



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	Jaintia Eastern College
• Name of the Head of the institution	Dr. Phervision Nongtdu
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	08837322583
• Mobile No:	09436115484
• Registered e-mail	je_college@yahoo.co.in
• Alternate e-mail	iqacjec@gmail.com
• Address	Khliehriat West
• City/Town	Khliehriat
• State/UT	Meghalaya
• Pin Code	793200
2.Institutional status	
• Type of Institution	Co-education
• Location	Rural
• Financial Status	Self-financing

• Name of the Affiliating University	North Eastern Hill University				
• Name of the IQAC Coordinator	Dr. Pyrkhatlang A. Shadap				
• Phone No.	07005496785				
• Alternate phone No.	09862486513				
• Mobile					
• IQAC e-mail address	iqacjec@gmail.com				
• Alternate e-mail address	je_college@yahoo.co.in				
3. Website address (Web link of the AQAR (Previous Academic Year))	https://jecollege.org/wp-content/uploads/agar2019_20.pdf				
4. Whether Academic Calendar prepared during the year?	No				
• if yes, whether it is uploaded in the Institutional website Web link:					
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	B	2.44	2021	03/11/2021	02/11/2026
6. Date of Establishment of IQAC			01/04/2014		
7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Jaintia Eastern College	RUSA	MHRD	2020-2021	10625000	
Jaintia Eastern College	DHTE	Govt. Of Meghalaya	2020-2021	1200000	
8. Whether composition of IQAC as per latest NAAC guidelines			No		
• Upload latest notification of formation of IQAC	No File Uploaded				

9.No. of IQAC meetings held during the year	5	
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	No	
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> • If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
<ul style="list-style-type: none"> • Organized online classes through different platforms • Organized National and Regional Webinar, webinar on Career Guidance • Participated in NIRF • Training programme on "The Road Map for NAAC Preparation" • Maintenance of Manual - cum - Record Book. 		
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		

Plan of Action	Achievements/Outcomes
<p>Observation of Important Day's</p>	<p>? Observed International Literacy Day on 8th September 2020. ? Observed Vigilance Awareness Day or Anti-corruption Day on 27th October 2020. ? Observed World Environment Day on 5th June 2020. ? Observed the International Day of Yoga on 21st June 2020 ? Observed International Women's Day on 8th March 2021 ? Observed national Constitution Day or SAMVIDHAN DIVAS. ? Observed World Toilet Day on 19th November 2020. ? Observed World AIDS Day on 1st December 2020. ? Observed an Andolan Pledge for Covid-19 Appropriate Behaviours on 8th October 2020 (Online)</p>
<p>To organize and celebrate, participate programmes</p>	<p>? Organized a Fit India Movement on 7th September 2020. ? Celebrates the NSS foundation Day on 24th September 2020 ? Participated on International Day against Drug Abuse & Illicit Trafficking on 25th February 2021 ? Organized Rashtriya Ekta Divas on 31st October 2020</p>
<p>To notify the rules and regulations of Anti-Ragging Cell.</p>	<p>Anti - Ragging Cell notified the rules and regulations in the Notice Board, College website and announcement in the induction ceremony before the start of the academic session.</p>
<p>To organize cleaning drive in and outside the college campus, tree plantation.</p>	<p>? Organized Swachh Bharat Abhiyan on 9th February 2021. ? Organized Swachh Bharat Abhiyan on 2nd October 2020. ? Tree plantation on 5th June at the college Campus</p>
<p>13. Whether the AQAR was placed before</p>	<p>Yes</p>

statutory body?	
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Governing Body	17/12/2021
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2020-21	09/03/2022
Extended Profile	
1. Programme	
1.1 Number of courses offered by the institution across all programs during the year	73
File Description	Documents
Data Template	View File
2. Student	
2.1 Number of students during the year	359
File Description	Documents
Data Template	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	1020
File Description	Documents
Data Template	View File
2.3	104

Number of outgoing/ final year students during the year		
File Description	Documents	
Data Template	View File	
3.Academic		
3.1		34
Number of full time teachers during the year		
File Description	Documents	
Data Template	View File	
3.2		34
Number of Sanctioned posts during the year		
File Description	Documents	
Data Template	View File	
4.Institution		
4.1		25
Total number of Classrooms and Seminar halls		
4.2		22.56
Total expenditure excluding salary during the year (INR in lakhs)		
4.3		42
Total number of computers on campus for academic purposes		

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Response: For effective curriculum delivery, Jaintia Eastern

College, Khliehriat employed the following mechanisms:

1. Staff and departmental meetings were conducted before the start of the session for allotment of topics/units to the teachers.
2. Classes were conducted as per the time table prepared for the session.
3. Teachers' Manual - Cum - Record Books and Academic Calendar is supply to all the teachers at the beginning of the session.
4. Library is equipped with good collection of text books and Journals for faculty and students of Arts and Commerce Department. INFLIBNET (NLIST) facility for e-books and e-journals is available for the teachers and students.
5. Classroom teaching methods commonly used for delivery of lesson include:

1. Chalk and talk method by using Black board and Green board.
2. ICT.
3. Use of models, charts and maps.
4. Distribution of study materials by teachers.
5. Group discussion.
6. Paper presentation by the students.
7. Seminars and workshops.
8. Regular class test, sessional tests and assignments.

9). College administration is vigilant on the results, departmental proceedings, students' needs and also keeps record of the different activities of the college regarding teaching learning, development and improvements of different methods of effective curriculum delivery.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

Response: Jaintia Eastern College, Khliehriat adheres to the academic calendar for the conduct of Continuous Internal Examination (CIE) by conducting class tests, unit tests, sessional tests, home assignments included in the academic calendar. The departmental heads work on the slots reserved in academic calendar for internal

evaluation and prepares and displays the time-table well in advance. The departments prepare their own teaching plans in their meetings keeping in mind the schedule of internal evaluation as in the academic calendar of the college as well as the additional tests.

The college prepares the academic calendar in line with the academic calendar of the affiliating university. The activities in the academic calendar include:

- Tentative date for End semester examination.
- Admission and Re-admission date.
- Working days and Holidays.
- Date for Internal sessional examination.
- Remedial classes
- Field visits/Study tours/Industrial visits
- FDP/Seminar/Conference/Workshop etc.
- Parents meeting
- Departmental activity
- Extra-curricular activities of N.S.S., R.R.C. and cultural Programmes.
- College week
- Tentative schedule of University Examinations.

Internal Sessional Examination of 25 marks is conducted by the concern Department. Question paper and mark list are submitted to the college office within 10 days after the examination is over.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in D. Any 1 of the above following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.
Academic council/BoS of Affiliating University
Setting of question papers for UG/PG programs
Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
Assessment /evaluation process of the affiliating University

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

1.2 - Academic Flexibility

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

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

8

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

2

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

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

20

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

the year

20

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

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:The institution runs the courses in Arts and Commerce streams. Curriculum is designed by North Eastern Hill University, Shillong which included various topics/chapters covering cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics. The institution took care to focus on these issues. Environmental Studies is a compulsory subject for all under graduate sixth semester students, related to Environment and Sustainability. Similarly, cross cutting issues relevant to Gender, Human Values and Professional Ethics are covered in the prescribed syllabi of University in various subjects in the form of topics, chapters, poems and co-curricular activities.

The institution took great care to inculcate values related to environment and sustainability through various practices and programs under NSS and RRC. The Committees and Departments of the College and NSS and RRC conducted various programmes to inculcate these values. For instance the NSS conducted awareness campaign on HIV Aids, celebrate various national and international Days, conduct tree plantation programmes, Cleanliness drive, etc. It also conducted awareness campaign to contain the spread of Covid-19 pandemic among the community.

Internal Complaint Cell and Grievance Redressal Cell has been constituted for Redressal of complaints about sexual harassment and other related issues.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

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

0

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

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

0

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution

E. None of the above

from the following stakeholders Students
Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows E. Feedback not collected

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1200

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

359

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

Response: At Jaintia Eastern College, Khliehriat, we take great care of the learning process of the students. There are no specific methods applied by the college to assess the performance of students. However, continuous internal assessment like class tests, unit tests, sessional examination, home assignment and end semester

Examinations are the only existing system to assess the learning level of the student enrolled in the college. As our institute is located in the rural area, there are large number of students who came from very poor academic background. The Marks secured by the students in the preceding Board Examinations is look into to understand the learning capacities of students besides oral tests conducted by the teachers in the beginning of the session. Understanding this problem of the students, the college regularly conducts Remedial Coaching Classes for those weak and slow learners. But in this year 2020-21 the college's academic activities were affected due to the occurrence of the pandemic (Covid-19). Hence, the Remedial Coaching Classes are not able to be conducted by the College. But the college's faculty tried to reach the students by connecting to them through the online mode at least to deliver lessons and complete the syllabi.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	View File

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

Number of Students	Number of Teachers
359	34

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Response:The academic activities in the College entirely focus on the student-centric method of teaching for the overall development of the students.

The methods of teaching generally used in the class rooms are "chalk and talk" and "lecture delivery", use of globes and maps and other teaching aids besides the used of ICT tools in some classes.

Teachers are encouraged to participate in faculty development programmes, seminars, training and workshops to update their teaching skills. In every classroom, student's participation is highly sought. As far as possible, teachers tried to draw their discussion in such a way that it instills in the students a habit of critical thinking.

Though there are no specific field projects mentioned in the courses of study for

both arts and commerce, yet the college regularly took students for exposure trips in and outside the state for better exposure.

The students participate actively in events like group discussion, seminars, field visit, industrial visits, debates, seminars, presentations, etc.

They are also made to involve in the learning process more directly through some of the committees like Cultural Committee, Sports Committee, Alumni Committee, Grievance Redressal Committee, etc. are put in place for the said purposes.

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

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

Response:The college is possessing enough class room for running of classes. It has 26 class rooms out of which 9 are well-equipped with LCD Projector and screens. One Laptop each is given to the departments so as to enable them to prepare for the class lesson and use the new virtual teaching aids for easy explanation of the curriculum to the learners. The college is well connected with broadband internet and Wi-Fi enabled campus. Further it has computer Lab with 30 Desktops and internet connectivity. To strengthen their knowledge, the college conducted training on computer education to teachers for use of ICT in classrooms, browsing of e-resource, etc.

During Covid-19 Pandemic period, the teachers are conducting online classes so as to compensate the loss and to keep in touch with the students. Online class tests and assignments were also conducted by the teachers during the period of the lockdown. Also besides teaching the students, teachers of the college also participated in various webinar and also present papers and remain active throughout the session.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

2.3.3.1 - Number of mentors

34

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

2.4 - Teacher Profile and Quality

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

34

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

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

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

0

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

9.12

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

Response: The internal assessment and evaluation system in the college is

decentralized in order to make it more transparent and objective oriented. The college framed the academic calendar by including dates of internal assessment and evaluation and tentative dates for end semester examination of the affiliating university. Apart from university prescribed methods like home assignments and sessional tests, the college also conducts unit tests, class tests, project work, etc. to assess the capability and understanding of the students. The internal assessment(I.A.) and evaluation carries 25 marks and 75 marks as external examination to be assessed by the affiliating university. Tentative schedule is displayed on the college's notice board for the knowledge of the students. Internal test not less than two is conducted for every paper within a semester.

Prior to the sessional examination, the question paper prepared by individual teacher is submitted to the Head of department for verification and thereafter to the Principal for approval. Before forwarding the I.A marks to the affiliating university, the students' performance is displayed/communicated to the students. In case they are not satisfied, fair chances are given for improvement within a stipulated time.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

Response: The college conducts tutorial, home assignment, tests, presentations, group discussion, sessional tests, etc. to assess the performance of students. All exam related grievances may be addressed to the Grievances Redressal Cell. However, respective head department or teacher can address the problem related to sessional examination.

Internal exam marks of the student are displayed on the notice board and queries are discussed with them till they satisfy. Generally

there is a zero tolerance policy for any malpractices by the students. The institutional measures used for evaluation are to direct and lead the students confidently towards university examination. In case of any grievance where the students do not have the confidence to meet the head of the department or concern teacher they have the freedom to use the suggestion box which then would have to come through the GRC. The unit tests and sessional tests examination answer scripts

are shown to the student on a scheduled day after assessment so as to enable them to rectify their mistakes if any. If there are any mistakes or complaints regarding assessment, they are clarified on the very day. All the mechanism to deal with examination related grievances is transparent, time bounded and efficient.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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.

Jaintia Eastern College is running 2programmes in Undergraduate Arts and Commerce. To make the teaching learning more effective, the programme outcomes and course outcome were discussed and communicated to the teachers in the staff meeting and were encouraged to communicate the same to the students to clarify about the programme of their choice and also the courses of study. The students and teachers are aware about the stated Programme and Course outcomes of the programmes offered by the college via college website and respective Departments. Moreover, hard copy of syllabi and Learning Outcomes are available in the college for ready reference to the teachers and students. Learning Outcomes of the Programmes and Courses are highlighted and made aware to the students in the induction ceremony-cum-orientation programme at the beginning of the session. Information and communication of programme outcomes/course outcomes by the college continue throughout the academic session and this helps the students to appreciate the topic being covered in the class. Students are motivated about the outcomes of the courses through induction ceremony, career guidance and counseling programmes. The knowledge about the programmes outcomes further help students of this college in pursuing their

higher education.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	View File

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

Response: To achieve the intended programme outcomes and Course outcomes, the various departments and individual teachers of the college are working hard to deliberate to the students through class lectures as per time table. Also various sub-committees have been created by the College. For instance, the Academic Committee plan and develop strategies for improvement in the academic performance of students, teachers and other stakeholders of the college. An IQAC supervise and monitor the activities of various sub-committees and cells. ICT based teaching with LCD Projectors were introduced for better delivery of lessons. Study tours are carried out from time to time by various Departments to provide the students with firsthand knowledge of their respective subject. To impart the students with more skills, Certificate Courses in Computers Applications, Khasi Traditional Music, Tourism and Travel besides Training and workshops were organized. The college has always emphasized on the attainments of the positive outcomes of these programmes. In this session, due to the impact of the Covid-19 pandemic, the teachers and departments had tried their level best to upgrade their skill in online teaching. Through this means, the teachers had been able to reach the students and provide them teaching and counselling.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

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

80

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

0

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

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

5

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

0

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

NSS and RRC of the college participated in the community development programmes apart from regular academic activities.

The college works as the catalyst in the village and nearby locality by organising and participating in the cleaning drives and other activity related to the welfare of the society. The NSS and RRC actively work in the surrounding villages and conducted special camps at adopted villages. Most of the activities are focused on the awareness programmes of environmental promotion and conservation. It also caters to women rights, construction of drinking wells, repairing of footpath, cleaning drives and literacy programmes. The NSS volunteers actively participated in Swachh Bharat Abhiyans and programmes organized by the office of Deputy Commissioner, East Jaintia Hills District, Khliehriat. For the holistic development of the students, the college regularly conducts the programmes like Swachh Bharat Abhiyan, Health and Sanitation, Child and women rights, World No Tobacco Day, National Unity Day, Blood Donation Camps, etc.

Some department conducts outreach activities that promote institution-neighborhood community network and student engagement between villages. This year due to the affect of this pandemic, our students had took to sensitise the public regarding the ways and means to contain the spread fo the pandemic.

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

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

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

0

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

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

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

19

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

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

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/

NCC/ Red Cross/ YRC etc., during the year

291

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

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

0

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

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

0

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

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:The college has a cordial teaching environment, free from air and noise pollution. It has total built up area of 1452.63 square metres. The college building consists of 26 classrooms (9 classrooms are fitted with LCD projectors), 1 computer laboratory with 30 desktop for teaching of computer courses, an administrative rooms, Principal's room, Library room, staff common room and spacious student's common rooms for both boys and girls. One room each for IQAC, NSS and IGNOU is allotted for smooth transaction of their activities. The building has 12 (Twelve) toilets located at different parts of the building separately for male and female. The college has a Canteen that fulfils the needs of students and the staff. The college has well furnished library with good numbers of text books, reference books, journals and other facilities such as e-books, e-journals, etc. For power backup the college has one generator (15Kv). Apart from these, the college has Broadband connectivity with Wi-Fi, drinking water facilities, CCTV cameras for security reason, parking facility, a 40 seat women Hostel, a basketball court, etc.

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

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

Response:The college has sufficient facilities for games and sports both indoor and outdoor activities and organizes the same through the Games & Sport Committee. Outdoor games like football, cricket, basketball, volleyball and other indoor games like debate, drawing, quizzes, extempore speech, carom-board, arm-wrestling, chess, table tennis, etc., are also conducted. The college has also a mini gym where students can workout during their off period.

The college regularly participated in the football, cricket, badminton, chess, volley ball tournament organized by the affiliating university, district and inter-college level. But this

year due to the affect of the pandemic, no such games were organized.

Regarding cultural activities the college has a Cultural Committee which is responsible to conduct various cultural activities in collaboration with government and nongovernment agencies. The Cultural Committee is established in the college as an effective tool for students and community awareness about the culture. It is one of the important committee to involve the students of the college in various cultural ctivities. Through this committee the college participated and organizedcultural activities in and outside the college besides presenting cultural items like Folk Dance and Folk.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

9

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

9

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

22.55

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The College library has made consistent progress in term of collection of books, periodical, reference books, journals, magazines, daily newspapers, e-resources (N-List). The library is having active membership of INFLIBNET N-LIST. Users ID and password based facilities for all teaching staff. Separate library cards are prepared to students for issuing books and other library resources.

To ensure smooth and effective functioning of the library, a regular update on new additions is provided by the library and enables the students to get maximum exposure and participation and also to avail all the facilities provided by the library. The college library has provides a free and open access of books to all students and teachers, extensive use of the facility available in the library for reading and writing assignments, reading room. Koha software is partially installed in the library.

