teaching)	View Document

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 39.33

2.3.3.1 Number of mentors

Response: 30

File Description	Document
Year wise list of number of students, full time teachers and students to mentor ratio	View Document

2.3.4 Innovation and creativity in teaching-learning

Response:

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.

2.4 Teacher Profile and Quality

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

Response: 96.67

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document
List of the faculty members authenticated by the Head of HEI	View Document

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 22.73

2.4.2.1 Number of full time teachers with Ph.D. year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2	2	2	4	3

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	View Document

2.4.3 Teaching experience of full time teachers in number of years

Response: 9.67

File Description	Document
List of Teachers including their PAN, designation,dept and experience details	View Document

2.4.4 Average percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

Response: 0

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description**Document**

Institutional data in prescribed format

[View Document](#)

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 40

2.4.5.1 Number of full time teachers from other states year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
4	4	4	5	7

File Description**Document**

List of full time teachers from other state and state from which qualifying degree was obtained

[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

The major evaluation reforms of the University are 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 practise the class-test to improve the speed of writing while attempting essay-type of questions; and discussing model questions.

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety**Response:**

The college ensures the uniform and fair means of evaluation in the continuous assessment initiated by the college. All the departments in the College have been directed to follow uniform pattern of evaluation, strict monitoring and transparency is ensured for the interest of the students. The marks secured in the continuous assessment are displayed to bring to the notice of all. The members of the Teaching staff and the students adapted to the evaluation reforms of the University.

Regular attendance of the students is monitored. Class-tests for each course are done by the department concerned teachers. Assignment / Project work are given to all students to be submitted within a fixed period. Punctuality in registration for examination, collection of admission cards and mark sheets are strictly adhere to notification. The internal assessment marks are displayed on the notice-boards. The anomalies found by the students are taken up by the Examination committee.

2.5.3 Mechanism to deal with examination related grievances is transparent, time-bound and efficient**Response:**

The College practices the method of face to face interaction with the students if the grievances arise out of evaluation. Moreover, the college maintains transparency in the performance of the students by displaying the internal assessment marks on the notice board. The minimum marks of passing for the semester examination is incorporated in the prospectus. The provisions for re-evaluation and improvement facility of the affiliating university are notified for the desirous students.

2.5.4 The institution adheres to the academic calendar for the conduct of CIE**Response:**

Evaluation is an integral process of the teaching-learning process. The College was following its own Academic Calendar upto the session 2015-16, but in the year 2015 the University (NEHU) has newly introduced the Semester System and the College is now following the University Calendar for the CIE. However the College is on the way to prepare its new Academic Calendar for the Semester Courses.

2.6 Student Performance and Learning Outcomes

2.6.1 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

Response:

The programme outcomes and programme specific outcomes is expected on the basis of the objectives specified in the curriculum document of NEHU (affiliating university).

PROGRAMME OUTCOMES:

At the time of graduation a student will be able to acquire:

Critical Thinking: The ability to identify quality information and critically analyse it with a focus on well-reasoned argumentation.

Effective Communication: Communication skills to present a clear, coherent and independent exposition of knowledge and ideas acquired. Develop capacity to communicate effectively across written, oral, visual, and digital forms.

Effective Citizenship: To develop the ability to understand and participate in the political affairs and becoming a responsible citizen.

Environment and Sustainability: Understand the issues of environmental contexts and sustainable development.

Self-directed and Life-long Learning: Acquire the ability to engage in independent and life-long learning.

Programme Specific Outcomes:

1. Programme Specific Outcomes of B.A. English:

- Students are able to speak and write correct English.
- Students able to interpret the literary works by critical analysis.
- The inculcation of human values through literary works. .

2. Programme Specific Outcomes of B.A. Economics:

- Understand basic concepts of economics.
- Analyze historical and current events from an economic perspective.
- Develop ability to suggest solutions to various economic problems.
- Developing the knowledge about theories of economic growth& Development and issues of economic planning.

3. Programme Specific Outcomes of B.A. History:

- Understand the basic themes, concepts, chronology and the Scope of Indian History.
- Understanding of the Social, Political, Economic and Cultural aspects of History.
- Acquaint with range of issues related to Indian History that span distinct eras.
- Understand the history of countries other than India with comparative approach.

4. Programme Specific Outcomes of B.A. Philosophy:

- Understand the evolution and relevance of philosophical thoughts.
- Develop the ability of critical analysis of philosophical thoughts of Indian Philosophy and Western Philosophy.
- Help to analyze philosophical foundation of ethical and other values in life.

5. Programme Specific Outcomes of B.A. Political Science:

- Understand basic concepts of political science.
- Understand the political ways of thinking.
- Analyze historical and current events from political perspective.
- Understand the role of the UN, principal organs of UN and other specialized agencies.

6. Programme Specific Outcomes of B.A. Education:

- Understand basic concepts and ideas of educational theory.
- Build understanding on the nature of the learner diversity and learning.
- Develop understanding about teaching, pedagogy, school management and community involvement.
- Develop an understanding of education as an agenda for the nation state and its policy visions and efforts in evolving a national system of education

7. Programme Specific Outcomes of B.A. Garo:

- Introduce students to traditional and modern Garo poetry, prose, drama, fiction, etc
- Introduce students to the history of Garo literature from traditional oral literature and the beginning of written literature up to the 3rd quarter of the 20th century.
- Introduce students to the characteristic features of oral narratives, Folklore and its components, mainly folktales and myths
- Introduce students to the origin and history of Garo language. Students will be expected to acquire in depth knowledge of Garo Grammar

File Description	Document
COs for all courses (exemplars from Glossary)	View Document

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution**Response:**

Program-level learning outcomes identify what students should know, value or be able to accomplish after successfully completing the program. These outcomes are often achieved through specific learning activities, which are integrated at the course level and build toward overall program level learning.

The assessment of attainment of POs, PSOs and Cos is done to ensure that students learn the most important skills, ideas, attitudes and values of the discipline. Our approach to the assessment of program-level learning outcomes is guided by the following underlying concepts:

1. Quality enhancement through continuous monitoring by IQAC.
2. Authentic assessment of the attainment level through Continuous Internal Evaluation
3. Constructive alignment of the entire program to perceive the attainment of POs.
4. Assessment of the acquisition of the new amounts of information by the students.
5. Change in understanding and creating meaning from information by the students.
6. Final assessment of attainment through external evaluation conducted by the University.

