



## YEARLY STATUS REPORT - 2020-2021

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	UNION CHRISTIAN COLLEGE
• Name of the Head of the institution	DR RUDOLF MANTON MANIH
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03642570295
• Mobile No:	9436108697
• Registered e-mail	uccmegh2017@gmail.com
• Alternate e-mail	manih11@yahoo.co.in
• Address	UMIAM KHWAN, RI-BHOI DISTRICT, P.O UCC
• City/Town	SHILLONG
• State/UT	MEGHALAYA
• Pin Code	793122
<b>2.Institutional status</b>	
• Type of Institution	Co-education
• Location	Rural
• Financial Status	UGC 2f and 12(B)

• Name of the Affiliating University	NORTH EASTERN HILLS UNIVERSITY				
• Name of the IQAC Coordinator	MR BANSHAIKUPAR LYNGDOH MAWLONG				
• Phone No.	03642570295				
• Alternate phone No.	8974206428				
• Mobile	7421979516				
• IQAC e-mail address	ucc_iqac@hotmail.com				
• Alternate e-mail address	ban1787@hotmail.com				
<b>3. Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://www.uccollegemeghalaya.ac.in/public/iqac/agar/AQAR_2019-20.pdf">https://www.uccollegemeghalaya.ac.in/public/iqac/agar/AQAR_2019-20.pdf</a>				
<b>4. Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:					
<b>5. Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 3	B	2.5	2021	13/09/2021	12/09/2026
Cycle 2	B	2.68	2012	10/03/2012	10/03/2017
Cycle 1	B	72.80	2004	04/11/2004	04/11/2009
<b>6. Date of Establishment of IQAC</b>			01/02/2005		
<b>7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
BANSHAIKUPAR LYNGDOH MAWLONG	RESEARCH	NATIONAL PEOPLE'S PARTY	2020	160000	
<b>8. Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of IQAC	No File Uploaded				

<b>9.No. of IQAC meetings held during the year</b>	<b>04</b>	
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>	
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
IIQA SUBMITTED ON 11/12/2020		
SSR SUBMITTED ON JANUARY 2021		
NATIONAL WEBINAR ON WOMEN THE SPACES THEY INHABITS		
INTERNATIONAL WEBINAR CLIMATE CHANGE AND AGRICULTURE IN NORTHEAST INDIA		
NATIONAL WEBINAR ON RECENT ADVANCES IN NANOMATERIALS BASED PESTICIDES SENSOR		
<b>12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>		
Plan of Action	Achievements/Outcomes	
3RD CYCLE NAAC PREPARATION	IIQA AND SSR SUBMITTED TO NAAC ON DECEMBER 2020 AND JANUARY 2021 RESPECTIVELY	
ORGANISATION OF WEBINAR	ORGANISED 7 WEBINAR FROM DIFFERENT DEPARTMENT FOR THE SESSION 2020-2021	
<b>13.Whether the AQAR was placed before statutory body?</b>	<b>No</b>	

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

#### 14. Whether institutional data submitted to AISHE

Year	Date of Submission
2019-2020	19/01/2020

NAAC

<b>Extended Profile</b>	
<b>1.Programme</b>	
1.1 Number of courses offered by the institution across all programs during the year	<b>14</b>
File Description Data Template	Documents <a href="#">View File</a>
<b>2.Student</b>	
2.1 Number of students during the year	<b>891</b>
File Description Data Template	Documents <b>No File Uploaded</b>
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	<b>832</b>
File Description Data Template	Documents <b>No File Uploaded</b>
2.3 Number of outgoing/ final year students during the year	<b>276</b>
File Description Data Template	Documents <a href="#">View File</a>
<b>3.Academic</b>	
3.1 Number of full time teachers during the year	<b>63</b>
File Description Data Template	Documents <b>No File Uploaded</b>
3.2 Number of Sanctioned posts during the year	<b>41</b>
File Description Data Template	Documents <a href="#">View File</a>
<b>4.Institution</b>	
4.1 Total number of Classrooms and Seminar halls	<b>37</b>
4.2 Total expenditure excluding salary during the year (INR in lakhs)	<b>15129.883</b>
4.3 Total number of computers on campus for academic purposes	<b>52</b>

## Part B

### CURRICULAR ASPECTS

## 1.1 - Curricular Planning and Implementation

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

- Union Christian College, being an affiliated college, does not have the freedom to develop its own curriculum. Even so, efforts are made, within the limitations of the prescribed framework, to complement the curriculum wherever felt to be necessary. This task is left to the initiative of departments via Departmental Seminar, Orientation programs, Modular Syllabus and Projects.
- Efforts are made to ensure that the curriculum is implemented efficiently and innovatively. This includes a wide variety of things from the recruitment of faculty, work culture, institutional vision, supervision and review through departmental meetings -Student-Faculty-Committee meetings as well as the Principal's meeting with departments. Through a series of research projects and field trips, the students are encouraged to develop a research interest at the undergraduate level.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

The college follows the curriculum framed by the university. Under the semester system the college fulfilled the timely delivery of the program through Online classes, webinar, workshop, internal evaluation, assignment and project, practical's and experiments are conducted whenever it is feasible in an online mode.

The Student Academic Calendar highlighting the evaluation process and other relevant information are published at the beginning of the academic year. The Student Academic calendar is made available to every student at the time of registration. Any modifications in the evaluation parameters, mode of evaluation, etc are informed to the students by College authorities as and when applicable. The course evaluation process is very transparent and every student is given an opportunity to go through evaluated answer sheets (for internal examinations).

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	<a href="https://www.uccollegemeghalaya.ac.in/">https://www.uccollegemeghalaya.ac.in/</a>

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.**

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

**C. Any 2 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	No File Uploaded

## 1.2 - Academic Flexibility

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

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

14

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	No File Uploaded

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

0

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

0

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

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

1. Department of Chemistry organised a National Level Webinar on "Recent Advances in Nanomaterials Based Pesticides Sensor" on 04.12.2020, where, Dr. N. Vasimalai, Assistant Professor Dept. of Chemistry, B. S. Abdur Rahman Crescent Institute of Science and Technology, Chennai were the Resource Person
2. Department of Geography organised an International Webinar Climate Change and Agriculture in North East India on 07.01.2021, where, Dr. Bremly W B Lyngdoh, Founder and CEO of Worldview ImpactCo-Founder of Global Youth Action Network were the Resource Person
3. Department of Economics Dept & Commerce Dept, in Collaboration Agency- ICAI, Kolkata. a National Webinar on Sustainable



Development: Battling Environmental Problems through Systematic Lockdown on 16.01.2021, where, Prof. Utpal Kumar De (Economics Dept., NEHU) CA Rajendra Kumar Vyas (ICAI) Prof Abhik Gupta (Assam University) CA Hari Ram Agarwal (ICAI) were the Resource Person

4. Dept. of History organised Webinar Lecture Series on "Exploring New Dynamics and Methodologies in the Studies of History" 14.12.2020, 19.12.2020, 11.01.2021, 18.01.2021, 22.01.2021 & 05.02.2021, where Dr. Danny Burke, National university of Ireland Dr. Tejas Madan Garge, Director, Directorate of Archaeology and Museum, Maharashtra Prof. Rajib Handique, Deptt. History, Guwahati University Ms. Pallavee Gokhale, Research Fellow at the Indian Institute of Science Education and Research, Pune Dr. Binayak Dutta, Deptt. Of History NEHU. Prof. Banrida. T. Langstieh, Deptt. Anthropology, NEHU were the Resource person.
5. Dept. of History organised International Webinar on "The Austro-Asiatic and The Trans Himalayan Language" on 12.02.2021, where, Prof. George Van Driem, University of Bern, Netherland were the Resource Person
6. Dept. of History in Collaboration with NSS Unit Commemoration of 75th Anniversary of India's Freedom Struggle on 12.03.2021 where Mr. R.S. Wahlang, Mr. A.B.S Kharkongor Mrs. P. Kharsyntiew, were the Resource Person
7. Physics Dept. organised National Webinar On "Wireless Communication & 5G" on 30.01.2021 where Prof. Ratnajit Bhattacharjee, Dept. of Electronics and Engineering, IIT Guwahati. were the Resource Person
8. Webinar On Cancer Prevention and Healthy Lifestyle Time: Sep 30, 2020, 11:00 AM in collaboration with Sanjeevani Life Beyond Cancer (SLBC)
9. Women Cell, Union Christian College organised a National Webinar/ Women and the spaces they inhabit on 11/12/2020 10.00 A.M. to 4.30 P.M where Prof. Esther Syiem Deptt of English, NEHU Shillong Dr. Pushpesh Kumar Deptt of Sociology, University of Hyderabad Smt. Anindita Ghosh Deptt of English, University of Delhi Dr. Doma T. Bhutia Additional Advocate General, Sikkim were the Resource Person along with the following PANNELIST Smt. Janessaline M. Pyngrope, Rev. Kyrsoibor Pyrtuh, DR.Namami Sharma, Dr. Gracious M. temsen, Dr. Anjali Das, Smt. Supriya Das (IPS), Smt. Weidamon Kharnaioir
10. Women Cell, Union Christian College observed International Women's Day on March 8 2021 Resource Person where Ms. Ibansiewdor Lyngdoh, Asst. Professor, Economics Dept, Ms. Longnam Kharpuri, Asst, Professor, English Dept, Ms.

Phidariing Kharsyntiew, ANO NCC Girls' Battalion, UCC, Ms. B. R. Lyngdoh, Convenor, Women Cell, UCC were the Resource Person

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

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

5

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

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

107

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 1.4 - Feedback System

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

**C. Any 2 of the above**

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

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

**C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://www.uccollegemeghalaya.ac.in/public/igac/others/STUDENTS%20FEEDBACK%202020-21.pdf">https://www.uccollegemeghalaya.ac.in/public/igac/others/STUDENTS%20FEEDBACK%202020-21.pdf</a>

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of sanctioned seats during the year**

**1680**

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

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

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

873

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

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

The Institution assesses the learning levels of all admitted students in relation to advanced learners and slow learners through:

- Internal test (Online for the Session 2020-2021)
- Performance in assignment (Online for the Session 2020-2021)
- Through practical (Online for the Session 2020-2021)

### Special Program for Slow Learner

- If a student is found deficient, or is a slow learner, immediate measures through tutorial and remedial classes are introduced to ensure that the student is raised to the required bar.
- Departmental Seminar, group discussion, where student is taught by student themselves.
- Projects, audio visual learning were organized by some department
- access to library (departmental and central library), INFLIBNET.
- Students also interact regularly with teachers outside the classroom either individually or in groups to address their course related or other general problems.
- The college also provides the research opportunities to undergraduate students which strengthen the basic knowledge of the student and prepare them not only to face the present course work but also guide them to choose future career options.

- **Special Program for Advanced Learner**

The College through Departmental Projects by respective departments provides support to advanced learners.

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

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

Number of Students	Number of Teachers
891	63

File Description	Documents
Any additional information	<a href="#">View File</a>

## 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

One of the clear emphases in the academic vision of the college is the need to respect the talent and independence of the student. The foremost factor in ensuring academic performance of the highest order is a robust academic 'environment'.

- There are department which have prescribed field project as per their syllabus i.e. Chemistry, Botany, Zoology, Geography, Nutrition, Commerce which involved lots of experiential learning where students go to the field interact with the people and come up with the report
- Other department like Economics, Education, History, Political science, English used to take students for study tour to enable students to understand the reality of what has been taught in the classroom.
- Different Certificate Course/Workshop related to the syllabus were introduced but due to the Pandemic (Covid-19) following Certificate Courses was postponed for the session
- Geographical Information System and Remote Sensing short term

course were introduced for all the students.

- Department of Zoology took initiative to conduct Apiculture program where training was given to students.
- Department of Botany took initiative to conduct Mushroom Cultivation Program and training was given to students.
- Department of English conducted Physical Theatre Workshop where performance and panel discussion was involved.
- Workshop on Rhetoric and Prosody was organized by English Department.
- Engaging the students in the topic of Folklore through Seminar
- Engaging artistic abilities of the students by encouraging contribution to department wall magazine.
- Language lab was set-up to help the students.

Students were engaged in problem solving methodologies through preparation of dissertation, practical and field visits

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

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

- 100% of the staff in the college use ICT tools effectively in the teaching learning process
- The college has 16 enabled ICT classroom and 8 smart-classroom
- The college has separate Wi-Fi unit for Administrative, Science and Arts Academic block
- The college has e-learning resources from INFLIBNET
- The staff of the college attend orientation course; refresher course to strengthen their knowledge on ICT, since the course give them exposure on MOOCs, MOODLE, GOOGLECLASS.
- The college use social media through WhatsApp, twitter, Instagram, Facebook to interact with the students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

#### 2.3.3.1 - Number of mentors

63

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

63

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

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

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

21

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>

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

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

848

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

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

Student Academic Calendar highlighting the evaluation process and other relevant information are published at the beginning of the academic year. The Student Academic Policy is made available to every student at the time of registration. Any modifications in the evaluation parameters, mode of evaluation, etc are informed to the students by College authorities as and when applicable. The course evaluation process is very transparent and every student is given an opportunity to go through evaluated answer sheets (for internal examinations). The Detailed rules and regulation of the College pertaining to assessment and evaluation is also clearly spelled out in the Prospectus which was issued to all students at the beginning of every semester.

Under the new semester system which was introduced in 2015, evaluation has undergone a sea change. To assess the academic performance of students, a continuous evaluation system is followed which include Assignments, tests and final examination.



**Method of Assessment:**

1. Internal Assessment (Tests, Assignments, Projects, Field Trips)- 25 Marks.
2. External Assessment (conducted by the affiliating university) - 75 Marks

Internal assessment performance are discussed with the students regularly.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="https://www.uccollegemeghalaya.ac.in/examination">https://www.uccollegemeghalaya.ac.in/examination</a>

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

The college has an elaborate internal assessment system- tests, class tests and assignments, Students seminar where the student's performance is consistently monitored. The Department of Examinations maintains and processes the evaluation data and prepares statistical data. The data is handed out to individual departments for discussion and critical assessment. Students are invited to bring to notice any discrepancy in the evaluation process and/or outcome.

The Examination Regulations Manual is also handed over to all the teachers every year which clearly spells out various processes and role of each functionary in the evaluation process. The IQAC through the Academic Calendar monitors that the evaluation process is carried out on time

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="https://www.uccollegemeghalaya.ac.in/examination">https://www.uccollegemeghalaya.ac.in/examination</a>

**2.6 - Student Performance and Learning Outcomes**

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

The programme outcomes and course outcomes are spelled out in the prospectus and the same are brief to the students at the beginning of every semester.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

Attainment of Programme outcomes and course outcomes are evaluated by the institution is evaluated in the form of examination- internal which consist of projects, assignments, tests, practicals, etc and Final external examination.