Separate reading room is available for teachers. Broadband Internet connectivity and Wi-Fi enabled campus for accessing e-resources. Efforts are being made to improve the college library through RUSA funding. Students and teachers can also use the computer facilities available in computer laboratory for browsing and search e-resources for self learning.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources D. Any 1 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

0.11

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

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

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

17

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

4.3 - IT Infrastructure

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

Response: ICT is one of the facility that is very much needed by the educational institution in the present day. Understanding this, the College has provided Internet facilities in the Computer laboratory, library, administration and free Wi-Fi for all learners within the campus to access e-resources.

Initially, the ICT classrooms were started in 2016 at Commerce stream and one Laptop is given to individual teacher of the department as to enable them to prepare for the class and use the new virtual teaching aids for easy explanation of the portions of the curriculum to the learners. Today, out of the 26 classrooms, 9 of them are equipped with LCD Projectors as a means to experience the new teaching tool and extend it to the Arts Stream. Further it has computer Lab with 30 Desktops and internet

connectivity. To enhance the performance of work by the Departments and administration, the college then issued nine Laptops to each department namely - English, Khasi, Political Science, History, Economics, Education, Sociology, IQAC coordinator and one for principal. The College also updates its IT facilities from time to time to catch up with the changes in the market and to meet its need.

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

4.3.2 - Number of Computers

42

File Description	Documents
Upload any additional information	View File
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

22.55

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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: To smoothly run the various activities, apart from the IQAC, the college constituted various sub-committees such as Building Committee, Purchase Committee, Health and Sanitation Committee, Women Welfare Committee, Academic Committee, Library Advisory Committee, Departmental Examination Committee, National Service Scheme Advisory Committee, Red Ribbon Club, Game and Sports Committee, Music and Cultural Committee, Research and Development

Committee, Student's Welfare Committee, Internal Account and Audit Committee, Parent - Teacher Committee, Anti-Ragging Cell, Disaster Management Committee, UGC Planning Board, Grievance Redressal Cell, Career Guidance and Counselling Cell, Jaintia Eastern College Students Union, etc. These Sub-Committees comprises members from the different departments and administrative staff along with principal as chairperson. However students are also involved as members in committee like Anti-Ragging Cell, Grievance Redressal Cell, Student's Welfare Committee, Women Welfare Committee, etc.

The Governing Body constituted the ultimate authority with regard to the governance and administrative activities and is responsible for implementation of notifications and policies as framed by the governmental and affiliating university from time to time.

With the coordination of the above sub-committees, in this session 2020-21 in spite of the affect of the Covid-19 pandemic, we had been able to organized few programmes utilizing the online platform.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

151

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

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

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

6

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

B. 3 of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

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

5.2.2.1 - Number of outgoing student progression to higher education

4

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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

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

0

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

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

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

0

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

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: At Jaintia Eastern College, the students are given ample opportunity to take part and engage in various administrative, co-curricular and extracurricular activities through various means. The Students' Union is setup in a democratic manner with an equitable representation from all sections and shared responsibility for the welfare of the students and other stakeholders. The Students' Union constitutes the different posts, viz. Vice President, General Secretary, Assistant General Secretary, Secretaries in-charge - Discipline, Canteen, Common rooms, Art and Culture, Games and Sports and Quiz and Debate while Principal is the ex-officio President of the Students' Union.

All the activities of the union is funded by the college under the supervision of Student Welfare Committee and it involves in decision making as member of Student Welfare Committee, Greivance Redressal Cell, Anti-Ragging Cell, Women Welfare Committee, Music & Cultural Committee, Game and Sports Committee, etc. The students' leaders are given the opportunity to build up a spirit of leadership and community responsibility and empowers them to gain leadership qualities and enhancement and execution of skills.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

0

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

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: Jaintia Eastern College Alumni Association is one such organization duly registered with the government that has helped in building the college in term of quality enhancement. Through the efforts of the ex-students, the college organize at least one alumni's meet in a year. The alumni of the college are placed in industries, education, business, professional fields, entertainment and media industry, academics and social work.

Two of our teachers and three non-teaching staff are the members of the alumni association.

The members of the Alumni occasionally contributed towards the college in cash and in kind. Financial contribution of the Alumni Association for the development of the college is very notable. Alumni students who joined the government services or successful entrepreneurs are invited to guide the existing students. We are quite fortunate to have the expert tutors as our alumni students for add on and skill-based courses.

Alumnae of the college dwelling in respective villages help the college in organizing the special camps at village level. Some of

the alumni are elected as public representatives and participate in the governance of the college. Their feedback is valuable for the administration of the college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	No File Uploaded

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

Seeing the need to set up a college in the area to serve the underprivileged section of the population, the founders established the college in 1992 with the motto "Education for All".

Mission

The college is committed to serve the young generation to face the challenges of this contemporary world and to remain socio-economically alert and to instill among them the idea of good citizenship.

Keeping in mind, the vision and mission, the college encouraged student to attend class regularly by providing financial assistance to the needy students like concession college tuition fee, conveyance fee and financial assistance to procure college dress code (Uniform).

The Governing Body of the College is the apex body in terms of administration which comprises of educationists, donor members, representatives from teaching staff including a woman and two representatives from affiliating University.

The Principal is the Executive Head of the college. He provides directions to the teachers and staff and coordinates with the various sub-committees.

The IQAC is constituted as per UGC norms under the chairmanship of the Principal. It prepares action plans for teaching learning process and monitor the activities of different Sub-Committees throughout the year.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

Response:The college practices the system of decentralization and participative management. The Principal is responsible in policy making and implementation of the action plans and coordinates in the process of implementation of the tasks allotted to the sub-committees and departments. He prepares annual budgets, policy and review the implementation of the action plans. He conveyed decisions of the Governing Body to the teachers in the staff meeting.

The Heads of the Departments are responsible for the smooth functioning of their departments. They convened departmental meeting to discuss issues related to allotment of work to individual teacher.

With the objective of working towards providing operational autonomy to the departments, the college allotted Laptops to each departments and internet facility. By keeping in mind rules and regulations of the affiliating university all departments are given some amount of autonomy in their day to day functioning. They are however expected to adhere to the guidelines and the academic calendars of the

College. Besides, the college also nominates students as members of various subcommittees and leaders in Students' Union, NSS, RRC units of the College.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Response: Jaintia Eastern College is located in the district where population is predominantly tribal, belonging to economically poor and illiterate background.

By sticking to its motto, 'Education for All' the college in all possible efforts an initiatives has been taken to motivate and support the rural poor students to complete their higher study.

The admission opportunity is provided to all sections irrespective of caste, community, religion, sex etc. without any bias. Majority of students enrolled in this institution are belonging to poor family and wards of poor migrant workers. Most of them are not able to pay college tuition fee in time due to poverty. Hence, they were given the privilege to pay the fees in installments. They also avail, apart from Post Matric Scholarship funded from state and central governments, the Institutional Level scheme. They are also provided with counselling to motivate them to continue and complete their studies.

To help the students, the college also provided concession of 50 % of the cost of college dress to all first Semester students. The college conduct career guidance, remedial coaching classes and computer literacy to all students free of cost before and after normal class hours.

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

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: The college has a designed decision making structure composed of various stakeholders as its members. The internal organizational set up of the college is in descending order. The Governing Body constituted the apex body headed by the President and followed by the Principal who is also the secretary. It prepares annual budget and financial statements, discuss the academic progress of the college and appoint teaching and non teaching staff.

The Principal as a head pays special attention for smooth functioning of administrative and academic activities of the college and carries out and implements the decisions of the Governing Body. He forms different Sub-Committees for monitoring and facilitating several activities organized in the college including the IQAC.

Head of departments and office clerk helps the principal for smooth functioning of administrative work related to admission, examination, maintaining the daily record, to communicate with stakeholders, affiliating University, Government, etc. The Coordinator of IQAC, teacher in-charge of various Sub- Committees of college is given with specific roles and responsibilities.

In relation with Service Rules, Procedures and Recruitment of teaching staff, the college follows the rules and regulations of the UGC, state government and the affiliating University for the recruitment.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	View File

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

C. Any 2 of the above

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

6.3 - Faculty Empowerment Strategies

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

Response: The college is privately run by the non-profit organization with meager amount of financial support from state government under the Lump-sum Grant-in-aid scheme. The college almost wholly dependent on the fees realized from students in order to pay the monthly salary of teaching and non-teaching staff. The college has not been able to introduce regular welfare measures/scheme for the teaching and non-teaching staff due to unstable financial resource. However, the College has taken some corrective measures for attracting and retaining eminent faculty by revising pay structure from time to time, given advance payment and free interest short term and long term loan to teaching and non-teaching staff for meeting their immediate need. Also financial assistance for accommodation of teachers on rental basis funded by UGC is given to teaching staff but this scheme had been stopped now. Thus, apart from the above assistance the college bear in mind that the well being of teaching and nonteaching staff is more important

for effective functioning of academic and non-academic activities of college, the following welfare measures have been implemented are staff quarters, Medical leave, Maternity leave, etc.

