

**THE ANNUAL QUALITY ASSURANCE REPORT
(AQAR)**

(2016-17)

of

Union Christian College, Meghalaya



Submitted to:

National Assessment and Accreditation Council (NAAC)

P. O. Box No. 1075, Nagarbhavi,

Bangalore -560072, Karnataka, India.

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The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

I. Details of the Institution

1.1 Name of the Institution	UNION CHRISTIAN COLLEGE
1.2 Address Line 1	PO UCC
Address Line 2	UMIAM KHWAN, RI-BHOI
City/Town	SHILLONG
State	MEGHALAYA
Pin Code	793122
Institution e-mail address	manih11@yahoo.co.in
Contact Nos.	09436108697
Name of the Head of the Institution:	Dr. R.M.Manih
Tel. No. with STD Code:	
Mobile:	9436108697

Name of the IQAC Co-ordinator:

Dr. J. P. Marak

Mobile:

08787761512/9863311148

IQAC e-mail address:

brist_16@rediffmail.com

1.3 NAAC Track ID (For ex. MHC0GN 18879)

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

EC/58/RAR/008 DATED 10-03-2012

1.5 Website address:

www.uccollegemeghalaya.ac.in

Web-link of the AQAR:

http://www.uccollegemeghalaya.ac.in/AQAR2016-17.pdf

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B		2004	2004-2009
2	2 nd Cycle	B	2.68	2012	2012-2017
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

2005

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

2016-2017

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

6

2.2 No. of Administrative/Technical staff

2

2.3 No. of students

2

2.4 No. of Management representatives

2

2.5 No. of Alumni

2.6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2

2.9 Total No. of members

16

2.10 No. of IQAC meetings held

4

2.11 No. of meetings with various stakeholders: No. Faculty
 Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No
 If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

Staff-Excellence, Capability, Growth and Effective Human Relations.

2.14 Significant Activities and contributions made by IQAC

Streamlining of Office and Financial Management, Reforming of the Evaluation System, Attendance System.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
Academic Calendar	

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG				
UG	13		1	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				5
Others				
Total	13		1	5
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	14
Trimester	
Annual	

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

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

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

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

Yes, University has updated the Syllabus from Annual to Semester

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
41	25	16		

2.2 No. of permanent faculty with Ph.D.

16

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
3	2								

2.4 No. of Guest and Visiting faculty and Temporary faculty

22

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	26	59	41
Presented papers	20	24	
Resource Persons	1	1	10

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

ICT Education and Wi-fi Enabled Campus (Designated Areas)

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

212

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

BAR CODING IN LIBRARY

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

15

2.10 Average percentage of attendance of students

75

2.11 Course/Programme wise
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A	127	0	01	70	41	79.5
BSc	43	0	11	32	8	93
B.Com	9	0	0	6	-	66.7

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

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	4
UGC – Faculty Improvement Programme	
HRD programmes	10
Orientation programmes	4
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	5
Others	1

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	5		5	2
Technical Staff	17		17	

Criterion – III

3. Research, Consultancy and Extension

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

1. United Board Research Grants
2. Constitution of the Programme and Fund Raising Committee

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number		1	1	1
Outlay in Rs. Lakhs		11,00,000.00	11,00,000.00	4,33,225.00

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	4	4	-
Outlay in Rs. Lakhs	1,50,000/-	7,10,000/-	7,10,000/-	

3.4 Details on research publications

	International	National	Others
Peer Review Journals	3	7	
Non-Peer Review Journals			
e-Journals			
Conference proceedings		3	

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	2016-18	UGC	11,00,000/-	
Minor Projects	2016-18	UGC	5,60,000/-	
Interdisciplinary Projects	2017	ICSSR	1,50,000/-	
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.9 For colleges

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

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number			1		2
Sponsoring agencies			UGC		Self

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
1	1					

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

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
 National level International level

3.22 No. of students participated in NCC events:

University level State level
 National level International level

3.23 No. of Awards won in NSS:

University level State level
 National level International level

3.24 No. of Awards won in NCC:

University level State level
 National level International level

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text"/>		
NCC	<input type="text"/>	NSS	<input type="text" value="5"/>	Any other	<input type="text" value="2"/>

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

- **Blood Donation Camp.**
- **Yoga Camp.**
- **Environmental Awareness.**
- **NSS Camp in neighbouring Villages.**

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	170.2 Acres			
Class rooms	50 Acres	2	RUSA	
Laboratories	10 Acres	-		
Seminar Halls	200 Sq.ft	-		
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	Benches, LCD, Computers	All	RUSA	
Value of the equipment purchased during the year (Rs. in Lakhs)	48,00,000/-		RUSA	
Others				

4.2 Computerization of administration and library

Yes, Library

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	11881		250		12131	
Reference Books	9721					
e-Books	INFLIB NET					
Journals	30					
e-Journals						
Digital Database						
CD & Video	25					
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	28							
Added	2		25 Jio-Fi	LABS	Yes		Yes	
Total	30							

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

Procurement of Jio-Fi for Depts.