2.6.3 Average pass percentage of Students

Response: 19.39

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

Response: 57

2.6.3.2 Total number of final year students who appeared for the examination

Response: 294

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

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process	
Response:	
File Description	Document
Database of all currently enrolled students	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years

Response: 0

3.1.1.1 Total Grants for research projects sponsored by the government/non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year wise during the last five years(INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
List of project and grant details	View Document

3.1.2 Average number of research projects per teacher funded by government and non government agencies during the last five years

Response: 0

3.1.2.1 Number of research projects funded by government and non-government agencies during the last five years

File Description	Document
List of research projects and funding details	View Document

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

The Institution has taken many initiatives for creation and transfer of knowledge:

- 1.Library facility;
- 2.The College also provide reprography, internet, and computer laboratories to the students and research scholars;

3. Books and reference materials for project work are available in the library;
4. A reading room is available for students and research scholars throughout the year; and
5. Students are sent to explore their knowledge from different fields from different angles. They visit Don Bosco Institutes, Historical monuments/places, tour to National Parks etc.
6. The research studies conducted by the Staff of Mendipathar College have a definite role in benefitting the community by creating awareness on the topics of the Research carried out by them eg. Rural governance in non-panchayat areas, Border markets of Meghalaya, Empowerment of Garo Women etc. and also in the development of the academic ambience of the college and the community as well

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 0

3.2.2.1 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
List of workshops/seminars during the last 5 years	View Document

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: No

File Description	Document
Institutional data in prescribed format	View Document

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: No

File Description	Document
List of Awardees and Award details	View Document

3.3.3 Number of research papers per teacher in the Journals notified on UGC website during the last five years**Response:** 0**3.3.3.1 Number of research papers in the Journals notified on UGC website during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description

List of research papers by title, author, department, name and year of publication

Document[View Document](#)**3.3.4 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years****Response:** 0.15**3.3.4.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
7	2	0	0	0

File Description

List books and chapters in edited volumes / books published

Document[View Document](#)**3.4 Extension Activities****3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years****Response:**

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, cleaning drive, tree plantation programmes many other regular activities are carried out not only in the college but also in the neighbourhood to benefit the local community. The students as a result are not only sensitized to social

issues but also they are made accountable to become a part of the development of the society and development of their personality as well by developing the required skills. A list of the extension activities carried out by the NSS Unit of the College during the last five years is given below:

SL NO.	Names of programmes/ Activity	Name of the Scheme	Date and Year	Number of Participant Teachers
1.	Special Campaigning Programme at New Harinkata	NSS Special Campaigning	3rd – 9th Dec,2014	2
2.	Skill Training Programme	NSS Skill Development Prog.	2014	2
3.	Quiz and Painting Competition	NSS Regular Activity	14th Nov,2015	27
4.	Cleaning Drive	NSS Regular Activity	4th Dec, 2014	27
5.	Essay writing, Art and Painting, Observation of World HIV/AIDS Day, Cleaning drive	NSS Regular Activity	8th June, 2015	26
6.	Cleaning Drive	NSS Regular Activity	14th Dec,2016	26
7.	Youth Leadership Cum Personality Development Pro. At Durama College, Tura	NSS Regular Activity	29th & 30th Nov, 2016	1
8.	Tree Plantation Programme	NSS Regular Activity	28th July, 2016	30
9.	Tree Plantation Programme	Social Service and Community Development	2nd August, 2017	1
10.	Cleaning Drive	NSS Regular Activity	15th Dec,2016	26

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 0

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

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Number of awards for extension activities in last 5 years	View Document

3.4.3 Number of extension and outreach programs conducted in collaboration with industry, community and Non-Government Organisations through NSS/NCC/Red cross/YRC etc., during the last five years

Response: 3

3.4.3.1 Number of extension and outreach programs conducted in collaboration with industry,community and Non-Government Organisations through NSS/NCC/Red cross/YRC etc.,year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	1	1	0	1

File Description	Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	View Document

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 25.67

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
388	81	327	279	7

File Description	Document
Average percentage of students participating in extension activities with Govt. or NGO etc.	View Document

3.5 Collaboration

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

Response: 0

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

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Number of Collaborative activities for research, faculty etc.	View Document

3.5.2 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 1

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	1

File Description	Document
e-copies of the MoUs with institution/ industry/ corporate house	View Document
Details of functional MoUs with institutions of national, international importance, other universities etc. during the last five years	View Document

NAAC

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

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

Classrooms	Seating Capacity
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
Total	1884

Technology enabled learning spaces:

The college has a computer laboratory equipped with 23(twenty three) 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.

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

Response:

Sports/ Outdoor and Indoor Games:

The college campus ground is available for holding field sports and outdoor activities. There is a football ground and a basketball court in the campus. The annual college/sports week is held in the campus itself.

Gymnasium:

At present the college do not have any gymnasium.

Cultural activities:

The college provides the students with traditional instruments and costume. Musical instruments like Tabla, Keyboard, Guitar, Mendolin etc. are also available in the college. Cultural programmes are a part of the Co-curricular activities in the College. During various programmes the students belonging to Garo, Rabha and other Tribal Communitites used to perform their traditional dances.

Yoga:

The college does not have yoga centre at present. But it is practiced from time to time in the Multipurpose Hall of the college.

4.1.3 Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class,

LMS, etc

Response: 25

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 3

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	View Document

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 40.5

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
10.76535	15.40261	26.66500	22.61900	60.50175

File Description	Document
Details of budget allocation, excluding salary during the last five years	View Document

4.2 Library as a Learning Resource

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

Response:

At present the library is under process to be automated using Integrated Library Management System. Library has already brought an automated Software KOHA, on which library staff is working.