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

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

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

0

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

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

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

0

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

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

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

0

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

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

Response: The Performance Appraisal System for teaching and non teaching staff is not well established in the college. Though we had started to include the items related with the performances of the faculty but the response from the faculty is not so appreciated. The outcomes are reviewed by the Principal and the best part of it becomes a means for awareness of self weaknesses. After reviewing

the performance appraisal reports, the Principal discusses it in the staff meeting for improving the same. Personal discussion also involved with the teaching and non-teaching staff to improve in those areas so that they can do better in the future. In this regard the IQAC has also distributed Self-Appraisal Format among the faculty members.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

Response: The college has internal and external mechanism for financial auditing the receipts and payments of the institution. The fund of the college is regularly audited by two different wings of the audit system viz. Internal and External audit. The internal audit is conducted by the faculty of Commerce department along with auditors appointed by the Governing Body. The external audit is carried out by Kiran Joshi and Associate, a reputed firm from Shillong. The last external audit was done on 31.03.2021. So far no major audit objections have been raised and found by the panel of auditors in our institution except for a few minor suggestions made by the auditors.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

0

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

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

Response: The College is recognized under section 2(f) and 12(B) of the UGC Act and is, therefore, eligible for receiving UGC grants (upto 12th Plan Period) besides Lump-Sum Grant-In-Aid from State Government, fund from Rashtriya Uchhtar Shiksha Abhiyan (RUSA) for development of infrastructures and donation from well wishers. Apart from these resources, the college wholly dependent on students' fees for its day to day functioning and payment of staff salary. Since resources are limited, the college makes efficient use of the resources that are available. However, efforts are made to mobilise funds from other funding agencies. The grants we get from the state government is utilised for salary of teaching and non-teaching staff and grants from UGC are fully and effectively utilized for the purchase of electronic gadgets, textbooks, computer equipments, maintenance and repairs and for upgrading the infrastructural facilities and academic standards. The financial resources generated from all sources are mobilized through proper channels and used for the specific causes. An annual budget is prepared to guide the college in term of financial use is prepared and presented before the Governing Body for approval. All major expenditure is carried out with the prior approval of the Governing Body.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

Response: The IQAC had been able to undertake different strategies

to improve the quality of the college. Two practices institutionalized as a result of IQAC initiatives:

1. Organising of induction cum orientation ceremony, college week, freshers' meet, etc.: To provide the newly admitted students with sufficient knowledge about the college and its plan of activities for their overall development, the college regularly organizes Induction cum Orientation Ceremony at the beginning of each session. In this year 2020-21, the college had been able to reach to the newly admitted students by organizing the programme online via Google Meet platform on the 06.09.2020.

2. Organising of skill training and career guidance programmes: At Jaintia Eastern College, we are very concerned for developing the skills and careers of the students. This year, due to the lock-down, the faculty as well as the students is facing a very difficult time to adapt to the changing scenario. But inspite of that, we still are able to reach our students by organising a webinars on "Effective Communication skills and career guidance" through online mode on the 26th August 2020 and an "Electronic Banking Awareness Programme" on the 22nd February 2021.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

To further the progress in the learning outcomes, the IQAC make a gradual improvement by acquiring, upgrading etc

1. ICT enabled Classrooms: Apart from the method of chalk and talk, the college had insisted on the use of ICT based teaching. The college has a well maintained computer laboratory to facilitate the students and teachers with training in ICT enabled teaching learning process. But it is not possible for the college to convert all the traditional classrooms into digital classrooms in one go. As of now the college has installed 9 such rooms with LCD projectors. With this improvement of the teaching infrastructures of the college, the

students were greatly impacted and it became easier and more convenient for the teachers in the class room.

2. Online Class: As during the period of the pandemic Covid-19, face to face teaching is not possible, the IQAC had intensively took proactive role to insist teachers of the college to utilize online mode of teaching (via Google Classroom, Google Meet, Whatsapp, etc.) so as to compensate the lost of teaching hours and to reach to the students at the conveniences of their home and to prevent the spread of the pandemic.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Response: Jaintia Eastern College has taken drastic steps to create awareness and promote gender equity. Through the Women Welfare Committee many programmes were usually organized to sensitize women issues and empowerment. But this year, due to the pandemic no programme were able to be organized by the Committee. This Committee is taking keen interest in the cause of women and therefore, had scheduled its own plan of action as linked herewith.

Certain steps taken at the institutional level to promote safety and security of women include: the college campus is fully covered with sufficient light; the entire campus is covered under CCTV cameras; separate washroom/ toilets for girls as well as for the staff of the college; and separate common rooms for the girls students. Regarding the health of the students, the college have provided First Aid Box, but if the case is serious, the college takes the responsibility to take the students to the nearest health centre, which is just 100 meters away from the college. Apart from the Women Welfare Committee, The GRC and the Anti ragging committee also takes necessary action on sensitive issues of the girls students which help to ensure their vibrant presence.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	GEO-TAGGED PICTURES GIRLS COMMON ROOM GEO-TAGGED PICTURES COMMON ROOM FOR BOYS

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

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Response: As we are running only the Undergraduate Arts and Commerce, not much waste is produced from the college. Accordingly, major waste from the college includes paper waste and as we had declared our campus plastic free campus, throwing of plastic in and around the campus is restricted. Hence negligible amount of plastic waste is generated. However, solid waste from the college is collected from the dustbins kept all around the college building and deposited at a designated point which is then collected by the Khliehriat West Village Committee and disposed off in a designated dumping area. Liquid waste which is also comparably less generated is filtered before it is let off to the drain. As such there is no biomedical and hazardous and radioactive waste generated from the college campus. E-waste of condemned electronics gadgets were kept in a proper store room which is then used in the training of students.

As the college is possessing lots of greeneries, some biodegradable waste is generated from the leaves of trees. But all such waste were collected and dumped at a designated area within the campus and re-used as manure for the growing of plants and trees.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	GEO-TAGGED PHOTOS OF E-WASTE STORAGE
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

C. Any 2 of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded

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

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

D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

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

C. Any 2 of the above

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

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

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

Response: Jaintia Eastern College was established with the aspiration of providing higher education to the rural poor youths, including migrant workers coming from different part of the country. The admission process is carried out as per government rules. The admission process is based on first come first serve basis.

The College is playing an effective role of catalyst in the town to maintain the peace and national integration. The college regularly organized different activities for inculcating the value of tolerance, harmony toward cultural diversities. Its activities had a very positive impact in the society's common thought and culture. The college constituted the Cultural Committee in order to promote and preserve the diverse cultures of our nation through music, songs, drama, etc.

To prevent ragging of students, the Anti-Ragging Committee was constituted in which each students of the college was made to sign the undertaking as per notification of the Supreme Court to curb the menace of ragging. The National Service Scheme unit of the college

organised certain activities at the special camp and students were made to participated in trees plantation, creation of assets, cleaning drive, etc. in the adopted village.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

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

Response: Jaintia Eastern College always stick to its motto of 'Education for all'. Hence without any bias, it caters to the education needs of the area and play an important role in the shaping of the mind of the youths and transformation of the society. The college not only empowered the youths with degrees but also equipped them to take keen interest in the development of the society by involving themselves in different activities that inculcate in them the values for being responsible citizens. On the 26th November, every year, the college celebrates the "Constitutional Day". Various types of activities had been arranged to make this day meaningful. The National Unity Day is also celebrated every year in the college on the occasion of Birth anniversary of Sardar Vallabhbhai Patel. On this day "Pledge of Unity" is organised in the college. The International Yoga Day, Legal Literacy, etc. had been conducted. The institution had also conducted a program from time to time on Right of Women, Human Right, etc.

Like the academic activities, this particular session's co-curricular activities of the college had also been affected due to the Covid-19 pandemic.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, C. Any 2 of the above

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

File Description	Documents
Code of ethics policy document	View File
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	No File Uploaded
Any other relevant information	No File Uploaded

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

Response: Jaintia Eastern College celebrate national and international commemorative days, events and festivals together with the rest of the nation with the objective to involve the students in such relevant activities and to educate them on the theme attached to such celebration as under:

- International women day-8th March
- World No Tobacco Day - 31st May
- International Youth day - 12th August
- World Environment Day- 5th June
- International Yoga Day - 21st June
- National Unity Day - 31st October
- Republic Day - 26th January

- Independence Day - 15th August
- World Tourism Day - 27th September
- Teacher Day - 5th September
- World AIDS Day - 1st December
- Mahatma Gandhi - 2nd October
- Sardar Vallabhbhai Patel - 31st October

Most of these days are announced as National and Regional occasions and all institutes and workplace are closed on their celebration.

Cleaning drives outside the college campus on Gandhi Jayanti (2nd October) is organised almost every year by the college under the guidance of NSS Unit of the college.

The college also observe national and local festival like Durga Puja, Holy, Diwali, Id-Ul -zuha, Buddha Purnima, Behdienkhlam, SengKutsnem, Christmas, etc.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Title of the Practice

Extension Activities

Objectives of the Practice

To bring about extensive changes in the life of the people by organizing awareness campaign on different issues that affects their

life.

The Context

Organizing different events in fulfilling the objectives of the college in the field of extension activities.

The Practice

The NSS volunteers are ready enough to engage themselves in the regular activities of the college.

Evidence of Success

Various activities are organized such as Sewing of face masks, Planting of tree, Celebrated the Importance Days

Problems Encountered and Resources Required

Facing difficult task to organize programmes due to the impact of the Covid-19 pandemic.

