



# **SELF STUDY REPORT**

**FOR**

**3<sup>rd</sup> CYCLE OF ACCREDITATION**

**UNION CHRISTIAN COLLEGE**

UMIAM KHWAN, RI BHOI DISTRICT, P.O-UCC  
793122

[www.uccollegemeghalaya.ac.in](http://www.uccollegemeghalaya.ac.in)

Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**January 2021**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

Beneath the cloud-capped hills, amidst luxuriant woodlands and surrounded by the shimmering waters of the Umiam Lake, lays an idyllic conclave of houses and buildings that make up one of the unique Higher Educational Institutions (HEIs) in the North Eastern Region - the **Union Christian College**, popularly known by its acronym, UCC. Jutting out into the Umiam Lake like a mini-peninsula, the sprawling campus of the UCC sported tree-lined avenues, hedges of forget-me-nots, patches of greenery and quiet roofs beneath huge stately trees whose leaves flutter incessantly in the caresses of the gentle breeze. It was as quiet and tranquil as one wishes it to be an ideal setting for young minds to gather precious gems of knowledge.

However, the place was once a wild land, stuck in timelessness, until a seed for its destiny was sown by the high ideals of its founding fathers. It was after a long awaited effort the beginning of the College saw the light of day on Friday, the **14th August, 1952**, the day which the College celebrates as its foundation day every year. Today, Union Christian College is a "minuscule North East" embracing a diverse and complex multi-cultural ethos where ideals, perceptions and aspirations vary. Sixty-eight years hence, the College is steadily progressing and growing from day to day. From a little acorn, it is now a towering oak, making steadfast progress on all fronts living up to its motto '*Come to the living water*' quenching the thirst of all those who had come to seek wisdom and knowledge within its hallowed grounds.

The College is located in Rural-Tribal backward area, under Umsning C.&R.D. Block of Ri-Bhoi District of Meghalaya, with a geographical area of 170.2 acres and an approximate built-up area of 60.2 acres. **It is the only under-graduate Residential Institution under 2(F) 12(B) UGC Act 1956, in the District** offering three Under-Graduate programmes in Arts, Science and Commerce

### Vision

#### Core Vision of the College

- To produce leaders of integrity and respected citizens of society and the nation.

#### Add-on Vision

- To empower the students for workplace and life

### Mission

#### Core Mission of the College

- To empower stakeholders for development, sustenance and enhancement of quality in life.

#### Add-on Mission

- Providing empowerment workshop and training to students that foster workplace readiness
- Providing empowerment counseling that builds stronger self -efficiency to face the challenges and learning needs of daily life.
- Providing students with facilities that help them in their vertical and horizontal progression.
- Inculcating qualitative improvement of teaching-learning, evaluation
- Retraining teachers for capacity building for empowering the students
- To promote knowledge and value-based education through academic excellence.
- To train students for self-employment.
- To inculcate spirit of leadership among the students
- To constantly improve the quality of academic inputs.
- To mould leaders to serve the Church, the North East, and the country as a whole, by equipping them with the ministry of the Church in a Christian setting, and provide quality education to all, irrespective of their diverse belief systems

## 1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

### Institutional Strength

1. Conglomeration of all Northeast India Students/Religion/Cultures
- 2.
3. 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 Swachh Bharat Abhiyan.
4. Situated in geographically scenic beauty on backwaters of Umiam Lake.
5. A holistic idea of education that emphasizes the development of the total person in respect of every student. This is addressed through a large number of Societies, Clubs and Cells that organize high-quality co-curricular programmes all through the year which complements the academics.
6. Hostel residence for both Boys and Girls is 72% of the Total enrolment.
7. College has been receiving International Students Enrolment in UG Program since 2015.
8. Conduct Career oriented courses in

(a) Nutrition

(b) Fashion Design

(c) Beauty Parlour

(d) G.I.S (Geographical Information System)

(e) Basic Computer Course

1. Conduct National Seminar and International Seminar sponsored by UGC.
2. Collaboration and Consultancy with Academic Society Organisation, and other Associations at National and International level.

The College is collaborating with the United States-India Education Foundation (USIEF) for the Fulbright Specialist Program on - Social Forestry, with the Departments of Botany and Zoology.

### **Institutional Weakness**

1. Lack of infrastructural Funding from State Govt.
2. Lack of Govt. Sanctioned Post for Arts, Commerce and Science faculty
3. College located in Rural/Backward and Tribal areas
4. College Fund is not adequate to strengthen infrastructural needs with the increase of enrolment every year

Low demand ratio in Science and Commerce subjects

### **Institutional Opportunity**

1. The College has one of the largest campuses (170.2 acres). This is a huge asset. The scope for growth the College has is considerable.

1. The College is well poised to take advantage of the various schemes on offer from the UGC for development and up-gradation of facilities. It is at the present time doing all it can to emphasize a research culture at the undergraduate level.
2. There is immense scope for starting new courses.

1. Up gradation to Autonomous College

1. Scope for Institutional Research in Forest and Environment

1. The College provides education to the first and second generation of tribal students of North-east India.

Up-gradation to PG Courses in certain areas.

### **Institutional Challenge**

1. Old buildings are under deplorable conditions which needs urgent up gradation as the area falls under active seismic zone.
2. Financial problem are the biggest challenges for the Institution to cope with the needs of time.
3. Lack of Logistic support to students may lead to high dropout as they all come from economically weaker section of the society.

4. The challenge of multi-disciplinary.
5. The challenge to add significantly to our infrastructure and to add to the basket of courses we offer.

## 1.3 CRITERIA WISE SUMMARY

### Curricular Aspects

- The Vision and Mission Goals of the College are clearly spelled out to the students in the Prospectus, Academic Diary and in the College website.
- Some of the College Faculties are appointed by the University as Members of Board of Studies of their respective departments.
- The College has implemented the Semester System w.e.f. 2015-16.
- The College provides Institutional Support to the Science Depts. in terms of Visual Teaching Aids from IIT, Madras.
- The College through the various depts. has supplement the Curriculum by organising Curriculum Enrichment Programs and introduction of Add-on Courses.
- Introduction of new undergraduate Courses of Bachelor of Arts in Nutrition in 2014.
- Introduction of C.O.P.

### Teaching-learning and Evaluation

- The College admission process is as per the norms of the Affiliating University.
- The College has undertaken Students' Profile Mapping which is conducted by the External Quality Assurance Cell.
- The College has instituted the 'Financial Support' and 'Earn While You Learn' Schemes to support the students coming from economically weaker sections.
- The Colleges has a well-equipped Library as a Learning Resource.
- Evaluation of Teachers by students by means of Academic Audit.
- Excellent and progressive Students' Result in the University Examinations.

### Research, Innovations and Extension

- Active Research by teachers in the form of Major and Minor Research Projects.
- The College provides support for in-house Research works.
- UGC FDP scheme to encourage teachers to pursue their doctoral studies.
- The College hosted the Fulbright Special Program in February 2017.
- Excellent Publications work by teachers.
- The College has entered into MoUs with a number of institutions to facilitate teaching-learning and research.
- Consultancy Programs with the Head of Institutions of the Christian Colleges in North-East India
- Faculty Development Program for young teachers.
- Organization of Seminars, Conferences, Workshops, Panel Discussion, Youth Programs, etc under the aegis of the IQAC, NSS, depts. & NCC.

## Infrastructure and Learning Resources

- Good Infrastructures like Classrooms, Auditorium, Outdoor Stadiums, Courts, Gymnasium, Swimming Pool, Health Dispensary, Guest Houses, Hostels, Post Office, Staff Quarters, ATM, etc.
- Construction of New International Boys' and Girls' Hostel, Multi-Purpose Indoor Stadium and the Herbal Park.
- Well-equipped Library.
- Financial Support from the Ministry of Human Resource Development under the RashtriyaUchhatarShikshaAbhiyan (RUSA)

## Student Support and Progression

- The College has instituted the Financial Support and 'Earn While You Learn' Schemes to support students coming from poor economic background.
- The College has also instated various welfare schemes like Medical Support, Transport Services, Free Add-on Courses, Academic Wards, field trips, etc.
- The College also keeps records of Students' progression from entry to exit level.
- The College has performed well in numerous sports activities conducted the University and other institutions.
- The College has Alumni Units in the respective states of North-East which advices the College management from time to time.

## Governance, Leadership and Management

- The College has a systematic bottom-up internal organizational structure to manage the day-to-day functions of the College.
- Up-to-date and systematic management of financial accounts.
- The College has an effective Internal Quality Assurance Cell (IQAC) which facilitates quality teaching-learning environment in the institution.
- The College Management has instituted numerous Excellence Awards for Teacher and Students.

## Institutional Values and Best Practices

- The College has instituted an active Environmental Consciousness Programs like Seminars, Green Audit, Herbal Park, Tree Plantation, Work Projects, Cleaning Drive, and Fulbright Specialist Program.
- The College has carried out innovation practices like Academic Audit, Students' mapping, EpignosisReviess Arts Journal, College Video Documentary, Blood Donation Cell, Use of Smart Card in Library, etc.
- The College has instituted two of the best practices over the last four years viz.