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

Author	Title of the book
Churchill, Winston S.	A History of the English-Speaking Peoples
Oman, John Campbell	The Mystics, Ascetics, and Saints of India
Hayes, Carlton J. H.	Contemporary Europe since 1870
Mahajan, V.D.	Ancient India
Clyde, Paul H	The Far East
Knights, L. C.	Scrutiny
Acton, Lord	Lectures on Modern History
Eliot, Charles W.	The Harvard Classics
Preece, Warren E.	Encyclopaedia Britannica
Bhargava, P.L.	India in the Vedic Age
Srivastava, Ashirbadi Lal	Akbar the Great-Political History, 1542-1605
Mookerji, Radhakumud	Asoka
Gopalacharya, Mahuli R.	The Heart of the Rigveda
Hexter, J. H.	The History Primer
The Arts Council	Berlioz and the Romantic Imagination
Bunge, William	Fitzgerald: Geography of a Revolution
Muller, Henry	Night and Day in Paris
Marty, Myron A.	Retracing our steps
Majumdar, R.C.	The History and Culture of the Indian People
Ravindran, T.K.	Journal of Indian History
Grierson, G.A.	Linguistic Survey of India
Chakravarti, P.C.	The Art of War in Ancient India
Hewitt, J.F.	The Ruling Races of Prehistoric Times
Moreland, W.H.	Jahangir's India
Legge, James	The Travels of Fahien
Muller, F. Max	Sacred Books of the East
Bazaz, Prem Nath	The Role of Bhagavad Gita in Indian History
Kotturan, George	Ahimsa: Gautama to Gandhi
Dalton, Edward Tuite	Tribal History of Eastern India
Steward, Charles	The Tezkereh Vakiat
Bergami, David	Japan's Imperial Conspiracy
Gregory, Alexis	Nobel Prize Library
Wren, Jack	The Great Battles of World War I
Maule, Henry	The Great Battles of World War II
Carroll, David	The Taj Mahal

File Description	Document
Any additional information	View Document

4.2.3 Does the institution have the following:

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: B. Any 3 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc.	View Document
Any additional information	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 1.01

4.2.4.1 Annual expenditure for purchase of books and journals year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
0.16122	1.77993	0.29745	2.14560	0.64856

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document

4.2.5 Availability of remote access to e-resources of the library**Response:** No

File Description	Document
Details of remote access to e-resources of the library	View Document

4.2.6 Percentage per day usage of library by teachers and students**Response:** 1.74**4.2.6.1 Average number of teachers and students using library per day over last one year****Response:** 21

File Description	Document
Details of library usage by teachers and students	View Document
Any additional information	View Document

4.3 IT Infrastructure**4.3.1 Institution frequently updates its IT facilities including Wi-Fi****Response:**

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 to the faculty members. Examination department also equipped with one Laptop and one Desktop alongwith BSNL WiMax connectivity. Each department is provided one laptop (eight laptops for eight departments). Besides this, individual teachers are also having their own mobile internet connectivity. The college does have total 29 number of desktop computers and 13 number of laptops in use.

The college has launched its own website with a storage capacity of 4 GB on 5th May, 2017. The website address of the college is: www.mendipatharcollege.com

4.3.2 Student - Computer ratio**Response:** 28.1

File Description	Document
Student - Computer ratio	View Document

4.3.3 Available bandwidth of internet connection in the Institution (Lease line) <5 MBPS 5-20 MBPS 20-35 MBPS 35-50 MBPS Response: >=50 MBPS	
File Description	Document
Details of available bandwidth of internet connection in the Institution	View Document

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS) Response: No	
File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years Response: 53.91				
4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year wise during the last five years (INR in Lakhs)				
2016-17	2015-16	2014-15	2013-14	2012-13
41.77569	41.29273	20.08446	33.55463	35.70238

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document

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

Response:

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 Teacher in-charge for Music and Games and Sports, MoU Partner for looking after ICT facilities. These Committees and in-charges perform their responsibilities as per the established rules and regulations of the college.

For effective facilitation of teaching-learning, the institute has put up its effort for continuous monitoring and optimal use of the infrastructure and learning resources. The college primarily depends on the grants received from the UGC and the Government of Meghalaya for augmentation of the infrastructural development. On the basis of the priority of the requirements, the college tries to meet up such demands after proper discussion in the Governing Body. The building committee was constituted as per U.G.C guideline in order to submit the proposals for the construction of buildings in the college premises. The College, after forty six years (46) has grown into satisfactory infrastructural facilities in a backward area like Mendipathar.

The College has a total of 12 (twelve) classrooms with a total seating capacity of 1884 (approx). There are 23 numbers of computers with Dual Core, 1GB RAM, 320 GB Hard disk etc, available in the computer lab and 1 number in the staff room with Core 2 duo, 2 GB RAM, 500GB Hard disk. BSNL WiMax internet facility is available to the faculty and students. Eight nos. of laptop (one in each department) availing WiMax internet facility.

- The college expanded the infrastructural facilities in the form of well staked Library, computer centre with internet connectivity.
- The Buildings are utilized by the Government organizations to conduct competitive examination e.g. District Selection Committee examinations, Unarmed and Armed Forces department, Aptitude Test for IAS Coaching, and also the awareness programmes are conducted. The building is also utilized for election purposes by State Election Department.
- The playground is used for outdoor games by local youths and college students, and also other members of the locality.
- IGNOU study Centre is activated. Many programmes are being organized in the college buildings.
- In 2011, the college building was also utilized as shelter homes for displaced people during ethnic clash between two tribes in the locality.
- Remedial Classes, Coaching classes for 'Entry in Services', Communicative English classes are being introduced outside regular class routine.
- In all the departments, teachers are being encouraged to make use of latest ICT techniques and methods for which the facilities are available in the three class rooms.

Support facilities on the Web:

The college has its own website i.e. www.mendipatharcollege.com with a storage capacity of 4 GB launched on 5th May, 2017. The website also provides necessary information about the college including admission, courses offered, facilities available, results etc. Website also has limited download facilities of admission form and results etc.