Title of the Practice

Online classes

Objectives of the Practice

Online classes was to reach the students.

The Context

Classes were ran smoothly with the help of online systems.

The Practice

Transitioning to online mode of teaching in such a short period of time is really tricky for most of the teaching faculty as well as for the students.

Evidence of Success

The teachers send study materials and lectures/presentations to the students,

Conduct tests and assignments**Problems Encountered and Resources Required**

Poor Network connectivity, Smart phone is not affordable by all the students.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

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

Response: With the motto "Education for All", Jaintia Eastern College, Khliehriat has been doing its level best to cater to the educational needs of the erstwhile Khliehriat Civil Sub-Division (now East Jaintia Hills District) which was an educationally backward area, especially in term of higher education. Until recently, it was the only college covering to the educational need of the entire district. Many poor families had been able to send their wards to receive college education from this institute. It was a matter of great blessing to the people of the entire district. Over the years, thousands of young people had graduated from the college and had been either working in government offices or non-governmental establishment or had been able to stand on their feet and lead a respectable life. The college is also sticking to its mission of providing affordable college education to the wards of poor parents, who would be lacking the opportunity of going elsewhere lest the Jaintia Eastern College is not established and provided them with opportunity by charging minimum fees besides allowing them to pay the fees in installments.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Response: For effective curriculum delivery, Jaintia Eastern College, Khliehriat employed the following mechanisms:

1. Staff and departmental meetings were conducted before the start of the session for allotment of topics/units to the teachers.
2. Classes were conducted as per the time table prepared for the session.
3. Teachers' Manual - Cum - Record Books and Academic Calendar is supply to all the teachers at the beginning of the session.
4. Library is equipped with good collection of text books and Journals for faculty and students of Arts and Commerce Department. INFLIBNET (NLIST) facility for e-books and e-journals is available for the teachers and students.
5. Classroom teaching methods commonly used for delivery of lesson include:
 1. Chalk and talk method by using Black board and Green board.
 2. ICT.
 3. Use of models, charts and maps.
 4. Distribution of study materials by teachers.
 5. Group discussion.
 6. Paper presentation by the students.
 7. Seminars and workshops.
 8. Regular class test, sessional tests and assignments.

9). College administration is vigilant on the results, departmental proceedings, students' needs and also keeps record of the different activities of the college regarding teaching learning, development and improvements of different methods of effective curriculum delivery.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

Response: Jaintia Eastern College, Khliehriat adheres to the academic calendar for the conduct of Continuous Internal Examination (CIE) by conducting class tests, unit tests, sessional tests, home assignments included in the academic calendar. The departmental heads work on the slots reserved in academic calendar for internal evaluation and prepares and displays the time-table well in advance. The departments prepare their own teaching plans in their meetings keeping in mind the schedule of internal evaluation as in the academic calendar of the college as well as the additional tests.

The college prepares the academic calendar in line with the academic calendar of the affiliating university. The activities in the academic calendar include:

- Tentative date for End semester examination.
- Admission and Re-admission date.
- Working days and Holidays.
- Date for Internal sessional examination.
- Remedial classes
- Field visits/Study tours/Industrial visits
- FDP/Seminar/Conference/Workshop etc.
- Parents meeting
- Departmental activity
- Extra-curricular activities of N.S.S., R.R.C. and cultural Programmes.
- College week
- Tentative schedule of University Examinations.

Internal Sessional Examination of 25 marks is conducted by the concern Department. Question paper and mark list are submitted to the college office within 10 days after the examination is over.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

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

D. Any 1 of the above

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

1.2 - Academic Flexibility

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

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

8

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data

requirement for year: (As per Data Template)

2

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

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

20

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

20

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

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:The institution runs the courses in Arts and Commerce streams. Curriculum is designed by North Eastern Hill University, Shillong which included various topics/chapters covering cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics. The institution took care to focus on these issues. Environmental Studies is a compulsory subject for all under graduate sixth semester students, related to Environment and Sustainability. Similarly, cross cutting issues relevant to Gender, Human Values and Professional Ethics are covered in the prescribed syllabi of University in various subjects in the form of topics, chapters, poems and co-curricular activities.

The institution took great care to inculcate values related to environment and sustainability through various practices and programs under NSS and RRC. The Committees and Departments of the College and NSS and RRC conducted various programmes to inculcate these values. For instance the NSS conducted awareness campaign on HIV Aids, celebrate various national and international Days, conduct tree plantation programmes, Cleanliness drive, etc. It also conducted awareness campaign to contain the spread of Covid-19 pandemic among the community.

Internal Complaint Cell and Grievance Redressal Cell has been constituted for Redressal of complaints about sexual harassment and other related issues.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

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

0

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

1.3.3 - Number of students undertaking project work/field work/ internships	
0	
File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File
1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	E. None of the above
File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded
1.4.2 - Feedback process of the Institution may be classified as follows	E. Feedback not collected
File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of sanctioned seats during the year	

1200

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

359

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

Response: At Jaintia Eastern College, Khliehriat, we take great care of the learning process of the students. There are no specific methods applied by the college to assess the performance of students. However, continuous internal assessment like class tests, unit tests, sessional examination, home assignment and end semester

Examinations are the only existing system to assess the learning level of the student enrolled in the college. As our institute is located in the rural area, there are large number of students who came from very poor academic background. The Marks secured by the students in the preceding Board Examinations is look into to understand the learning capacities of students besides oral tests conducted by the teachers in the beginning of the session. Understanding this problem of the students, the college regularly conducts Remedial Coaching Classes for those weak and slow learners. But in this year 2020-21 the college's academic activities were affected due to the occurrence of the pandemic (Covid-19). Hence, the Remedial Coaching Classes are not able to be conducted by the College. But the college's faculty tried to

reach the students by connecting to them through the online mode at least to deliver lessons and complete the syllabi.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	View File

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

Number of Students	Number of Teachers
359	34

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Response:The academic activities in the College entirely focus on the student-centric method of teaching for the overall development of the students.

The methods of teaching generally used in the class rooms are "chalk and talk" and "lecture delivery", use of globes and maps and other teaching aids besides the used of ICT tools in some classes.

Teachers are encouraged to participate in faculty development programmes, seminars, training and workshops to update their teaching skills. In every classroom, student's participation is highly sought. As far as possible, teachers tried to draw their discussion in such a way that it instills in the students a habit of critical thinking.

Though there are no specific field projects mentioned in the courses of study for

both arts and commerce, yet the college regularly took students for exposure trips in and outside the state for better exposure.

The students participate actively in events like group discussion, seminars, field visit, industrial visits, debates, seminars, presentations, etc.

They are also made to involve in the learning process more directly through some of the committees like Cultural Committee, Sports Committee, Alumni Committee, Grievance Redressal Committee, etc. are put in place for the said purposes.

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

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

Response:The college is possessing enough class room for running of classes. It has 26 class rooms out of which 9 are well-equipped with LCD Projector and screens. One Laptop each is given to the departments so as to enable them to prepare for the class lesson and use the new virtual teaching aids for easy explanation of the curriculum to the learners. The college is well connected with broadband internet and Wi-Fi enabled campus. Further it has computer Lab with 30 Desktops and internet connectivity. To strengthen their knowledge, the college conducted training on computer education to teachers for use of ICT in classrooms, browsing of e-resource, etc.

During Covid-19 Pandemic period, the teachers are conducting online classes so as to compensate the loss and to keep in touch with the students. Online class tests and assignments were also conducted by the teachers during the period of the lockdown. Also besides teaching the students, teachers of the college also participated in various webinar and also present papers and remain active throughout the session.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)**2.3.3.1 - Number of mentors**

34

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

2.4 - Teacher Profile and Quality**2.4.1 - Number of full time teachers against sanctioned posts during the year**

34

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

0

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

9.12

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

Response: The internal assessment and evaluation system in the college is

decentralized in order to make it more transparent and objective oriented. The college framed the academic calendar by including dates of internal assessment and evaluation and tentative dates for end semester examination of the affiliating university. Apart from university prescribed methods like home assignments and sessional tests, the college also conducts unit tests, class tests, project work, etc. to assess the capability and understanding of the students. The internal assessment(I.A.) and evaluation carries 25 marks and 75 marks as external examination to be assessed by the affiliating university. Tentative schedule is displayed on the college's notice board for the knowledge of the students. Internal test not less than two is conducted for every paper within a semester.

Prior to the sessional examination, the question paper prepared

by individual teacher is submitted to the Head of department for verification and thereafter to the Principal for approval. Before forwarding the I.A marks to the affiliating university, the students' performance is displayed/communicated to the students. In case they are not satisfied, fair chances are given for improvement within a stipulated time.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

Response: The college conducts tutorial, home assignment, tests, presentations, group discussion, sessional tests, etc. to assess the performance of students. All exam related grievances may be addressed to the Grievances Redressal Cell. However, respective head department or teacher can address the problem related to sessional examination.

