



## YEARLY STATUS REPORT - 2022-2023

### Part A

#### Data of the Institution

##### 1.Name of the Institution

JAINTIA EASTERN COLLEGE  
KHLIEHRIAT

- 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

- Affiliated / Constitution Colleges Affiliated
- Type of Institution Co-education
- Location Rural

- Financial Status **Grants-in aid**
- Name of the Affiliating University **North Eastern Hill University**
- Name of the IQAC Coordinator **Shri Nishwa Rymbai**
- Phone No. **9862467544**
- Alternate phone No. **7085552919**
- Mobile **9862467544**
- 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/AOAR-2021-22.pdf>

**4. Whether Academic Calendar prepared during the year?**

**Yes**

- if yes, whether it is uploaded in the Institutional website Web link:

<https://jecollege.org/wp-content/uploads/Academic-Calendar-2022-23.pdf>

**5. Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 2</b>	<b>B</b>	<b>2.44</b>	<b>2021</b>	<b>03/11/2021</b>	<b>02/11/2026</b>

**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
<b>JAINTIA EASTERN COLLEGE KHLIEHRIAT</b>	<b>STAFF SALARY</b>	<b>DHTE, GOVERNMENT OF MEGHALAYA</b>	<b>2022-23</b>	<b>2,47,73,649</b>

**8. Whether composition of IQAC as per latest NAAC guidelines**

**Yes**

- Upload latest notification of formation of IQAC [View File](#)

**9.No. of IQAC meetings held during the year**      **4**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?      **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report      No File Uploaded

**10.Whether IQAC received funding from any of the funding agency to support its activities during the year?**      **No**

- If yes, mention the amount

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

The IQAC of the College plays an important role in advancing the teaching and learning process in the college. It laid the groundwork for implementation of NEP 2020 for in the college by opening 2 (two) Post Graduate Programmes in the subject of Khasi and Education where CBCS was inculcated as per the curriculum of the affiliating university. Apart from that the IQAC had also immensely contributed in the process of adopting more and more items as stipulated in the NEP 2020 like skill education, value added courses, etc.

The mentor-mentee system was developed in the college under the supervision of the IQAC with the Academic Committee taken charge for implementation of the mentor-mentee system. It also conducted student satisfaction survey of the institution.

With the implementation of Conducted awareness programme on Common University Entrance Test (CUET) by the UGC, the IQAC took the steps to conduct awareness cum training programme in which students of nearby schools and of the college participated.

Organised Seminars, workshop, Faculty Development Programmes, etc. on its own or in collaboration with other departments of the college.

Through NSS, NCC & RRC the college conducted extension activities

and involved in addressing various issues affecting the society like drug awareness, HIV/AIDS awareness campaign, environment protection programmes, women empowerment, etc.

## 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
Participation in AISHE & NIRF for 2022-23	Participated in NIRF and AISHE
To regularly updating the College Website	All important events are updated in the college website for publicity
Maintaining of cleanliness of the campus	The Health & Sanitation Committee had took serious efforts with the involvement of students and teachers to keep the college campus clean, plastic free and tobacco free campus
collect feedbacks and grievances of the students and teachers	Feedbacks are collected from students and alumni and analysed
To organise faculty development programme	Organised workshop on Indian Knowledge system and facilitate staff to join FDPs through online and off campus trainings
To introduce NCC	NCC was established in the College
To encourage the NSS, NCC & RRC units of the college to take part in all International/National/Regional/State/District events	NSS, NCC & RRC organised and took part in various events related to the development of the students and the community.
To continue the mentor-mentee system	All individual teachers were allotted with an average of 13 students each to mentoring and reports of the same was submitted by all the teacher-mentor.
To complete the renovation of College Library and to improve	Renovation of the College Library was completed.

its services	
Allocation of syllabus to teachers and to prepare the Teaching plan	The College Manual cum Record book was distributed to all teachers through the HODs to record the classes taken by teachers and to be verified by the Principal
To collect feedback from the stakeholders	Collected feedback from students
To organise parents meetings and collect feedbacks from them	Parent-teachers meeting organised
To start PG departments in Khasi and Education	Two PG Departments were introduced in the college

