



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		SANKARDEV COLLEGE
Name of the head of the Institution		Dr. Eureka F.P. Lyngdoh
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		03642222362
Mobile no.		9436188713
Registered Email		sankardevcollege@gmail.com
Alternate Email		skdc@sankardevcollege.edu.in
Address		Bishnupur
City/Town		Shillong
State/UT		Meghalaya
Pincode		793004
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Mr. Manbor Singh Warjri
Phone no/Alternate Phone no.	03642500588
Mobile no.	9366003695
Registered Email	iqacskdcol@gmail.com
Alternate Email	iqac@sankardevcollege.edu.in

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.sankardevcollege.edu.in/AQAR2018-19
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.sankardevcollege.edu.in/calendar

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	2.33	2007	22-Dec-2007	22-Dec-2012
2	B	2.55	2016	19-Jan-2016	19-Jan-2021

6. Date of Establishment of IQAC	08-Dec-2008
---	-------------

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Non Teaching staff feedback	29-Jul-2019 3	17

Teachers feedback	25-Nov-2019 3	56
Teachers feedback	20-Jul-2019 2	55
Orientation program for students (newly admitted)	18-Jun-2019 3	486
Meeting of IQAC	07-Feb-2020 3	14
Meeting of IQAC	14-Aug-2019 2	13
Meetings of the IQAC	10-Jun-2019 4	15
View File		

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	2019 0	0
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

3

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

Organising Seminars/Workshops Coordinating Students Academic and Cocurricular Activities Initiating skill oriented program for students Coordinating outreach program Encouraging teachers for taking up Minor Research Project

[View File](#)

13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achievements/Outcomes
To address the growing demand for admission into Post Graduate courses with the limited seats available, the College has initiated the process of starting with PG courses initially only in English and Khasi.	Proposal and application for the same have been submitted to the Affiliating University.
To commence with a Certificate Course on Indigenous Food Production whereby the students will be taught the techniques of preparation of indigenous food of the State as well as packaging and marketing through registered Self Help Group.	Initial formalities completed awaiting the commencement of the course.
To assist the above, an Entrepreneurial Course will also be introduced to help students with the basics of marketing.	The process of collaborating with the concerned firm has been initiated.
Starting with the Front Office Management Course, the College will take steps to be affiliated with PMKVY as a Training Centre.	The college has been recognised as a PMKVY Training Centre and the first batch of students for the course on front office assistant are on the verge of completion.
Social extension programs to benefit the community	Completed
Initiating the online teaching module	The college has started with a customised E-Learning Portal for the students.
Starting with online admission process	Admission process is online
To submit proposals to different funding agencies for organising Seminars, Conferences and workshop.	Proposals have been sanctioned and 2 National Seminars & 4 Workshops have been conducted.
To organise Parents-teachers meet.	Scheduled but cancelled due to volatile law and order situation in the State on the date fixed.
To facilitate Alumni activities	Completed.
View File	

14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Governing Body	25-Aug-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
Date of Visit	08-Dec-2015
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	13-Feb-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	Next Generation Student Attendance and Messaging Application System is a Biometrics based comprehensive attendance management system for Educational Institutions. It Provides a Secured and Automatic Attendance Management System for Students of the Educational Institutions. The software has got feature for sending automatic SMS alerts to the Parents/Guardians of the students Teaching and Nonteaching Staff of the College.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The institution is affiliated to the North-Eastern Hill University; hence curriculum designing is done by the university through the Board of Studies (BOS). However, some teachers are involved as members of the BOS and other teachers contribute to the design by offering constructive feedback. As for curriculum delivery, the Institution has made it mandatory for every Department to have a teaching plan for every Semester. The Head of the respective departments ensures a time bound implementation of the same. Further, all teachers maintain their individual / departmental log book.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Pradhan Mantri Kaushal Vikas Yojana	-	22/11/2019	4	Yes	Yes

(PMKVY)
Course:
Front Office
Assistant

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NIL	Nil
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	NIL	Nil

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	30	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Soft -Skill Training Programme	01/07/2019	60
View File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nil	NIL	Nil
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

Feedback (questionnaire and verbal) is obtained from the Students, Teachers, Alumni and Parents on various aspects for the overall development of the College. The feedbacks are then analyzed by some of the senior teaching faculty along with the Principal and the outcomes are discussed in the IQAC. Necessary

steps are taken to address the grievances or the pitfall wherever required.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BSc	Botany, Chemistry, Mathematics, Physics, Statistics, Zoology	240	117	117
BA	Economics, Education, English, History, Khasi, Philosophy, Political Science, SociologyE	720	369	369

[View File](#)

2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	1357	Nil	66	Nil	Nil

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
66	47	5	8	1	1

[View File of ICT Tools and resources](#)

No file uploaded.