Internal exam marks of the student are displayed on the notice board and queries are discussed with them till they satisfy. Generally there is a zero tolerance policy for any malpractices by the students. The institutional measures used for evaluation are to direct and lead the students confidently towards university examination. In case of any grievance where the students do not have the confidence to meet the head of the department or concern teacher they have the freedom to use the suggestion box which then would have to come through the GRC. The unit tests and sessional tests examination answer scripts

are shown to the student on a scheduled day after assessment so as to enable them to rectify their mistakes if any. If there are any mistakes or complaints regarding assessment, they are clarified on the very day. All the mechanism to deal with examination related grievances is transparent, time bounded and efficient.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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.

Jaintia Eastern College is running 2 programmes in Undergraduate Arts and Commerce. To make the teaching learning more effective, the programme outcomes and course outcome were discussed and communicated to the teachers in the staff meeting and were encouraged to communicate the same to the students to clarify about the programme of their choice and also the courses of study. The students and teachers are aware about the stated Programme and Course outcomes of the programmes offered by the college via college website and respective Departments. Moreover, hard copy of syllabi and Learning Outcomes are available in the college for ready reference to the teachers and students. Learning Outcomes of the Programmes and Courses are highlighted and made aware to the students in the induction ceremony-cum-orientation programme at the beginning of the session. Information and communication of programme outcomes/course outcomes by the college continue throughout the academic session and this helps the students to appreciate the topic being covered in the class. Students are motivated about the outcomes of the courses through induction ceremony, career guidance and counseling programmes. The knowledge about the programmes outcomes further help students of this college in pursuing their higher education.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	View File

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

Response: To achieve the intended programme outcomes and Course outcomes, the various departments and individual teachers of the college are working hard to deliberate to the students through class lectures as per time table. Also various sub-committees have been created by the College. For instance, the Academic Committee plan and develop strategies for improvement in the academic performance of students, teachers and other stakeholders

of the college. An IQAC supervise and monitor the activities of various sub-committees and cells. ICT based teaching with LCD Projectors were introduced for better delivery of lessons. Study tours are carried out from time to time by various Departments to provide the students with firsthand knowledge of their respective subject. To impart the students with more skills, Certificate Courses in Computers Applications, Khasi Traditional Music, Tourism and Travel besides Training and workshops were organized. The college has always emphasized on the attainments of the positive outcomes of these programmes. In this session, due to the impact of the Covid-19 pandemic, the teachers and departments had tried their level best to upgrade their skill in online teaching. Through this means, the teachers had been able to reach the students and provide them teaching and counselling.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

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

80

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

[0](#)

RESEARCH, INNOVATIONS AND EXTENSION	
3.1 - Resource Mobilization for Research	
3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)	
3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)	
0	
File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File
3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year	
3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year	
0	
File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil
3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year	
3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year	
5	

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

0

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

NSS and (RRC) of the college participated in the community development programmes apart from regular academic activities.

The college works as the catalyst in the village and nearby locality by organising and participating in the cleaning drives and other activity related to the welfare of the society. The NSS and RRC actively work in the surrounding villages and conducted special camps at adopted villages. Most of the activities are focused on the awareness programmes of environmental promotion and conservation. It also caters to women rights, construction of drinking wells, repairing of footpath, cleaning drives and literacy programmes. The NSS volunteers actively participated in Swachh Bharat Abhiyans and programmes organized by the office of Deputy Commissioner, East Jaintia Hills District, Khliehriat. For the holistic development of the students, the college regularly conducts the programmes like Swachh Bharat Abhiyan, Health and Sanitation, Child and women rights, World No Tobacco Day, National Unity Day, Blood Donation Camps, etc.

Some department conducts outreach activities that promote institution-neighborhood community network and student engagement between villages. This year due to the affect of this pandemic, our students had took to sensitise the public regarding the ways and means to contain the spread fo the pandemic.

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

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

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

0

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

3.3.3 - Number of extension and outreach programs conducted by the institution through

NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

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

19

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

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

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

291

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

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

0

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

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

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

0

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

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:The college has a cordial teaching environment, free from air and noise pollution. It has total built up area of 1452.63 square metres. The college building consists of 26 classrooms (9 classrooms are fitted with LCD projectors), 1 computer laboratory with 30 desktop for teaching of computer courses, an administrative rooms, Principal's room, Library room, staff common room and spacious student's common rooms for both boys and girls. One room each for IQAC, NSS and IGNOU is allotted for smooth transaction of their activities. The building has 12 (Twelve) toilets located at different parts of the building separately for male and female. The college has a Canteen that fulfils the needs of students and the staff. The college has well

furnished library with good numbers of text books, reference books, journals and other facilities such as e-books, e-journals, etc. For power backup the college has one generator (15Kv). Apart from these, the college has Broadband connectivity with Wi-Fi, drinking water facilities, CCTV cameras for security reason, parking facility, a 40 seat women Hostel, a basketball court, etc.

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

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

Response:The college has sufficient facilities for games and sports both indoor and outdoor activities and organizes the same through the Games & Sport Committee. Outdoor games like football, cricket, basketball, volleyball and other indoor games like debate, drawing, quizzes, extempore speech, carom-board, arm-wrestling, chess, table tennis, etc., are also conducted. The college has also a mini gym where students can workout during their off period.

The college regularly participated in the football, cricket, badminton, chess, volley ball tournament organized by the affiliating university, district and inter-college level. But this year due to the affect of the pandemic, no such games were organized.

Regarding cultural activities the college has a Cultural Committee which is responsible to conduct various cultural activities in collaboration with government and nongovernment agencies. The Cultural Committee is established in the college as an effective tool for students and community awareness about the culture. It is one of the important committee to involve the students of the college in various cultural ctivities. Through this committee the college participated and organizedcultural activities in and outside the college besides presenting cultural items like Folk Dance and Folk.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

9

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

9

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

22.55

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The College library has made consistent progress in term of collection of books, periodical, reference books, journals, magazines, daily newspapers, e-resources (N-List). The library is having active membership of INFLIBNET N-LIST. Users ID and password based facilities for all teaching staff. Separate library cards are prepared to students for issuing books and other library resources.

To ensure smooth and effective functioning of the library, a regular update on new additions is provided by the library and enables the students to get maximum exposure and participation and also to avail all the facilities provided by the library. The college library has provides a free and open access of books to all students and teachers, extensive use of the facility available in the library for reading and writing assignments, reading room. Koha software is partially installed in the library.

Separate reading room is available for teachers. Broadband Internet connectivity and Wi-Fi enabled campus for accessing e-resources. Efforts are being made to improve the college library through RUSA funding. Students and teachers can also use the computer facilities available in computer laboratory for browsing and search e-resources for self learning.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

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

D. Any 1 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

0.11

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

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

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

17

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

4.3 - IT Infrastructure

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

Response: ICT is one of the facility that is very much needed by the educational institution in the present day. Understanding this, the College has provided Internet facilities in the Computer laboratory, library, administration and free Wi-Fi for all learners within the campus to access e-resources.

Initially, the ICTclassrooms were started in 2016 at Commerce stream and one Laptop is given to individual teacher of the department as to enable them to prepare for the class and use the new virtual teaching aids for easy explanation of the portions of the curriculum to the learners. Today, out of the 26 classrooms, 9 of them are equipped with LCD Projectors as a means to experience the new teaching tool and extend it to the Arts Stream. Further it has computer Lab with 30 Desktops and internet connectivity. To enhance the performance of work by the Departments and administration, the college then issued nine Laptops to each department namely - English, Khasi, Political Science, History, Economics, Education, Sociology, IQAC coordinator and one for principal. The College also updates its IT facilities from time to time to catch up with the changes in the market and to meet its need.

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

4.3.2 - Number of Computers

42

File Description	Documents
Upload any additional information	View File
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

22.55

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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: To smoothly run the various activities, apart from the IQAC, the college constituted various sub-committees such as Building Committee, Purchase Committee, Health and Sanitation Committee, Women Welfare Committee, Academic Committee, Library Advisory Committee, Departmental Examination Committee, National Service Scheme Advisory Committee, Red Ribbon Club, Game and Sports Committee, Music and Cultural Committee, Research and Development Committee, Student's Welfare Committee, Internal Account and Audit Committee, Parent - Teacher Committee, Anti-Ragging Cell, Disaster Management Committee, UGC Planning Board, Grievance Redressal Cell, Career Guidance and Counselling Cell, Jaintia Eastern College Students Union, etc. These Sub-Committees comprises members from the different departments and administrative staff along with principal as chairperson. However students are also involved as members in committee like Anti-Ragging Cell, Grievance Redressal Cell, Student's Welfare Committee, Women Welfare Committee, etc.

The Governing Body constituted the ultimate authority with regard to the governance and administrative activities and is responsible for implementation of notifications and policies as framed by the governmental and affiliating university from time to time.

With the coordination of the above sub-committees, in this session 2020-21 in spite of the affect of the Covid-19 pandemic, we had been able to organized few programmes utilizing the online platform.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

151

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

6

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	B. 3 of the above
File Description	Documents
Link to institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
0	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
0	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent mechanism for timely redressal of student	A. All of the above

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

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

5.2.2.1 - Number of outgoing student progression to higher education

4

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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

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

0

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

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

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

0

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

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: At Jaintia Eastern College, the students are given ample opportunity to take part and engage in various administrative, co-curricular and extracurricular activities through various means. The Students' Union is setup in a democratic manner with an equitable representation from all sections and shared responsibility for the welfare of the students and other stakeholders. The Students' Union constitutes the different posts, viz. Vice President, General Secretary, Assistant General Secretary, Secretaries in-charge - Discipline, Canteen, Common rooms, Art and Culture, Games and Sports and Quiz and Debate while Principal is the ex-officio President of the Students' Union.