**13. Whether the AQAR was placed before statutory body?** Yes

- Name of the statutory body

Name	Date of meeting(s)
GOVERNING BODY	13/06/2023

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

## Part A

### Data of the Institution

<b>1.Name of the Institution</b>	JAIN TIA EASTERN COLLEGE KHLIEHRIAT
• 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
<b>2.Institutional status</b>	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Co-education
• Location	Rural
• Financial Status	Grants-in aid
• Name of the Affiliating University	North Eastern Hill University
• Name of the IQAC Coordinator	Shri Nishwa Rymbai
• Phone No.	9862467544

• Alternate phone No.	7085552919				
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• IQAC e-mail address	iqacjec@gmail.com				
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<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://jecollege.org/wp-content/uploads/AQAR-2021-22.pdf">https://jecollege.org/wp-content/uploads/AQAR-2021-22.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://jecollege.org/wp-content/uploads/Academic-Calendar-2022-23.pdf">https://jecollege.org/wp-content/uploads/Academic-Calendar-2022-23.pdf</a>				
<b>5.Accreditation Details</b>					
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Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
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• Upload latest notification of formation of IQAC			<a href="#">View File</a>		
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• Were the minutes of IQAC meeting(s) and compliance to the decisions have			Yes		

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<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
<p>The IQAC of the College plays an important role in advancing the teaching and learning process in the college. It laid the groundwork for implementation of NEP 2020 for in the college by opening 2 (two) Post Graduate Programmes in the subject of Khasi and Education where CBCS was inculcated as per the curriculum of the affiliating university. Apart from that the IQAC had also immensely contributed in the process of adopting more and more items as stipulated in the NEP 2020 like skill education, value added courses, etc.</p>	
<p>The mentor-mentee system was developed in the college under the supervision of the IQAC with the Academic Committee taken charge for implementation of the mentor-mentee system. It also conducted student satisfaction survey of the institution.</p>	
<p>With the implementation of Conducted awareness programme on Common University Entrance Test (CUET) by the UGC, the IQAC took the steps to conduct awareness cum training programme in which students of nearby schools and of the college participated.</p>	
<p>Organised Seminars, workshop, Faculty Development Programmes, etc. on its own or in collaboration with other departments of the college.</p>	
<p>Through NSS, NCC &amp; RRC the college conducted extension activities and involved in addressing various issues affecting the society like drug awareness, HIV/AIDS awareness campaign, environment protection programmes, women empowerment, etc.</p>	
<b>12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>	



Plan of Action	Achievements/Outcomes
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To collect feedback from the stakeholders	Collected feedback from students
To organise parents meetings and collect feedbacks from them	Parent-teachers meeting organised
To start PG departments in Khasi and Education	Two PG Departments were introduced in the college

**13. Whether the AQAR was placed before statutory body?**

Yes

- Name of the statutory body

Name	Date of meeting(s)
GOVERNING BODY	13/06/2023

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

Year	Date of Submission
2022-2023	07/03/2024

**15. Multidisciplinary / interdisciplinary**

Jaintia Eastern College is running two programmes in Bachelor of Arts (BA) and Bachelor of Commerce (B.Com) under 8 (eight) disciplines/departments namely, Bachelor of Arts in English, Khasi, Economics, Political Science, History, Education and Sociology and Bachelor of Commerce. Under each programme, students can opt courses from a pool of courses under his/her own discretion. The college is providing flexibility for selection of courses by the students. As per this curriculum prepared by the Affiliating University, the students has to compulsorily opt one course as Honours/Major and other two courses as subject combinations. Environment studies and Language are also forming part of the courses the students are bound to learn. The college is also planning to introduce more programmes and courses especially in science so as to cater to the concept of multidisciplinary.

**16. Academic bank of credits (ABC):**

Since the college is affiliated to the North-Eastern Hill University (NEHU), Shillong, the college acts and runs the programmes of studies in its campus in accordance with the rules and policy formulations of the affiliating University. The College will implement the Academic Bank of Credits (ABC) as and when the University instructed it to do so.

### **17.Skill development:**

Jaintia Eastern College, though located in the remote area of the state of Meghalaya, it is pursuing its best efforts to meet the challenges of providing quality education to the youths of the East Jaintia Hills District. The College runs two programmes namely Bachelor of Arts (BA) and Bachelor of Commerce (B. Com). The students of the college on completion of any of the programme would gain general knowledge which makes them ready to work on certain job roles (either government or private). To enhance the skills of the students, the college usually conduct a free computer training programmes for a short duration of time with the objective to provide basic knowledge on computer and internet. Side by side the college also conduct short term and certificate courses and Diploma courses in computer application.

Recently, by keeping in close pursuance of NEP 2020 suggestions, the college had been able to introduce skill education with a Six-Months course in Retail Management.

The NSS and RRC units of the college also provide ample opportunity to the students to involve themselves in different extra-curricular activities outside the college campus which provide them not only knowledge of their communities but also gave them the sense of responsibility and concern about community development programmes.

### **18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)**

With regard to integration of Indian Knowledge System, Jaintia Eastern College had been able to include in the syllabus as prescribe by the Affiliating University the courses on the study of Khasi Literature which comprises of learning on language, culture and socio economic life of the Khasi and Pnar people. Seminars were conducted in and outside the college to spread the knowledge which are indigineous in nature amongst the students and other people in the community.

**19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):**

Jaintia Eastern College had always focus on delivering the best to its students and build up their self-confidence. To ensure that students are able to achieve the learning objective an internal assessment system was adopted as prescribed by the affiliating university. The students who joined the college in the Bachelor of Arts (BA) and Bachelor of Commerce (B. Com) were provided with a clear statement of their competencies at the end of the course. To further enhance the clarity of their career choice, they are also provided with career guidance and counselling. Apart from that the college had also adopted a mechanism to directly involve the students with the community through the NSS, RRC, NCC and so on. With this effort, the passed students of the college has been serving the society in different capacities as lawyers, administrators, clerks, teachers, politicians, administrators, businessmen, entrepreneurs, etc.

**20.Distance education/online education:**

To cater to the need of those aspiring learners who can not afford to regularly attend classes for UG studies, Jaintia Eastern College had signed MoU with Indira Gandhi National Open University (IGNOU) and has been running an IGNOU centre in the college premises for UG programmes since 1999 with visible results.

**Extended Profile****1.Programme**

1.1 107

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	<a href="#">View File</a>

**2.Student**

2.1 429

Number of students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.2

1116

Number of seats earmarked for reserved category as per GOI/  
State Govt. rule during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.3

103

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

### 3.Academic

3.1

39

Number of full time teachers during the year

File Description	Documents
Data Template	<a href="#">View File</a>

3.2

27

Number of Sanctioned posts during the year

<b>Extended Profile</b>	
<b>1.Programme</b>	
1.1 Number of courses offered by the institution across all programs during the year	<b>107</b>
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2.Student</b>	
2.1 Number of students during the year	<b>429</b>
File Description	Documents
Data Template	<a href="#">View File</a>
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	<b>1116</b>
File Description	Documents
Data Template	<a href="#">View File</a>
2.3 Number of outgoing/ final year students during the year	<b>103</b>
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1 Number of full time teachers during the year	<b>39</b>
File Description	Documents
Data Template	<a href="#">View File</a>

3.2	27
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	27
Total number of Classrooms and Seminar halls	
4.2	74,58,078
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

The college put into practice the followings for effective curriculum delivery :

1. Before the commencement of an academic session, Staff Meeting was organised to chalk out the plan and inform the faculty on the various activities as per the academic calendar and TimeTable prepared by the office was finalised.

2. Departmental meetings were held in which units/topics were distributed to the individual teachers. Departments eager to organise programmes like guestlectures, talks, seminars and workshops submit theirproposals to Principal. 3. Teachers Manual - Cum - Record Books and Academic Calendar is supplied to all the teachers to keep record of teaching and other academic activities. Every teacher prepares a lesson plan to guide and directthem in curriculum delivery. 4. Orientation/Freshers Meet was organised to aquaint the newly admitted students about the

various facilities available in the college and other matters related with their courses of study.

5. Effective delivery of the curriculum was done through chalk and talk method, use of ICT, models, charts and maps, studymaterials, group discussion, presentation by students, seminars, workshops, field works and educational tours. Regular class test, sessional tests, assignments, remedial and tutorial classes and discussion of previous years' questions was done. 5. Students are encouraged to use the rich resources available at the central library including e-resources.