1. Environment Consciousness Programs.
2. Financial Support and 'Earn While You Learn Schemes'.

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	UNION CHRISTIAN COLLEGE
Address	UMIAM KHWAN, RI BHOI DISTRICT, P.O- UCC
City	SHILLONG
State	Meghalaya
Pin	793122
Website	<a href="http://www.uccollegemeghalaya.ac.in">www.uccollegemeghalaya.ac.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Rudolf Manton Manih	0364-2570295	8787864569	0364-	UCCMEGH2017 @GMAIL.COM
IQAC / CIQA coordinator	Banshaikupar Lyngdoh Mawlong	0364-	7421979516	-	ucc_iqac@hotmail. com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular Day

Recognized Minority institution	
If it is a recognized minority institution	No

**Establishment Details**

Date of establishment of the college	14-08-1952
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**University to which the college is affiliated/ or which governs the college (if it is a constituent college)**

State	University name	Document
Meghalaya	North Eastern Hill University	<a href="#">View Document</a>

**Details of UGC recognition**

Under Section	Date	View Document
2f of UGC	29-04-2009	<a href="#">View Document</a>
12B of UGC	29-04-2009	<a href="#">View Document</a>

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

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

**Details of autonomy**

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

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



<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	UMIAM KHWAN, RI BHOI DISTRICT, P.O-UCC	Rural	170.2	60.2

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BA,English	36	XII Passed	English	150	82
UG	BA,Economics	36	XII PASSED	English	150	42
UG	BA,Education	36	XII PASSED	English	150	127
UG	BA,Geography	36	XII PASSED	English	150	131
UG	BA,History	36	XII PASSED	English	150	104
UG	BA,Nutrition	36	XII PASSED	English	150	29
UG	BA,Philosophy	36	XII PASSED	English	150	36
UG	BA,Political Science	36	XII PASSED	English	150	135
UG	BCom,Commerce	36	XII PASSED	English	90	61
UG	BSc,Botany	36	XII PASSED	English	90	62
UG	BSc,Chemistry	36	XII PASSED	English	90	61
UG	BSc,Physics	36	XII PASSED	English	90	22
UG	BSc,Mathematics	36	XII PASSED	English	90	35
UG	BSc,Zoology	36	XII PASSED	English	90	62

**Position Details of Faculty & Staff in the College**

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	1				22				18			
Recruited	1	0	0	1	12	10	0	22	10	8	0	18
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				20			
Recruited	0	0	0	0	0	0	0	0	8	12	0	20
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				22
Recruited	19	3	0	22
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				4
Recruited	3	1	0	4
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				7
Recruited	6	1	0	7
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

**Qualification Details of the Teaching Staff**

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	6	7	0	3	2	0	19
M.Phil.	0	0	0	1	1	0	1	1	0	4
PG	0	0	0	4	2	0	13	17	0	36

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

<b>Part Time Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	4	0	0	4

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

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
Certificate / Awareness	Male	8	75	0	0	83
	Female	12	135	0	0	147
	Others	0	0	0	0	0
UG	Male	50	496	0	5	551
	Female	75	361	0	2	438
	Others	0	0	0	0	0

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

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	13	3	3	3
	Female	11	0	0	0
	Others	0	0	0	0
ST	Male	412	487	498	526
	Female	385	389	384	426
	Others	0	0	0	0
OBC	Male	9	14	14	14
	Female	2	3	3	6
	Others	0	0	0	0
General	Male	13	15	15	8
	Female	10	10	10	6
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		855	921	927	989

## Extended Profile

### 1 Program

#### 1.1

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

2019-20	2018-19	2017-18	2016-17	2015-16
299	299	245	244	244
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 1.2

Number of programs offered year-wise for last five years

2019-20	2018-19	2017-18	2016-17	2015-16
14	14	14	14	14

### 2 Students

#### 2.1

Number of students year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
989	927	921	855	667
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 2.2

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

2019-20	2018-19	2017-18	2016-17	2015-16
832	832	832	832	832

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 2.3

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

2019-20	2018-19	2017-18	2016-17	2015-16
260	246	499	182	193

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 3 Teachers

### 3.1

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

2019-20	2018-19	2017-18	2016-17	2015-16
61	54	45	42	50

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 3.2

#### Number of sanctioned posts year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
41	41	41	41	41

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 4 Institution

### 4.1

#### Total number of classrooms and seminar halls

**Response: 37**

**4.2**

**Total Expenditure excluding salary year-wise during last five years ( INR in Lakhs)**

2019-20	2018-19	2017-18	2016-17	2015-16
212.29	218.68	244.81	217.44	126.21

**4.3**

**Number of Computers**

**Response: 63**

**4.4**

**Total number of computers in the campus for academic purpose**

**Response: 43**



## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

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

###### Response:

- Department of English conducted a **3 days Curriculum Enrichment Programme** on 21st -23th September 2015 with Dr. R.G.Abraham (St. Stephen College, Delhi) as a resource person.
- Department of English organized a **Workshop on Rhetoric and Prosody** on 25th April 2019 where Dr Rebecca Lalrintluangi and Mr Fengkha Daimari was the Resource Person.
- Department of English organized a program on **Folklore and its importance in Literature** on 25th February 2019 where all the faculty of English Department Union Christian College were involved as Resource Person
- Department of English organized a **Workshop on Physical Theatre** from 4th -24th September 2018 where Ms Lapdiang Syiem were the Resource Person
- Department of English organized a stage production of one of George Bernard Shaw's Comedies "**Arms and the Man**" which was performed by the Dramatic Club of the English Department on 1st March 2018.
- **Symposia on Story Telling and Women's Writing** organized by Sahitya Akademi in association with North Eastern Hills University, 9th -10th April 2015
- Department of English Dramatic Club perform a stage acting of ' U Manik Raitong' on the 28th August 2015
- Commerce Department organized an educational visit at a "**Stock Brokerage Firm**" on 10th Dec 2018 in collaboration with Bidya Fiscal Services Ltd.
- Commerce Department organized an Industrial visit at a "**MCCL**" Mawmluh, Sohra, on 9th Dec 2016.
- Commerce Department organized an educational visit at a "**Chartered Accountant Firm**" from 24th - 26th Nov 2015.
- Department of Physics conducted a 1 day **Student enrichment programme** on 30th Nov 2015, with Prof M. C. Mahato (Physics Dept, NEHU) as an External Expert.
- Department of Physics conducted a **Inter School Science Exhibition Competition** on 3rd September 2019
- UCC Science Society organized lecture where Dr (Mrs) Alpana Chakraborty, Department of Philosophy, St. Anthony's College, Shillong for a talk on "**The Central Teaching of the Philosophy of Mahatma Gandhi**" on 25th November 2019.
- Department of Nutrition conducted a field visit to Nazareth Hospital, Dietary Department on 16th March 2019.
- Department of Nutrition organized a **3 days training programme conducted by Community Food and Nutrition Extension Unit**, Ministry of Human Resource Development, Govt. of India on 22th Aug 2018.
- Department of Nutrition organized a visit to UCC L.P. School for "**Nutritional Assessment**" every year for the 2nd semester students on 25th Nov 2015
- Department of Nutrition organized a field trip to Guwahati for market service on "**Conveniences**

**Food, Processed Food. Perishable, Semi perishable and Non-Perishable food items”** on 2nd Aug 2019.

- Department of Nutrition conducted a **one-week Trip to Indian Institute of Hotel Management(IHM) for learning Bakery Science and Food Service** management every year for the 6th Semester students
- Department of Nutrition organized a **3 Months Career Oriented Course from July – September 2015** where Ibashisha L Nonglait and I Sica Lyngdoh was the Resource Person.
- Department of Nutrition organized a visit **Integrated Child Development Scheme, Myllem Block for Nutritional Intervention Centre** to gain practical exposure on 26th Oct 2015.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Link for Additional information	<a href="#">View Document</a>

### 1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

#### Response:

*The institution adheres to the academic calendar including for the conduct of CIE*

The college follows the curriculum framed by the university. Under the semester system the college fulfilled the timely delivery of the program through classes, tuition, add-on courses, seminar, workshop, internal evaluation, fieldwork, assignment and project, practical's and experiments are conducted for the discipline having practical.

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	Document
Upload Additional information	<a href="#">View Document</a>
Link for Additional information	<a href="#">View Document</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 last five years

#### 1. Academic council/BoS of Affiliating university

2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

**Response:** C. Any 2 of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 1.2 Academic Flexibility

### 1.2.1 Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

**Response:** 100

#### 1.2.1.1 Number of Programmes in which CBCS/ Elective course system implemented.

Response: 14

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.2.2 Number of Add on /Certificate programs offered during the last five years

**Response:** 10

#### 1.2.2.1 How many Add on /Certificate programs are offered within the last 5 years.

2019-20	2018-19	2017-18	2016-17	2015-16
1	1	7	0	1

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

**Response:** 14.06

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

2019-20	2018-19	2017-18	2016-17	2015-16
141	230	202	0	62

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 1.3 Curriculum Enrichment

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

**Response:**

A wide range of topics are covered expertly through high powered programmes organized under the auspices of various societies and clubs. Union Christian College has a made effort to integrate issues such as Gender, Climate Change, Environmental issues, AIDS awareness etc. The College IQAC and Departments organizes special programmes and courses from time to time.