All the activities of the union is funded by the college under the supervision of Student Welfare Committee and it involves in decision making as member of Student Welfare Committee, Greivance Redressal Cell, Anti-Ragging Cell, Women Welfare Committee, Music & Cultural Committee, Game and Sports Committee, etc. The students' leaders are given the opportunity to build up a spirit of leadership and community responsibility and empowers them to gain leadership qualities and enhancement and execution of skills.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

0

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

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: Jaintia Eastern College Alumni Association is one such organization duly registered with the government that has helped in building the college in term of quality enhancement. Through the efforts of the ex-students, the college organize at least one alumni's meet in a year. The alumni of the college are placed in industries, education, business, professional fields, entertainment and media industry, academics and social work.

Two of our teachers and three non-teaching staff are the members of the alumni association.

The members of the Alumni occasionally contributed towards the college in cash and in kind. Financial contribution of the Alumni Association for the development of the college is very notable. Alumni students who joined the government services or successful entrepreneurs are invited to guide the existing students. We are quite fortunate to have the expert tutors as our alumni students for add on and skill-based courses.

Alumnae of the college dwelling in respective villages help the college in organizing the special camps at village level. Some of the alumni are elected as public representatives and participate in the governance of the college. Their feedback is valuable for the administration of the college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

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

Seeing the need to set up a college in the area to serve the underprivileged section of the population, the founders established the college in 1992 with the motto "Education for All".

Mission

The college is committed to serve the young generation to face the challenges of this contemporary world and to remain socio-economically alert and to instill among them the idea of good citizenship.

Keeping in mind, the vision and mission, the college encouraged student to attend class regularly by providing financial assistance to the needy students like concession college tuition fee, conveyance fee and financial assistance to procure college dress code (Uniform).

The Governing Body of the College is the apex body in terms of administration which comprises of educationists, donor members, representatives from teaching staff including a woman and two representatives from affiliating University.

The Principal is the Executive Head of the college. He provides directions to the teachers and staff and coordinates with the various sub-committees.

The IQAC is constituted as per UGC norms under the chairmanship of the Principal. It prepares action plans for teaching learning process and monitor the activities of different Sub-Committees throughout the year.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

Response:The college practices the system of decentralization and participative management. The Principal is responsible in policy making and implementation of the action plans and coordinates in the process of implementation of the tasks allotted to the sub-committees and departments. He prepares annual budgets, policy and review the implementation of the action plans. He conveyed decisions of the Governing Body to the teachers in the staff meeting.

The Heads of the Departments are responsible for the smooth functioning of their departments. They convened departmental meeting to discuss issues related to allotment of work to individual teacher.

With the objective of working towards providing operational autonomy to the departments, the college allotted Laptops to each departments and internet facility. By keeping in mind rules and regulations of the affiliating university all departments are given some amount of autonomy in their day to day functioning. They are however expected to adhere to the guidelines and the

academic calendars of the College. Besides, the college also nominates students as members of various subcommittees and leaders in Students' Union, NSS, RRC units of the College.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Response: Jaintia Eastern College is located in the district where population is predominantly tribal, belonging to economically poor and illiterate background.

By sticking to its motto, 'Education for All' the college in all possible efforts an initiatives has been taken to motivate and support the rural poor students to complete their higher study.

The admission opportunity is provided to all sections irrespective of caste, community, religion, sex etc. without any bias. Majority of students enrolled in this institution are belonging to poor family and wards of poor migrant workers. Most of them are not able to pay college tuition fee in time due to poverty. Hence, they were given the privilege to pay the fees in installments. They also avail, apart from Post Matric Scholarship funded from state and central governments, the Institutional Level scheme. They are also provided with counselling to motivate them to continue and complete their studies.

To help the students, the college also provided concession of 50 % of the cost of college dress to all first Semester students. The college conduct career guidance, remedial coaching classes and computer literacy to all students free of cost before and after normal class hours.

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

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: The college has a designed decision making structure composed of various stakeholders as its members. The internal organizational set up of the college is in descending order. The Governing Body constituted the apex body headed by the President and followed by the Principal who is also the secretary. It prepares annual budget and financial statements, discuss the academic progress of the college and appoint teaching and non teaching staff.

The Principal as a head pays special attention for smooth functioning of administrative and academic activities of the college and carries out and implements the decisions of the Governing Body. He forms different Sub-Committees for monitoring and facilitating several activities organized in the college including the IQAC.

Head of departments and office clerk helps the principal for smooth functioning of administrative work related to admission, examination, maintaining the daily record, to communicate with stakeholders, affiliating University, Government, etc. The Coordinator of IQAC, teacher in-charge of various Sub- Committees of college is given with specific roles and responsibilities.

In relation with Service Rules, Procedures and Recruitment of teaching staff, the college follows the rules and regulations of the UGC, state government and the affiliating University for the recruitment.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	View File

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

C. Any 2 of the above

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

6.3 - Faculty Empowerment Strategies

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

Response: The college is privately run by the non-profit organization with meager amount of financial support from state government under the Lump-sum Grant-in-aid scheme. The college almost wholly dependent on the fees realized from students in order to pay the monthly salary of teaching and non-teaching staff. The college has not been able to introduce regular welfare measures/scheme for the teaching and non-teaching staff due to unstable financial resource. However, the College has taken some corrective measures for attracting and retaining eminent faculty by revising pay structure from time to time, given advance payment and free interest short term and long term loan to teaching and non-teaching staff for meeting their immediate need. Also financial assistance for accommodation of teachers on rental basis funded by UGC is given to teaching staff but this scheme had been stopped now. Thus, apart from the above assistance the college bear in mind that the well being of teaching and

nonteaching staff is more important for effective functioning of academic and non-academic activities of college, the following welfare measures have been implemented are staff quarters, Medical leave, Maternity leave, etc.

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

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

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

0

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

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

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

0

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

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

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

0

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

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

Response: The Performance Appraisal System for teaching and non teaching staff is not well established in the college. Though we had started to include the items related with the performances of the faculty but the response from the faculty is not so

appreciated. The outcomes are reviewed by the Principal and the best part of it becomes a means for awareness of self weaknesses. After reviewing the performance appraisal reports, the Principal discusses it in the staff meeting for improving the same. Personal discussion also involved with the teaching and non-teaching staff to improve in those areas so that they can do better in the future. In this regard the IQAC has also distributed Self-Appraisal Format among the faculty members.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

Response: The college has internal and external mechanism for financial auditing the receipts and payments of the institution. The fund of the college is regularly audited by two different wings of the audit system viz. Internal and External audit. The internal audit is conducted by the faculty of Commerce department along with auditors appointed by the Governing Body. The external audit is carried out by Kiran Joshi and Associate, a reputed firm from Shillong. The last external audit was done on 31.03.2021. So far no major audit objections have been raised and found by the panel of auditors in our institution except for a few minor suggestions made by the auditors.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

0

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

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

Response: The College is recognized under section 2(f) and 12(B) of the UGC Act and is, therefore, eligible for receiving UGC grants (upto 12th Plan Period) besides Lump-Sum Grant-In-Aid from State Government, fund from Rashtriya Uchhtar Shiksha Abhiyan (RUSA) for development of infrastructures and donation from well wishers. Apart from these resources, the college wholly dependent on students' fees for its day to day functioning and payment of staff salary. Since resources are limited, the college makes efficient use of the resources that are available. However, efforts are made to mobilise funds from other funding agencies. The grants we get from the state government is utilised for salary of teaching and non-teaching staff and grants from UGC are fully and effectively utilized for the purchase of electronic gadgets, textbooks, computer equipments, maintenance and repairs and for upgrading the infrastructural facilities and academic standards. The financial resources generated from all sources are mobilized through proper channels and used for the specific causes. An annual budget is prepared to guide the college in term of financial use is prepared and presented before the Governing Body for approval. All major expenditure is carried out with the prior approval of the Governing Body.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing

the quality assurance strategies and processes

Response: The IQAC had been able to undertake different strategies to improve the quality of the college. Two practices institutionalized as a result of IQAC initiatives:

1. Organising of induction cum orientation ceremony, college week, freshers' meet, etc.: To provide the newly admitted students with sufficient knowledge about the college and its plan of activities for their overall development, the college regularly organizes Induction cum Orientation Ceremony at the beginning of each session. In this year 2020-21, the college had been able to reach to the newly admitted students by organizing the programme online via Google Meet platform on the 06.09.2020.