NAAC

Criterion 5 - Student Support and Progression

5.1 Student Support

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

Response: 62.21

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

2016-17	2015-16	2014-15	2013-14	2012-13
424	428	397	624	424

File Description	Document
Upload self attested letter with the list of students sanctioned scholarships	View Document
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	View Document
Any additional information	View Document

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 1.03

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
6	6	11	5	9

File Description	Document
Number of students benefited by scholarships and freeships besides government schemes in last 5 years	View Document

5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses
7. Yoga and meditation
8. Personal Counselling

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

Response: E. 3 or less of the above

File Description	Document
Details of capability enhancement and development schemes	View Document

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 13.64

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

2016-17	2015-16	2014-15	2013-14	2012-13
330	0	300	0	0

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during

the last five years**Response:** 0**5.1.5.1 Number of students attending VET year wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description**Document**

Details of the students benefitted by VET

[View Document](#)**5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases****Response:** Yes**File Description****Document**

Details of student grievances including sexual harassment and ragging cases

[View Document](#)

Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee

[View Document](#)**5.2 Student Progression****5.2.1 Average percentage of placement of outgoing students during the last five years****Response:** 0**5.2.1.1 Number of outgoing students placed year wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description**Document**

Details of student placement during the last five years

[View Document](#)

5.2.2 Percentage of student progression to higher education (previous graduating batch)**Response:** 6.52**5.2.2.1 Number of outgoing students progressing to higher education****Response:** 23

File Description	Document
Details of student progression to higher education	View Document

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: NET/SLET/GATE/ GMAT/CAT, GRE/ TOFEL/ Civil Services/State government examinations)**Response:** 0**5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/SLET/GATE/GMAT/CAT, GRE/TOFEL/Civil Services/State government examinations) year wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

5.2.3.2 Number of students who have appeared for the exams year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	1	1	1	1

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years	View Document

5.3 Student Participation and Activities**5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national / international level (award for a team event should be counted as one) during the last five years.****Response:** 0

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

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	View Document

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

The college has students body, called “Mendipathar College Student Union” (MCSU). The MCSU is elected in a parliamentary 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

Every year Students bring out a college magazine with the support of the student representative (Magazine Secretary) & MCSU along with the staff members. The contents of the magazine, titled “Phoenix”, contributed by the students, the teaching and non- teaching staff are expressed either in English or in Garo languages only. Financial assistance is given for the preparation of the magazine.

Details of various academic and administrative bodies that have student representatives on them:

- Academic/ Administrative bodies having student’s representatives:

1. MCSU (Mendipathar College students Union)

2. IQAC

3. Anti-Ragging Committee

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 34.2

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
36	35	36	34	30

File Description	Document
Any additional information	View Document
Number of sports and cultural activities / competitions organised per year	View Document

5.4 Alumni Engagement

5.4.1 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

Response:

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 faculty members have regular meeting in the college, during which ideas and plans are exchanged.

5.4.2 Alumni contribution during the last five years
<1 Lakh

1 Lakh - 3 Lakhs

3 Lakhs - 4 Lakhs

4 Lakhs - 5 Lakhs

Response: <1 Lakh

File Description	Document
Alumni association audited statements	View Document

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 2

5.4.3.1 Number of Alumni Association /Chapters meetings held year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2	0	0	0	0

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

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

Response:

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.

Nature of Governance:

- The Governing Body is the top management body. 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 reviews periodical meetings with the members of the Governing Body to discuss about the future plans of the college as well as to fulfill the stated mission.
- The Principal holds meeting along with the senior teachers and formulates an action plans for new academic session.
- The Principal along with the teachers interact with the various stakeholders such as parents/guardians, Alumni, Students Union and N.G.O.s. The Principal brings the matter to the Governing Body meeting and takes appropriate necessary actions for the betterment of the college. Time to time the college has been organizing parents/guardians meet for this purpose.

Perspective Plans:

The institute has future plan for the development of the college. The college plans to introduce Commerce and Science streams with a view to providing adequate facilities to the students. The College has a master plan for future development of the College.

Various committees/cells e.g. Examination Committee, IQAC monitor and evaluate in their meetings with the Principal and the Governing Body as well for effective implementation of policies and plans from time to time. 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.

Participation of the Teachers in the Decision Making Bodies:

Various committees or cells of the college is formed by the Teachers and is headed by them. They are given sufficient autonomy to function in the areas of the committees. Moreover the Teachers also have their representative in the Governing Body of the College, and as a member of the Governing Body they also influence the decision making. The college encourages the faculty members and gives necessary freedom to organize curricular and co-curricular activities and to attend the various courses like Orientation Courses, Refresher Courses, Seminars and Workshops. Leave is granted to faculty members to attend the above mentions programmes and is encouraged to take up leadership roles.

6.1.2 The institution practices decentralization and participative management**Response:**

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.

6.2 Strategy Development and Deployment**6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution****Response:**

The Mendipather College , Mendipather has prepared perspective and strategic plans for the period 2013-2017. The NAAC criteria served as a guide for preparing the following draft perspective plan;

1. Curricular Aspect: The College follows the prescribed Curriculum laid down by North Eastern Hill University, Shillong (Affiliating University) The faculty can adopt innovative and flexible methods of leveraging the teaching resources in the class-rooms. We proposed for the last five years ;

i) Review Mission and Vision statements.

ii) To invite the Stakeholders to give their view on various issues relating implementation of the

undergraduate level semester system beginning from academic session 2015,

iii) We propose to organize workshop / Seminar to enhance oral presentation of students and to encourage self study.

iv) Seeking the feedback from stakeholders on curricular aspect of the programme is the main goal of the college in future.

v) We propose to organise exposure trip departmentally to make them understand more about what they have learnt

vi) We propose to improve academic profession through workshop, short-term course, exchanged visit, and methodical studies.

vii) The college supports the faculty by allowing them to attend various faculty development programmes under Human Resource Development Centre.

2) TEACHING –LEARNING AND EVALUATION;

The college targeted to have dedicated faculty and tries to retain them by attracting better facilities like regular payment of salary /residential places/safe and secured campus/spacious playground/quiet atmosphere without any pollutions.

i) The college propose to update college website time to time.

ii) We plan to reach drop-outs ,vulnerable under seventeen students, and aspirants to enrol in higher education e.g H.S/Undergraduate level.

iii) We plan to attract more meritorious students to improve the performance in examinations.

iv) We propose to run remedial coaching classes to below average category of slow learners to increase the level of knowledge during the course of studies.

v) The teaching – staff plans to improve the teaching in bringing innovative teaching process.

vi) We plan to practise continuous internal assessment besides the components of semester system to improve regular studies at home. It is one of the best practices like pre-test, class tests, assignments, project works.

v) The teaching staff has taken strong determination to fight against social evils /unhealthy practices among the youths today/momentary excitements/miscalled pleasures. They have strategies regarding extracurricular activities.

vi) The college plans to identify healthy practices throughout the year to divert unhealthy minds of vulnerable students.

vii) The Appraisal report of the teaching staff will be strengthened. The non- teaching staff will also be included. The teachers are encouraged to improve and use feedback to plan for concentrating on such areas

where they have found to be deficient.

viii) The plans to conduct programmes to improve capacity buildings for both staff and students.

ix) The college has utilised mechanism to get the feedback from students to share with faculty to improve in method of teaching.

x) The college constituted IQAC recently. The cell will monitor the departmental activities and will work out prospective plans for the calendar year. It will be placed in staff meeting for approval.

3. RESEARCH CONSULTANCY AND EXTENSION:

Research Activities are integral part of teaching learning process. It is main goal of the college to encourage the faculty as the faculty need to be provided with support and facilities. The Research committee is formed recently.

i) The college plans to improve Research activities. The teaching staff will make continuous efforts to undertake Research works for which they are given leave to attend course work/consultation with Guide.

ii) The minor/major Research Projects are available from UGC if it is submitted to Regional Office (NERO). The teachers are planning to submit and undertake. They felt the need in the present context.

iii) Presentation of papers in Seminars are initiated with a view to keep themselves refreshing fund of knowledge.

iii) The teaching staff is taking all efforts to attend orientation/refresher course to keep themselves abreast of the latest developments in their field of specialisation.

iv) The college plans to encourage in Research activities such as Publications, presentation papers in seminars, conference and to have membership with professional bodies.

v) To expand research capabilities by obtaining research through apex agencies.

Extension Activities:

i) The teachers are encouraged to participate in extension services organised by NSS/NCC.

ii) The college plans to visit feeder-schools to improve the quality of education at the grass root level.

iii) Awareness programmes are taken up and plans to organize periodically to sensitize about issues like molestation, child abuse, and growing evils of habitual smoking, drinking, and drug addiction,

iv) Initiate to organize important Observations e.g World Environment Day, Literacy Day, AIDS Day, and Teacher's Day.

iv) Cleaning programmes are encouraged everywhere. The college plans to take steps for village cleaning, plastic free zone, tree plantation, safe drinking water, and eco friendly celebrations.

4 INFRACTURE AND LEARNING RESOURCES:

- i) The college plans to provide infrastructural facilities well stake library, computer centre with internet connectivity, classrooms with LCD projectors, LCD Screens, and white boards and to improve sports facilities.
- ii) The plans to construct auditorium with well equipped facilities, LCD projector screen and sound system and continuous power supply to the classrooms.
- iii) The faculty is trained to use modern teaching technologies and all departments are provided laptops with internet facilities.
- iv) The college plans to invite scholars /speakers of reputed institutions to deliver lectures as well as to guide the faculty and students.
- v) The plans are underway to provide departmental library and rooms.
- vi) To equip the Library with internet facility.

V. STUDENT SUPPORT AND PROGRESSION

- i) To make available student feedback mechanism in the college.
- ii) To improve the pass percentage of the students in terms of quality on average scale.
- iii) To make proper budgetary provisions for student support services.
- iv) To increase students enrolment in the honours courses.
- v) To set up formal mechanisms for addressing the grievances of the students.

VI. GOVERNANCE AND LEADERSHIP:

- To develop proper policies for resource mobilization.
- To increase the rate of teacher's participation in research, seminars, workshops and orientation classes.

VII. INNOVATIVE PRACTICES:

- To set up an Internal Quality Assurance Cell.
- To achieve the goal of quality of education through infrastructure, sports and good academic ambience.

6.2.2 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

Response:

Mendipathar College is governed by the rules and regulations, and guidelines of the Directorate of Higher and Technical Education, Shillong, Meghalaya and by its affiliating university i.e. North Eastern Hill University in administrative, Academic and financial aspects. The Governing Body is at the helm of organisational structure of Mendipathar College. Almost all the major decisions are taken through this apex body only. It consists of 12 members.

Following is the composition of the Governing Body, Mendipathar College:

1. The Chairman : The Deputy Commissioner, North Garo Hills
2. The Secretary : Principal of the College
3. The Joint Secretary: Vice Principal of the College
4. Nominee of the Director of Higher and Technical Education, Government of Meghalaya
5. 2 Representatives from NEHU
6. 2 Teachers Representatives
7. 1 Parent Representative
8. 1 Donor's representative
9. 1 Women Representative and
10. 1 Local Guardian's representative.

Next in the Administrative, Academic and Financial set up, the Principal is at the top. Thereafter there is a Vice-principal to assist the Principal. The Principal is also assisted by the Heads of various departments and the Head Assistant.