- The College organized its 1st International Seminar on 15th-17th October 2015 on the theme “**Climate Change: Impact on Developing Countries**”.
- The College organized a **Faculty Development Program** on 27th-30th September 2016
- The College organized a Consultancy Meeting Of North-East India Christian Colleges on 27th – 28th August 2015
- The College organized a “**State Level Workshop for Non-Teaching Staff**” held pm 2nd June

2017

The College through the Department of Botany and Zoology in collaboration with Prof. Warren Keith Moser, Rocky Mountain Research

- Station, Arizona, United States of America from the US Fulbright Specialist Program conduct mapping of Botanical Garden, Herbal Garden in the college
- Mr. Vivek Kumar (Independent Researcher and General Secretary, Meghalaya Futurity Society) who has commendably worked in documenting the Medicinal Plants Species conserve within the College Herbal Garden and the Book was published in 2017.
- The College organized a workshop on **“Gender Sensitization” on 10th April 2018**
- The College organized International Conference on **“Women and Development” from 26th – 28th July 2018.**
- The College organized a workshop on 12th & 13th April 2018 ; 23rd & 24th September 2019; 17th & 18th October 2019 on **“Soft Skill Development”**
- The College organized national Seminar on **“Recent Advancement of Science and Technology”** from, 12th – 14th June 2019
- The College organized Two Day **“Awareness Campaign for prevention of Covid-19”** on 16th & 17th March 2020
- The College organised **Awareness Campaign on Substance abuse** on 5th Sept 2019.
- The College organized a workshop on **“Public Talk on Gender Sensitization” on 12th March 2020**
- **“Sexual Violence and Impunity theatre performance and panel discussion”** organized under the project Stepping Stones and Body of Evidence supported by Zubaan on 17th August 2019
- The NSS Unit every year conducted Drugs Abuse and HIV/AIDS Awareness Programme, Blood Donation and NSS Camps in neighboring Villages

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

**Response:** 35.71

#### 1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
5	5	5	5	5

File Description	Document
Programme / Curriculum/ Syllabus of the courses	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

**Response:** 0

#### 1.3.3.1 Number of students undertaking project work/field work / internships

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 1.4 Feedback System

**1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni**

**Response:** E. None of the above

File Description	Document
Any additional information (Upload)	<a href="#">View Document</a>
URL for stakeholder feedback report	<a href="#">View Document</a>

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

1. Feedback collected, analysed and action taken and feedback available on website
2. Feedback collected, analysed and action has been taken
3. Feedback collected and analysed
4. Feedback collected
5. Feedback not collected

**Response:** E. Feedback not collected

File Description	Document
Upload any additional information	<a href="#">View Document</a>
URL for feedback report	<a href="#">View Document</a>

NAAC

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average Enrolment percentage (Average of last five years)

**Response:** 18.45

##### 2.1.1.1 Number of students admitted year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
268	319	324	284	355

##### 2.1.1.2 Number of sanctioned seats year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
1680	1680	1680	1680	1680

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

#### 2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy ) during the last five years ( exclusive of supernumerary seats)

**Response:** 17.16

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

2019-20	2018-19	2017-18	2016-17	2015-16
126	146	146	161	135

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)



## 2.2 Catering to Student Diversity

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

#### Response:

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

- Internal test
- Performance in assignment
- Through practical and lab experiments

#### 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. Such projects were undertaken by:

- Chemistry Department.
- Political Science Department.
- English Department.
- 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-
- The college sponsored Fengkha Deep Daimary students from English Department to published.
- Department of Chemistry students present paper in the Platinum Jubilee celebration of Department of Chemistry St Anthony's College on 14th Nov 2015

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

**2.2.2 Student- Full time teacher ratio (Data for the latest completed academic year)****Response:** 16:1

File Description	Document
Any additional information	<a href="#">View Document</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****Response:**

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.
- 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	Document
Upload any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

### 2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

#### Response:

- 42% 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	Document
Upload any additional information	<a href="#">View Document</a>

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

Response: 16:1

#### 2.3.3.1 Number of mentors

Response: 61

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	<a href="#">View Document</a>
Mentor/mentee ratio	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

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

Response: 122.93

File Description	Document
List of the faculty members authenticated by the Head of HEI	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

**Response:** 35.2

##### 2.4.2.1 Number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
20	19	16	17	16

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

**Response:** 14.02

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

Response: 855

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

### 2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

**Response:**

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	Document
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

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

##### Response:

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	Document
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</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.

#### Response:

The learning outcomes are clearly stated in the Mission statement of the College which read as follows:

#### CORE MISSION OF THE COLLEGE

- To empower stakeholders for development, sustenance and enhancement of quality in life.

#### Add-on Mission

- Providing empowerment workshop and training to students that foster workplace readiness.
- Providing empowerment counseling that builds stronger self - efficiency to face the challenges and learning needs of daily life.
- Providing students with facilities that help them in their vertical and horizontal progression.
- Inculcating qualitative improvement of teaching-learning, evaluation.
- Retraining teachers for capacity building for empowering the students.
- To promote knowledge and value-based education through academic excellence.
- To train students for self-employment.
- To inculcate spirit of leadership among the students.
- To constantly improve the quality of academic inputs.
- To mould leaders to serve the country as a whole and to provide quality education to all, irrespective of their diverse belief systems.

The learning outcomes stated above are communicated to the entire student body in two broad ways.

1. through orientation programs, mentoring and career guidance programs
2. through frequent teacher-students interactions that are formal in nature

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

### 2.6.2 Attainment of programme outcomes and course outcomes are evaluated by the institution.

**Response:**

The College monitors the performance of the students throughout:

- Internal Assessment mechanism
- Tutorials
- University Results.

The College through a well-planned Academic Calendar Manual, which is provided to the teachers and students at the beginning of the each session, clearly defines the desired learning activities and such outcomes which must be completed within a stipulated time-frame.

The College through the Dept. of Examinations monitors student's performance so as to achieve the desired learning outcomes. Staff Reports are also carefully analysed so to help the slow-learners achieve their full potential. Faculty members also play advisory roles to discuss short-falls in student's performance, if any, by discussing with the student.

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

**2.6.3 Average pass percentage of Students during last five years**

**Response:** 65.79

**2.6.3.1 Total number of final year students who passed the university examination year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
165	147	279	102	181

**2.6.3.2 Total number of final year students who appeared for the university examination year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
260	246	499	182	193

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Paste link for the annual report	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

<b>2.7.1 Online student satisfaction survey regarding teaching learning process</b>	
<b>Response: 2.85</b>	
<b>File Description</b>	<b>Document</b>
Upload database of all currently enrolled students (Data Template)	<a href="#">View Document</a>



## Criterion 3 - 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 last five years (INR in Lakhs)

Response: 35.22

##### 3.1.1.1 Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
0	8.56	7	3.50	16.16

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
e-copies of the grant award letters for sponsored research projects / endowments	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 3.1.2 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 10

##### 3.1.2.1 Number of departments having Research projects funded by government and non-government agencies during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	1	2	4

##### 3.1.2.2 Number of departments offering academic programmes

2019-20	2018-19	2017-18	2016-17	2015-16
14	14	14	14	14

File Description	Document
Supporting document from Funding Agency	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Paste link to funding agency website	<a href="#">View Document</a>

### 3.1.3 Number of Seminars/conferences/workshops conducted by the institution during the last five years

Response: 10

#### 3.1.3.1 Total number of Seminars/conferences/workshops conducted by the institution year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
2	2	4	1	1

File Description	Document
Report of the event	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</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 last five years

Response: 0.12

#### 3.2.1.1 Number of research papers in the Journals notified on UGC website during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
1	0	0	3	2

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</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 last five years

**Response:** 0.44

#### 3.2.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
5	3	3	3	8

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</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 last five years.

**Response:**

- The National Service (NSS) of the college unit plans all activities and conducts them by which students become aware of the practical issue in society.
- The activities conducted under the NSS wing of the college provides the students an opportunity to develop their leadership qualities, Social Service and a good moral and ethical side of a student to be a good human being.
- The Student's Christian Movement of the College (SCM) is also actively involved in Social work like Cleaning Drive and Social awareness campaign.
- 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.
- Lecturers were delivered on to make them aware of their rights and of violence against women and ways of prevention

Some of the other outreach programmes organized by the College through the social work department:

1. Annual Blood Donation Camp
2. Disaster Management Camp
3. Awareness Programmes on social issues like AIDs, etc.
4. Green Clean Campus campaign
5. Sunday village visits for education
6. Sunday service to children and labourers.
7. NCC Outreach Camps.
8. Extension Activities by Students' Representative Council (SRC)

Students' campus experience gets enriched when they become part of the whole process of the outreach programmes. They get an opportunity to see the reality of our State and our Country. This helps them value the privileges they have and also develop a sense of concern and responsibility towards the have-nots.

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

### 3.3.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

**Response: 2**

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

2019-20	2018-19	2017-18	2016-17	2015-16
1	0	0	0	1

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
e-copy of the award letters	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.3.3 Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., during the last five years ( including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)

**Response: 95**

### 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., year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
34	16	13	21	11

File Description	Document
Reports of the event organized	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.3.4 Average percentage of students participating in extension activities at 3.3.3. above during last five years

**Response:** 213.83

#### 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., year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
3987	819	263	1876	2199

File Description	Document
Report of the event	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 3.4 Collaboration

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

**Response:** 0

#### 3.4.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-job

**training, research etc year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format	<a href="#">View Document</a>
e-copies of linkage related Document	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.4.2 Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the last five years****Response: 2****3.4.2.1 Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
1	0	0	0	1

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
e-Copies of the MoUs with institution./ industry/ corporate houses	<a href="#">View Document</a>

## Criterion 4 - 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.**

**Response:**

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	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

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

##### Response:

- **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	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

**4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)**

**Response:** 32.43

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

Response: 12

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

**4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)**

**Response:** 42.7

**4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

2019-20	2018-19	2017-18	2016-17	2015-16
70.80	67.60	106.30	86.60	83.30

File Description	Document
Upload audited utilization statements	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

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

#### Response:

Data Requirement for last five years:

- 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 fairs are also organized annually by the Library Dept
- 11th of August is observed as the Library Day.