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

2.6.3 - Pass percentage of Students during the year

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

273

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	<a href="https://www.uccollegemeghalaya.ac.in/public/igac/reports/Annual%20Report%202020-21.pdf">https://www.uccollegemeghalaya.ac.in/public/igac/reports/Annual%20Report%202020-21.pdf</a>

## 2.7 - Student Satisfaction Survey

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

<https://www.uccollegemeghalaya.ac.in/public/igac/others/SSS%202020-21.pdf>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

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

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

1.6

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

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

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

1

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

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

12

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

**3.2 - Research Publications and Awards****3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

5

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

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

8

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

**3.3 - Extension Activities**

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

1. On 29th March,2021 we conducted two programmes in the college campus where more than 70 NSS Volunteers and two Programme Officer Mr. K. Sarma and Mr. A. B.Kharkongor participated in the Awareness Programme on Covid-19 Protocols & Cleaning Drive programme.
2. From 17/05/2021 to 21/05/2021 Programme officers and NSS volunteers along with the college authority for the Covid 19 vaccination Drive programme where 168 persons (students, staff and family members) were vaccinated in Umsning PHC, RiBhoi District.
3. On 18/06/2021 we conducted a Tree Plantation programme where 20 NSS volunteers and 18 staff members including Programme officer were present. That day we planted 180 saplings in the college campus
4. On 21/06/2021 "International Yoga Day" we conducted "Yoga at home Programme" where many staff members and volunteers participated from their respective home
5. On 26/06/2021 we conducted "International Day Against Drug Abuse and Illicit Trafficking programme" in the college campus where 25 NSS volunteers participated.
6. On 15th August,2020 NSS UCC Unit conducted two programmes, Flag Hosting Programme & Fit India programme.
7. Hand Sanitizer was made in the College Chemistry Lab as per WHO Guidelines and it was given to students and workers and nearby Villages ASHA wqorker
8. The College has also contributed ₹1,25,000/- (Rupees One lakh and Twenty-Five Thousand Only) to the Meghalaya Chief Minister's Relief Fund on 6th April 2020
9. Essential Supplies and dry rations were arranged distributed to all the stranded students and families of Casual Workers

File Description	Documents
Paste link for additional information	<a href="http://www.uccollegemeghalaya.ac.in/">http://www.uccollegemeghalaya.ac.in/</a>
Upload any additional information	<a href="#">View File</a>

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

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

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

11

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

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

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

493

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.4 - Collaboration

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

0

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	No File Uploaded

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

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

1

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

Creation and enhancement of infrastructural facilities for improving the teaching-learning process, and extending maximum possible educational amenities to its growing strength of learners is the primary objective of the Institution. With the increase in strength, as per requirement, the institution approaches the University Grants Commission (UGC) for approval of additional funds. Additional funds

at times are also obtained from other sources such as RUSA Fund Ministry of Human Resource and Development, the Govt. of Meghalaya and other govt. agencies. The College has instituted its internal Building Committee and Finance Committee for smooth and systematic creation and enhancement of infrastructure in the institution. The Building Committee consists of the Principal of the College, representative from the Governing Body and the Architect/Engineer Consultant (s). To optimize utilization of the existing resources, some of the resources are shared across departments. For example, the college has an upgraded computer lab which is shared between departments for optimal utilization. Extensive planning for physical infrastructure is made by the Building Committee and administration department in phased manner. Strategic plan of the university takes into consideration the new academic programmes to be started in a specific time period and infrastructure requirements. Elaborate presentation is then made to the Governing body for approval and construction is then carried out as per the college policy.

? Classrooms: The College has spacious classrooms for all the three streams-Arts, Science and Commerce.

? ICT enabled Classrooms: The Science departments have smart classrooms to facilitate efficient teaching and learning with fully equipped sophisticated technological gadgets.

? ICT Learning Spaces: The College has its Central Library with internet facility, Science Departmental Library and a Digital Lab with LCD projectors and internet connectivity.

? Seminar Halls: The College has its own Auditorium to facilitate and host seminars and other conferences without many difficulties. It also has a Conference Room to host any Closed-group Colloquium.

? Tutorial spaces: The College has its own Digital Classroom for any tutorial classes for the students.

? Laboratories: The College Science Laboratories are equipped with state of the art facilities. The College also has a dedicated Laboratory for Geography Department.

? Herbal Park: The College has also created its own Herbal Park where endemic and rare plant species are planted and maintained.

? Equipments: The College is also equipped with latest equipments like Computer technology, Projectors, etc for enhanced learning.



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

- **SPORTS INFRASTRUCTURE:** The College has the following facilities:

1. Multi-purpose Indoor stadium facilities
2. Swimming pool
3. Outdoor stadium
4. Gymnasium
5. Basketball Court
6. Volleyball Court
7. Football Ground with Spectators Gallery

- Centre for Cultural Activities: Auditorium
- Other Facilities:

1. ATM
2. Post office
3. Health Dispensary
4. Stationery Shops.
5. Bus Transport and Ambulance Service.
6. Cafeteria. Extended facility beyond working hours
7. Residential facilities for teaching and non-teaching staff

- National Cadet Corps - NCC: The College has an NCC Army wings for both boys and girls under Meghalaya NCC Battalion which extends support to the NCC in all their activities.
- National Service Schemes - NSS: The College extends support to the NSS in all their activities and upholds the motto of the NSS "Not Me But You".
- HALLS OF RESIDENCE FOR STUDENTS

**Boys' Hostel:** The College has Six boys hostel.

1. High Hall
2. Windham Hall

3. Dr. Sword's Memorial Hostel
4. Dr. Taylor's Memorial Hostel
5. Stanley Hall Memorial Hostel
6. Austin John International Boys' Hostel

Girls Hostel: The College has five girls hostels:

1. Eldora
2. Main Building
3. International Girls' Hostel
4. Science Building
5. New Building.
6. T.R. Das Memorial Hostel

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

24

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

24

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

1137.264

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

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

- Total area of the library (in Sq. Mts.): 900 Sq. Mts.
- Total seating capacity: 200.
- Working hours (on working days, on holidays, before examination days, during examination days, during vacation):
  - Monday to Friday: 10:00 AM- 5 PM.
  - Saturday: 10:00 AM- 1 PM.
- Layout of the library:
  - Reading carrels.
  - Digital Library
  - Lounge Area.
  - Xerox facility.
  - Back Volume Facility.
  - IT Facility
  - Periodical and Magazine Sections.
  - Archive Section.
  - Conference Room
  - CCTV

### Initiatives that have been implemented:

- Internet facility
- Earn While You Learn Scheme for students coming from economically weaker sections
- Book Bank and Dept. Book facilities are provided

Name of ILMS software: KOHA

- Nature of automation: Partially
- Version: 18.11.00.000
- Year of Automation: 2006

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

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources** A. Any 4 or more of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

0

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

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

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

0

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

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

The IT infrastructure requires regular up gradation to keep pace with the changing technology and to provide state of the art facilities to the students. The College prudently plans and implements strategies for up-gradation. The measures and actions plans taken are as follows:

- Enhancement of online transaction facilities: Fully Online Admission Portal with Razor pay/SB Collect Payment Gateway
- Inter departmental office communication system: Office Intercom
- Modernized surveillance system: CCTV
- Partially Wi-Fi enabled campus: Administrative Building and Arts Academic Block & Science Academic Block
- Number of classrooms with LCD facilities: 24
- Number of classrooms with Wi-Fi/LAN facilities:24
- Number of smart classrooms:6
- Number of seminar halls with ICT facilities: 24
- Introduction of the Language Lab w.e.f 2018-19 onwards
- Augmentation of Computer no in 2019-20- 15 New Desktop were purchased through RUSA Fund
- LAN facility: LAN facility is provided to the

1. Administrative Offices
2. Library Offices
3. IQAC
4. Examination Department
5. Digital Lab
6. Digital Classroom.
7. Arts Academic Block

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

#### 4.3.2 - Number of Computers

71

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

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

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

2928.035

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

The Policy of maintenance and optimal utilization of the physical infrastructure available is clearly spelled out in the constitution of the various cells under the College Management and under the IQAC.

- **Physical Infrastructure:** The Physical Infrastructure of the institution is looked after by the Building Committee. The Building committee meets regularly to chart out plans to augmentation of the physical infrastructure in the campus. Creation and enhancement of infrastructural facilities for improving the teaching-learning process, and extending maximum possible educational amenities to its growing strength of learners is the primary objective of the Institution. With the increase in strength, as per requirement, the institution approaches the University Grants Commission (UGC), RUSA for approval of additional funds. Additional funds at times are also obtained from other sources such as the Govt. of Meghalaya and other govt. agencies. The College has instituted its internal Building Committee and Finance Committee for smooth and systematic creation and enhancement of infrastructure in the institution. The Building Committee consists of the Principal of the College, representative from the Governing Body and the Architect/Engineer Consultant (s).

To optimize utilization of the existing resources, some of the resources are shared across departments. For example, the college has an upgraded computer lab which is shared between departments for optimal utilization.

Extensive planning for physical infrastructure is made by the Building Committee and administration department in phased manner. Strategic plan of the university takes into consideration the new academic programmes to be started in a specific time period and infrastructure requirements. Elaborate presentation is then made to the Governing body for approval and construction is then carried out as per the college policy.

- **Campus maintenance:** The estate office of the college under the supervision of the Estate in-charge is responsible for the maintenance and upkeep of the infrastructure, facilities and equipments of the college. The Estate offices reports on matters pertaining to college and residence to the Principal on a regular basis. Maintenance of infrastructure & equipment

is under the supervision of technical services (contractual). The housekeeping & security services supervised by Estate and Administration Department of the College look after the security of all the equipments and instruments.

The estate office of the college conducts regular inspection (once every quarter) to oversee the maintenance of the various equipments and instruments.

The campus specific steps taken are: -

1. Regular Inspection of the Equipments and Instruments.
2. The College also employ a full-time Electrician to oversee the maintenance of Electrical works within the Campus
3. 24x7 Security are put in place to check theft and damage to College Property.
4. The College has a regular Supply of safe drinking water. Aqua-guard are also installed in most of the buildings.
5. The College has three generators at its disposal to provide uninterrupted electricity to the campus.
6. The College has its own Workshop for the storage of equipments and repair works.

- IT Maintenance: The maintenance of the IT infrastructure of the institution lies with the duly constituted IT cell. The IT cell consist of a Chairman and a member, both are from IT back grounds. The IT cell performs the following functions:

1. Maintenance and Update of the College Website
2. Maintenance and repair of all IT equipment
3. Conduct of regular IT Audit

- Academic Quality Monitoring: The monitoring of the academic performance of students and teachers is carried by the IQAC. The following are the actions plan taken by the IQAC to improve academic performance:

1. Regular and periodic assessment of staff and student's attendance.
2. Augmentation of ICT facilities for teaching-learning

- Maintenance of Laboratories is regularly undertaken by the Laboratories assistants of the department concerned in consultation with the Head of the Department.
- The Library Committee looked after the requirements of the library infrastructure, conduct of library orientation



programs, book fairs and the maintenance of the library as a whole.

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

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

472

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

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

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

3

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

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

**D. 1 of the above**

File Description	Documents
Link to institutional website	<a href="https://www.uccollegemeghalaya.ac.in/student_services#nss">https://www.uccollegemeghalaya.ac.in/student_services#nss</a>
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

**Nil**

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

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent**

**A. All of the above**

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded

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

#### 5.2.2.1 - Number of outgoing student progression to higher education

60

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

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

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

0

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded

**5.3 - Student Participation and Activities**

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

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

0

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

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

1. **NSS Unit:** The NSS in Unit organizes different programs throughout the year. The List of program includes: Fit India program, Commemoration of 75th Anniversary of Indian Independence Struggle, Awareness Program, Cleaning Drive program, cleaning drive with Covid 19 vaccination, Tree Plantation program, International Yoga Day, International Day of the Girl Child, Trafficking program

2. **College Chapel Online Annual Retreat:** The Chapel Committee organized the College Annual Retreat 28th and 29th November, 2020 for students . The theme of the retreat was Coping Life in Difficult Times, Personal Growth, Mental Health, Career and Calling

- The Chapel Committee initiated this first Relief & Second Fund in the month of September & December respectively 2020 Amount to Rs 169140/-

3. College Relief Essential Supplies were distributed to all the 52 stranded students and families of Casual Workers.

4. The College Dispensary organised Health awareness on COVID was conducted for students and Staffs by Dr. W. Manner on the 16th of March 2020.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

0

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

### 5.4 - Alumni Engagement

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

#### ALUMNI ASSOCIATION

The College being residential in nature has a close bond between students and teachers. This relationship within the campus creates an opportunity to identify oneself as students and teachers with the sense of belonging to Union Christian College. Thus Alumni Association provides the platform for developing this relationship between the past and the present. Alumni members also support the College from time to time whenever the need arises.

- President- Dr. Sunil Pio
- Vice-president- Dr. (Mrs). Fenella Nonglait
- Secretary- Mr. Bijoy A. Sangma
- Treasurer - Dr. (Mrs). M. C. Daimari

File Description	Documents
Paste link for additional information	<a href="https://www.uccollegemeghalaya.ac.in/student_corner#alumni">https://www.uccollegemeghalaya.ac.in/student_corner#alumni</a>
Upload any additional information	No File Uploaded

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>

**GOVERNANCE, LEADERSHIP AND MANAGEMENT**

**6.1 - Institutional Vision and Leadership**

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

**A. Vision and Mission statement of the Institution**

Union Christian College conducts its programs and activities guided by overarching Vision, Mission, Core value statements. All are revisited periodically and revised, if necessary.

**VISION STATEMENT:**

- To develop credible professionals with social concern, reaching out to the nation as innovative leaders and serving the needy with commitment, divine grace and power.
- Empowering our students to fulfil their academic and professional passion that is diverse, welcoming and inclusive of all students, faculty and staff. It also seeks to attract and serve students from diverse social, economic and ethnic backgrounds.

**MISSION STATEMENT:**

- To provide a holistic and enabling environment of study to young men and women hailing from diverse demographics.
- Facilitate the acquisition of knowledge, understanding, critical thinking, and problem-solving abilities for all students.
- To consistently upgrade its teaching-learning process and to provide faculty with opportunities and resources for dissemination and production of innovative knowledge.
- To nurture students through discipline, character building and human interaction on the campus through the mentoring system.
- To maintain a level of standard and excellence in all programs

that will give them state-wide, national and international significance.