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The Institution continues the practice of Student Adoption Programme whereby a group of students are placed under the mentorship of each teacher. Students are assigned mentors as per their honours subject. The teacher monitors the attendance and overall academic performance of the students and in some cases personal counselling is also taken up by the concerned mentor.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio

1357

66

1:21

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
53	51	2	2	19

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	NIL	Nil	Nil
No file uploaded.			

2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	A	II	17/05/2019	09/09/2019
BA	A	IV	17/05/2019	05/09/2019
BA	A	VI	20/05/2019	02/08/2019
BSc	S	II	17/05/2019	25/07/2019
BSc	S	IV	17/05/2019	25/07/2019
BSc	S	VI	20/05/2020	25/07/2019
View File				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The Institution provides for a continuous Internal Evaluation through regular test and internal assessment. Assignments, seminars and group discussion are also included in the internal evaluation process.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The Academic Committee prepares the Academic Calendar at the beginning of every year for two consecutive sessions. The commencement of different semester classes for both Arts and Science, semester break, schedule for all internal tests, dates for observing important events (like International Women's Day, world environment day, etc), college week schedule and list of holidays are incorporated in the calendar.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://www.sankardevcollege.edu.in/results>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
A	BA	Economics, Education, English, History, Khasi, Philosophy, Political Science, Sociology	184	87	47.28
S	BSc	Botany, Chemistry, Mathematics, Physics, Zoology	81	54	66.67

[View File](#)

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

[_http://www.sankardevcollege.edu.in/feedbackanalysis_](http://www.sankardevcollege.edu.in/feedbackanalysis)

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	540	College Funded	1	0
Any Other (Specify)	540	College Funded	1	0

[View File](#)

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
2-days National Seminar on "Sustainable Tourism and environmental Conservation: A tool for Community Development" sponsored by NEC, Govt of India.	Sankardev College	12/03/2020
1-day workshop on Instructional Strategies	Sociology	13/03/2020

for Sociology Teachers		
1-day workshop on 21st century Teaching Skills for School Teachers.	Education	18/10/2019
2-days workshop on "The art of Poetry Writing" sponsored RUSA, Meghalaya.	English	22/08/2019
1-day State Level workshop on Teaching and Evaluation	Khasi	24/10/2019
2- days National Seminar on 'Cultural and Linguistic Studies in Northeast India: Prospects and Challenges' sponsored by (MAKAIAS)	Language	30/10/2019

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	Nil	Nil	Nil	Nil
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NA	Nil

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Assamese	2	5.5
International	Chemistry	2	1.30
View File			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
NIL	Nil

No file uploaded.

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Khasixokolor Bibah Podhotti	P. Nath	AJANTA, A peer reviewed refereed UGC approved International Journal, (Journal No: 40776) Vol-VIII, Issue-II (ISSN 2277-5730)	2019	0	Sankardev College, Shillong	Nil
Organo-catalytic green approach towards the fabrication of fused benzo N,N-containing heterocycles facilitated by ultrasonic irradiation.	R. Nongrum	Journal of Heterocyclic Chemistry, 2019. 56,2873,	2019	1	Sankardev College	1
Green and efficient one pot synthesis of 2,3-hydroquinazolin-4(1H)-ones and their anti helminthic studies.	R. Nongrum	Synthetic Communications., 2019, 49, 90, 2683-2695	2019	1	Sankardev College	1
Meghalayat Asomiya Bhaxa Prasar	P.Nath	AJANTA, A peer reviewed refereed UGC approved I	2019	0	Sankardev College	Nil

International Journal
, (Journal
No: 40776)
Vol-VIII,
Issue-II
(ISSN
2277-5730)

[View File](#)