- Book Bank and Dept. Book facilities are provided

Name of ILMS software: **E-granthalaya**

- Nature of automation: **Full**
- Version: **3**
- Year of Automation: **2016**

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for Additional Information	<a href="#">View Document</a>

#### 4.2.2 The institution has subscription for the following e-resources

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases
- 6.Remote access to e-resources

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

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

#### 4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

**Response:** 3.69

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

2019-20	2018-19	2017-18	2016-17	2015-16
4.74	4.75	2.90	2.29	3.79

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 4.2.4 Percentage per day usage of library by teachers and students ( foot falls and login data for online access) during the last completed academic year

**Response:** 0

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

File Description	Document
Details of library usage by teachers and students	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 4.3 IT Infrastructure

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

**Response:**

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 e-learning facilities: **MyClassCampus Pocket Study App/ERP**
- 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**
- ERP system for information management with constant improvement and enhancement: **MyClassCampus Software**
- Implementation of Biometric Attendance for staff
- Number of classrooms with LCD facilities: 24
- Number of classrooms with Wi-Fi/LAN facilities:4
- Number of smart classrooms:6
- Number of seminar halls with ICT facilities: 24
- Introduction of the Language Lab w.e.f 2018-19 onwards

- Introduction of remote access digital library- **Front end Visual Studio v 2010 and Back end SQL Server v. 2012 software**
- 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

- Purchase of Microsoft Office and Operating System in 2018-19

Licensing ID	Product	No. of License	
73711588	Office Standard 2016 MAK	50	
73711588	Office Standard 2019 MAK	50	
73711588	Office Standard 2010 MAK	50	
73711588	Office Std 2013 MAK	50	
73711588	Windows 8.1 MAK	50	
73711588	Windows 10 Pro MAK	50	
73711588	Windows 10 Pro N/KN MAK	50	
73711588	Win 7 - MAK	50	
73711588	Windows 10 Pro for Workstations MAK	50	
73711588	Windows 10 Pro for Workstations N/KN MAK	50	

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

#### 4.3.2 Student - Computer ratio (Data for the latest completed academic year)

**Response:** 16:1

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Student – computer ratio	<a href="#">View Document</a>

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

**Response:** C. 10 MBPS – 30 MBPS

File Description	Document
Details of available bandwidth of internet connection in the Institution	<a href="#">View Document</a>

### 4.4 Maintenance of Campus Infrastructure

#### 4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

**Response:** 23.07

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

2019-20	2018-19	2017-18	2016-17	2015-16
64.31	49.36	60.24	40.70	24.17

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</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.

**Response:**

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. - **MyClassCampus Software**
- 2.Conduct of orientation programs, Faculty Development Programs and add-on courses.
- 3.Augmentation of ICT facilities for teaching-learning
- 4.Conduct of Seminars and Conferences

- 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	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>



## Criterion 5 - Student Support and Progression

### 5.1 Student Support

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

Response: 53.27

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

2019-20	2018-19	2017-18	2016-17	2015-16
593	548	178	494	468

File Description	Document
upload self attested letter with the list of students sanctioned scholarship	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

#### 5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 1.6

##### 5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution / non- government agencies year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
9	16	17	12	14

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

#### 5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

**Response:** B. 3 of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link to Institutional website	<a href="#">View Document</a>

#### 5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

**Response:** 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

#### 5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

**Response:** A. All of the above

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View Document</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View Document</a>

## 5.2 Student Progression

### 5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 0

#### 5.2.1.1 Number of outgoing students placed year - wise during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Self attested list of students placed	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

### 5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 50.77

#### 5.2.2.1 Number of outgoing student progressing to higher education.

Response: 132

File Description	Document
Upload supporting data for student/alumni	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

### 5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

**Response: 0**

**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) year wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

**5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format	<a href="#">View Document</a>

### 5.3 Student Participation and Activities

**5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.**

**Response: 0**

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format	<a href="#">View Document</a>
e-copies of award letters and certificates	<a href="#">View Document</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 )**

**Response:**

**The different Sports, Cultural and extracurricular activities are organized throughout the year by the different Departments and Units:**

**1.SPORTS DEPARTMENT:** The Sports Committee in collaboration with the Students' Representative Council also organised a week long Sports week every year. Also, it participate in the Inter-College Sports Competition Organises by the University from time to time, Invitational Matches

**List of Outdoor Games available to the students:** Football, Cricket, Volleyball, Basketball, Swimming, athletics, Marathon, etc.

**Indoor Games:** Badminton, table tennis, Chess, etc.

**1.DRAMATIC CLUB:** It is committed to artistic enrichment and appreciation of theatre of students. Here, the activities are designed to impart theatre education that emphasizes interactive education, personal growth, and professional preparatory training and community involvement. Dramatic Club occasionally performs selected classical plays that have been prescribed by study course.

**1.NSS Unit: The NSS Unit organizes different programs throughout the year. The List of program includes:**

- “World Environment Day” Celebration in the College campus.
- The unit also organized a drawing competition for school children on a regular basis.
- **Tree Plantation:** On the same day the programme officers and NSS volunteers also took part in the tree plantation programme where we planted 100 saplings in the College campus.
- Drugs Abuse and HIV/AIDS Awareness Programme.
- **Essay Competition on current issues.**
- **Cleaning Drive**
- **Blood Donation Awareness cum Blood Donation Camp:**
- **HIV/AIDS Awareness cum Training Program**
- **World AIDS Day Awareness program.**
- Annual NSS Camp.
- **YOGA Awareness Campaign.**
- **National Integration Day**
- **Other Days of National Importance**

1. **STUDENT' CHRISTIAN MOVEMENT (SCM):** The SCM Conducts and participates Program like

- **Students Leadership Program** e.g.
- **World Humanitarian Day:** The Unit visited the UCC L. P Schools and presented school items to the children in the school.
- **Food Fest:** The Unit organised the food fest with an aim to foster unity among the students and also to raise fund. The Fest saw active participation from the students from different states/tribes.
- **Cleaning Drive**

1. **CHAPEL COMMITTEE:** The Chapel Committee organises program every year viz,

- **College Annual Retreat:** The Chapel Committee organized the College Annual Retreat for students usually on the month September. The theme of the retreat was to inculcate value education, moral principles, social responsibility and discipline on the students. The retreat saw active participation of students, members of the teaching staff, SCM members and UCC Choir every year.
- **Thanksgiving and Advance Christmas Programmes:** The Chapel Committee uphold the social commitment of the College by organizing its annual thanksgiving cum advance Christmas celebration was organized in which Christmas gifts were distributed to the cooks, workers and Sunday school teachers within the campus to mark the Christmas season.

1. **NCC Unit:** The NCC Unit of the College organises and participates various program every year viz,

- Daily Training.
- Combine Annual Training Camp at Umroi Cantonment.

1. **Science Academic Society:** The Science recently organises the Inter-Class Seminar Competition for the students of the Science Stream and Seminars on topic of contemporary relevance

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

**5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)**

**Response:** 1.6

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

2019-20	2018-19	2017-18	2016-17	2015-16
2	2	1	1	2

File Description	Document
Report of the event	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</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

#### Response:

*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

#### Alumni Program (2015-20)

1. Ruby Jubilee Conclave 12th - 14th August 2017.
2. Alumni Badminton Ruby Cup- 1st July- 14th August 2017.
3. Tree Plantation in the college 13th August 2019.

Some of the notable alumni include:

- Mr. R.S. Mooshahary IPS (D.G.), Former Governor of Meghalaya
- Mr. S.C.Marak, Former Chief Minister of Meghalaya
- Mr. J. Lyngdoh, IAS.
- Mr. B. Mooshahary IAS Former CEO, Government of Assam
- Mr. H.Narzary IAS Former Secretary, Govt. of Assam
- Mr. C.Changsan IAS Former Secretary, Govt. of Meghalaya.
- Mr. B.Lyngdoh IAS Former Secretary, Govt. of Meghalaya.
- Mr. W.Mawlong IAS Former Secretary, Govt. of Meghalaya.
- Mr. T.Sanga IPS Former DGP, Government of Mizoram
- Mr. K.Amona (Late) IPS Former Asst.IGP, Government of Mizoram
- Mr. H.T.Sangliana IPS Dy. Chairman, Minority Commission N. Delhi
- Mr. Samliharng ACS Government of Assam
- Mr. D. Timung ACS Government of Assam
- Mrs. B. Lyngdoh M.A. Former member of MPSC Commission
- Dr. Miss. A. Ingti Ph.D Professor Dept.of English NEHU Tura Campus
- Dr. H. Syiemlieh Ph.D. Professor Dept. of Geography NEHU
- Dr. K. Vincent Ph.D. Former Director Agri., Govt. of Meghalaya.
- Mr. C. Narzary ACS Principal secretary BTC, Govt. of Assam
- Dr. Milton Sangma Ph.D. Former Pro Vice-Chancellor, NEHU Campus
- Dr. S. C. Daniel Ph.D. Former Professor, Philosophy Dept. NEHU
- Dr. I. M. Simon(Late) Ph.D. Former Professor, Khasi Deptt. NEHU
- Mr. Lalnuna Darlong I.A.S. Still in Service, Tripura.
- Mr. Abinoy Hallam I.A.S Still in Service, Tripura.
- Mr. Bijoy Debberma I.A.S. Ret. I.A.S.
- Mr. Tinkhuma Darlong T.C.S. Tripura Civil Service
- Mr. Carry Marak, I.P.S. Commandant Tripura Police Service
- Mr. Lelthuma Darlong Dy. Registrar Tripura University
- Prof. B. Pakem Former V.C. North Eastern Hill University
- Dr. Taylor Former V.C. Guwahati University

Weblink: [https://www.uccollegemeghalaya.ac.in/student\\_corner#alumni](https://www.uccollegemeghalaya.ac.in/student_corner#alumni)

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

#### 5.4.2 Alumni contribution during the last five years (INR in lakhs)

**Response:** E. <1 Lakhs



## Criterion 6 - 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

**Response:**

**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.

**B. Core Values:**

- Academic excellence and quality teaching
- Professional leadership and integrity.
- Social responsibility and collaboration.
- Equity and social justice.

**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.

##### **(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

##### **(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.

#### **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.

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

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

#### **Response:**

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.

#### **The role in which Faculties participate in the Management Process:**

- The Faculties participate in administrative as well as in academic improvement. They constitutes 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.

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.

ii. Placement Cell:

- To conduct Workshop/ placement mock interviews for final semester students.

iii. Research and Publication Cell:

- To encourage in-house research projects.

iv. Seminar & Program Committee:

- To facilitate the conduct of Seminars/Conferences by the depts.

v. Grievance Redressal Cell:

- To resolve the complaints, feedback and other grievances of the students community.