- To expand the range of disciplines/subjects available to students at the under-graduate level.
- To incorporate value-added, vocational and add-on courses in its curriculum.
- To introduce post-graduate programmes in a phased manner.
- To continue to enhance its extension activities and outreach programmes.

**B. Core Values:**

- Academic excellence and quality teaching
- Professional leadership and integrity.
- Social responsibility and collaboration.
- Equity and social justice.
- Mutual respect and honouring of diverse cultures and ethnicity.
- Financial stability and accountability.

**C. Nature of Governance:**

It follows a democratic and participatory mode of governance with all stakeholders participating actively in its administration. The Governing Body delegates authority to the Principal/Secretary who, in turn share it with the different levels of functionaries in the college. The Heads of Departments, the Conveners of various committees and cells along with the staff representatives on higher decision-making bodies play an important role in determining the institutional policies and implementing the same.

**D. Perspective/Strategic Plan:**

By taking into consideration above mentioned aspects, the institution has a Perspective/Strategic Plan in place to help it develop in a systematic, well-thought-out and phased manner.

**(i) Effective Governance**

- Application for grants from government and non-government sources.
- Application for more substantive posts from the State Government.
- Achievement of national and international recognition in the form of grants and awards.



- Mobilization of funds and projects through the alumnae and other stakeholders.

(ii) Teaching and Learning process

- ICT-based teaching and learning
- Inculcating a Value System among the Students
- Developing requisite competencies amongst students of the College.
- To maintain continuously good academic performances
- Providing various Vocational courses which will help in increasing their practical knowledge and to make students more employable.
- To develop a comprehensive system of student mentoring and student support.
- Conducting basic computer courses like DTP, Tally etc. through Equity programs and Skill India Scheme.
- Conducting Career guidance courses, Soft Skill and personality development programmes.
- Organize Study tours for students of respective departments.
- Introduction of new subjects at the under-graduate level.
- Improvement of the Scope and Profile of the Teaching-Learning Experience through greater use of ICT and other innovative means.
- Application for Post-Graduate Courses.
- Provide state of art library facilities and language lab.
- Partnering with Research Institutes.

(iii) Strengthening the Infrastructure

- Extension of available area through horizontal and vertical expansion to accommodate more ICT enabled classrooms, laboratories, auditoria, staff rooms etc.
- Renovations to revive the ageing infrastructure of the institution like the Boys and Girls refectories, Health centre, common rooms and Gymnasium, etc.
- Development of Guest houses, campus Shopping hub for college students.
- The use of Solar and renewable energy for campus street lights, water harvesting, solid waste management and maintenance of Green and eco-friendly campus etc.

E. Participation of Teachers in Decision-Making Bodies.

- Teachers discharge an important role in implementing the vision and mission of the college and to that end play a

proactive part in the decision-making process. Teachers influence the institutional polity through the Academic Teachers & Staff Council, through their representatives on the Governing Body, the Planning Committee, Finance Committee, the Building cum Campus Development Committee, Sports Committee and the Hostel & Wardens Committee of the college.

- Heads of Departments enjoy considerable administrative and academic autonomy in running their disciplinary units within the college and in their respective department. They determine admission criteria, marks cut-offs, examination modalities, journal themes, library practices, various teaching learning innovations and other academic priorities.
- Teachers are members and conveners of the various committees that are constituted for the day-to-day functioning of the college. Some of these committees are the Academic Council, the IQAC, the Examination Committee, the Admission Committee, the Library Committee, the Journal & Publication Committee etc.
- Additionally, teachers discharge their responsibility and plays an active role as motivators and spearheads of cultural and socially conscious activities in the institution by steering the NSS unit, the NCC, the Students Representative Council, SCMI, the Women Cell, the Environment Club, the Dramatic & Theatrical Club, Staff Centre and other laudable cells and societies.
- Teachers, through their involvements and interaction on these bodies are able to contribute in a significant way to the participatory ethos of the institution.

File Description	Documents
Paste link for additional information	<a href="https://www.uccollegemeghalaya.ac.in/about_us">https://www.uccollegemeghalaya.ac.in/about_us</a>
Upload any additional information	No File Uploaded

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

The Union Christian College functions in a well-structured and defined manner to ensure participative management at all levels of decision making guided by its Constitution and Bye laws. The Governing Body gives extensive delegation of authority and flexibility to the Principal to control the administrative and academic duties. The Principal delegates the responsibilities to the

faculties of the various departments in the college.

#### 6.1.2 Case Study showing Decentralization and Participative management:

The role in which Faculties participate in the Management Process:

- The Faculties participate in administrative as well as in academic improvement. They constitute the College Planning Committee, the IQAC and other statutory Committees which continuously work for development of the college.
- In the beginning of academic year, all faculty members conduct a meeting under the Academic staff council and discuss the smooth functioning of the institution. Various committees are constituted and responsibilities are assigned to them.
- Every faculty member is involved in the various academic and administrative or other statutory and non-statutory committee. The Committees report to the Principal about the planning and implementation of the decision.
- Head of the Department which are mostly the senior faculties oversees the teaching plan of his/her department members and in convening the departmental meetings where the programmes for the entire term are decided.
- He/She in consultation with his/her department colleagues oversees the paper-setting, moderation, evaluation, marks submission of all internal and practical examinations of the department and determines the admission criteria of the students.
- He/She is at liberty to introduce innovative measures for the welfare of his/her students. For instance, the English department has the Erudite club and Dramatic Club, the Science departments the Science Academic Society, etc.
- Faculties often take the lead in planning seminars, workshops, career counseling sessions, departmental excursions, inter department and inter-college exercises.

The following committees where the faculties are involved in the participatory management which are integral for the growth and development of the institution and inform their functioning at every level.

Statutory Committees:

1. Governing Body
2. Executive Committee

3. Finance Committee
4. Building cum Campus development committee
5. Selection cum Screening Committee
6. Academic Staff Council
7. Academic Advisory Committee
8. Purchase and Accounts Committee
9. Budget Appraisal Committee
10. Library Committee
11. Discipline Committee
12. Sports Committee
13. Mess Committee
14. Estate and Workshop Committee
15. Dispensary Committee
16. Student`s Residence and Wardens Committee
17. IQAC Committee
18. Chapel Committee
19. Wardens Committee
20. Examination Committee

Non-statutory committees with terms of reference under IQAC:

i. Career Counseling Cell

- To conduct coaching classes for competitive exams.
- To conduct career guidance classes.

ii. Placement Cell:

- To conduct Workshop/ placement mock interviews for final

semester students.

- To collaborate with outside agencies specializing in placement for such workshops.

iii. Research and Publication Cell:

- To encourage in-house research projects.
- To assist the staffs in publication of their research works.

iv. Seminar & Program Committee:

- To facilitate the conduct of Seminars/Conferences by the depts.
- To supervise the overall organisation of such seminars.

v. Grievance Redressal Cell:

- To resolve the complaints, feedback and other grievances of the students community.
- The members of the Grievance Redressal Cell meet every quarter to review the complaints, if any and suggest appropriate modes of action.

vi. Prospectus Committee:

- To prepare and publish the prospectus as per relevant guidelines.

vii. Alumni Association:

- To organise the Alumni Association.
- To connect with the alumni of the colleges via. Social media and other platforms.
- To collect information regarding the placement of the alumni.

Other Committees & Cells:

(i) Transport Cell

(ii) RUSA Equity management Cell

(iii) Women cell

(iv) IT Cell

(v) Sexual Harassment cell

- (vi) Vigilance Cell
- (vii) AISHE Cell
- (viii) Anti Ragging Cell

Organisational Committees:

- (i) National Service Scheme (NSS)
- (ii) National Cadet Corps (NCC)
- (iii) Students Representative Council (SRC)
- (iv) SCMI UCC Unit
- (v) Science Academic Society
- (vi) Staff Association
- (vii) MCTA UCC Unit
- (viii) MCENTA UCC Unit
- (ix) Alumni Association

Campus Clubs:

- (i) Dramatic Clubs
- (ii) Erudite Clubs
- (iii) Staff Centre

The Constitution of all these Statutory and non-statutory Committees consisting of members from various segment/students/ stakeholders under the leadership of Faculty members, clearly indicates the de-centralised and participative work culture incorporated within the ambit of the Union Christian College Constitution and Bye laws.

File Description	Documents
Paste link for additional information	<a href="https://www.uccollegemeghalaya.ac.in/igac#igac_cells">https://www.uccollegemeghalaya.ac.in/igac#igac_cells</a> ; <a href="https://www.uccollegemeghalaya.ac.in/student_services">https://www.uccollegemeghalaya.ac.in/student_services</a>
Upload any additional information	No File Uploaded

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

*The institutional Strategic/ perspective plan is effectively deployed*

Objectives of Perspective Plan:

The College prepared the perspective / strategic plan by taking into account the following aspects:

1. NAAC peer team's observations and recommendations for quality enhancement of the Institution during the previous re-accreditation.
2. Vision and Mission of the Institution
3. The feedback obtained from various stakeholders of the college
4. The policy of Higher education and NEP 2020
5. Recommendation of IQAC

Perspective Plan:

- Introducing new courses: Due to the keen demand of the various stakeholders of the institution, the College plans to introduce new academic courses such as B.A. (Sociology) B.A. (Social Work), B.Sc (Home Science), M.A (Geography and History). The college already started value aided and skill-based vocational courses such as Certificate course in

1. Carpentry
2. Apiculture
3. Mushroom cultivation,
4. Soft Skill programme,

5. Beauty Parlour,

6. Computer in Tally course,

7. Fashion designing.

- Conducting Academic Audit and strengthening feedback system: The College conducting the academic audit and plans to strengthen the feedback system.
- Strengthening curricular, co-curricular and extra-curricular activities: For the all-round development of students the college proposes to strengthen curricular, co-curricular and extra-curricular activities through N.S.S., N.C.C, SCMI, Women's Study Centre, Cultural Departments, Physical Education Departments, Dramatic and Theatrical Club, Science Society, Erudite club and various departments of the College,
- Promoting research culture, publication and innovation: The College plans to promote research culture and innovation through the research committee, Research papers, Publications and participations in innovation based activities such as United Board. The College proposes to organize Conferences, Seminars and Workshops through various departments and to start "Webinar series" for all departments.
- Promotion of linkages and collaborations with institutions/ industries/ NGO's: The College continue to promote linkages and collaborations with the other higher education institutions, industries, NGO's, and GO's as per the guidelines of NEP 2020, UGC and NAAC.
- Strengthening the career counselling cell and centre for entry in services.: The College initiate to strengthen the activities of Career counselling cell and centre for entry in services such as seminars, guest lectures, training, guidance session, personality development session, coaching classes for competitive examinations like UPSC and MPSC etc.
- Increasing participation of students in cultural and sports & games activities: The College plans to increase participation of students in cultural and sports & games activities for the all-round development of the students. It plans to upgrade sports facilities in the college like Swimming pool, Football ground, Badminton court, Table tennis, Volley Ball court, Basketball court, Training ground for NCC cadets etc.



- **Increasing Faculty / Staff development programme:** The college proposes to increase Faculty as well as Staff development programmes such as FDP programmes, Workshops, Seminars, Conferences, Training.
- **Strengthening welfare schemes for students:** The college continue to strengthen welfare schemes for students such as 'Earn while you learn' Scheme, Scholarships and Free studentship, Hostel facilities for Boys' & Girls', Modern Hygienic Refectories, Remedial Coaching classes, Coaching classes for SC,ST,OBC and other minority students, ambulance facility and Doctor on Call facility, Free Medical Check-up and free Hospitalization, Grievance Redressal Cell, Anti Ragging Cell, Women's study Centre, Career Counselling cell, Centre for entry in services, Parking facility, Providing Sanitary Napkins, Canteen facility, Publishing College magazine, Garden facility, Gymnasium, Library Reading Room, etc.
- **Strengthening the conduction of social activities:** The College plans to increase the conduction of outreach social activities to create strong connectivity with neighbourhood Community through various departments and committees of the college.
- **Strengthening innovative pedagogical teaching:** To make teaching learning process more effective, the college plans to strengthen innovative Pedagogical Teaching such as ICT enabled teaching, interactive method, participative learning, experiential learning, problem solving method, Seminars, Group discussion, Mentor-mentee programme, Use of Language Lab, Industrial Visits, Excursion and department study tours.
- **Increasing library learning resources:** The College plans to strengthened NPTEL and increase Digital Library Learning Resources for the development of students and staffs.
- **Conducting Green Audit of college campus:** The college conduct Green Audit of the College Campus through Environment department.

**Deployment documents:** The mobilization of financial resources obtained from governmental as well as non-governmental grants is of crucial significance for the growth of the institution. The following grants received during the last five years which corresponds to the fulfilment of the Institutional Strategic plan:

- The College received an UGC grant to the tune of Rs under

the Head during the XIIth Plan Period. This financial assistance was duly spent on books, equipments, repairs and renovations and extension activities of the College.

- The College received the Rashtriya Uchchatar Shiksha Abhiyan (RUSA) Grant of Rs 2 crores for new Construction, renovation of Classrooms and extension of Library and purchase of equipments in the year 2016. Out of this, 25 lacs of the Equity grants was received within this and utilised for equity programmes conducted by the College.
- A grant of 9.8 lacs was received from CSR fund of NEEPCO in 2018-19.

The College has made enormous effort to reach out to various sources and agency to mobilize funds as outlined in the Strategic Plan and has been successful in receiving various types of financial assistance both from the government and non-government for its development.

#### Strategic Plan

By taking into consideration above mentioned aspects, the institution has a Perspective/Strategic Plan in place to help it develop in a systematic, well-thought-out and phased manner.

- Application for grants from government and non-government sources.
- Application for more substantive posts from the State Government.
- Achievement of national and international recognition in the form of grants and awards.
- Mobilization of funds and projects through the alumnae and other stakeholders.
- ICT-based teaching and learning
- Providing various Vocational courses which will help in increasing their practical knowledge and to make students more employable.
- To develop a comprehensive system of student mentoring and student support.
- Conducting basic computer courses like DTP, Tally etc. through Equity programs and Skill India Scheme.
- Conducting Career guidance courses, Soft Skill and personality development programmes.
- Organize Study tours for students of respective departments.
- Introduction of new subjects at the under-graduate level.
- Application for Post-Graduate Courses.

- Provide state of digital library facilities and language lab.
- Partnering with Research Institutes.
- Extension of available area through horizontal and vertical expansion to accommodate more ICT enabled classrooms, laboratories, Staffrooms, Guest Houses, etc.
- Renovations to revive the ageing infrastructure of the institution like the Boys and Girls refectories, Health centre, etc.
- Development of Guest houses, campus Shopping hub for college students.

The use of Solar and renewable energy for campus street lights, water harvesting, solid waste management and maintenance of Green and eco friendly campus etc

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

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

#### Governing Body:

The Governing Body as per the Constitution of the college has 15 members in all: 4 members are from the North East India Christian Council which is the sponsoring body, 4 members nominee from synods/churches and missions affiliated to the North East India Christian Council, 2 members University nominee as Teacher Representatives, 1 member as Donor member representative, 2 member Staff Representatives, 1 member as Government Nominee and 1 member Principal as Secretary. The Office Bearers are Chairman, Vice-Chairman, Secretary and Treasurer. The Principal is the Secretary of the Governing Body and an ex-officio member in all the Committees.

#### Administrative Set Up:

The Chairman, Treasurer and the Principal as the Secretary form the nucleus of the administration with the former being the final authority in all financial matters. The Principal who is the Secretary shares the work and execute all the works and financial projects before the Chairman endorses the same. The Principal is vested with the day-to-day running of the college. He has his team of Administrative officers which includes Vice-Principal, Dean of students welfare, IQAC Coordinator, Office Manager, the Heads of Departments, Chairman Staff Association as Staff representative and the other office clerks to assist him in the discharge of office works.

#### The Functions of Various Bodies:

The Executive Committee, the Finance Committee, the Building cum-campus development Committee, the Hostel Wardens Committee, the Purchase and Accounts committee take important decisions regarding policy implementation, finance, building construction, renovation and maintenance, issues related to the college hostel and budgeting. There is also the Academic Advisory committee comprises of all Heads of Departments, Academic Staff Council a general meeting of all teachers and staff of the college and the Association of the Teaching and Non-teaching staff.

#### Service Rules, Procedures, Recruitment and Promotion Policies:

Service rules and procedures are guided by the North Eastern Hill University Statutes (latest edition), the Constitution and Bye laws 2018 of the college and the Management rules of the State Government as amended from time to time in this regard. The recruitment rules for the teaching staff are as per the Government order 2010 along with the eligibility criteria prescribed by the UGC; that for the non-teaching staff is as per Government order. The promotional policies for teachers are according to UGC regulations as adopted by the university from time to time and for nonteaching staff according to Government Education department rules.

#### Grievance Redressal Mechanisms:

There are several Grievance Redressal Mechanisms including the Women Cell, the Anti-Sexual Harassment Cell with its Internal Complaints Committee; the Anti-Ragging Cell; a Grievance Redressal Cell with complaints boxes prominently placed and the full implementation of the Right to Information.

File Description	Documents
Paste link for additional information	<a href="https://www.uccollegemeghalaya.ac.in/student_corner#anti_ragging">https://www.uccollegemeghalaya.ac.in/student_corner#anti_ragging</a> , <a href="https://www.uccollegemeghalaya.ac.in/igac#igac_cells">https://www.uccollegemeghalaya.ac.in/igac#igac_cells</a>
Link to Organogram of the Institution webpage	Nil
Upload any additional information	<a href="#">View File</a>

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

C. Any 2 of the above

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

### 6.3 - Faculty Empowerment Strategies

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

The following facilities are provided to personnel of the college:

- Management permitted the employees to form the Cooperative Society with provision of loans to teachers and staff
- Salary Advance to needy staff members
- Arrangement of Personal loans from Bank
- Gratuity
- College welfare fund and CPF facility for both teaching & non-teaching staff
- Provision for ex-gratia payment for third and fourth grade employees in the case of serious illness or death.
- Dispensary with medical facilities exists for teaching and non-teaching staff and students of the College
- Provision for reservation exists in admissions of wards of

teaching and non-teaching staff

- Office Staff club facility for employees
- Free uniforms for grade IV employees
- Staff Association, MCTA and MCNTEA are present for teachers and employees
- All the full time and part time teachers appointed by the management are paid salary on time by the management through RTGS
- Teachers are given separate department office rooms with computer facility
- Staff members are deputed to Orientation course and Refresher Courses
- Placement and promotions as per the University and Government Rules
- Management felicitates teachers and non-teaching staff for their commendable achievement and service on the Annual College Foundation Day
- Separate wash room and College canteen
- Management provides ample opportunities to develop leadership qualities of staff members by nominating them as Secretaries, Organizers, Conveners and Co-ordinators of different committees and activities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

0

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

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

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

1

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

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

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

9

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

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

Teachers and non-teaching staff performance are appraised and evaluated based on Feedback collected from students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 6.4 - Financial Management and Resource Mobilization

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

1. The Governing Body of the College looks after the utilization of the available resources and funds. All incomes and expenditures have to be approved by the Governing Body/ North East India Christian Council (NEICC), general council bi-annual Meeting.
  2. Apart from the Governing Body, the College has also instituted the Finance Committee to oversee the financial transactions of the institution.
  3. Departments have their Annual Budget allocated as per student strength. Purchases are made through Departmental purchase committees.
  4. Payment of bills and re-imburement of expenses is done as and when received, as per rules, and verified by the in-charges.
  5. There is also a Nodal Officer for scholarships of SC/ST who look after the online applications to the Govt
- The Internal Auditor is appointed by the Governing Body every financial year.
  - The External audit is done by the auditor (Chartered Accountant) every financial year. The Audit Report with the audited financial statement is presented to the Governing Body for approval. The Finance Committee monitors financial issues and the same are reported in GB meetings.
  - Local Audit Account Examiner are appointed by the State Govt. The last Audit was done up to 31st march 2012.
  - Audit objections are taken care within three months from the date of Issuing the Letter by the Govt. and the same has been



complied.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

787627

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

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

The College has received funding from the following:

- Salary Grant from Govt. of Meghalaya
- UGC Grant
- Donation/sponsorship from North East India Christian Council.
- Tuition Fee, etc.
- RUSA, Ministry of HRD, Govt. of India.
- Indian Council for Social Science Research (ICSSR).
- NSS- from NEHU.
- NCC- from Meghalaya NCC Battalion.

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

## 6.5 - Internal Quality Assurance System

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

Commitment to quality has been a maxim of the College since its very inception. The College has constituted the IQAC since from 2005 and which has now become the designated nodal agency for ensuring and providing quality guarantees in academics and administration of college. The IQAC has a diverse composition of alumni, parents, non teaching staff, external experts and students. Quality is ensured by implementing all the guidelines of the University and UGC with regard to academic and administrative matters. For instance the reservation policy, the examination framework, syllabus implementation, recruitment policies are all according to the norms prescribed by the University, UGC and Ministry of Human Resource Development. All recruitments strictly follow UGC and Govt. of Meghalaya norms.

### Objectives of IQAC

1. Developing and disseminating standards of excellence in pedagogy and institution building.
2. Providing a systematized and durable mechanism for conscious and continuing self-evaluation, introspection, and improvement in the overall performance of the College.
3. Conceptualizing, plan and implement quality initiatives and regularly evaluating the same.
4. Providing a forum for students and alumni to participate in strengthening the academic standards of the institution. The cell shall receive and evaluate feedback from students, parents, alumni, and other stake holders as well as the society at large on an ongoing basis and strive to make quality consciousness an institutional paradigm.

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

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

1. **Introduction of new Program:** In line with the NAAC Peer Team Recommendations (2012), the College has started a new undergraduate program of Bachelor of Arts in Nutrition in 2014. Two new Courses in Bachelor in Social Work and Bachelor in Home Science will be introduced w.e.f. 2022 subject to approval from the University.
2. **Collaborative Linkages with other institutions for teaching and research:** In line with the NAAC Peer Team Recommendations (2012), the College has entered in a number of Memorandum of Understanding with other institutions to facilitate whole personality education of the students and to imbibe new ideas within the staffs:
  - The College has entered into Memorandum of Collaboration with the United Board for Christian Higher Education in Asia, Hong Kong w.e.f 28th August 2015 for Faculty Development Program abroad, fellowships and scholarship in Asian Universities and research.
  - The College has also entered into an MoU with Bishop Heber College (Autonomous), Trichi in 2014 to facilitate faculty exchange programs and joint research works between the institutions.
  - The College is collaborating with the United States-India Education Foundation (USIEF) for the Fulbright Specialist Program on the topic- Social Forestry, under the Departments of Botany and Zoology.
1. **Interdepartmental Linkages for Interdisciplinary teaching and research:** In line with the NAAC Peer Team Recommendations (2012), the College has started:
  - A Science Society in 2014 to facilitate interdisciplinary research within the Science Disciplines.
  - An Interdisciplinary Journal for the Arts Disciplines was instituted in 2016 to promote research culture among the staffs in the College.
  - An Interdisciplinary Fulbright Specialist Program on the topic- Social Forestry is being conducted jointly by the Departments of Botany and Zoology.
  - A Joint National Seminar on "Recent Advancements in Science and Technology" was organized by the Science Depts. in 2019

1. **Research Activities and Organisation of Seminar/Conferences.**  
In line with the NAAC Peer Team Recommendations (2012), the College has initiated steps for an active research environment as evident from the following research works conducted by the faculties and seminars organized:

Faculty who are currently doing their Doctoral studies:

1. Mr. Bansaikupar L. Mawlong, Dept of Political Science, Under North Eastern Hill University

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://www.uccollegemeghalaya.ac.in/igac">https://www.uccollegemeghalaya.ac.in/igac</a>
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

1. As per Govt. guidelines, the IQAC has instituted two cells- Women Cell and the Anti-Sexual Harassment Cell, for the promotion of Gender Equity in the institution.

2. A National Webinar on *Women and the spaces they inhabit* was organised by the Women Cell, on Decemeber 11, 2020.

3. A Special Lecture cum Workshop on *Choose to challenge*, was organised by the Women Cell on March 8, 2021.

File Description	Documents
Annual gender sensitization action plan	<a href="https://www.uccollegemeghalaya.ac.in/public/iqac/others/Women%20Cell%20Report_2020-21.pdf">https://www.uccollegemeghalaya.ac.in/public/iqac/others/Women%20Cell%20Report_2020-21.pdf</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

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

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

**Facilities available in the Institution for the management of of degradable and non-degradable waste:**

1. Solid waste management.

- Garbage Bins are installed in almost all prominent places in the

campus .

- The Solid Waste from the Classrooms and Hostels are regularly collected and disposed off in the open Landfill of the College.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	<a href="#">View File</a>

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

**B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

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

**A. Any 4 or All of the above**

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

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	No File Uploaded

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

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

**D. Any 1 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

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

**C. Any 2 of the above**

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

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

The College encouragement towards cultural diversity is best represented in the diversity in its enrollment. At present the College is a replica of Cultural Diversity of -Northeast India catering to the academic needs of the students from the eight states (viz. Meghalaya, Assam, Nagaland, Tripura, Mizoram, Manipur, Arunachal Pradesh and Sikkim) of North-East India. Since 2015 the college also started enrolling students from other countries- Myanmar, Bangladesh, South Africa, Somalia, Zambia and Uganda. Currently the Institution has 63 teaching faculty staff with an enrollment of 891 students during the academic session 2020-21, with 496 male (55 per cent) and 395 female (45 per cent) students. Out of the total students enrolled, 891 (96 %) belong to the Scheduled Tribe category. Majority of the students enrolled in the Institution belong to the most economically impoverished and marginalized group - Scheduled Tribe Category (96%), followed by students belonging to General (1.4 %), SC (0.3%) and OBC (2%) categories respectively.

Cultural programs were organized regularly highlighted the rich cultural diversity of the region and the country as a whole.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

The College through its various cells and units organised regular programs to inculcate a sense of obligations and duties towards the constitutions.

1. On 15th August, 2020 the NSS Unit conducted two programmes,

- Flag Hosting Programme
- Fit India programme.

2. On 12th March, 2021, the NSS Unit in collaboration with History Department, UCC, organized a daylong Seminar on "Commemoration of



75th Anniversary of India's Freedom Struggle "with the theme 'UNsung HEROES' in RUSA Conference hall, where more than 70 NSS Volunteers and teachers participated.

3. On 29th March, 2021 two programmes were conducted in the college campus where more than 70 NSS Volunteers and two Programme Officer Mr. K. Sarma and Mr. A. B. Kharkongor participated.

- Awareness Programme on Covid-19 Protocols
- Cleaning Drive programme.

4. From 17/05/2021 to 21/05/2021 Programme officers and NSS volunteers were busy with the college authority for the Covid 19 vaccination Drive programme where 168 persons (students, staff and family members) were vaccinated in Umsning PHC, RiBhoi District.

5. On 18/06/2021 the College conducted a Tree Plantation programme where 20 NSS volunteers and 18 staff members including Programme officer were present. That day we planted 180 saplings in the college campus.

6. On 21/06/2021 "International Yoga Day" was conducted with a theme "Yoga at home Programme" where many staff members and volunteers participated from their respective home.

7. On 26/06/2021 the NSS Unit conducted "International Day Against Drug Abuse and Illicit Trafficking programme" in the college campus where 25 NSS volunteers participated.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

**Conduct are organized**

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

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

The College through its various cells and units organised regular programs to inculcate a sense of obligations and duties towards the constitutions.

1. On 15th August, 2020 the NSS Unit conducted two programmes,

- Flag Hosting Programme
- Fit India programme.

2. On 12th March, 2021, the NSS Unit in collaboration with History Department, UCC, organized a daylong Seminar on "Commemoration of 75th Anniversary of India's Freedom Struggle" with the theme 'UNSUNG HEROES' in RUSA Conference hall, where more than 70 NSS Volunteers and teachers participated.

3. On 18/06/2021 the College conducted a Tree Plantation programme in commemoration of the World Environment Day where 20 NSS volunteers and 18 staff members including Programme officer were present. That day we planted 180 saplings in the college campus.

4. On 21/06/2021 "International Yoga Day" was conducted with a theme "Yoga at home Programme" where many staff members and volunteers participated from their respective home.

5. On 26/06/2021 the NSS Unit conducted "International Day Against Drug Abuse and Illicit Trafficking programme" in the college campus where 25 NSS volunteers participated.

6. In observation of the International Women Day, A Special Lecture

cum Workshop on *Choose to challenge*, was organised by the Women Cell on March 8, 2021.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

- **Environment Consciousness Initiative** through organisation of Seminars, Workshops, Tree Plantation, Cleaning Drive, Conservation, etc.

- **Free Studentship and Earn While you Learn Scheme** for students coming from economically weak families.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.3 - Institutional Distinctiveness

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

1. **Title of the Practice: Environment Consciousness**

2. **Goal: The following are the important goals of the practice:**

- To maintain an eco-friendly campus.
- Conservation and preservation of the College's Green landscape.
- To maintain a Clean and healthy campus.