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Green and efficient one pot synthesis of 2,3-hydroquinazolin-4(1H)-ones and their anti helminthic studies.	R. Nongrum	Synthetic Communications., 2019, 49, 90, 2683-2695	2019	69	1	Sankardev College
Organocatalytic green approach towards the fabrication of fused benzo N,N-containing heterocycles facilitated by ultrasonic irradiation.	R. Nongrum	Journal of Heterocyclic Chemistry, 2019. 56,2873,	2019	57	1	Sankardev College
Meghalayat Asomiya Bhaxa Prasar	P. Nath	AJANTA, A peer reviewed refereed UGC approved International Journal , (Journal No: 40776) Vol-VIII, Issue-II (ISSN	2019	Nil	Nil	Sankardev College

		2277-5730)				
Khasixokolor Bibah Podhotti	P. Nath	AJANTA, A peer reviewed refereed UGC approved International Journal, (Journal No: 40776) Vol-VIII, Issue-II (ISSN 2277-5730)	2019	Nill	Nill	Sankardev College

[View File](#)

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	4	18	7	7
Presented papers	4	7	Nill	Nill

[View File](#)

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Awareness on Child abuse	Sankardev College in collaboration with Class Act	8	70

[View File](#)

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	Nill	Nill	Nill

No file uploaded.

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
World Heart Day	National Programme for Preventive and control of	Talk cum Demonstration	4	30

	Cancer, Diabetes, Cardiovascular disease and Strokes, MeghalayaT			
Ayushman Bharat Walk for Health	National Health Mission and MHIS	Walk	2	32
Disaster Management	NSS, NCC, District Disaster Management Authority and Indian Red Cross Society	Mock Drill	12	50
Awarness Programme	NSS	talk on Youth and Addiction to technology	5	55
Swachh Bharat	Sankardev College	Campus Cleaning Drive, popular talk, essay writing competition and Quiz	60	1000
View File				

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
NIL	Nil	Nil	Nil
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NIL	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	Nil	Nil	Nil
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
92.68	16.85

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Seminar halls with ICT facilities	Existing
View File	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
KOHA	Fully	19.05	2019

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	16558	4814509	677	438591	17235	5253100
Reference Books	656	529727	37	97819	693	627546
Journals	34	231230	1	24234	35	255464
e-Journals	1	22225	Nil	5900	1	28125
Others (specify)	861	Nil	Nil	Nil	861	Nil
View File						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	Nil	Nil	Nil
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	40	0	2	14	0	7	12	100	0
Added	4	0	0	1	0	0	1	0	0
Total	44	0	2	15	0	7	13	100	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	Nill

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
20.8	10.15	16.11	16.34

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Procedures and policies for maintaining and utilizing physical, academic and support facilities. LABORATORY: • The Head of the Institution conducts regular inspection of the various departmental with the faculty members of the respective departments. • The laboratories are maintained by the Laboratory Assistants. • Sophisticated Lab equipments are calibrated and maintained by the HODs following the AMC with the suppliers. • Log book is maintained for use of selected equipment. LIBRARY: • Facilities in the Library are looked after and upgraded by the duly constituted Library Committee of the College. • List of books available in the main Library as well as the Department Library are maintained by the departments (both in terms of number of titles and number of copies). • For the procurement of new books the Department, in consultation with the latest syllabus from the University, submits a requisition of relevant books and journals for updation, in the Library. The same is approved by the Principal. • INFLIBNET facilities are available in the Library and students are encouraged to register themselves for use of the same. SPORTS FACILITIES: • The maintenance of the Indoor sports facilities and Basketball court is looked after by the Building Committee of the College. • Sports equipments are maintained by the Sports Committee. The committees also look into the participation of the students in different intra and inter Collegiate events. ICT FACILITIES: • Maintenance of the ICT facilities is done regularly through AMC with the service provider. Now and then new equipments are installed as per the needs of the departments. The Building Committee of the College looks into the overall upkeep and maintenance of the College Infrastructure. The Cleanliness Committee oversees the general cleanliness of the campus with the support of the cleaning staff. Students are also sensitized to maintain

cleanliness of the campus and all facilities therein. .

<http://www.sankardevcollege.edu.in/procedures>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	NIL	0	0
Financial Support from Other Sources			
a) National	Post Matric, Merit, Book Grant, Border Area	709	0
b) International	Nil	Nil	Nil
View File			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Soft Skill Training Programme (RUSA Sponsored)	01/07/2019	60	Polaris Solutions Enterprise.
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	NIL	Nil	Nil	Nil	Nil
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
12	12	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	Nil	Nil	Nil	Nil	Nil

No file uploaded.