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.

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

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

## 6.2 Strategy Development and Deployment

### 6.2.1 The institutional Strategic / Perspective plan is effectively deployed

**Response:**

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.

- 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.
- 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.
- Increasing library learning resources: The College plans to strengthened NPTEL and increase Digital Library Learning Resources for the development of students and staff

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.

### 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.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Strategic Plan and deployment documents on the website	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### **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.**

#### **Response:**

#### **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	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>
Link to Organogram of the Institution webpage	<a href="#">View Document</a>

**6.2.3 Implementation of e-governance in areas of operation**

- 1. Administration**
- 2. Finance and Accounts**
- 3. Student Admission and Support**
- 4. Examination**

**Response:** A. All of the above

File Description	Document
Screen shots of user interfaces	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
ERP (Enterprise Resource Planning) Document	<a href="#">View Document</a>

## 6.3 Faculty Empowerment Strategies

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

#### Response:

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	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

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

**Response:** 2.51

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

2019-20	2018-19	2017-18	2016-17	2015-16
2	5	0	0	0

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

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

**Response:** 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

### 6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course ).

**Response:** 8.72

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

2019-20	2018-19	2017-18	2016-17	2015-16
1	3	6	8	2

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

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

**Response:**

- All academic and administrative activities and relevant information concerning the faculty and non-teaching staff are recorded in their respective service books.
- Performance Appraisal System (PAS), such as CAS (Career advancement scheme) allows for self-appraisal on a prescribed proforma designed as per UGC norms, through which promotions are considered.
- The Colleges has instituted the Academic Audit Mechanism to evaluate the performance of the teaching staffs. The Academic Audit is based on the following key criteria:

- Competency Index:** Academic attainment, ICT propensity, Self Efficiency score, Quality
- Complacency Index:** Perception of teachers and students on- Own teaching & Quality efforts
- Consistency Index:** Central tendency of the student's feedback scores, Dispersion of the feedback scores from its average attainment & Minimization of the deviation of students feedback score from its central attainment at higher values of average attainment of the student feedback score.

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

## 6.4 Financial Management and Resource Mobilization

### 6.4.1 Institution conducts internal and external financial audits regularly

#### Response:

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	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

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

Response: 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

### 6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

#### Response:

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.

## 6.5 Internal Quality Assurance System

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

#### Response:

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	Document
Paste link for additional information	<a href="#">View Document</a>

**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 ( For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives )**

**Response:**

**Post-accreditation Initiatives**

If the college has already undergone the accreditation process by NAAC, please highlight the significant quality sustenance and enhancement measures undertaken during the last four years. The narrative may not exceed ten pages. (Refer section IX of Guidelines for Assessment and Accreditation)

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.
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 Memorandum of Understanding with the following 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 has also entered into an MoU with the Indian Council for Cultural Relations (ICCR) for admission of International students at UG level.



- 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. S. Kharshiing, Dept. of Geography, Under North Eastern Hill University.
2. Mr. S. Sohlang, Dept. of Philosophy, Under North Eastern Hill University.
3. Mr. A. H. Sawkmie, Dept. of Khasi, Under North Eastern Hill University.
4. Mr. Banshaikupar L. Mawlong, Dept of Political Science, Under North Eastern Hill University

**Several Faculty are currently active in their Research projects:**

**5. Modernization of the Science Laboratories:** The Science Laboratories were modernized with up-to-date state of the art facilities with support from the Department of Science and Technology (DST), Govt. of India. The New Laboratories were inaugurated in August 2014 as part of the Science Stream Silver Jubilee Celebration.

**6. Creation of the Central Computer Laboratory:** As per NAAC Peer Team Recommendation (2012), the Computer Lab was established by the College to facilitate e-learning among staffs and students of the College.

**7. Innovation in Teaching-Learning Process:** As per NAAC Peer Team Recommendation (2012), the Computer Lab has introduced the following ICT aids:



- Smart Classrooms for the Science Stream.
- Common Arts Digital Classroom.
- Wi-fi Connectivity in designated areas.
- LCD Projectors.

### 8. Long-term Plan:

- **Development of Infrastructure:** The College has undertaken four major infrastructure developmental works -

1. Austin John's International Boys' Hostel (Funded by UGC-Completed).
2. International Girls' Hostel ((Funded by UGC-Completed).
3. Up-gradation and extension of the Central Library (Funded by RUSA-Ongoing).
4. Construction of New Academic Classrooms (Funded by RUSA-Ongoing).

- **Equity Plan for SC/ST students and the differently-abled students under RUSA Scheme, Ministry of Human Resource Development, Govt. of India.**
- **Future Academic Plan: Establishment of Post-graduate Courses in-**

1. Environmental Science.
2. Music.
3. Peace and Conflict Studies.

**9. Establishment of Anti-Ragging Cell and Grievance Redressal Cells:** The College has also instituted the Internal Anti-Ragging Cell and the Anti-Ragging Squad, Sexual Harassment Cell and Grievance redressal Cell to curb the menace of ragging and harassment within the College Campus. The Cell and the Squad members include Students, Wardens of Hostels, Faculties, NGOs, Police, etc.

### Future Course of Actions:

- Academic and administrative activities of the College have been developed, monitored, assessed and reviewed by the various committees of the IQAC, which is the provision available under the University ordinances. Beginning from admissions to implementation of timetables and curricula, are all done through the related committees.
- All teachers evaluate their students, on a continuous basis, through class tests, assignments, projects, presentations and others. Their performance is compiled and duly displayed on the website after routing through a departmental moderation committee, the composition of which is in line with the University ordinance. This enables the teachers to assess the overall performance of the students across all subjects and gives them a chance to counsel the students wherever required.
- Internal assessment of all departments, which reflect the performance of the College as a whole, are scrutinized and assessed by the Monitoring Committee to be sent to the University for further compilation along with the semester-end results.
- The Academic Calendar of the College helps in streamlining all policies and procedures in a more efficient and objective way.

- The College has started keeping a record of all academic performance details of every student through student information system software.
- Quality in administrative work is ensured through regular as well as frequent, need-based meetings and interactions. The general philosophy is to address all issues on urgent and immediate basis. Mechanisms to keep the staff regular, punctual and answerable have been employed, which include biometric attendance record, issuing of memos, daily updates etc.
- Assignment based teaching-learning process with adequate use of the central library.
- E-learning
- Classroom seminar, Inter-departmental seminars and classroom presentation.
- Organization of Seminars and workshops
- Training students for research through project work.
- Research and Publication Initiatives
- Greater involvement of students in co-curricular and extra-curricular activities.
- Grievance Redressal mechanism by constituting appropriate committees.

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

### 6.5.3 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements
2. Collaborative quality initiatives with other institution(s)
3. Participation in NIRF
4. any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

**Response:** D. 1 of the above

File Description	Document
Upload e-copies of the accreditations and certifications	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
Paste web link of Annual reports of Institution	<a href="#">View Document</a>

## Criterion 7 - 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 last five years.**

**Response:**

The College maintains a high set of norms and standards towards ensuring gender equity in within the campus. The College has organized the following program on the subject:

- Public Lecture Talk on Gender Sensitization, 12th March 2020.
- Program on Sexual Violence and Impunity, 17th August, 2019.
- Workshop cum Seminar on Gender Sensitization, 10th April, 2018
- Symposia on Story-telling and Women's Writing, 9th -10th Nov, 2015

The College has also instituted the following cells to address the issue of gender within the campus:

- Women Cell
- Sexual Harassment Cell.

The College has also published a book on *Women and Development* in 2019 highlighting the different issues of women in the development process.

File Description	Document
Specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="#">View Document</a>
Annual gender sensitization action plan	<a href="#">View Document</a>

**7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures**

- 1.Solar energy
- 2.Biogas plant
- 3.Wheeling to the Grid
- 4.Sensor-based energy conservation
5. Use of LED bulbs/ power efficient equipment

**Response:** C. 2 of the above

File Description	Document
Geotagged Photographs	<a href="#">View Document</a>

### 7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- Solid waste management
- Liquid waste management
- Biomedical waste management
- E-waste management
- Waste recycling system
- Hazardous chemicals and radioactive waste management

**Response:**

Solid Waste management is important for an eco-friendly campus. These are the activities and action that are require waste from its inception to its final disposal. Different types of solid wastes in the college are generated, its collection and management are very challenging. The following data provide the details of the waste generated and the disposal method adopted by the college.