4.6 Amount spent on maintenance in lakhs :

i) ICT	85,470.0
ii) Campus Infrastructure and facilities	7,47,652.0
iii) Equipments	9,19,400.0
iv) Others	4,69,345.0
Total :	Rs. 22,21,867.00

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

-Constitution of Anti-Ragging Squad
-Constitution of Women Cell
-Constitution of Warden Council

5.2 Efforts made by the institution for tracking the progression

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
921			

(b) No. of students outside the state

842

(c) No. of international students

14

Men	No	%	Women	No	%
	8	57		6	43

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1	18	71	10		100	-					

Demand ratio

Dropout %

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

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET	<input type="text"/>	SET/SLET	<input type="text"/>	GATE	<input type="text"/>	CAT	<input type="text"/>
IAS/IPS etc	<input type="text"/>	State PSC	<input type="text"/>	UPSC	<input type="text"/>	Others	<input type="text"/>

5.6 Details of student counselling and career guidance

No. of students benefitted

5.7 Details of campus placement

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

5.8 Details of gender sensitization programmes

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	5	81,230.00
Financial support from government		
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: **Internet Connectivity.**

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

<p>CORE VISION OF THE COLLEGE</p> <ul style="list-style-type: none"><i>To produce leaders of integrity and respected citizens of society and the nation.</i> <p>Add-on Vision</p> <ul style="list-style-type: none"><i>To empower the students for workplace and life</i> <p>CORE MISSION OF THE COLLEGE</p> <ul style="list-style-type: none"><i>To empower stakeholders for development, sustenance and enhancement of quality in life.</i>
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6.2 Does the Institution has a management Information System

<p>No</p>

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

<p>Done by university.</p>

6.3.2 Teaching and Learning

<p>ICT enabled education</p>

6.3.3 Examination and Evaluation

<p>Internal Evaluation, Assignment Evaluation , Departmental Seminar, Class Interaction etc</p>
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6.3.4 Research and Development

Minor and Major Research projects

6.3.5 Library, ICT and physical infrastructure / instrumentation

Seminar for Non-Teaching, National Seminar and International seminar

6.3.6 Human Resource Management

Seminar for Non-Teaching, National Seminar and International seminar and Faculty Development Programme

6.3.7 Faculty and Staff recruitment

Selection Committee based on UGC Norms and State Government.

6.3.8 Industry Interaction / Collaboration

Fulbright Specialist Program
UNITED Board for Christian Higher Education in Asia, USA.

6.3.9 Admission of Students

Through Admission Committee as per University & Govt. Norms

6.4 Welfare schemes for

Teaching	Co-operative Society
Non teaching	Co-operative Society
Students	Book Bank Free Student-ship for poor student

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done

Yes

No

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

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

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

For UG Programmes Yes No

For PG Programmes Yes No

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

**Yes, Introduction of Semester System
With Internal Assessment and term End Semester
Examination**

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

No

6.11 Activities and support from the Alumni Association

Financial and Physical Support

6.12 Activities and support from the Parent – Teacher Association

6.13 Development programmes for support staff

**Faculty development programme for Non-Teaching Staff, ICT
Programme for Non-Teaching**

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

Herbal Garden, Tree Plantation, Garbage Box planted throughout the campus, Cleaning Drive through NSS, Green Audit, Swatch Bharat

Criterion – VII

7. Innovations and Best Practices

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

- **Overhaul of the College Website**
- **RUSA Equity Initiative.**
- **E-financial Management**

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

- 1. Preparation of Prospectus**
- 2. Preparation of Annual Academic Calendar.**

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

- 1. Value Education**
- 2. Earn While You Learn Financial Support to Students**

**Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

- 1. 1. Tree Plantation and Cleaning Drive.**
- 2. Afforestation.**
- 3. Green Audit**

7.5 Whether environmental audit was conducted? Yes

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

1. Implementation of RUSA Project funded by HRD

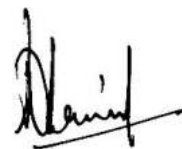
8. Plans of institution for next year

- Implementation ERP
- Introduction of Computer Application as one of the Courses.
- Introduction of B.Ed. Course.
- Application of Research Project under RUSA.



Name: Dr. J. P. Marak

IQAC Coordinator



Name: Dr. R. M. Manih

Principal/ Chairperson, IQAC

Dated: Dated: 19th December 2017.

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission