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	5	BA	Sociology	NEHU, Shillong Assam Don Bosco Univ. Arunachal Univ.	PG
2019	2	BA	Philosophy	NEHU, Shillong MU, Imphal	PG
2019	2	BA	Khasi	NEHU, Shillong	PG
2019	3	BA	Education	NEHU, Shillong	PG
2019	3	B.Sc	Chemistry	Rajiv Gandhi Univ., Itanagar	PG
2019	4	B.Sc	Botany	NEHU, William Carey Univ. and Arunachal Univ.	PG

[View File](#)

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Nil	Nil

No file uploaded.

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
NIL	Nil	Nil

No file uploaded.

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	NIL	Nil	Nil	Nil	Nil	Nil

No file uploaded.

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The College has a Students Council comprising of the class representatives of all the classes as members and the Principal and Coordinator of IQAC as advisers. The Sankardev Students Council is actively involved in different programmes of the College, such as the Social Extension, College Week, Workshops, Seminars, cleaning drive, etc. They assist the teachers in the different activities of the College. The members meet on a regular basis to discuss the different issues pertaining to both academic as well as non academic issues. Moreover, the general grievances of each class are brought to the notice of the Principal through the members of the Council. Some students are also members of the IQAC, Academic, discipline and cleanliness committee. Further, on the 07th March, 2020, the Student Council in collaboration with the IQAC organised a Panel Discussion on the theme, "I am generation equality realising Women's Rights" sponsored by RUSA.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

89

5.4.3 – Alumni contribution during the year (in Rupees) :

48500

5.4.4 – Meetings/activities organized by Alumni Association :

3 meetings (15-6-2019, 22-08-2019, 28-08-2019) A carnival festival was organised by the Alumni Association and the fund generated was donated to the construction of toilet facilities in the Adopted Village.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Leadership is groomed and fostered at every level of management. The governing body, Principal, Vice Principal, Steering Committee, IQAC and other committees are empowered to plan and execute their decision within the framework of the rules and regulation of the Institution.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	The Curriculum of the Institution is design by the affiliating University once every 3 years however faculty members provide necessary feedback of the same through the BOS meeting.

Teaching and Learning	Teachers are encouraged to adopt newer methods of teaching apart from the regular chalk and talk method. Student centric learning like group discussions, assignments, power point presentations by the students, field trip and visits to different places of academic interests are practiced.
Examination and Evaluation	Two Internal Examinations (both theory and Practical) are scheduled for the students per semester and the best of these is considered for the final marking.
Research and Development	All faculty members are encouraged to take up minor research sponsored by the College. The IQAC further takes the responsibility of informing the teachers with regards to the sponsorship available through different government and non-government agencies.
Library, ICT and Physical Infrastructure / Instrumentation	New editions of books in different subjects are added to the library every year. ICT facility are added and upgraded whenever necessary

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Student Admission and Support	Bulk messages
Examination	Final Examination forms, fees etc. are done online.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	NIL	Nil	Nil	Nil
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2020	FDP	Soft Skills	24/02/2020	24/02/2020	61	15

[View File](#)

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
NIL	Nil	Nil	Nil	Nil
No file uploaded.				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
2	Nil	2	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Sankardev college Employee Co-operative Mutual Benefit Fund Society Ltd. (Established 23.12.2002)	Sankardev college Employee Co-operative Mutual Benefit Fund Society Ltd. (Established 23.12.2002)	Waive 2nd instalment for eminent sport person

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The College continues with the practise of internal and external financial audits. There is a duly constituted Internal Audit Committee comprising of senior teachers of the College who biannually inspects the accounts ledger and oversees the maintenance of income and expenditure of the College by the Accounts section. A Chartered Accountant is appointed by the College who conducts internal audit of all expenses and expenditures and the audited report is submitted to the Governing Body. External audit is also conducted by the Directorate of Local Accounts, Meghalaya. The accounts of the College are checked and scrutinised by the Audit officers of the Directorate and their audit observation is sent to the Directorate of Higher and Technical Education, Govt. of Meghalaya.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	Nil	Nil
No file uploaded.		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	Yes	Governing