**Total number of stakeholders in the college: 981**

**Generation of Solid waste** - Class rooms, college office, auditorium, library, boys and girls refractory, canteen, Hostels, etc)

Types of Solid waste	Particulars	Disposal method
a. Plastic waste	Pen, refill, plastic water bottles, wrappers, other plastic containers, print cartridges etc	Direct selling/Recycle
b. E-waste	Computer, electronic parts.	E-waste are stored. Currently, there is no formal mechanism for disposing of e-waste.
c. Construction waste	Damage furniture Construction wood waste	Reuse after maintenance Direct burning

	(Workshop)	
d. Bio-degradable waste	Food waste, organic waste, green waste	Feed on pigs, dump in open pits. There's no scientific manner to dispose of the waste.
e. Paper waste	Paper waste	Direct selling
f. Glass waste	Broken Glassware from labs	Broken Glassware are stored. Currently, there is no formal mechanism to dispose Glass waste.
g. Sanitary waste	1. Sanitary Napkins 2. Diapers	Open pit and burn

File Description	Document
Geotagged photographs of the facilities	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

#### 7.1.4 Water conservation facilities available in the Institution:

1. Rain water harvesting
2. Borewell /Open well recharge
3. Construction of tanks and bunds
4. Waste water recycling
5. Maintenance of water bodies and distribution system in the campus

**Response:** B. 3 of the above

File Description	Document
Geotagged photographs / videos of the facilities	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

#### 7.1.5 Green campus initiatives include:

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

**Response:** Any 4 or All of the above

File Description	Document
Geotagged photos / videos of the facilities	<a href="#">View Document</a>
Any other relevant documents	<a href="#">View Document</a>

**7.1.6 Quality audits on environment and energy regularly undertaken by the Institution and any awards received for such green campus initiatives:**

1. Green audit
2. Energy audit
3. Environment audit
4. Clean and green campus recognitions / awards
5. Beyond the campus environmental promotion activities

**Response:** B. 3 of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View Document</a>
Certificates of the awards received	<a href="#">View Document</a>

**7.1.7 The Institution has disabled-friendly, barrier free environment**

1. Built environment with ramps/lifts for easy access to classrooms.
2. Disabled-friendly washrooms
3. Signage including tactile path, lights, display boards and signposts
4. 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

**Response:** C. 2 of the above

File Description	Document
Geotagged photographs / videos of the facilities	<a href="#">View Document</a>

**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 500 words).**

**Response:**

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 61 teaching faculty staff with an enrollment of 989 students during the academic session 2019-20, with 551 male (56 per cent) and 438 female (44 per cent) students. Out of the total students enrolled, 952 (96 %) belong to the Scheduled Tribe category, of which 526 (55%) are male and 426 (45 %) female students respectively. 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	Document
Any other relevant information.	<a href="#">View Document</a>
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View Document</a>

#### 7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

##### Response:

Regular orientation programs were organized briefing the students of the :

- General Rules of conduct
- Regulations of the College
- Anti-Ragging
- Value System within the Institution amongst the students.

Important Days like Constitution Day, National Integration Day were observed to inculcate constitutional ideas into the students

File Description	Document
Any other relevant information	<a href="#">View Document</a>
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View Document</a>

**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.**

- 1. The Code of Conduct is displayed on the website**
- 2. There is a committee to monitor adherence to the Code of Conduct**
- 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
- 4. Annual awareness programmes on Code of Conduct are organized**

**Response:** A. All of the above

<b>File Description</b>	<b>Document</b>
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 Document</a>
Code of ethics policy document	<a href="#">View Document</a>

**7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).**

**Response:**

- International Yoga Day
- Drug Abuse Day
- World Environment Day
- World's AIDS Day
- National Integration Day
- Women's Day

<b>File Description</b>	<b>Document</b>
Geotagged photographs of some of the events	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>
Annual report of the celebrations and commemorative events for the last five years	<a href="#">View Document</a>

## **7.2 Best Practices**

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



**Response:****Best Practice No.1**

1. **Title of the Practice:** Environment Consciousness
2. **Objectives of the Practice I:** 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:
    1. Tree Plantation Drive
    2. 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.
- **Green Audit** of the Campus was conducted in 2014 and 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.
- The College organised its 1st International Seminar on 15th-17th October 2015 on the theme **"Climate Change: Impact on Developing Countries"**.

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- The Dept. of Chemistry in 2015 undertook a departmental project on “**A study on the detection, toxicity and some bio-chemical aspects of heavy metals with special reference to the effluents coming from Union Christian College and Shillong into the Umiam Lake**”. The Project was sponsored by the College under the Leadership of Dr. A. Malhotra as the Principal investigator. Dr. R. M. Manih, Dr. (Mrs).C. Lyngdoh and Mrs. H. Shangpliang and students were the other member of the Project.
- A Minor Research project on “Physico-Chemical Water Analysis of Wah Kharai Stream, Umbir, Ri Bhoi distric was conducted by Dr. (Mrs) . C. M. Lyngdoh, Associate Professor, Chemistry Dept between 5th March 2015 to 17th May 2018. The project was funded by UGC-NERO
- A project on “Environmental Justice and the Political Economy of Coal Mining in the Khasi Hills” was conducted by Mr. Bansaikupar Lyngdoh Mawlong, Dept. of Political Science. The project was funded by UGC-NERO and it was completed in December 2015.
- The College is collaborating with the United States-India Education Foundation (USIEF) for the Fulbright Specialist Program on the topic- **Social Forestry**, with the Departments of Botany and Zoology.
- In 2016, the dept of botany organised a talk on “Environment, Pollution, Bioremediation and related glossary on Environmental Science”. Prof M. B. Syiem from NEHU delivered the lecture where she highlighted various aspects of environment. The lecture created a deep awareness on the serious deterioration of environment .Through the lecture she also emphasized on the importance of latest methods of clearing of pollutants from environment. The students got an opportunity to interact with the speaker and clear their doubt on varied issues associated with environmental studies.
- The Student’s Christian Movement of the College (SCM) is also actively involved in Social work like Cleaning Drive and other environmental campaign.

**5. Evidence of Success:** The activities conducted have imbibed within the College Community the sense of respect towards the Environment and the importance of Environment Conservation. The Green, Clean and Whispering leaves of the Campus is an evidence of the success of the practice. The following are the key achievements and success of the practice:

- The College was awarded with the Green Campaign Award by the Government of Meghalaya in 2015 for its initiative in building and maintaining a Green and Clean campus.
- A book on *Environment-Culture Interactions and the Tribes of North-East India* was published in 2015. The Book was edited by Mr. Banshaikupar Lyngdoh Mawlong and Dr. Marco Mitri. The Book was published by Cambridge Scholars Publishing, UK (ISBN No.978-1-4438-7836-4).
- The Proceedings of the International Seminar on “*Climate Change: Impact on the Developing Countries*” was published in 2017. The Book was edited by Mr. Banshaikupar Lyngdoh Mawlong and was published by Cambridge Scholars Publishing, UK (ISBN No.979-1-4438-7936-7).
- A book on *Medicinal Plants of Herbal Garden* was published by the College in 2017. ISBN No-978-81-933870

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Sl. No	Name of the Environment Program	Year	List of Eminent Scientists/Experts who p
1	Climate Change and the Developing Countries	2015	<p>Prof. Lauchlan Fraser, Thompson River Canada</p> <p>Prof. Leon Monroe Miller, Tallinn U Technology, Estonia.</p> <p>Prof. Dr Hayley Stevenson, The University UK.</p> <p>Ms. Anju Sharma, Director, Oxford Cl</p>



			Oxford, United Kingdom.
			Prof. D. Parthasarathy, Dept. of Human Sciences, IIT, Bombay.
			Prof. Sudhir Chella Rajan, Dept. of Human Social Sciences, Indian Institute of Technology
			Prof. Mukunda Dev Behera, Dept. of Civil Engineering, IIT Kharagpur.
			Prof. Md Shariff, Dept. of Civil Engineering, Islamia, New Delhi.
			Dr. M .Kharbithai, Silchar Central University
			Prof. (Retd). Ravi P. Bhatia, Convener, Religious Peace Association (IRPA)
			Prof B.K. Tiwari, Dept. of Environmental Science, N.E.H.U.
2	US Fulbright specialist Program on Social Forestry	2017	Prof. Warren Keith Moser, Rocky Mountain Station, Arizona, United States of America
3	“Environment, Pollution, Bioremediation and related glossary on Environmental Science”.	2016	Prof M. B. Syiem, North Eastern Hill University

**Best Practice No.2**

1. **Title of the Practice:** Free Educational Support.

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

- **To aid and support students coming from economically weaker sections of society.**
- **To help check the drop-out rate.**

1. **The Context:** Located in a rural setting where more than 95% of the students come from rural background with limited financial support and resource, the College has instituted the Free Studentship and Support Scheme to help such students to continue their academic pursuit with ease.
2. **The Practice:** The College has instituted the following Schemes for students who come from economically weaker sections.

- **Facilitation Centre to apply for Scholarship to students**
- **Earn While You Learn Scheme:** The College has also instituted the “Earn while you learn” Scheme to aid students coming from economically weaker sections @ Rs. 30 per hour to work in the library.
- **Free Studentship:** As part of the Land Deed agreement with the Syiem of Hima Myllem , the College upholds its social commitment by providing full financial support to students from Meghalaya from the economically weaker sections.

1. **Problems Encountered and Resources Required:** Lack of resources to accommodate more students for support.

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**1. Proof of Success:**

**A. Earn While you Learn Scheme:** The College has also instituted the “Earn while you learn” Scheme to aid students coming from economically weaker sections @ Rs. 30 per hour to work in the library.

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**B. STUDENT'S FINANCIAL SCHEME (2011-2017):**

<b>2016-17</b>
<b>2017-18</b>
<b>2018-19</b>
<b>2019-20</b>
<b>2015-16</b>

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**Scholarship and Financial Support 2015-20**

	Year	Name/ Title of the scheme	Number of students	Amount
Financial support from institution	2015-16	Free Studentship for Economically Weak	6	1,48,800

	2016-17	Students	5	81,23
	2017-18		5	1,16,6
	2018-19		5	1,15,5
	2019-20		3	65,12
			<b>Total</b>	<b>5,27,3</b>
<b>Financial support from institution</b>	2015-16	<b>Earn While You Learn Scheme</b>	8	4,800
	2016-17		7	12,01
	2017-18		12	12,61
	2018-19		11	7,810
	2019-20		6	6,000
			<b>Total</b>	<b>43,23</b>
<b>Financial support from other sources</b>				
<b>a) National</b>	2015-16	<b>Minority Scholarship for ST/SC</b>	583	*As Sanct
	2016-17		538	As pe
	2017-18		168	As pe
	2018-19		487	As pe
	2019-20		458	As pe
<b>b) International</b>	2015-16	<b>ICCR Scholarship, GoI</b>	10	4,97,7
	2016-17		10	4,97,7
	2017-18		10	8,05,7
	2018-19		7	2,19,6
	2019-20		7	N.A
			<b>Total</b>	<b>20,20</b>

\* Since scholarship was directly disbursed by the Concerned Govt. Ministry to the Awardees, the institution has amount.