1. **The Context: A beautiful and clean campus. Basic to the educational philosophy of Union Christian College is the insight that the learning environment needs to be both beautiful and clean. The College campus ambience is, hence, in**

perfect sync with the Prime Minister's Swatch Bharat Abhiyan.

2. The Practice: As part and parcel of the culture of an environment conscious college, the following events are observed and organized:
- The NSS Unit regularly conducted Tree Plantation Drive and NSS Camps in neighbouring Villages. The institution plants tree every year to make the campus green. It has conducted campaigns for conservation of and against wastage of water. The NSS volunteers look after the cleanliness of the campus and also participate in campus cleaning programmes. There are a number of litter bins for disposal of waste materials. The student participants were made aware of the importance of the day.
  - College Annual Cleaning Campaign in the month of August where students and teachers take part.
  - Hostels Work Project once a week to maintain cleanliness within the hostels has been a hallmark of the College since its inception till today.
  - The College has also organized Seminars and Workshop to sensitize teachers and students on environmental issues.
  - Green Audit of the Campus was conducted in 2014, 2019-20.
  - The College has also conducted A Documentation of the Herbal Plant Species in the Herbal Park as part of its Environment Consciousness initiatives.

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

- Union Christian College, being an affiliated college, does not have the freedom to develop its own curriculum. Even so, efforts are made, within the limitations of the prescribed framework, to complement the curriculum wherever felt to be necessary. This task is left to the initiative of departments via Departmental Seminar, Orientation programs, Modular Syllabus and Projects.
- Efforts are made to ensure that the curriculum is implemented efficiently and innovatively. This includes a wide variety of things from the recruitment of faculty, work culture, institutional vision, supervision and review through departmental meetings -Student-Faculty-Committee meetings as well as the Principal's meeting with departments. Through a series of research projects and field trips, the students are encouraged to develop a research interest at the undergraduate level.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

The college follows the curriculum framed by the university. Under the semester system the college fulfilled the timely delivery of the program through Online classes, webinar, workshop, internal evaluation, assignment and project, practical's and experiments are conducted whenever it is feasible in an online mode.

The Student Academic Calendar highlighting the evaluation process and other relevant information are published at the beginning of the academic year. The Student Academic calendar is made available to every student at the time of registration. Any

modifications in the evaluation parameters, mode of evaluation, etc are informed to the students by College authorities as and when applicable. The course evaluation process is very transparent and every student is given an opportunity to go through evaluated answer sheets (for internal examinations).

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	<a href="https://www.uccollegemeghalaya.ac.in/">https://www.uccollegemeghalaya.ac.in/</a>

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

C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	No File Uploaded

## 1.2 - Academic Flexibility

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

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

14

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	No File Uploaded

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

0

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

0

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

### 1.3 - Curriculum Enrichment

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

1. Department of Chemistry organised a National Level Webinar on "Recent Advances in Nanomaterials Based Pesticides

- Sensor" on 04.12.2020, where, Dr. N. Vasimalai, Assistant Professor Dept. of Chemistry, B. S. Abdur Rahman Crescent Institute of Science and Technology, Chennai were the Resource Person
2. Department of Geography organised an International Webinar Climate Change and Agriculture in North East India on 07.01.2021, where, Dr. Bremly W B Lyngdoh, Founder and CEO of Worldview ImpactCo-Founder of Global Youth Action Network were the Resource Person
  3. Department of Economics Dept & Commerce Dept, in Collaboration Agency- ICAI, Kolkata. a National Webinar on Sustainable Development: Battling Environmental Problems through Systematic Lockdown on 16.01.2021, where, Prof. Utpal Kumar De (Economics Dept., NEHU) CA Rajendra Kumar Vyas (ICAI) Prof Abhik Gupta (Assam University) CA Hari Ram Agarwal (ICAI) were the Resource Person
  4. Dept. of History organised Webinar Lecture Series on "Exploring New Dynamics and Methodologies in the Studies of History" 14.12.2020, 19.12.2020, 11.01.2021, 18.01.2021, 22.01.2021 & 05.02.2021, where Dr. Danny Burke, National university of Ireland Dr. Tejas Madan Garge, Director, Directorate of Archaeology and Museum, Maharashtra Prof. Rajib Handique, Deptt. History, Guwahati University Ms. Pallavee Gokhale, Research Fellow at the Indian Institute of Science Education and Research, Pune Dr. Binayak Dutta, Deptt. Of History NEHU. Prof. Banrida. T. Langstieh, Deptt. Anthropology, NEHU were the Resource person.
  5. Dept. of History organised International Webinar on "The Austro-Asiatic and The Trans Himalayan Language" on 12.02.2021, where, Prof. George Van Driem, University of Bern, Netherland were the Resource Person
  6. Dept. of History in Collaboration with NSS Unit Commemoration of 75th Anniversary of India's Freedom Struggle on 12.03.2021 where Mr. R.S. Wahlang, Mr. A.B.S Kharkongor Mrs. P. Kharsyntiew, were the Resource Person
  7. Physics Dept. organised National Webinar On "Wireless Communication & 5G" on 30.01.2021 where Prof. Ratnajit Bhattacharjee, Dept. of Electronics and Engineering , IIT Guwahati. were the Resource Person
  8. Webinar On Cancer Prevention and Healthy Lifestyle Time: Sep 30, 2020, 11:00 AM in collaboration with Sanjeevani Life Beyond Cancer (SLBC)
  9. Women Cell, Union Christian College organised a National Webinar/ Women and the spaces they inhabit on 11/12/2020 10.00 A.M. to 4.30 P.M where Prof. Esther Syiem Deptt of English, NEHU Shillong Dr. Pushpesh Kumar Deptt of



Sociology, University of Hyderabad Smt. Anindita Ghosh Deptt of English, University of Delhi Dr. Doma T. Bhutia Additional Advocate General, Sikkim were the Resource Person along with the following PANNELIST Smt. Janessaline M. Pyngrope, Rev. Kyrsoibor Pyrtuh, DR.Namami Sharma, Dr. Gracious M. temsen, Dr. Anjali Das, Smt. Supriya Das (IPS), Smt. WeidamonKharnaio

10. Women Cell, Union Christian College observed International Women's Day on March 8 2021 Resource Person where Ms. Ibansiewdor Lyngdoh, Asst. Professor, Economics Dept, Ms. Longnam Kharpuri, Asst, Professor, English Dept, Ms. Phidariing Kharsyntiew, ANO NCC Girls' Battalion, UCC, Ms. B. R. Lyngdoh, Convenor, Women Cell, UCC were the Resourse Person

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

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

5

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

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

107

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 1.4 - Feedback System

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

C. Any 2 of the above

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

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

**C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://www.uccollegemeghalaya.ac.in/public/igac/others/STUDENTS%20FEEDBACK%202020-21.pdf">https://www.uccollegemeghalaya.ac.in/public/igac/others/STUDENTS%20FEEDBACK%202020-21.pdf</a>

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

#### 2.1.1 - Enrolment Number Number of students admitted during the year

##### 2.1.1.1 - Number of sanctioned seats during the year

1680

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

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

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

873

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

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

The Institution assesses the learning levels of all admitted students in relation to advanced learners and slow learners through:

- Internal test (Online for the Session 2020-2021)
- Performance in assignment (Online for the Session 2020-2021)
- Through practical (Online for the Session 2020-2021)

### Special Program for Slow Learner

- If a student is found deficient, or is a slow learner, immediate measures through tutorial and remedial classes are introduced to ensure that the student is raised to the required bar.
- Departmental Seminar, group discussion, where student is taught by student themselves.
- Projects, audio visual learning were organized by some department
- access to library (departmental and central library), INFLIBNET.
- Students also interact regularly with teachers outside the classroom either individually or in groups to address their course related or other general problems.
- The college also provides the research opportunities to undergraduate students which strengthen the basic knowledge of the student and prepare them not only to face the present course work but also guide them to choose future career options.
- Special Program for Advanced Learner

The College through Departmental Projects by respective departments provides support to advanced learners.

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

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

Number of Students	Number of Teachers
891	63

File Description	Documents
Any additional information	<a href="#">View File</a>

### 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

One of the clear emphases in the academic vision of the college is the need to respect the talent and independence of the student. The foremost factor in ensuring academic performance of the highest order is a robust academic 'environment'.

- There are department which have prescribed field project as per their syllabus i.e. Chemistry, Botany, Zoology, Geography, Nutrition, Commerce which involved lots of experiential learning where students go to the field interact with the people and come up with the report
- Other department like Economics, Education, History, Political science, English used to take students for study tour to enable students to understand the reality of what has been taught in the classroom.
- Different Certificate Course/Workshop related to the syllabus were introduced but due to the Pandemic (Covid-19) following Certificate Courses was postponed for the session
- Geographical Information System and Remote Sensing short term course were introduced for all the students.
- Department of Zoology took initiative to conduct Apiculture program where training was given to students.
- Department of Botany took initiative to conduct Mushroom Cultivation Program and training was given to students.

- Department of English conducted Physical Theatre Workshop where performance and panel discussion was involved.
- Workshop on Rhetoric and Prosody was organized by English Department.
- Engaging the students in the topic of Folklore through Seminar
- Engaging artistic abilities of the students by encouraging contribution to department wall magazine.
- Language lab was set-up to help the students.

Students were engaged in problem solving methodologies through preparation of dissertation, practical and field visits

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

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

- 100% of the staff in the college use ICT tools effectively in the teaching learning process
- The college has 16 enabled ICT classroom and 8 smart-classroom
- The college has separate Wi-Fi unit for Administrative, Science and Arts Academic block
- The college has e-learning resources from INFLIBNET
- The staff of the college attend orientation course; refresher course to strengthen their knowledge on ICT, since the course give them exposure on MOOCs, MOODLE, GOOGLECLASS.
- The college use social media through WhatsApp, twitter, Instagram, Facebook to interact with the students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

<b>2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )</b>	
<b>2.3.3.1 - Number of mentors</b>	
63	
File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	<a href="#">View File</a>
<b>2.4 - Teacher Profile and Quality</b>	
<b>2.4.1 - Number of full time teachers against sanctioned posts during the year</b>	
63	
File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>
<b>2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)</b>	
<b>2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year</b>	
21	

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>

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

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

848

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

### 2.5 - Evaluation Process and Reforms

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

Student Academic Calendar highlighting the evaluation process and other relevant information are published at the beginning of the academic year. The Student Academic Policy is made available to every student at the time of registration. Any modifications in the evaluation parameters, mode of evaluation, etc are informed to the students by College authorities as and when applicable. The course evaluation process is very transparent and every student is given an opportunity to go through evaluated answer sheets (for internal examinations). The Detailed rules and regulation of the College pertaining to assessment and evaluation is also clearly spelled out in the Prospectus which was issued to all students at the beginning of every semester.

Under the new semester system which was introduced in 2015, evaluation has undergone a sea change. To assess the academic performance of students, a continuous evaluation system is followed which include Assignments, tests and final examination.



**Method of Assessment:**

1. Internal Assessment (Tests, Assignments, Projects, Field Trips)- 25 Marks.
2. External Assessment (conducted by the affiliating university) - 75 Marks

Internal assessment performance are discussed with the students regularly.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="https://www.uccollegemeghalaya.ac.in/examination">https://www.uccollegemeghalaya.ac.in/examination</a>

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

The college has an elaborate internal assessment system- tests, class tests and assignments, Students seminar where the student's performance is consistently monitored. The Department of Examinations maintains and processes the evaluation data and prepares statistical data. The data is handed out to individual departments for discussion and critical assessment. Students are invited to bring to notice any discrepancy in the evaluation process and/or outcome.

The Examination Regulations Manual is also handed over to all the teachers every year which clearly spells out various processes and role of each functionary in the evaluation process. The IQAC through the Academic Calendar monitors that the evaluation process is carried out on time

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="https://www.uccollegemeghalaya.ac.in/examination">https://www.uccollegemeghalaya.ac.in/examination</a>

**2.6 - Student Performance and Learning Outcomes**

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

The programme outcomes and course outcomes are spelled out in the prospectus and the same are brief to the students at the beginning of every semester.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

Attainment of Programme outcomes and course outcomes are evaluated by the institution is evaluated in the form of examination- internal which consist of projects, assignments, tests, practicals, etc and Final external examination.

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

2.6.3 - Pass percentage of Students during the year

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

273

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	<a href="https://www.uccollegemeghalaya.ac.in/public/iqac/reports/Annual%20Report%202020-21.pdf">https://www.uccollegemeghalaya.ac.in/public/iqac/reports/Annual%20Report%202020-21.pdf</a>

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

<https://www.uccollegemeghalaya.ac.in/public/igac/others/SSS%202020-21.pdf>

**RESEARCH, INNOVATIONS AND EXTENSION****3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

1.6

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

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

1

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

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

12

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

**3.2 - Research Publications and Awards****3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

5

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

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

8

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.3 - Extension Activities

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

1. On 29th March, 2021 we conducted two programmes in the college campus where more than 70 NSS Volunteers and two Programme Officer Mr. K. Sarma and Mr. A. B. Kharkongor participated in the Awareness Programme on Covid-19 Protocols & Cleaning Drive programme.
2. From 17/05/2021 to 21/05/2021 Programme officers and NSS volunteers along with the college authority for the Covid 19 vaccination Drive programme where 168 persons (students, staff and family members) were vaccinated in Umsning PHC, RiBhoi District.
3. On 18/06/2021 we conducted a Tree Plantation programme where 20 NSS volunteers and 18 staff members including Programme officer were present. That day we planted 180 saplings in the college campus
4. On 21/06/2021 "International Yoga Day" we conducted "Yoga at home Programme" where many staff members and volunteers participated from their respective home
5. On 26/06/2021 we conducted "International Day Against Drug Abuse and Illicit Trafficking programme" in the college campus where 25 NSS volunteers participated.
6. On 15th August, 2020 NSS UCC Unit conducted two programmes, Flag Hosting Programme & Fit India programme.
7. Hand Sanitizer was made in the College Chemistry Lab as per WHO Guidelines and it was given to students and workers and nearby Villages ASHA worker
8. The College has also contributed ₹1,25,000/- (Rupees One lakh and Twenty-Five Thousand Only) to the Meghalaya Chief Minister's Relief Fund on 6th April 2020
9. Essential Supplies and dry rations were arranged distributed to all the stranded students and families of Casual Workers

File Description	Documents
Paste link for additional information	<a href="http://www.uccollegemeghalaya.ac.in/">http://www.uccollegemeghalaya.ac.in/</a>
Upload any additional information	<a href="#">View File</a>

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

**3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year****3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

11

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

**3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year****3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

493

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.4 - Collaboration

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

0

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	No File Uploaded

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

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

1

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

Creation and enhancement of infrastructural facilities for improving the teaching-learning process, and extending maximum possible educational amenities to its growing strength of learners is the primary objective of the Institution. With the increase in strength, as per requirement, the institution approaches the University Grants Commission (UGC) for approval of additional funds. Additional funds at times are also obtained from other sources such as RUSA Fund Ministry of Human Resource and Development, the Govt. of Meghalaya and other govt. agencies. The College has instituted its internal Building Committee and Finance Committee for smooth and systematic creation and enhancement of infrastructure in the institution. The Building Committee consists of the Principal of the College, representative from the Governing Body and the Architect/Engineer Consultant (s). To optimize utilization of the existing resources, some of the resources are shared across departments. For example, the college has an upgraded computer lab which is shared between departments for optimal utilization. Extensive planning for physical infrastructure is made by the Building Committee and administration department in phased manner. Strategic plan of the university takes into consideration the new academic programmes to be started in a specific time period and infrastructure requirements. Elaborate presentation is then made to the Governing body for approval and construction is then carried out as per the college policy.

? Classrooms: The College has spacious classrooms for all the three streams-Arts, Science and Commerce.

? ICT enabled Classrooms: The Science departments have smart classrooms to facilitate efficient teaching and learning with fully equipped sophisticated technological gadgets.

? ICT Learning Spaces: The College has its Central Library with internet facility, Science Departmental Library and a Digital Lab with LCD projectors and internet connectivity.

? Seminar Halls: The College has its own Auditorium to facilitate and host seminars and other conferences without many difficulties. It also has a Conference Room to host any Closed-group Colloquium.

? Tutorial spaces: The College has its own Digital Classroom for



any tutorial classes for the students.

? **Laboratories:** The College Science Laboratories are equipped with state of the art facilities. The College also has a dedicated Laboratory for Geography Department.

? **Herbal Park:** The College has also created its own Herbal Park where endemic and rare plant species are planted and maintained.

? **Equipments:** The College is also equipped with latest equipments like Computer technology, Projectors, etc for enhanced learning.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

- **SPORTS INFRASTRUCTURE:** The College has the following facilities:

1. Multi-purpose Indoor stadium facilities
2. Swimming pool
3. Outdoor stadium
4. Gymnasium
5. Basketball Court
6. Volleyball Court
7. Football Ground with Spectators Gallery

- **Centre for Cultural Activities:** Auditorium
- **Other Facilities:**

1. ATM
2. Post office
3. Health Dispensary
4. Stationery Shops.
5. Bus Transport and Ambulance Service.
6. Cafeteria. Extended facility beyond working hours
7. Residential facilities for teaching and non-teaching staff

- National Cadet Corps - NCC: The College has an NCC Army wings for both boys and girls under Meghalaya NCC Battalion which extends support to the NCC in all their activities.
- National Service Schemes - NSS: The College extends support to the NSS in all their activities and upholds the motto of the NSS "Not Me But You".
- HALLS OF RESIDENCE FOR STUDENTS

Boys' Hostel: The College has Six boys hostel.

1. High Hall
2. Windham Hall
3. Dr. Sword's Memorial Hostel
4. Dr. Taylor's Memorial Hostel
5. Stanley Hall Memorial Hostel
6. Austin John International Boys' Hostel

Girls Hostel: The College has five girls hostels:

1. Eldora
2. Main Building
3. International Girls' Hostel
4. Science Building
5. New Building.
6. T.R. Das Memorial Hostel

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

24

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

24

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

1137.264

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

- Total area of the library (in Sq. Mts.): 900 Sq. Mts.
- Total seating capacity: 200.
- Working hours (on working days, on holidays, before examination days, during examination days, during vacation):
  - Monday to Friday: 10:00 AM- 5 PM.
  - Saturday: 10:00 AM- 1 PM.
- Layout of the library:
  - Reading carrels.
  - Digital Library
  - Lounge Area.

- Xerox facility.
- Back Volume Facility.
- IT Facility
- Periodical and Magazine Sections.
- Archive Section.
- Conference Room
- CCTV

**Initiatives that have been implemented:**

- Internet facility
- Earn While You Learn Scheme for students coming from economically weaker sections
- Book Bank and Dept. Book facilities are provided

**Name of ILMS software: KOHA**

- Nature of automation: Partially
- Version: 18.11.00.000
- Year of Automation: 2006

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

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

**A. Any 4 or more of the above**

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals**

during the year (INR in Lakhs)

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

0

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

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

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

0

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

#### 4.3 - IT Infrastructure

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

The IT infrastructure requires regular up gradation to keep pace with the changing technology and to provide state of the art facilities to the students. The College prudently plans and implements strategies for up-gradation. The measures and actions plans taken are as follows:

- Enhancement of online transaction facilities: Fully Online Admission Portal with Razor pay/SB Collect Payment Gateway
- Inter departmental office communication system: Office Intercom
- Modernized surveillance system: CCTV
- Partially Wi-Fi enabled campus: Administrative Building and Arts Academic Block & Science Academic Block
- Number of classrooms with LCD facilities: 24
- Number of classrooms with Wi-Fi/LAN facilities:24

- Number of smart classrooms:6
- Number of seminar halls with ICT facilities: 24
- Introduction of the Language Lab w.e.f 2018-19 onwards
- Augmentation of Computer no in 2019-20- 15 New Desktop were purchased through RUSA Fund
- LAN facility: LAN facility is provided to the

1. Administrative Offices
2. Library Offices
3. IQAC
4. Examination Department
5. Digital Lab
6. Digital Classroom.
7. Arts Academic Block

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

#### 4.3.2 - Number of Computers

71

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

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

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

2928.035

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

The Policy of maintenance and optimal utilization of the physical infrastructure available is clearly spelled out in the constitution of the various cells under the College Management and under the IQAC.

- **Physical Infrastructure:** The Physical Infrastructure of the institution is looked after by the Building Committee. The Building committee meets regularly to chart out plans to augmentation of the physical infrastructure in the campus. Creation and enhancement of infrastructural facilities for improving the teaching-learning process, and extending maximum possible educational amenities to its growing strength of learners is the primary objective of the Institution. With the increase in strength, as per requirement, the institution approaches the University Grants Commission (UGC), RUSA for approval of additional funds. Additional funds at times are also obtained from other sources such as the Govt. of Meghalaya and other govt. agencies. The College has instituted its internal Building Committee and Finance Committee for smooth and systematic creation and enhancement of infrastructure in the institution. The Building Committee consists of the Principal of the College, representative from the Governing Body and the Architect/Engineer Consultant (s).

To optimize utilization of the existing resources, some of the resources are shared across departments. For example, the college has an upgraded computer lab which is shared between departments

for optimal utilization.

Extensive planning for physical infrastructure is made by the Building Committee and administration department in phased manner. Strategic plan of the university takes into consideration the new academic programmes to be started in a specific time period and infrastructure requirements. Elaborate presentation is then made to the Governing body for approval and construction is then carried out as per the college policy.

- **Campus maintenance:** The estate office of the college under the supervision of the Estate in-charge is responsible for the maintenance and upkeep of the infrastructure, facilities and equipments of the college. The Estate offices reports on matters pertaining to college and residence to the Principal on a regular basis. Maintenance of infrastructure & equipment is under the supervision of technical services (contractual). The housekeeping & security services supervised by Estate and Administration Department of the College look after the security of all the equipments and instruments.

The estate office of the college conducts regular inspection (once every quarter) to oversee the maintenance of the various equipments and instruments.

The campus specific steps taken are: -

1. Regular Inspection of the Equipments and Instruments.
  2. The College also employ a full-time Electrician to oversee the maintenance of Electrical works within the Campus
  3. 24x7 Security are put in place to check theft and damage to College Property.
  4. The College has a regular Supply of safe drinking water. Aqua-guard are also installed in most of the buildings.
  5. The College has three generators at its disposal to provide uninterrupted electricity to the campus.
  6. The College has its own Workshop for the storage of equipments and repair works.
- **IT Maintenance:** The maintenance of the IT infrastructure of the institution lies with the duly constituted IT cell. The IT cell consist of a Chairman and a member, both are from IT back grounds. The IT cell performs the following functions:



1. Maintenance and Update of the College Website
2. Maintenance and repair of all IT equipment
3. Conduct of regular IT Audit

- **Academic Quality Monitoring:** The monitoring of the academic performance of students and teachers is carried by the IQAC. The following are the actions plan taken by the IQAC to improve academic performance:

1. Regular and periodic assessment of staff and student's attendance.
2. Augmentation of ICT facilities for teaching-learning

- Maintenance of Laboratories is regularly undertaken by the Laboratories assistants of the department concerned in consultation with the Head of the Department.
- The Library Committee looked after the requirements of the library infrastructure, conduct of library orientation programs, book fairs and the maintenance of the library as a whole.

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

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

472

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

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

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

3

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

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

D. 1 of the above

File Description	Documents
Link to institutional website	<a href="https://www.uccollegemeghalaya.ac.in/student_services#nss">https://www.uccollegemeghalaya.ac.in/student_services#nss</a>
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
Nil	
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>
<b>5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees</b>	<b>A. All of the above</b>
File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>
<b>5.2 - Student Progression</b>	
<b>5.2.1 - Number of placement of outgoing students during the year</b>	
<b>5.2.1.1 - Number of outgoing students placed during the year</b>	

0

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded

**5.2.2 - Number of students progressing to higher education during the year****5.2.2.1 - Number of outgoing student progression to higher education**

60

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

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

0

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded

**5.3 - Student Participation and Activities****5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

0

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

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

1. **NSS Unit:** The NSS in Unit organizes different programs throughout the year. The List of program includes: Fit India program, Commemoration of Struggle Awareness Program, Cleaning Drive program, cleaning drive with Covid 19 vaccination, Tree Plantation program, International Yoga Day, International Day of the Girl Child, Trafficking program.
2. **College Chapel Online Annual Retreat:** The Chapel Committee organized the College Annual Retreat 28th and 29th November, 2020 for students. The theme of the retreat was Coping Life in Difficult Times, Personal Growth, Mental Health, Career and Calling
  - The Chapel Committee initiated this first Relief & Second Fund in the month of September & December respectively 2020 Amount to Rs 169140/-
3. **College Relief Essential Supplies** were distributed to all the 52 stranded students and families of Casual Workers.

4. The College Dispensary organised Health awareness on COVID was conducted for students and Staffs by Dr. W. Manner on the 16th of March 2020.

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File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

0

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

#### **5.4 - Alumni Engagement**

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

##### **ALUMNI ASSOCIATION**

The College being residential in nature has a close bond between students and teachers. This relationship within the campus creates an opportunity to identify oneself as students and teachers with the sense of belonging to Union Christian College. Thus Alumni Association provides the platform for developing this relationship between the past and the present. Alumni members

also support the College from time to time whenever the need arises.

- President- Dr. Sunil Pio
- Vice-president- Dr. (Mrs). Fenella Nonglait
- Secretary- Mr. Bijoy A. Sangma
- Treasurer – Dr. (Mrs). M. C. Daimari

File Description	Documents
Paste link for additional information	<a href="https://www.uccollegemeghalaya.ac.in/student_corner#alumni">https://www.uccollegemeghalaya.ac.in/student_corner#alumni</a>
Upload any additional information	No File Uploaded

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

#### A. Vision and Mission statement of the Institution

Union Christian College conducts its programs and activities guided by overarching Vision, Mission, Core value statements. All are revisited periodically and revised, if necessary.

#### VISION STATEMENT:

- To develop credible professionals with social concern, reaching out to the nation as innovative leaders and serving the needy with commitment, divine grace and power.
- Empowering our students to fulfil their academic and professional passion that is diverse, welcoming and inclusive of all students, faculty and staff. It also seeks to attract and serve students from diverse social, economic and ethnic backgrounds.

#### MISSION STATEMENT:

- To provide a holistic and enabling environment of study to young men and women hailing from diverse demographics.
- Facilitate the acquisition of knowledge, understanding, critical thinking, and problem-solving abilities for all students.
- To consistently upgrade its teaching-learning process and to provide faculty with opportunities and resources for dissemination and production of innovative knowledge.
- To nurture students through discipline, character building and human interaction on the campus through the mentoring system.
- To maintain a level of standard and excellence in all programs that will give them state-wide, national and international significance.
- To expand the range of disciplines/subjects available to students at the under-graduate level.
- To incorporate value-added, vocational and add-on courses in its curriculum.
- To introduce post-graduate programmes in a phased manner.
- To continue to enhance its extension activities and outreach programmes.

**B. Core Values:**

- Academic excellence and quality teaching
- Professional leadership and integrity.
- Social responsibility and collaboration.
- Equity and social justice.
- Mutual respect and honouring of diverse cultures and ethnicity.
- Financial stability and accountability.

**C. Nature of Governance:**

It follows a democratic and participatory mode of governance with all stakeholders participating actively in its administration. The Governing Body delegates authority to the Principal/Secretary who, in turn share it with the different levels of functionaries in the college. The Heads of Departments, the Conveners of various committees and cells along with the staff representatives on higher decision-making bodies play an important role in determining the institutional policies and implementing the same.

**D. Perspective/Strategic Plan:**



By taking into consideration above mentioned aspects, the institution has a Perspective/Strategic Plan in place to help it develop in a systematic, well-thought-out and phased manner.

(i) Effective Governance

- Application for grants from government and non-government sources.
- Application for more substantive posts from the State Government.
- Achievement of national and international recognition in the form of grants and awards.
- Mobilization of funds and projects through the alumnae and other stakeholders.

(ii) Teaching and Learning process

- ICT-based teaching and learning
- Inculcating a Value System among the Students
- Developing requisite competencies amongst students of the College.
- To maintain continuously good academic performances
- Providing various Vocational courses which will help in increasing their practical knowledge and to make students more employable.
- To develop a comprehensive system of student mentoring and student support.
- Conducting basic computer courses like DTP, Tally etc. through Equity programs and Skill India Scheme.
- Conducting Career guidance courses, Soft Skill and personality development programmes.
- Organize Study tours for students of respective departments.
- Introduction of new subjects at the under-graduate level.
- Improvement of the Scope and Profile of the Teaching-Learning Experience through greater use of ICT and other innovative means.
- Application for Post-Graduate Courses.
- Provide state of art library facilities and language lab.
- Partnering with Research Institutes.

(iii) Strengthening the Infrastructure

- Extension of available area through horizontal and vertical expansion to accommodate more ICT enabled classrooms,

laboratories, auditoria, staff rooms etc.

- Renovations to revive the ageing infrastructure of the institution like the Boys and Girls refectories, Health centre, common rooms and Gymnasium, etc.
- Development of Guest houses, campus Shopping hub for college students.
- The use of Solar and renewable energy for campus street lights, water harvesting, solid waste management and maintenance of Green and eco-friendly campus etc.

#### E. Participation of Teachers in Decision-Making Bodies.

- Teachers discharge an important role in implementing the vision and mission of the college and to that end play a proactive part in the decision-making process. Teachers influence the institutional polity through the Academic Teachers & Staff Council, through their representatives on the Governing Body, the Planning Committee, Finance Committee, the Building cum Campus Development Committee, Sports Committee and the Hostel & Wardens Committee of the college.
- Heads of Departments enjoy considerable administrative and academic autonomy in running their disciplinary units within the college and in their respective department. They determine admission criteria, marks cut-offs, examination modalities, journal themes, library practices, various teaching learning innovations and other academic priorities.
- Teachers are members and conveners of the various committees that are constituted for the day-to-day functioning of the college. Some of these committees are the Academic Council, the IQAC, the Examination Committee, the Admission Committee, the Library Committee, the Journal & Publication Committee etc.
- Additionally, teachers discharge their responsibility and plays an active role as motivators and spearheads of cultural and socially conscious activities in the institution by steering the NSS unit, the NCC, the Students Representative council, SCMI, the Women Cell, the Environment Club, the Dramatic & Theatrical Club, Staff Centre and other laudable cells and societies.
- Teachers, through their involvements and interaction on these bodies are able to contribute in a significant way to the participatory ethos of the institution.

File Description	Documents
Paste link for additional information	<a href="https://www.uccollegemeghalaya.ac.in/about_us">https://www.uccollegemeghalaya.ac.in/about_us</a>
Upload any additional information	No File Uploaded

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

The Union Christian College functions in a well-structured and defined manner to ensure participative management at all levels of decision making guided by its Constitution and Bye laws. The Governing Body gives extensive delegation of authority and flexibility to the Principal to control the administrative and academic duties. The Principal delegates the responsibilities to the faculties of the various departments in the college.

6.1.2 Case Study showing Decentralization and Participative management:

The role in which Faculties participate in the Management Process:

- The Faculties participate in administrative as well as in academic improvement. They constitute the College Planning Committee, the IQAC and other statutory Committees which continuously work for development of the college.
- In the beginning of academic year, all faculty members conduct a meeting under the Academic staff council and discuss the smooth functioning of the institution. Various committees are constituted and responsibilities are assigned to them.
- Every faculty member is involved in the various academic and administrative or other statutory and non-statutory committee. The Committees report to the Principal about the planning and implementation of the decision.
- Head of the Department which are mostly the senior faculties oversees the teaching plan of his/her department members and in convening the departmental meetings where the programmes for the entire term are decided.
- He/She in consultation with his/her department colleagues oversees the paper-setting, moderation, evaluation, marks submission of all internal and practical examinations of the department and determines the admission criteria of the

students.

- He/She is at liberty to introduce innovative measures for the welfare of his/her students. For instance, the English department has the Erudite club and Dramatic Club, the Science departments the Science Academic Society, etc.
- Faculties often takes the lead in planning seminars, workshops, career counseling sessions, departmental excursions, inter department and inter-college exercises.

The following committees where the faculties are involved in the participatory management which are integral for the growth and development of the institution and informs their functioning at every level.

Statutory Committees:

1. Governing Body
2. Executive Committee
3. Finance Committee
4. Building cum Campus development committee
5. Selection cum Screening Committee
6. Academic Staff Council
7. Academic Advisory Committee
8. Purchase and Accounts Committee
9. Budget Appraisal Committee
10. Library Committee
11. Discipline Committee
12. Sports Committee
13. Mess Committee
14. Estate and Workshop Committee
15. Dispensary Committee

16. Student`s Residence and Wardens Committee

17. IQAC Committee

18. Chapel Committee

19. Wardens Committee

20. Examination Committee

Non-statutory committees with terms of reference under IQAC:

i. Career Counseling Cell

- To conduct coaching classes for competitive exams.
- To conduct career guidance classes.

ii. Placement Cell:

- To conduct Workshop/ placement mock interviews for final semester students.
- To collaborate with outside agencies specializing in placement for such workshops.

iii. Research and Publication Cell:

- To encourage in-house research projects.
- To assist the staffs in publication of their research works.

iv. Seminar & Program Committee:

- To facilitate the conduct of Seminars/Conferences by the depts.
- To supervise the overall organisation of such seminars.

v. Grievance Redressal Cell:

- To resolve the complaints, feedback and other grievances of the students community.
- The members of the Grievance Redressal Cell meet every quarter to review the complaints, if any and suggest appropriate modes of action.

vi. Prospectus Committee:

- To prepare and publish the prospectus as per relevant guidelines.

vii. Alumni Association:

- To organise the Alumni Association.
- To connect with the alumni of the colleges via. Social media and other platforms.
- To collect information regarding the placement of the alumni.

Other Committees & Cells:

- (i) Transport Cell
- (ii) RUSA Equity management Cell
- (iii) Women cell
- (iv) IT Cell
- (v) Sexual Harassment cell
- (vi) Vigilance Cell
- (vii) AISHE Cell
- (viii) Anti Ragging Cell

Organisational Committees:

- (i) National Service Scheme (NSS)
- (ii) National Cadet Corps (NCC)
- (iii) Students Representative Council (SRC)
- (iv) SCMI UCC Unit
- (v) Science Academic Society
- (vi) Staff Association
- (vii) MCTA UCC Unit
- (viii) MCENTA UCC Unit

**(ix) Alumni Association****Campus Clubs:****(i) Dramatic Clubs****(ii) Erudite Clubs****(iii) Staff Centre**

The Constitution of all these Statutory and non-statutory Committees consisting of members from various segment/students/stakeholders under the leadership of Faculty members, clearly indicates the de-centralised and participative work culture incorporated within the ambit of the Union Christian College Constitution and Bye laws.

File Description	Documents
Paste link for additional information	<a href="https://www.uccollegemeghalaya.ac.in/iqac#iqac_cells">https://www.uccollegemeghalaya.ac.in/iqac#iqac_cells</a> ; <a href="https://www.uccollegemeghalaya.ac.in/student_services">https://www.uccollegemeghalaya.ac.in/student_services</a>
Upload any additional information	No File Uploaded

**6.2 - Strategy Development and Deployment**

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

*The institutional Strategic/ perspective plan is effectively deployed*

**Objectives of Perspective Plan:**

The College prepared the perspective / strategic plan by taking into account the following aspects:

1. NAAC peer team's observations and recommendations for quality enhancement of the Institution during the previous re-accreditation.
2. Vision and Mission of the Institution
3. The feedback obtained from various stakeholders of the college
4. The policy of Higher education and NEP 2020
5. Recommendation of IQAC

Perspective Plan:

- **Introducing new courses:** Due to the keen demand of the various stakeholders of the institution, the College plans to introduce new academic courses such as B.A. (Sociology) B.A. (Social Work), B.Sc (Home Science), M.A (Geography and History). The college already started value aided and skill-based vocational courses such as Certificate course in

1. Carpentry

2. Apiculture

3. Mushroom cultivation,

4. Soft Skill programme,

5. Beauty Parlour,

6. Computer in Tally course,

7. Fashion designing.

- **Conducting Academic Audit and strengthening feedback system:** The College conducting the academic audit and plans to strengthen the feedback system.
- **Strengthening curricular, co-curricular and extra-curricular activities:** For the all-round development of students the college proposes to strengthen curricular, co-curricular and extra-curricular activities through N.S.S., N.C.C,SCMI, Women's Study Centre, Cultural Departments, Physical Education Departments, Dramatic and Theatrical Club, Science Society, Erudite club and various departments of the College,
- **Promoting research culture, publication and innovation:** The College plans to promote research culture and innovation through the research committee, Research papers, Publications and participations in innovation based activities such as United Board. The College proposes to organize Conferences, Seminars and Workshops through various departments and to start "Webinar series" for all departments.
- **Promotion of linkages and collaborations with institutions/**



industries/ NGO's: The College continue to promote linkages and collaborations with the other higher education institutions, industries, NGO's, and GO's as per the guidelines of NEP 2020, UGC and NAAC.

- Strengthening the career counselling cell and centre for entry in services.: The College initiate to strengthen the activities of Career counselling cell and centre for entry in services such as seminars, guest lectures, training, guidance session, personality development session, coaching classes for competitive examinations like UPSC and MPSC etc.
- Increasing participation of students in cultural and sports & games activities: The College plans to increase participation of students in cultural and sports & games activities for the all-round development of the students. It plans to upgrade sports facilities in the college like Swimming pool, Football ground, Badminton court, Table tennis, Volley Ball court, Basketball court, Training ground for NCC cadets etc.
- Increasing Faculty / Staff development programme: The college proposes to increase Faculty as well as Staff development programmes such as FDP programmes, Workshops, Seminars, Conferences, Training.
- Strengthening welfare schemes for students: The college continue to strengthen welfare schemes for students such as 'Earn while you learn' Scheme, Scholarships and Free studentship, Hostel facilities for Boys' & Girls', Modern Hygienic Refectories, Remedial Coaching classes, Coaching classes for SC,ST,OBC and other minority students, ambulance facility and Doctor on Call facility, Free Medical Check-up and free Hospitalization, Grievance Redressal Cell, Anti Ragging Cell, Women's study Centre, Career Counselling cell, Centre for entry in services, Parking facility, Providing Sanitary Napkins, Canteen facility, Publishing College magazine, Garden facility, Gymnasium, Library Reading Room, etc.
- Strengthening the conduction of social activities: The College plans to increase the conduction of outreach social activities to create strong connectivity with neighbourhood Community through various departments and committees of the college.

- Strengthening innovative pedagogical teaching: To make teaching learning process more effective, the college plans to strengthen innovative Pedagogical Teaching such as ICT enabled teaching, interactive method, participative learning, experiential learning, problem solving method, Seminars, Group discussion, Mentor-mentee programme, Use of Language Lab, Industrial Visits, Excursion and department study tours.
- Increasing library learning resources: The College plans to strengthened NPTEL and increase Digital Library Learning Resources for the development of students and staffs.
- Conducting Green Audit of college campus: The college conduct Green Audit of the College Campus through Environment department.

Deployment documents: The mobilization of financial resources obtained from governmental as well as non-governmental grants is of crucial significance for the growth of the institution. The following grants received during the last five years which corresponds to the fulfilment of the Institutional Strategic plan:

- The College received an UGC grant to the tune of Rs under the Head during the XIIth Plan Period. This financial assistance was duly spent on books, equipments, repairs and renovations and extension activities of the College.
- The College received the Rashtriya Uchchatar Shiksha Abhiyan (RUSA) Grant of Rs 2 crores for new Construction, renovation of Classrooms and extension of Library and purchase of equipments in the year 2016. Out of this, 25 lacs of the Equity grants was received within this and utilised for equity programmes conducted by the College.
- A grant of 9.8 lacs was received from CSR fund of NEEPCO in 2018-19.

The College has made enormous effort to reach out to various sources and agency to mobilize funds as outlined in the Strategic Plan and has been successful in receiving various types of financial assistance both from the government and non-government for its development.

#### Strategic Plan

By taking into consideration above mentioned aspects, the

institution has a Perspective/Strategic Plan in place to help it develop in a systematic, well-thought-out and phased manner.

- Application for grants from government and non-government sources.
- Application for more substantive posts from the State Government.
- Achievement of national and international recognition in the form of grants and awards.
- Mobilization of funds and projects through the alumnae and other stakeholders.
- ICT-based teaching and learning
  
- Providing various Vocational courses which will help in increasing their practical knowledge and to make students more employable.
- To develop a comprehensive system of student mentoring and student support.
- Conducting basic computer courses like DTP, Tally etc. through Equity programs and Skill India Scheme.
- Conducting Career guidance courses, Soft Skill and personality development programmes.
- Organize Study tours for students of respective departments.
- Introduction of new subjects at the under-graduate level.
- Application for Post-Graduate Courses.
- Provide state of digital library facilities and language lab.
- Partnering with Research Institutes.
- Extension of available area through horizontal and vertical expansion to accommodate more ICT enabled classrooms, laboratories, Staffrooms, Guest Houses, etc.
- Renovations to revive the ageing infrastructure of the institution like the Boys and Girls refectories, Health centre, etc.
- Development of Guest houses, campus Shopping hub for college students.

The use of Solar and renewable energy for campus street lights, water harvesting, solid waste management and maintenance of Green and eco friendly campus etc

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

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

#### Governing Body:

The Governing Body as per the Constitution of the college has 15 members in all: 4 members are from the North East India Christian Council which is the sponsoring body, 4 members nominee from synods/churches and missions affiliated to the North East India Christian Council, 2 members University nominee as Teacher Representatives, 1 member as Donor member representative, 2 member Staff Representatives, 1 member as Government Nominee and 1 member Principal as Secretary. The Office Bearers are Chairman, Vice-Chairman, Secretary and Treasurer. The Principal is the Secretary of the Governing Body and an ex-officio member in all the Committees.

#### Administrative Set Up:

The Chairman, Treasurer and the Principal as the Secretary form the nucleus of the administration with the former being the final authority in all financial matters. The Principal who is the Secretary shares the work and execute all the works and financial projects before the Chairman endorses the same. The Principal is vested with the day-to-day running of the college. He has his team of Administrative officers which includes Vice-Principal, Dean of students welfare, IQAC Coordinator, Office Manager, the Heads of Departments, Chairman Staff Association as Staff representative and the other office clerks to assist him in the discharge of office works.

#### The Functions of Various Bodies:

The Executive Committee, the Finance Committee, the Building cum-campus development Committee, the Hostel Wardens Committee, the Purchase and Accounts committee take important decisions

regarding policy implementation, finance, building construction, renovation and maintenance, issues related to the college hostel and budgeting. There is also the Academic Advisory committee comprises of all Heads of Departments, Academic Staff Council a general meeting of all teachers and staff of the college and the Association of the Teaching and Non-teaching staff.

#### Service Rules, Procedures, Recruitment and Promotion Policies:

Service rules and procedures are guided by the North Eastern Hill University Statutes (latest edition), the Constitution and Bye laws 2018 of the college and the Management rules of the State Government as amended from time to time in this regard. The recruitment rules for the teaching staff are as per the Government order 2010 along with the eligibility criteria prescribed by the UGC; that for the non-teaching staff is as per Government order. The promotional policies for teachers are according to UGC regulations as adopted by the university from time to time and for nonteaching staff according to Government Education department rules.