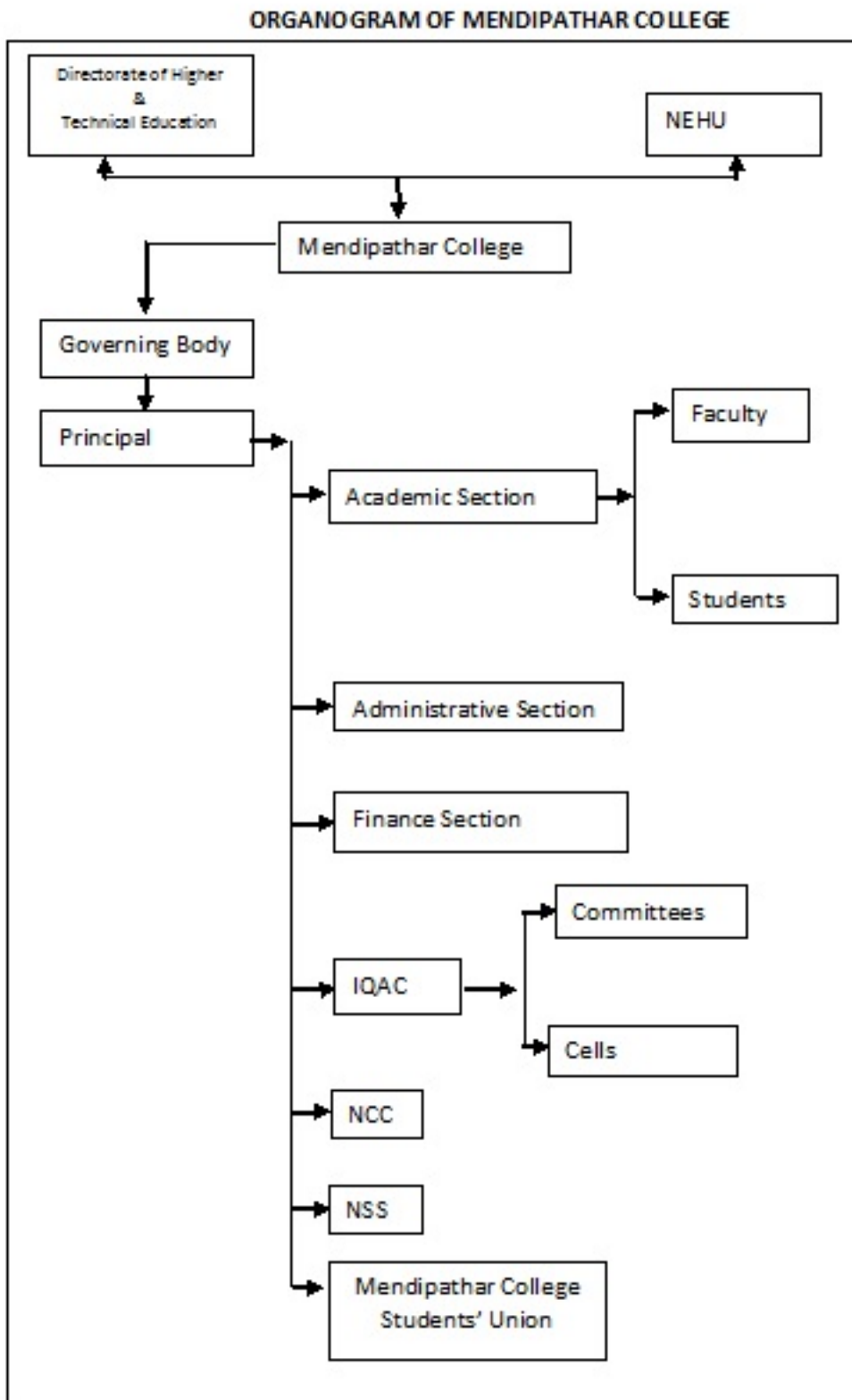
Besides, there are various bodies like Students Union, Alumni which too help the college administration to move smoothly and fruitfully.

The employees' salaries are borne by the government under the deficit Grant-in-aid system where college contributed 60% of its monthly income from tuition fee of the students. The services of the employees (under sanctioned posts) in deficit colleges are confirmed by the Directorate of Higher and Technical Education with the recommendation of Governing Body of the college after a normal probation period of 2 years subject to observing all formalities under prescribed rules. No teaching or non-teaching staff shall resort to any kind of unauthorized absence from duty. If he or she resorts to any kind of unauthorized absence from duty the government shall deduct the pay for such unauthorized absence.

The procedure of recruitment is exactly as laid down by the UGC - norms. Similarly, with regard to the promotion of the employees all the UGC/Govt. Criteria are observed. For example, the A.P.I,

completion of the duration and attending the Orientation and Refresher Courses.

The practice of the Grievances Redressal Mechanism has been started very recently.



6.2.3 Implementation of e-governance in areas of operation: 1.Planning and Development 2. Administration 3. Finance and Accounts 4. Student Admission and Support 5.Examination
A. All 5 of the above

B. Any 4 of the above

C. Any 3 of the above

D. Any 2 of the above

Response: E. Any 1 of the above

File Description	Document
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	View Document

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

The formation of various bodies and cells as a major device is used in the improvement of the institutional functioning in the field of education. The first and foremost duty of the institution is to form Internal Quality Assurance Cell to shoulder the responsibilities of enhancement of the quality Education in the institution.

The various bodies/cell/committees were formed on 22nd March, 2016.

Following are the various Committees of the Institution:

1. Internal Quality Assurance Cell
2. Grievance Redressal Cell
3. Career Guidance and Counseling Cell
4. Mendipathar College Alumni Association
5. Library and purchase Committee
6. Building (Construction) Committee
7. Examination Committee
8. Admission Cell

9. Extension Activities Committee

10. Anti- Ragging Committee

Apart from Governing Body, Examination Committee, Construction Committee, most of the Cells and Committees have been formed recently. As per the resolutions of Governing Body and guidance of the Principal, the committees are functioning effectively.

File Description	Document
Any additional information	View Document

6.3 Faculty Empowerment Strategies

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

Response:

In fact only two welfare schemes are so far available in the college. One is "Mendipathar College Staff Council", which is meant for granting financial assistance at the time of need of the staff. And one more scheme is that the Gratuity given by the government for those who are in the sanctioned posts, both teaching and non-teaching staff..

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

Response: 6.67

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

2016-17	2015-16	2014-15	2013-14	2012-13
4	0	0	0	0

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc. during the last five years	View Document

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

Response: 0.2

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	0	0	0	0

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document

6.3.4 Average percentage of teachers attending professional development programmes viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programme during the last five years

Response: 8.79

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2	0	0	3	0

File Description	Document
Details of teachers attending professional development programs during the last five years	View Document

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

The college follows the Self Appraisal Method to evaluate the performance of the faculty in Teaching, research, and extension. The report prepared by every teacher is submitted through the head of the department concerned and forwarded to the principal who in turn places in the Screening Committee at the time of placement in the higher scale. The Teaching Staff are encouraged to participate in all the activities which will improve them. The Teachers are motivated to improve where they found to be deficient after introduction of this system. All the members of Teaching Staff serving under sanctioned and non-sanctioned posts are encouraged to submit the API for further improvement.

6.4 Financial Management and Resource Mobilization**6.4.1 Institution conducts internal and external financial audits regularly****Response:**

The External Audit was carried out by the Examiner of Local Accounts, Government of Meghalaya. The Auditors were stationed in the campus to check the Accounts for a period of ten years. For example:

- *From 1987 to 31.03.1994*
- *From 04. 1994 to 31.03 .2001*
- *From 2001 -2002 to 2010-2011.*

The Examiner of Local Accounts notified to check the following documents ; The cash- Book, Sanctioning orders, voucher file, Pay Register, Proceeding Books ,(G.B), Bank passbook, Stock Register, Fees collection record, Government Grant register etc. College Accounts are audited at intervals of ten years. The college has not received any audit objections so far.

Internally, the college engaged Sanjay and Das Company, Chartered Accounts, Phone no.0361-2544394/094355-40093(m).

E-mail –sanjay.kr.das@hotmail.com.

Firm Registration No.(FRN);3121113E.

The firm checked the account w.e.f 01.04.2012.onwards. The college regularly monitored the maintenance of account by highlighting reports to the members of Governing Body in the meeting.

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III)**Response:** 0

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

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description**Document**

Details of Funds / Grants received from non-government bodies during the last five years

[View Document](#)**6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources****Response:**

The Governing Body, the Principal cum Secretary and administrative staff (UDA, LDA) are looking into the matter related to the finance of the institution. At present the college is confined to the following sources ; 1)Tuition Fees 2)Grants from State Government for salary purposes 3) Grants from UGC for physical facilities.

The College is cultivating teak and rubber plants in a big area since 2000 with the intention of mobilisation of funds and the optimal utilisation of the land resources. College is also maintaining a small fishery in its campus.

6.5 Internal Quality Assurance System**6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes****Response:**

The IQAC has been instrumental in contributing significantly to the institution as whole in the following

quality assurance steps:

- 1.Special Classes for slow learners beside regular class routine
- 2.Use of ICT for effective Teaching Learning including training the teachers for power point presentation with projectors.

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

Response:

Institutional Reviews:

The IQAC has reviewed the entire teaching learning process of the college and find out that some of the students whose performance has been a matter of serious concern, should be guided by the college to improve them up to the mark.

Moreover, since with the traditional methodologies of teaching, learning doesn't becomes interesting, the IQAC, Mendipathar College, is also initiating the use of ICT for effective teaching learning.

Teaching Learning Reforms:

- 1.Special Classes for slow learners beside regular class routine
- 2.Use of ICT for effective Teaching Learning including training the teachers for power point presentation with projectors.

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 0

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	View Document

6.5.4 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements**
2. **Academic Administrative Audit (AAA) and initiation of follow up action**
3. **Participation in NIRF**
4. **ISO Certification**
5. **NBA or any other quality audit**

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: D. Any 1 of the above

File Description	Document
Details of Quality assurance initiatives of the institution	View Document

6.5.5 Incremental improvements made during the preceding five years (in case of first cycle) Post accreditation quality initiatives (second and subsequent cycles)

Response:

Quality Enhancement Initiatives by IQAC:

The IQAC was established in Mendipathar College only in October, 2016. Therefore the IQAC can furnish the activities only from October, 2016 to November, 2017.

1. The IQAC has been instrumental in introducing Special Classes for slow learners beside regular class routine
2. Use of ICT for effective Teaching Learning including training the teachers for power point presentation with projectors.
3. The IQAC has taken steps to collect Feedback from Students on Courses and Teachers.
4. The IQAC is also Playing active role in getting the College Assessed and Accredited by NAAC in all possible ways.
5. The IQAC is playing active role in preparing the SSR of the College.
6. The IQAC members are also visiting other institutions to learn their developmental process and activities.

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 0

7.1.1.1 Number of gender equity promotion programs organized by the institution year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description

Document

List of gender equity promotion programs organized by the institution

[View Document](#)

7.1.2

1. Institution shows gender sensitivity in providing facilities such as:

- 1. Safety and Security**
- 2. Counselling**
- 3. Common Room**

Response:

Safety and Security:

So far as gender sensitivity is concerned, the college gives utmost priority to the safety and security of the students particularly girls. It is innate and inborn in the people of this state because the people of this state has a matrilineal system. Besides, in our college special attention is paid to it by different means and ways, such as - there are Chowkidars for day / night, Wardens, and Matrons in the Girls' Hostel. Not only that the Girls' Hostel is surrounded by a strong and secured Pacca wall. The overall college campus is also surrounded by wall and barbed fencing. The whole college premise including Girls' Hostel is under CCTV surveillance.

Counselling:

Counselling or in the name of counseling we practice it two to three times and that too is done in the beginning of the session. Through counseling we try to sensitize our students towards gender issues and make acquainted with general rules, disciplines and other issues related to career/life.

Common Room:

Presently some temporary arrangement is made for common room of the students. The permanent common room for both boys' and girls' are under construction.

7.1.3 Alternate Energy initiatives such as:**1. Percentage of annual power requirement of the Institution met by the renewable energy sources**

Response: 0

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

7.1.3.2 Total annual power requirement (in KWH)

Response: 199290

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	View Document

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 3.14

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 2160.8

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 68812.72

File Description	Document
Details of lighting power requirements met through LED bulbs	View Document

7.1.5 Waste Management steps including:

- **Solid waste management**
- **Liquid waste management**

- **E-waste management**

Response:

The college is an Arts college and hence, hazardous wastes are almost not generated. So the management of hazardous waste is not taken into consideration. Moreover, the college has a big area of about 73 acre land where it is easy to manage the waste in conventional ways. General solid wastes are disposed underground.

E-waste is managed with the help of Microdot Computer Centre, Mendipathar. The Electronic gadgets etc. that becomes unworkable are supplied to the Microdot Computer Centre, Mendipathar where they use it for vocational education or other purposes.

7.1.6 Rain water harvesting structures and utilization in the campus**Response:**

At present there is no such structure of rain water harvesting in the college. The college fulfil its requirement of water from Ring well, Tube well, and PHE water supply. There is no crisis of water supply in the college premises throughout the year. Hence rain water harvesting is not in practice in the college.

7.1.7 Green Practices

- **Students, staff using**

- a) Bicycles
- b) Public Transport
- c) Pedestrian friendly roads
 - Plastic-free campus
 - Paperless office
 - Green landscaping with trees and plants

Response:

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 resides in the campus takes 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.