**Notes (Optional):** The Support has helped the students coming from economically poor background to pursue and complete their higher studies in undergraduate courses. Proof of its success is documented in the College Documentary Film, 2016.

File Description	Document
Any other relevant information	<a href="#">View Document</a>
Best practices in the Institutional web site	<a href="#">View Document</a>

### 7.3 Institutional Distinctiveness

#### 7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

##### Response:

##### Skill Development

##### Vision and Mission

- *To produce leaders of integrity and respected citizens of society and the nation.*

##### Add-on Vision

- *To empower the students for workplace and life*

##### Core Mission of the College

- *To empower stakeholders for development, sustenance and enhancement of quality in life.*

As stated in the College's Vision and Mission, one of the major thrust area of the college is to inculcate the sense duty and responsibility and develop every learner to prepare them for life. It is our humble goal at Union Christian College to bring about the innate harmony in existence, harmony within themselves and with others in society and mother nature. Through our exciting add-on and co-curricular activities, the colleges tries to development not only the academic potential of the students but help to build a responsible individuals and help them realize their abilities and skills to keep them updated with the demand of time and space. Located in a rural landscape where majority of the students are from the rural pockets of North-Eat India, the college has been regularly and successfully running add-on and certificate course to prepare them for the future.

#### ACADEMIC AND ADD-ON COURSES

2015-17



The College run open 5 Certificate Courses on:

1. **Food & Nutrition**
2. **Fashion Design & Interior Decoration.**
3. **Beauty Parlour.**
4. The College also run the **Geographical Information System (G.I.S)** as a Certificate Course in 2015 for students of Geography Department. G.I.S provides an excellent means in storing, retrieving and analyzing spatial information. It has emerged as an effective tool in designing Land Use Planning, Rural Development Programmes, and Environmental Conservation, etc.
5. The College also run a Short Term (One Month) **Computer Courses** during the academic session 2015-2016 from 6th July-18th August 2015. Altogether 36 students enrolled for the program.

## 2017-18

1. **A Vocational Training Programme on Mushroom Cultivation** was conducted from 27th November to 8th December under the leadership of Dr. V. Kalita, HoD Botany Department, in collaboration with the ICAR, Umiam. Dr. P. Baiswal, a renowned mushroom specialist and Scientist was the resource person. Hands-on training Programme was also conducted at the ICAR Complex at Umiam. Participants were mainly students, teachers and people from the neighboring villages.

1. **A 3-month Certificate Course on Beauty Parlour** (Under Career oriented Programme) was launched from 1st November, 2017 till 5th April, 2018. A certified beautician, Ms. Ballerina Syiem, conducted both the theory and hands-on practical classes for 20 students at the Beauty Parlour boutique in the college.

1. **A 3-month Certificate Course on Tally ERP9 Course** (Under Career Oriented Programme) was launched from 1st November, 2017 till 5th April, 2018. The Course was attended by 20 students.

1. **A 3-month Certificate Course on GIS/ Remote-sensing Course** (under Innovative Programme) was launched from 1st November, 2017 till 5th April, 2018. The Certificate Course was conducted under the supervision of Mr. Jonestar L. Nonglait, Asst. professor, Geography Dept. The Course was attended by 14 students.

1. **Vocational Training Programme on Apiculture** in collaboration with Rural Resource Training Centre, Umran was conducted from 22nd- 28th March, 2018. The Certificate Course was conducted under the supervision of Dr. J. Mathew, Vice-Principal. About 30 participants including teachers, students and neighbouring villagers took part in both the theory and practical classes held at the

college campus as well as at RRTC, Umrán.

1. **A Workshop-cum-Seminar on Gender Sensitization** was conducted in the college campus on 9th April, 2018. 300 students participated in the Workshop. The Workshop was organised in collaboration with the English Department. Ms. Theilin Phanbuh, Chairperson, Meghalaya State Women Commission was the Chief Guest for the Workshop. The resource person for the Workshop included Ms. C. Lyngdoh, SP Office, East Khasi Hills, Ms. Ivyreen Warjri, Mission Director, State Resource Centre for Women, Social Welfare Dept. Govt. of Meghalaya, Dr. Adreena Lyngdoh, Senior Medical and Health officer, GDH, Govt. of Meghalaya, Resource Person- Ms. Satrupa Bhattacharjee, Advocate and Visiting Faculty MATI and Founder of Jharna Foundation.

1. **A Workshop on Soft Skill Development** was conducted in the college for the 2nd Semester students on the 12th and 13th, April, 2018. 200 students participated in the Workshop. The resource person for the Workshop was Mr. Eboton Kharkongor, Manager and Trainer, Logos Foundation, Shillong.

### Ongoing Add-on Courses (2019-till date)

#### 1. Vocational Training in in Apiculture (Bee-Keeping)

**In – Charge** : Dr. J. Mathew, Vice Principal, UCC.

**In collaboration** : With Rural Research training Centre (RRTC), Umrán.

**Course Duration:** Two Weeks

*Intake:* 40

#### **Objectives:**

The Training is to clearly spell out the relationship between beekeeping and the beekeeper in terms of the role honey bees play and services they provide for the benefit of mankind such as:

- Honey production as a way of broadening food production for the rural population
- Increased food production in agriculture through pollination of crops
- Provision of source of income through selling beeswax and honey
- Demand for conservation of remaining woodlands in catchment areas
- Promotion of rural afforestation programmes to provide honeybees with forage

\*\*\*\*\*

### **1. Vocational Training in Mushroom Cultivation-I**

**In-Charge** : Dr. (Mrs) Varginia Kalita, HOD, Dept of Botany

**Collaboration** : RRTC, Umran

**Duration of the course:** Two weeks

**Intake** : 40

**Objectives:** The short term course training programme is in giving augmentation knowledge along with the skill. This programme is an extensive work, which can be useful to the unemployed youth of the area and also to persons interested in learning the skills. The training is mainly targeted to students and persons from the campus and neighboring villages. The training program will highlight the significance of development and mobilization of human resources.

\*\*\*\*\*

### **1. Certificate course in Beauty Parlour**

**In-Charge:** Ms. Kmenhun Marwein, Certified Beautician

**Course:** Three Months

**Intake:** 40

**Objectives of the course:** This course is design to equip students with the latest trend in skin and hair styling and grooming techniques. Emphasis will also be made on the importance of health and hygiene of the clients and general stakeholders

\*\*\*\*\*

### **1. Certificate course in Basic Computer Course**

**In – Charge** : Dr. J. Mathew, Vice-Principal and Mrs. Wandashisha Wahlang.

**Course duration** : 3 months

**Intake** : 50

File Description	Document
Any other relevant information	<a href="#">View Document</a>
Appropriate web in the Institutional website	<a href="#">View Document</a>

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## 5. CONCLUSION

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### **Additional Information :**

*Union Christian College was established on 14th August 1952 under the auspices of the then the Assam Christian Council (what is now known as the North East India Christian Council- NEICC) with the primary objectives of providing quality higher education to the students from the seven sisters' states of the region and the country as a whole.*

*With Sixty seven years of service to the nation, Union Christian College, Meghalaya, has grown today into a leading educational institution in North-East India. The College has lived up to its Vision in producing leaders of integrity and respected citizens of society and the nation as whole. Today the College stands tall, proud of its contribution to the cause of education and culture in North-east India. The institution has produced many great educationists and students who earned regard and respect for their Alma Mater.*

*The College first underwent for Accreditation under the National Assessment and Accreditation Council (NAAC) in 2004 and was accredited as a 'B' grade institution. In March 2012, the College underwent the 2nd Cycle of NAAC Assessment was re-accredited 'B' grade with CGPA 2.68 on 4.00 point scale.*

*Now with all the legacy of the past, it embraces the future with the same motto- 'Venite Ad Vivam Aquam' (Come to the Living Water). The College is devoted to the mission of forming young minds of competence, commitment, hard working, conscience and compassion for excellence in all fields of life.*

*Keeping abreast of its growth and progress, the institution is proud to apply for the third cycle of NAAC re-accreditation, 2019-20.*

### **Concluding Remarks :**

I certify that the data included in this Self-study Report (SSR) are true to the best of my knowledge.

This SSR is prepared by the institution under the guidance and supervision of the IQAC after internal discussions, and no part thereof has been outsourced.

I am aware that the Peer team will validate the information provided in this SSR during the peer team visit.

all the information are displayed under the institution website- [www.uccollegemeghalaya.ac.in](http://www.uccollegemeghalaya.ac.in).

We look forward to receiving the NAAC Peer team.

Dr. R. M. Manih

Principal

NAAC

## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.1.3	<p><b>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 last five years</b></p> <ol style="list-style-type: none"> <li>1. <b>Academic council/BoS of Affiliating university</b></li> <li>2. <b>Setting of question papers for UG/PG programs</b></li> <li>3. <b>Design and Development of Curriculum for Add on/ certificate/ Diploma Courses</b></li> <li>4. <b>Assessment /evaluation process of the affiliating University</b></li> </ol> <p>Answer before DVV Verification : B. Any 3 of the above            Answer After DVV Verification: C. Any 2 of the above            Remark : DVV has select C. Any 2 of the above as per provided nomination letter of teachers in BOS and paper Setter by HEI. Provided nomination letter of Curriculum in own institution has not considered.</p>																				
1.2.2	<p><b>Number of Add on /Certificate programs offered during the last five years</b></p> <p>1.2.2.1. <b>How many Add on /Certificate programs are offered within the last 5 years.</b>            Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>5</td> <td>4</td> <td>7</td> <td>0</td> <td>3</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>1</td> <td>7</td> <td>0</td> <td>1</td> </tr> </tbody> </table> <p>Remark : Signature on some reports looked copy and pasted. Supporting report for the year 2018-19 and 2019-20 has not provide by HEI. DVV has given the input in 2015-16, 2018--19 and 2019-20 as per provided certificate in 1.2.3</p>	2019-20	2018-19	2017-18	2016-17	2015-16	5	4	7	0	3	2019-20	2018-19	2017-18	2016-17	2015-16	1	1	7	0	1
2019-20	2018-19	2017-18	2016-17	2015-16																	
5	4	7	0	3																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
1	1	7	0	1																	
1.3.3	<p><b>Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year</b></p> <p>1.3.3.1. <b>Number of students undertaking project work/field work / internships</b>            Answer before DVV Verification : 116            Answer after DVV Verification: 0</p> <p>Remark : Supporting document not provide by HEI.</p>																				
1.4.1	<p><b><i>Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders</i></b></p>																				

1) *Students*

2) *Teachers*

3) *Employers*

4) *Alumni*

Answer before DVV Verification : C. Any 2 of the above

Answer After DVV Verification: E. None of the above

Remark : Provided google form feedback and Graphs has not considered.