6. The Heads of Departments ensure that at the end of every semester, courses is complete and report the same during the Staff Meeting held towards the end of every semester.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

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

1. At the beginning of the year an Academic Calendar is prepared with specific schedule for academic and extra-curricular activities as well as internal examinations. The end semester examination schedule is prepared by the affiliating university and held during April-May and October-November. The calendar highlights all holiday and major activities to be carried out throughout the year. 2. In preparing the Academic Calendar by the Academic Committee, a meeting of Heads of Departments is held wherein views of the departments are given due importance. 3. Teaching Staff Meeting is held and a detailed discussion on academic schedule and action plan takes place. This meeting provides a platform for each teacher to express themselves and to discuss and address concerns put forth for better curriculum delivery for the academic year. 4. Each department meticulously conduct the internal tests and assignments and maintains maintain records of the score by students. Respective Departments are also responsible for maintaining the student's attendance, internal assessments records and other activities of the departments. 5. Each department is allotted a specific fund in every academic calendar to conduct various activities.



File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
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**

**C. Any 2 of the above**

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

## 1.2 - Academic Flexibility

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

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

11

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

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

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

5

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

66

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

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

**1.3 - Curriculum Enrichment**

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

Jaintia Eastern College is affiliated to North Eastern Hill University, Shillong for under graduate studies in Bachelor of Arts and Bachelor of Commerce. The detail curriculum of the courses offered by the college are prepared by the affiliating University. For each stream of study the courses entails the knowledge and issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability. Through classroom teaching and other co-curricular and extra-curricular activities conducted by the respective department and committees, the students of the college are being sensitized on issues of gender equity, women empowerment, environmental issues, ethical issues and current affairs impacting our lives. The

curriculum design includes the recent trends whereby the faculty of different subjects' updates and discusses topics which are relevant to ensure that students are made aware of the happenings. With various scientific and technological advances, such as machine learning, artificial intelligence, climate change, and many issues emitting from such changes, the various course curriculum encourages both teachers, and students to undertake projects and research into such areas thereby enriching their fields of activity. Students are encouraged to take part in extracurricular activities and Community Outreach Programmes where they can showcase and contribute to social welfare through NSS and NCC.

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

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

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)	<a href="#">View File</a>

### 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)	<a href="#">View File</a>

## 1.4 - Feedback System

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

**D. Any 1 of the above**

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

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

**C. Feedback collected and analyzed**

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

1320

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

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

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

409

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

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

On being admitted to either Bachelor of Arts or the Bachelor of Commerce and PG programmes, it is mandatory for all the newly admitted students to attend an Orientation Programme organised by the institution with the objective to create awareness among the new students of the various rules, facilities, programme outcome and other matters related with their studies. To meet the overall requirement of the students, a mentor from among the faculty is assigned to each student whose role is to monitor and cater the overall requirements of the student. The mentor-mentee relationship is an important strategy where slow learners and advanced learners are identified. Once the learners are identified, the following mechanism takes place.

To identify the slow learners, various assessment components such as teacher-student interaction, group discussions, remedial classes, class assignments, etc. enable the assessment of learning levels of students effectively. Mentors monitor the growth of their mentees which is reviewed and discussed in the departmental meetings. Local language is used to clear their doubts (if any).

The advanced learners are provided with several platforms to enhance their knowledge and skills, such as, to read reference books, by providing links to e-library, creating awareness about available online courses such as SWAYAM, Add On Courses and were provided with guidance to prepare for various entrance exams. They are also deputed to attend other activities at the College, District, State and National level quizzes, elocution, debate, seminars/workshops, etc.

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

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

Number of Students	Number of Teachers
429	39

File Description	Documents
Any additional information	No File Uploaded

## 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

Student enrichment and learning outcomes are important aspects in education. To achieve that objective, the teaching methods are made to become more activity based and practical by connecting it to the real world. Industrial visits, field trips, group discussions, home assignments, projects work, etc are undertaken to help students associate the theory with the practical world. These methods will enhance the learning experiences of the students and at the same time cater to the overall knowledge and personality development that prepares the students to be more job ready or industry ready at the end of the course. Students are also encouraged to take part in many extracurricular activities and community outreach programmes where they can showcase their talents, contribute to social welfare and sharpen their skills through the programmes organised by National Service Scheme (NSS), Red Ribbon Club (RRC), National Cadet Cops (NCC) and so on. Teachers of the college encourage students participation in the class and encourage them to ask questions. Besides that some of the committees like Cultural Committee, Sports Committee, Alumni Committee, Grievance Redressal Committee, etc. are having student representations and participation.