2. Organising of skill training and career guidance programmes: At Jaintia Eastern College, we are very concerned for developing the skills and careers of the students. This year, due to the lock-down, the faculty as well as the students is facing a very difficult time to adapt to the changing scenario. But inspite of that, we still are able to reach our students by organising a webinars on "Effective Communication skills and career guidance" through online mode on the 26th August 2020 and an "Electronic Banking Awareness Programme" on the 22nd February 2021.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

To further the progress in the learning outcomes, the IQAC make a gradual improvement by acquiring, upgrading etc

1. ICT enabled Classrooms: Apart from the method of chalk and talk, the college had insisted on the use of ICT based teaching. The college has a well maintained computer laboratory to facilitate the students and teachers with training in ICT enabled teaching learning process. But it is not possible for the college to convert all the traditional classrooms into digital classrooms

in one go. As of now the college has installed 9 such rooms with LCD projectors. With this improvement of the teaching infrastructures of the college, the students were greatly impacted and it became easier and more convenient for the teachers in the class room.

2. Online Class: As during the period of the pandemic Covid-19, face to face teaching is not possible, the IQAC had intensively took proactive role to insist teachers of the college to utilize online mode of teaching (via Google Classroom, Google Meet, Whatsapp, etc.) so as to compensate the lost of teaching hours and to reach to the students at the conveniences of their home and to prevent the spread of the pandemic.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES	
7.1 - Institutional Values and Social Responsibilities	
7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year	
<p>Response: Jaintia Eastern College has taken drastic steps to create awareness and promote gender equity. Through the Women Welfare Committee many programmes were usually organized to sensitize women issues and empowerment. But this year, due to the pandemic no programme were able to be organized by the Committee. This Committee is taking keen interest in the cause of women and therefore, had scheduled its own plan of action as linked herewith.</p> <p>Certain steps taken at the institutional level to promote safety and security of women include: the college campus is fully covered with sufficient light; the entire campus is covered under CCTV cameras; separate washroom/ toilets for girls as well as for the staff of the college; and separate common rooms for the girls students. Regarding the health of the students, the college have provided First Aid Box, but if the case is serious, the college takes the responsibility to take the students to the nearest health centre, which is just 100 meters away from the college. Apart from the Women Welfare Committee, The GRC and the Anti ragging committee also takes necessary action on sensitive issues of the girls students which help to ensure their vibrant presence.</p>	
File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	GEO-TAGGED PICTURES GIRLS COMMON ROOM GEO-TAGGED PICTURES COMMON ROOM FOR BOYS
7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Response: As we are running only the Undergraduate Arts and Commerce, not much waste is produced from the college. Accordingly, major waste from the college includes paper waste and as we had declared our campus plastic free campus, throwing of plastic in and around the campus is restricted. Hence negligible amount of plastic waste is generated. However, solid waste from the college is collected from the dustbins kept all around the college building and deposited at a designated point which is then collected by the Khliehriat West Village Committee and disposed off in a designated dumping area. Liquid waste which is also comparably less generated is filtered before it is let off to the drain. As such there is no biomedical and hazardous and radioactive waste generated from the college campus. E-waste of condemned electronics gadgets were kept in a proper store room which is then used in the training of students.

As the college is possessing lots of greeneries, some biodegradable waste is generated from the leaves of trees. But all such waste were collected and dumped at a designated area within the campus and re-used as manure for the growing of plants and trees.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	GEO-TAGGED PHOTOS OF E-WASTE STORAGE
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction

D. Any 1 of the above

of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	
File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded
7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1.Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian Friendly pathways 4. Ban on use of Plastic 5. landscaping with trees and plants	C. Any 2 of the above
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

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

C. Any 2 of the above

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

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

Response: Jaintia Eastern College was established with the aspiration of providing higher education to the rural poor youths, including migrant workers coming from different part of the country. The admission process is carried out as per government rules. The admission process is based on first come

first serve basis.

The College is playing an effective role of catalyst in the town to maintain the peace and national integration. The college regularly organized different activities for inculcating the value of tolerance, harmony toward cultural diversities. Its activities had a very positive impact in the society's common thought and culture. The college constituted the Cultural Committee in order to promote and preserve the diverse cultures of our nation through music, songs, drama, etc.

To prevent ragging of students, the Anti-Ragging Committee was constituted in which each students of the college was made to sign the undertaking as per notification of the Supreme Court to curb the menace of ragging. The National Service Scheme unit of the college organised certain activities at the special camp and students were made to participated in trees plantation, creation of assets, cleaning drive, etc. in the adopted village.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

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

Response: Jaintia Eastern College always stick to its motto of 'Education for all'. Hence without any bias, it caters to the education needs of the area and play an important role in the shaping of the mind of the youths and transformation of the society. The college not only empowered the youths with degrees but also equipped them to take keen interest in the development of the society by involving themselves in different activities that inculcate in them the values for being responsible citizens. On the 26th November, every year, the college celebrates the "Constitutional Day". Various types of activities had been arranged to make this day meaningful. The National Unity Day is also celebrated every year in the college on the occasion of Birth anniversary of Sardar Vallabhbhai Patel. On this day "Pledge of Unity" is organised in the college. The International Yoga Day, Legal Literacy, etc. had been conducted. The institution had also conducted a program from time to time on

Right of Women, Human Right, etc.

Like the academic activities, this particular session's co-curricular activities of the college had also been affected due to the Covid-19 pandemic.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

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

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	View File
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	No File Uploaded
Any other relevant information	No File Uploaded

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

Response: Jaintia Eastern College celebrate national and international commemorative days, events and festivals together with the rest of the nation with the objective to involve the students in such relevant activities and to educate them on the

theme attached to such celebration as under:

- International women day-8th March
- World No Tobacco Day - 31st May
- International Youth day - 12th August
- World Environment Day- 5th June
- International Yoga Day - 21st June
- National Unity Day - 31st October
- Republic Day - 26th January
- Independence Day - 15th August
- World Tourism Day - 27th September
- Teacher Day - 5th September
- World AIDS Day - 1st December
- Mahatma Gandhi - 2nd October
- Sardarvallbhbhai Patel - 31st October

Most of these days are announced as National and Regional occasions and all institutes and workplace are closed on their celebration.

Cleaning drives outside the college campus on Gandhi Jayanti (2nd October) is organise almost every year by the college under the guidance of NSS Unit of the college.

The college also observe national and local festival like Durga Puja, Holy, Diwali, Id-Ul -zuha, Buddha Purnima, Behdienkhlam, SengKutsnem, Christmas, etc.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Title of the Practice

Extension Activities

Objectives of the Practice

To bring about extensive changes in the life of the people by organizing awareness campaign on different issues that affects their life.

The Context

Organizing different events in fulfilling the objectives of the college in the field of extension activities.

The Practice

The NSS volunteers are ready enough to engage themselves in the regular activities of the college.

Evidence of Success

Various activities are organized such as Sewing of face masks, Planting of tree, Celebrated the Importance Days

Problems Encountered and Resources Required

Facing difficult task to organize programmes due to the impact of the Covid-19 pandemic.

Title of the Practice

Online classes

Objectives of the Practice

Online classes was to reach the students.

The Context

Classes were ran smoothly with the help of online systems.

The Practice

Transitioning to online mode of teaching in such a short period of time is really tricky for most of the teaching faculty as well as for the students.

Evidence of Success

The teachers send study materials and lectures/presentations to the students,

Conduct tests and assignments

Problems Encountered and Resources Required

Poor Network connectivity, Smart phone is not affordable by all the students.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

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

Response: With the motto "Education for All", Jaintia Eastern College, Khliehriat has been doing its level best to cater to the

educational needs of the erstwhile Khliehriat Civil Sub-Division (now East Jaintia Hills District) which was an educationally backward area, especially in term of higher education. Until recently, it was the only college covering to the educational need of the entire district. Many poor families had been able to send their wards to receive college education from this institute. It was a matter of great blessing to the people of the entire district. Over the years, thousands of young people had graduated from the college and had been either working in government offices or non-governmental establishment or had been able to stand on their feet and lead a respectable life. The college is also sticking to its mission of providing affordable college education to the wards of poor parents, who would be lacking the opportunity of going elsewhere lest the Jaintia Eastern College is not established and provided them with opportunity by charging minimum fees besides allowing them to pay the fees in installments.

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

7.3.2 - Plan of action for the next academic year

JAINTIA EASTERN COLLEGE

PLAN OF ACTION 2021-22

- Awareness regarding Revised Accreditation Framework for NAAC reaccreditation is to be created among different stakeholders.
- Initiatives for skill development among students through the implementation of different certificate or diploma courses and training with the collaboration of other Institutions.
- To increase number of computers and better internet facilities.
- Allocation of syllabus to teachers, Teaching plan and methods of teaching, etc. are to prepared with full academic flexibility by each department.
- Field visits, Project works as per syllabus and to encourage students' participation in the seminars/workshop/ group discussions etc.
- To motivated and encouraged the faculty for active

participation in research activities, different faculty improvement programmes and participation in the International/National seminars/conferences by providing financial, technical and other supports.

- Priority on extensive use of online library resources and improvement of library services.
- To introduce mentor-mentee system.
- To encourage NSS students for more participation in International/National/University/State level events.
- To regularly collect Feedback from all stakeholders.

- To regularly update the College Website.
- Plan to ensure environment friendly campus and beautification of campus.
- To organise awareness programme on government schemes/programmes relevant for local people.