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

**Options:**

1. **Feedback collected, analysed and action taken and feedback available on website**
2. **Feedback collected, analysed and action has been taken**
3. **Feedback collected and analysed**
4. **Feedback collected**
5. **Feedback not collected**

Answer before DVV Verification : A. Feedback collected, analysed and action taken and feedback available on website

Answer After DVV Verification: E. Feedback not collected

Remark : Feedback, Analyzing and Action taken report has not provided by HEI.

2.1.1 **Average Enrolment percentage (Average of last five years)**

2.1.1.1. **Number of students admitted year-wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
989	927	921	855	667

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
268	319	324	284	355

2.1.1.2. **Number of sanctioned seats year wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
1680	1680	1680	1680	1680

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16



1680	1680	1680	1680	1680
------	------	------	------	------

Remark : DVV has made the change as per report of Ist year admitted students provided by HEI.

**2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy ) during the last five years ( exclusive of supernumerary seats)**

**2.1.2.1. Number of actual students admitted from the reserved categories year wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
975	902	896	832	650

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
126	146	146	161	135

Remark : DVV has made the changes as per looking at the seat earmarked against admitted reserved students.

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
0	939239	700000	350000	1616400

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0	8.56	7	3.50	16.16

Remark : DVV has made the changes as per e-copies of grant award letter shared by HEI.

**3.1.2 Percentage of departments having Research projects funded by government and non government agencies during the last five years**

**3.1.2.1. Number of departments having Research projects funded by government and non-**

**government agencies during the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
0	1	1	1	4

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	1	2	4

**3.1.2.2. Number of departments offering academic programmes**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
14	14	14	14	14

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
14	14	14	14	14

Remark : Grant letter for the year 2018-19 has not provide by HEI. DVV has made the changes in 2016-17 as per provided grant letter by HEI.

**3.1.3 Number of Seminars/conferences/workshops conducted by the institution during the last five years****3.1.3.1. Total number of Seminars/conferences/workshops conducted by the institution year-wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
4	3	5	2	2

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
2	2	4	1	1

**3.2.1 Number of papers published per teacher in the Journals notified on UGC website during the last five years****3.2.1.1. Number of research papers in the Journals notified on UGC website during the last five years.**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16

11	10	10	11	16
----	----	----	----	----

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
1	0	0	3	2

**3.2.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years**

**3.2.2.1. Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
9	6	4	6	8

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
5	3	3	3	8

Remark : DVV has made the changes as per pro-rata basis of provided first pages with ISBN numbers.

**3.3.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years**

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
2	2	3	0	1

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
1	0	0	0	1

**3.3.4 Average percentage of students participating in extension activities at 3.3.3. above during last five years**

**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., year-wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
5621	2029	362	2424	2166

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
3987	819	263	1876	2199

**3.4.1 The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-job training, research etc during the last five years****3.4.1.1. Number of linkages for faculty exchange, student exchange, internship, field trip, on-job training, research etc year-wise during the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
0	1	1	1	1

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

Remark : Provided document has not signed by both collaborative agencies.

**3.4.2 Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the last five years****3.4.2.1. Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
1	1	0	0	1

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
1	0	0	0	1

Remark : DVV has made the changes as per provided e-copies of MoUs.

4.1.3	<p><b>Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)</b></p> <p>4.1.3.1. <b>Number of classrooms and seminar halls with ICT facilities</b>          Answer before DVV Verification : 24          Answer after DVV Verification: 12</p> <p>Remark : DVV has made the changes as per provided photos of ICT facilities by HEI.</p>																				
4.1.4	<p><b>Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)</b></p> <p>4.1.4.1. <b>Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)</b>          Answer before DVV Verification:</p> <table border="1" data-bbox="308 748 1046 922"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>10618757</td> <td>9594800</td> <td>7356426</td> <td>4740281</td> <td>9456359</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="308 1003 1046 1135"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>70.80</td> <td>67.60</td> <td>106.30</td> <td>86.60</td> <td>83.30</td> </tr> </tbody> </table>	2019-20	2018-19	2017-18	2016-17	2015-16	10618757	9594800	7356426	4740281	9456359	2019-20	2018-19	2017-18	2016-17	2015-16	70.80	67.60	106.30	86.60	83.30
2019-20	2018-19	2017-18	2016-17	2015-16																	
10618757	9594800	7356426	4740281	9456359																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
70.80	67.60	106.30	86.60	83.30																	
4.2.3	<p><b>Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)</b></p> <p>4.2.3.1. <b>Annual expenditure of purchase of books/e-books and subscription to journals/e-journals year wise during last five years (INR in Lakhs)</b>          Answer before DVV Verification:</p> <table border="1" data-bbox="308 1415 1046 1547"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>474244</td> <td>474518</td> <td>290277</td> <td>228519</td> <td>379406</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="308 1628 1046 1760"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>4.74</td> <td>4.75</td> <td>2.90</td> <td>2.29</td> <td>3.79</td> </tr> </tbody> </table>	2019-20	2018-19	2017-18	2016-17	2015-16	474244	474518	290277	228519	379406	2019-20	2018-19	2017-18	2016-17	2015-16	4.74	4.75	2.90	2.29	3.79
2019-20	2018-19	2017-18	2016-17	2015-16																	
474244	474518	290277	228519	379406																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
4.74	4.75	2.90	2.29	3.79																	
4.2.4	<p><b>Percentage per day usage of library by teachers and students ( foot falls and login data for online access) during the last completed academic year</b></p> <p>4.2.4.1. <b>Number of teachers and students using library per day over last one year</b>          Answer before DVV Verification : 221          Answer after DVV Verification: 0</p>																				

Remark : Supporting logbook entries has not provided by HEI.

**4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)**

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
9551147	1356437 2	1154650 1	2221867	2221867

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
64.31	49.36	60.24	40.70	24.17

**5.2.1 Average percentage of placement of outgoing students during the last five years**

**5.2.1.1. Number of outgoing students placed year - wise during the last five years.**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
0	3	3	7	16

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

Remark : Supporting offer letter has not provided by HEI.

**5.2.2 Average percentage of students progressing to higher education during the last five years**

**5.2.2.1. Number of outgoing student progressing to higher education.**

Answer before DVV Verification : 221

Answer after DVV Verification: 132

Remark : DVV has made the changes as per pro-rata basis of provided supporting ID's, and admission letter by HEI.

**5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.**

**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) year-wise during the last five years.**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
0	2	2	2	0

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

**5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)**

**5.3.3.1. Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
648	629	529	420	385

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
2	2	1	1	2

**5.4.2 Alumni contribution during the last five years (INR in lakhs)**

Answer before DVV Verification : B. 4 Lakhs - 5 Lakhs

Answer After DVV Verification: E. <1 Lakhs

Remark : Supporting statement has not provide by HEI.

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

**6.3.3.1. Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	2	0

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

## 2.Extended Profile Deviations

ID	Extended Questions																				
1.1	<p><b>Number of courses offered by the Institution across all programs during the last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>14</td> <td>14</td> <td>14</td> <td>14</td> <td>14</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>299</td> <td>299</td> <td>245</td> <td>244</td> <td>244</td> </tr> </tbody> </table>	2019-20	2018-19	2017-18	2016-17	2015-16	14	14	14	14	14	2019-20	2018-19	2017-18	2016-17	2015-16	299	299	245	244	244
2019-20	2018-19	2017-18	2016-17	2015-16																	
14	14	14	14	14																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
299	299	245	244	244																	
2.3	<p><b>Number of outgoing / final year students year-wise during last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>264</td> <td>248</td> <td>521</td> <td>150</td> <td>164</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>260</td> <td>246</td> <td>499</td> <td>182</td> <td>193</td> </tr> </tbody> </table>	2019-20	2018-19	2017-18	2016-17	2015-16	264	248	521	150	164	2019-20	2018-19	2017-18	2016-17	2015-16	260	246	499	182	193
2019-20	2018-19	2017-18	2016-17	2015-16																	
264	248	521	150	164																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
260	246	499	182	193																	
3.2	<p><b>Total Expenditure excluding salary year-wise during last five years ( INR in Lakhs)</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>31029837</td> <td>30677836</td> <td>40348722</td> <td>30202544</td> <td>37219604</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>212.29</td> <td>218.68</td> <td>244.81</td> <td>217.44</td> <td>126.21</td> </tr> </tbody> </table>	2019-20	2018-19	2017-18	2016-17	2015-16	31029837	30677836	40348722	30202544	37219604	2019-20	2018-19	2017-18	2016-17	2015-16	212.29	218.68	244.81	217.44	126.21
2019-20	2018-19	2017-18	2016-17	2015-16																	
31029837	30677836	40348722	30202544	37219604																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
212.29	218.68	244.81	217.44	126.21																	
3.4	<p><b>Total number of computers in the campus for academic purpose</b></p> <p>Answer before DVV Verification : 63</p> <p>Answer after DVV Verification : 43</p>																				