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 1.46

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year wise during the last five years(INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
1.07561	0.78180	0.77100	0.96010	0.88975

File Description**Document**

Details of expenditure on green initiatives and waste management during the last five years

[View Document](#)

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

Response: E. None of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 0

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	View Document

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last

five years (Not addressed elsewhere)

Response: 3

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	0	2	0	0

File Description	Document
Details of initiatives taken to engage with local community during the last five years	View Document

7.1.12

Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal / Officials and support staff

Response: Yes

File Description	Document
Any additional information	View Document

7.1.13 Display of core values in the institution and on its website

Response: Yes

File Description	Document
Provide URL of website that displays core values	View Document

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Response: No

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	View Document

7.1.15 The institution offers a course on Human Values and professional ethics

Response: No

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: Yes

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 20

File Description	Document
List of activities conducted for promotion of universal values	View Document

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

The college organizes Flag hoisting Programme during Independence Day and Republic Day and also celebrate teachers' day as Birth Anniversary of Dr. S. Radhakrishnan.

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

One of the important strategies adopted by the college is ensuring timely, efficient and progressive

performance of academic, administrative and financial tasks. The college has set up various committees (admission, examination, sports, discipline, culture etc.) comprising of members of the faculty and of the non-teaching staff, in some cases, to co-ordinate and ensure that the administrative and academic work is performed within the stipulated time. The college adheres to the Mission and Vision strictly to carry out all its activities and implementation. Innovation, experimentation; inculcating scientific temper and being alive to the national standards are encouraged. The college try to create a learner-centric environment and to maintain professional ethics and high moral values in behaviour, deliberations and appearance.

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

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
- Examination Committee

- Career Counseling Cell
- Teachers' Unit
- Alumni Association (unregistered)
- Students' Union
- Grievance Redressal Cell
- Anti Ragging Committee

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. Due to vigilance of the Anti Ragging Committee, the college is free from any sort of ragging. No ragging case has been placed before the authority.
- ii. Grievance Redressal Committee listens to grievances of the stakeholders and steps have been taken.
- iii. 4 Teachers are NET qualified, 1 teacher is JRF qualified, and 1 SLET qualified, 2 teachers are Ph.D. Degree holders. And at present another 4 teachers are pursuing their 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.

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.

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

CONTINUOUS ACADEMIC PROGRESS:

Mendipathar College was established in 1971 with the mission of holistic development to expand capacity of the poor aspirants of the locality, and to uphold the quality of education. Since then, with limited resources and facilities the college is struggling to achieve its goal. With the passage of time at this point we feel that the college has been successful in realizing its mission to a considerable extent in a place like Mendipathar, which is still under developed in several aspects.

To justify our observation we would like to provide some information to reveal the continuous academic progress of the institution over last 10 years:

For example the enrollment in the year 2003-04 was 226, in 2004-05 it was 326 whereas in 2016-17 and in 2017-18 the enrollment reached 1226 and 1180 respectively.

Again, in case of result we can see the gradual progress from the following tables:

Table:1 (Year-2005)

Program code	Program name (Honours)	Number of students appeared in the final year examination	Number of students passed in the final year examination	I Division	II Division	III Division
BA	English	Nil	Nil	Nil	Nil	Nil

BA	Garo	Nil	Nil	Nil	Nil	Nil
BA	Political Science	Nil	Nil	Nil	Nil	Nil
BA	Economics	Nil	Nil	Nil	Nil	Nil
BA	History	Nil	Nil	Nil	Nil	Nil
BA	Pass Course	8	6	Nil	02	Nil

Those days under Annual System very few number of students opted for Honours Courses out of which only few could continue up to the final year of B.A. and finally no one could appear in the Final Examination in Honours.

Table:2 (2016-17) 2014 Batch

Program code	Program name (Honours)	Number of students appeared in the final year examination	Number of students passed in the final year examination	I	II	III
BA	English	04	03	Nil	Nil	03
BA	Garo	18	09	06	03	Nil
BA	Political Science	11	09	Nil	04	05
BA	Economics	05	04	Nil	02	02
BA	History	Nil	Nil	Nil	Nil	Nil
BA	Pass Course	121	27	Nil	12	15

Honours altogether 38 appeared, 25 passed .

Total Pass Percentage Honours = 65.79%

Thus, not only in pass percentage and enrollment but also in other aspects like physical infrastructure, number of qualified teacher, introduction of ICT in teaching learning etc. the college is being progressed a lot during last few years.

5. CONCLUSION

Additional Information :

Mendipathar College is situated in a eco-friendly green pristine environment. The college is the outcome of the long standing aspiration of the people of the locality and it nurtures a collective dream which is reflected in the vision of the college. In tune to its motto, "Knowledge is Power", the college aims to spread the Higher Education to economically and educationally backward sections of society in general and Scheduled Tribes in particular.

The whole area is predominantly inhabited by underprivileged and weaker section, namely the scheduled tribe along with a substantial number of other backward classes and the minority population.

The college has now only seven departments in Arts stream, with a faculty strength of 12 permanent and 18 Professors under Non-Sanctioned Posts. The present student enrolment in the college is more than 1500 including B.A. and Higher Secondary(10+2) classes. The college has residential facilities for both girls and boys along with central library, canteen, computer and internet facilities, 24 hours uninterrupted power supply through generator.

Concluding Remarks :

Mendipathar College is situated in the North Eastern Region of India and predominantly inhabited by tribal people belonging mostly to rural areas with poor economic background. Most of the students of the college are first generation learners. The area is not only rural but also underdeveloped. Because of lack of proper and timely transport facilities the students of the College suffer a lot. Though the College has hostel facilities for both boys and girls, the existing accommodation capacity is not enough as per the requirement. This issue is a matter of concern for us, because the college is located in such an area where it is difficult to arrange rented house for the students.

Mendipathar College is the lone institution for Higher Learning in the entire district of the North Garo Hills of Meghalaya. There was a time when the enrolment was very poor. At present there is always a pressure from the Local Communities, NGOs, Students Union's to admit more students in the college than the required capacity.

The College is striving its best to work towards the fulfilment of its mission and vision. So far as disciplinary matters are concerned the college does not face any serious problems. We cannot compare Mendipathar College with the success level achieved by Colleges in other parts of the Country. But certainly the college has made visible changes in the arena of Higher Education in the locality.