#### Grievance Redressal Mechanisms:

There are several Grievance Redressal Mechanisms including the Women Cell, the Anti-Sexual Harassment Cell with its Internal Complaints Committee; the Anti-Ragging Cell; a Grievance Redressal Cell with complaints boxes prominently placed and the full implementation of the Right to Information.

File Description	Documents
Paste link for additional information	<a href="https://www.uccollegemeghalaya.ac.in/student_corner#anti_ragging">https://www.uccollegemeghalaya.ac.in/student_corner#anti_ragging</a> , <a href="https://www.uccollegemeghalaya.ac.in/igac#igac_cells">https://www.uccollegemeghalaya.ac.in/igac#igac_cells</a>
Link to Organogram of the Institution webpage	Nil
Upload any additional information	<a href="#">View File</a>

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

C. Any 2 of the above

Support Examination	
File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>
<b>6.3 - Faculty Empowerment Strategies</b>	
6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff	
<p>The following facilities are provided to personnel of the college:</p> <ul style="list-style-type: none"> <li>• Management permitted the employees to form the Cooperative Society with provision of loans to teachers and staff</li> <li>• Salary Advance to needy staff members</li> <li>• Arrangement of Personal loans from Bank</li> <li>• Gratuity</li> <li>• College welfare fund and CPF facility for both teaching &amp; non-teaching staff</li> <li>• Provision for ex-gratia payment for third and fourth grade employees in the case of serious illness or death.</li> <li>• Dispensary with medical facilities exists for teaching and non-teaching staff and students of the College</li> <li>• Provision for reservation exists in admissions of wards of teaching and non-teaching staff</li> <li>• Office Staff club facility for employees</li> <li>• Free uniforms for grade IV employees</li> <li>• Staff Association, MCTA and MCNTEA are present for teachers and employees</li> <li>• All the full time and part time teachers appointed by the management are paid salary on time by the management through RTGS</li> <li>• Teachers are given separate department office rooms with computer facility</li> <li>• Staff members are deputed to Orientation course and Refresher Courses</li> <li>• Placement and promotions as per the University and Government Rules</li> </ul>	

- Management felicitates teachers and non-teaching staff for their commendable achievement and service on the Annual College Foundation Day
- Separate wash room and College canteen
- Management provides ample opportunities to develop leadership qualities of staff members by nominating them as Secretaries, Organizers, Conveners and Co-ordinators of different committees and activities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

0

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

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

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

1

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

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

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

9

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

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

**Teachers and non-teaching staff performance are appraised and evaluated based on Feedback collected from students.**



File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

#### 6.4 - Financial Management and Resource Mobilization

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

1. The Governing Body of the College looks after the utilization of the available resources and funds. All incomes and expenditures have to be approved by the Governing Body/ North East India Christian Council (NEICC), general council bi-annual Meeting.
  2. Apart from the Governing Body, the College has also instituted the Finance Committee to oversee the financial transactions of the institution.
  3. Departments have their Annual Budget allocated as per student strength. Purchases are made through Departmental purchase committees.
  4. Payment of bills and re-imburement of expenses is done as and when received, as per rules, and verified by the in-charges.
  5. There is also a Nodal Officer for scholarships of SC/ST who look after the online applications to the Govt
- The Internal Auditor is appointed by the Governing Body every financial year.
  - The External audit is done by the auditor (Chartered Accountant) every financial year. The Audit Report with the audited financial statement is presented to the Governing Body for approval. The Finance Committee monitors financial issues and the same are reported in GB meetings.
  - Local Audit Account Examiner are appointed by the State Govt. The last Audit was done up to 31st march 2012.
  - Audit objections are taken care within three months from the date of Issuing the Letter by the Govt. and the same has been complied.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

787627

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

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

The College has received funding from the following:

- Salary Grant from Govt. of Meghalaya
- UGC Grant
- Donation/sponsorship from North East India Christian Council.
- Tuition Fee, etc.
- RUSA, Ministry of HRD, Govt. of India.
- Indian Council for Social Science Research (ICSSR).
- NSS- from NEHU.
- NCC- from Meghalaya NCC Battalion.

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

## 6.5 - Internal Quality Assurance System

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

Commitment to quality has been a maxim of the College since its very inception. The College has constituted the IQAC since from 2005 and which has now become the designated nodal agency for ensuring and providing quality guarantees in academics and administration of college. The IQAC has a diverse composition of alumni, parents, non teaching staff, external experts and students. Quality is ensured by implementing all the guidelines of the University and UGC with regard to academic and administrative matters. For instance the reservation policy, the examination framework, syllabus implementation, recruitment policies are all according to the norms prescribed by the University, UGC and Ministry of Human Resource Development. All recruitments strictly follow UGC and Govt. of Meghalaya norms.

### Objectives of IQAC

1. Developing and disseminating standards of excellence in pedagogy and institution building.
2. Providing a systematized and durable mechanism for conscious and continuing self-evaluation, introspection, and improvement in the overall performance of the College.
3. Conceptualizing, plan and implement quality initiatives and regularly evaluating the same.
4. Providing a forum for students and alumni to participate in strengthening the academic standards of the institution. The cell shall receive and evaluate feedback from students, parents, alumni, and other stake holders as well as the society at large on an ongoing basis and strive to make quality consciousness an institutional paradigm.

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

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

1. **Introduction of new Program:** In line with the NAAC Peer Team Recommendations (2012), the College has started a new under-graduate program of Bachelor of Arts in Nutrition in 2014. Two new Courses in Bachelor in Social Work and Bachelor in Home Science will be introduced w.e.f. 2022 subject to approval from the University.
2. **Collaborative Linkages with other institutions for teaching and research:** In line with the NAAC Peer Team Recommendations (2012), the College has entered in a number of Memorandum of Understanding with other institutions to facilitate whole personality education of the students and to imbibe new ideas within the staffs:
  - The College has entered into Memorandum of Collaboration with the United Board for Christian Higher Education in Asia, Hong Kong w.e.f 28th August 2015 for Faculty Development Program abroad, fellowships and scholarship in Asian Universities and research.
  - The College has also entered into an MoU with Bishop Heber College (Autonomous), Trichi in 2014 to facilitate faculty exchange programs and joint research works between the institutions.
  - The College is collaborating with the United States-India Education Foundation (USIEF) for the Fulbright Specialist Program on the topic- Social Forestry, under the Departments of Botany and Zoology.
1. **Interdepartmental Linkages for Interdisciplinary teaching and research:** In line with the NAAC Peer Team Recommendations (2012), the College has started:
  - A Science Society in 2014 to facilitate interdisciplinary research within the Science Disciplines.
  - An Interdisciplinary Journal for the Arts Disciplines was instituted in 2016 to promote research culture among the staffs in the College.
  - An Interdisciplinary Fulbright Specialist Program on the topic- Social Forestry is being conducted jointly by the Departments of Botany and Zoology.
  - A Joint National Seminar on "Recent Advancements in Science and Technology" was organized by the Science Depts. in 2019

1. **Research Activities and Organisation of Seminar/Conferences.** In line with the NAAC Peer Team Recommendations (2012), the College has initiated steps for an active research environment as evident from the following research works conducted by the faculties and seminars organized:

Faculty who are currently doing their Doctoral studies:

1. **Mr. Banshaikupar L. Mawlong, Dept of Political Science, Under North Eastern Hill University**

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

**C. Any 2 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://www.uccollegemeghalaya.ac.in/iqac">https://www.uccollegemeghalaya.ac.in/iqac</a>
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

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

1. As per Govt. guidelines, the IQAC has instituted two cells- Women Cell and the Anti-Sexual Harassment Cell, for the promotion of Gender Equity in the institution.

2. A National Webinar on *Women and the spaces they inhabit* was organised by the Women Cell, on Decemeber 11, 2020.

3. A Special Lecture cum Workshop on *Choose to challenge*, was organised by the Women Cell on March 8, 2021.

File Description	Documents
Annual gender sensitization action plan	<a href="https://www.uccollegemeghalaya.ac.in/public/igac/others/Women%20Cell%20Report_2020-21.pdf">https://www.uccollegemeghalaya.ac.in/public/igac/others/Women%20Cell%20Report_2020-21.pdf</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

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

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

**Facilities available in the Institution for the management of of degradable and non-degradable waste:**

1. Solid waste management.

- Garbage Bins are installed in almost all prominent places in the campus.

- The Solid Waste from the Classrooms and Hostels are regularly collected and disposed off in the open Landfill of the College.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	<a href="#">View File</a>

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

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

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

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

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	No File Uploaded

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

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

**D. Any 1 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

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

**C. Any 2 of the above**

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



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

The College encouragement towards cultural diversity is best represented in the diversity in its enrollment. At present the College is a replica of Cultural Diversity of -Northeast India catering to the academic needs of the students from the eight states (viz. Meghalaya, Assam, Nagaland, Tripura, Mizoram, Manipur, Arunachal Pradesh and Sikkim) of North-East India. Since 2015 the college also started enrolling students from other countries- Myanmar, Bangladesh, South Africa, Somalia, Zambia and Uganda. Currently the Institution has 63 teaching faculty staff with an enrollment of 891 students during the academic session 2020-21, with 496 male (55 per cent) and 395 female (45 per cent) students. Out of the total students enrolled, 891 (96 %) belong to the Scheduled Tribe category. Majority of the students enrolled in the Institution belong to the most economically impoverished and marginalized group - Scheduled Tribe Category (96%), followed by students belonging to General (1.4 %), SC (0.3%) and OBC (2%) categories respectively.

Cultural programs were organized regularly highlighted the rich cultural diversity of the region and the country as a whole.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

The College through its various cells and units organised regular programs to inculcate a sense of obligations and duties towards the constitutions.

1. On 15th August, 2020 the NSS Unit conducted two programmes,

- Flag Hosting Programme
- Fit India programme.

2. On 12th March, 2021, the NSS Unit in collaboration with

History Department, UCC, organized a daylong Seminar on "Commemoration of 75th Anniversary of India's Freedom Struggle" with the theme 'UNSUNG HEROES' in RUSA Conference hall, where more than 70 NSS Volunteers and teachers participated.

3. On 29th March, 2021 two programmes were conducted in the college campus where more than 70 NSS Volunteers and two Programme Officer Mr. K. Sarma and Mr. A. B. Kharkongor participated.

- Awareness Programme on Covid-19 Protocols
- Cleaning Drive programme.

4. From 17/05/2021 to 21/05/2021 Programme officers and NSS volunteers were busy with the college authority for the Covid 19 vaccination Drive programme where 168 persons (students, staff and family members) were vaccinated in Umsning PHC, RiBhoi District.

5. On 18/06/2021 the College conducted a Tree Plantation programme where 20 NSS volunteers and 18 staff members including Programme officer were present. That day we planted 180 saplings in the college campus.

6. On 21/06/2021 "International Yoga Day" was conducted with a theme "Yoga at home Programme" where many staff members and volunteers participated from their respective home.

7. On 26/06/2021 the NSS Unit conducted "International Day Against Drug Abuse and Illicit Trafficking programme" in the college campus where 25 NSS volunteers participated.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

**A. All of the above**

to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

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

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

The College through its various cells and units organised regular programs to inculcate a sense of obligations and duties towards the constitutions.

1. On 15th August, 2020 the NSS Unit conducted two programmes,

- Flag Hosting Programme
- Fit India programme.

2. On 12th March, 2021, the NSS Unit in collaboration with History Department, UCC, organized a daylong Seminar on "Commemoration of 75th Anniversary of India's Freedom Struggle" with the theme 'UNSUNG HEROES' in RUSA Conference hall, where more than 70 NSS Volunteers and teachers participated.

3. On 18/06/2021 the College conducted a Tree Plantation programme in commemoration of the World Environment Day where 20 NSS volunteers and 18 staff members including Programme officer were present. That day we planted 180 saplings in the college campus.

4. On 21/06/2021 "International Yoga Day" was conducted with a theme "Yoga at home Programme" where many staff members and volunteers participated from their respective home.

5. On 26/06/2021 the NSS Unit conducted "International Day Against Drug Abuse and Illicit Trafficking programme" in the college campus where 25 NSS volunteers participated.

6. In observation of the International Women Day, A Special Lecture cum Workshop on *Choose to challenge*, was organised by the Women Cell on March 8, 2021.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

- Environment Consciousness Initiative through organisation of Seminars, Workshops, Tree Plantation, Cleaning Drive, Conservation, etc.

- Free Studentship and Earn While you Learn Scheme for students coming from economically weak families.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.3 - Institutional Distinctiveness

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

1. Title of the Practice: Environment Consciousness
2. Goal: The following are the important goals of the practice:
  - To maintain an eco-friendly campus.
  - Conservation and preservation of the College's Green

landscape.

- To maintain a Clean and healthy campus.

1. **The Context:** A beautiful and clean campus. Basic to the educational philosophy of Union Christian College is the insight that the learning environment needs to be both beautiful and clean. The College campus ambience is, hence, in perfect sync with the Prime Minister's Swatch Bharat Abhiyan.

2. **The Practice:** As part and parcel of the culture of an environment conscious college, the following events are observed and organized:

- The NSS Unit regularly conducted Tree Plantation Drive and NSS Camps in neighbouring Villages. The institution plants tree every year to make the campus green. It has conducted campaigns for conservation of and against wastage of water. The NSS volunteers look after the cleanliness of the campus and also participate in campus cleaning programmes. There are a number of litter bins for disposal of waste materials. The student participants were made aware of the importance of the day.
- College Annual Cleaning Campaign in the month of August where students and teachers take part.
- Hostels Work Project once a week to maintain cleanliness within the hostels has been a hallmark of the College since its inception till today.
- The College has also organized Seminars and Workshop to sensitize teachers and students on environmental issues.
- Green Audit of the Campus was conducted in 2014, 2019-20.
- The College has also conducted A Documentation of the Herbal Plant Species in the Herbal Park as part of its Environment Consciousness initiatives.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

### 7.3.2 - Plan of action for the next academic year

1. **Development and Implimentation of Program Outcome and Course-Outcome Based Curriculum.**

2. **Development of the ERP/College Management Information System.**

3. Introduction of new course in Bachelor of Social Work and Bachelor in Home Science.

4. Organisation of Programs/Seminars to commemorate India's 75th year of Independence & Meghalaya 50th Year of Statehood.

5. Conduct of Certificate Course.

6. Conduct of Academic Audit, Green Audit and Feedback from all stakeholders.

NAAC