				Body
Administrative	No	Nil	Yes	Governing Body

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Meeting to discuss grievance related matter Representation in GB Representation in IQAC

6.5.3 – Development programmes for support staff (at least three)

One-day training programme on Increasing Efficiency in Office Management.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

- Initiated the Introduction of Post Graduate Courses - Certificate Courses - Outreach Programmes

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	3	Nil	Nil	Nil	Nil
View File					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
NIL	Nil	Nil	Nil	Nil

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

Use of LED bulbs, Solar lighting, bulk sms for communication thereby reducing paper consumption.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Provision for lift	Yes	Nil
Scribes for examination	Yes	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address	Number of initiatives taken to	Date	Duration	Name of initiative	Issues addressed	Number of participating students
------	----------------------------------	--------------------------------	------	----------	--------------------	------------------	----------------------------------

	locational advantages and disadvantages	engage with and contribute to local community					and staff
2020	Nil	Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of Professional Ethics	02/03/2020	The Governing Body of the Institution resolved to introduce the Code of Professional ethics as per UGC 2010 regulation in relation to the professional conduct of teachers

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
NIL	Nil	Nil	Nil
No file uploaded.			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Communication with students through bulk sms messaging and printing of notices had been minimized. Systematic upgradation of electrical lightings to LEDs

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. The College has introduced vocational courses/certificate courses The College has introduced vocational courses such as the Front Office Assistant under the PMKVY. 30 students were enrolled in the first batch that will be equipped with the knowledge and skills in the field. The course certified by the Government also provides for placement of students who have successfully completed the program. 2. Encourages Departmental activities engaging the students across the academic and extracurricular spectrum The College organises Departmental activities for students such as field trips related to their course of study exposing students and enhancing their knowledge in the subjects concern. The Departments also organises extracurricular activities for students to showcase their skills and creativities and at the same time academic activities are organised such as quiz, essay competitions, debates and departmental seminars to inculcate in the students expressive skills and the same are recognized by awarding prizes and certificates.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://www.sankardevcollege.edu.in/bestpractice>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The College gives impetus to social extension programs engaging with NGOs of repute in different areas of their work. Awareness programmes addressing issues

affecting the youth of the society are organised in collaboration with community stake holders such as traditional institutions. During the pandemic, online extracurricular activities was organised by the College to address the anxiety issues of the students as well as to provide a platform for a display of their skills and talents. An online counselling outreach program was also initiated to digitally connect with the students introduced to connect to the students. Online parents teachers meeting was held to engage them as stakeholders in addressing the varying parameters of growth of the institution. The election of Students Council was also held online. Webinars were conducted and participation was from macros the academic and social spectrum.

Provide the weblink of the institution

<http://www.sankardevcollege.edu.in/distinctiveness>

8.Future Plans of Actions for Next Academic Year

To cater to the growing demands of students pursuing Post graduate studies and the limited seats available, the College intends to start a Post Graduate Course or Post Graduate diploma course in TESOL (Teaching English to Speakers of Other Language). The same shall be affiliated with a recognized University and within the norms of the UGC. This will address the huge shortfall of seats available to accommodate students intending to pursue PG Courses with required qualifications. The College plans to set up a Self Help Group that will take forward the marketing ventures of the manufactured indigenous food items. All will be done in compliance with norms of FSSAI, GST and other relevant authorities. This Self Help Group will aim to assist the students trained under the Indigenous Food Production certificate course to market their finished products. The Self Help Group will also comply with FSSAI norms, GST registration and other such relevant authorities. In providing additional academic learning and building communication and language skills, the College will be introducing certificate courses in Foreign Languages-German and French. Improved modules of the same will be introduced in time with standardised tests and certification of universal credibility. Considering the serious issues affecting the youth of society today such as digital media pollution, teenage anxieties and online prowling, the College through its Social Extension Committee intends to collaborate with NGOs and communities to address these issues and problems by reaching out to them and conducting awareness programmes, online or hybrid. The same can be done through a well designed digital platform to attract interest and participation. The College plans to engage with the traditional institutions in this regard. To meet the growing demands in the tourism sector, the College initiates to start a course in Tourism and Travel Management under the Bachelor for Vocational Studies, being offered by the University Grant Commission. This will train the students professionally in areas pertaining to tourism and travel, equipping them with skills of management in the industry, thereby creating professionals in the field and cater to the growing demand of employment in the sector.