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

The Covid-19 pandemic situation had forced many institutions to come out of the comfort zone and adopt online mode of education and teaching. Jaintia Eastern College has no exception to that. To enable the teacher of the college to teach online, the college organized training programs for the teachers to enable them to take classes and teach students using many ICT enabled tools for effective teaching-learning. This experience and training which teachers acquired had been a legacy that help them to use the ICT tools available in the college post pandemic period. Jaintia Eastern College is also in possession of enough classrooms for running the daily academic activities. To smoothly run their departmental and academic activities, one Laptop each is given to each Department. By 2019-20 nine classrooms are equipped with LCD Projectors for smooth delivery of teaching learning process in the college. To enhance the teachers' knowledge on ICT tools, the college Computer Centre regularly conduct basic computer training to the teachers. To further enhance the teachers' ICT skills the college encourages teachers to attend training and workshops related to ICT use or innovation in teaching and learning process in and outside the college.

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

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

**2.3.3.1 - Number of mentors**

34



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

39

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

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

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

5

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

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

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

362

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

## 2.5 - Evaluation Process and Reforms

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

Out of the Total Marks of 100 for each paper, 25 percent constituted internal marks from tests and assignments. To smoothly conduct the internal assessment, the following mechanism had been adopted in the college.

1. Continuous assessments are done by all departments through regular assignments, internal examination, tests and presentations. 2. All teachers are assigned topics for assignments/class tests and a date is fixed for the submission of all assignments. Records of the same are maintained by the department. 3. For Internal examination, the topics or units for the exams are given to the students well in advance and the routine for the internal examination is prepared by the departments in consultation with examination committee of the college.

4. Class test, unit tests, oral test and other assessment were also adopted to increase the learning outcome of the students. 5. The score on assignments, tests, and internal examinations are then prepared, maintained, and informed to the students well in advance, before submitting to the university. Any issue which arise during the process is settled by the department concern or in consultation with the principal. 6. Regular departmental meetings and staff meetings are held to ensure continuous monitoring of evaluation.

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

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

Prior to 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. While preparing question papers the teachers make sure that they follow the standard prescribed by the affiliating University.

After each examination, the score of the students are communicated to them by the concerned department. They are also provided with opportunity to complaint their grievances to the HoD if they have any grievances. On receiving the complaint from the concern students, the Department concerned find out ways to resolve the issue(s) so raised or if required it is reported to the Principal. The college also had an online system to complaint through the College Website in which the students can register their complaint with the GRC.

Before forwarding the I.A marks to the affiliating university, the students' performance is displayed/communicated to the students, if they are not satisfied fair chances are given for improvement within a stipulated time.

File Description	Documents
Any additional information	No File Uploaded
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.

The programme outcome and course outcomes for both Under Graduate Arts, Commerce and PG are adopted as per updated Affiliating University guidelines. The curriculum for all courses are framed in in such a way that it is relevant to the present scenario with the hope to enable the students to achieve their goals and realize their career dreams. The college aimed

to impart thorough knowledge to the learners that can be implemented in their lives by providing the best possible infrastructures, knowledge based information and a good learning environment.

The learning outcomes is discussed and communicated to the teachers in the staff meetings and IQAC meeting. Moreover, hard copy of syllabi and Learning Outcomes are available in the college office and departments for ready reference to the teachers and students. Learning Outcomes of the Programmes are highlighted and made aware to the students in the induction ceremony-cum-orientation programme at the beginning of each session. Information and communication of programme outcomes, especially course outcomes continue throughout the academic session by the teachers of respective departments and this helps the students to appreciate the topics being covered in the class as they see the relevance.

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

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

The assessment of programme outcomes and programmes specific outcomes are done through a direct evaluation process as per the guidelines given by the affiliating University. Students learning outcomes are assessed through assignments, presentations, seminars, tutorials and end semester examinations. The internal assessments of every student is recorded in the respective departments. Out of the Total Marks of 100% of the written examination, 75% evaluation is done through university examination and 25% through internal assessment which includes two internal tests and one assignments in each paper. Certificate Courses and add on courses offered by the college are assessed by the college itself.

Monitoring of the student's knowledge and acquisition of skills are also done throughout the year through seminars, group discussions and quizzes. Students' progression to higher

studies are recorded which are also ways of measuring attainment of programme outcomes, programme specific outcomes and course outcomes. Student's employment after graduation is the most important parameter for measuring the attainment of programme outcomes, programme specific outcomes and course outcomes. The Career Guidance and Placement Cell of the college plays an active role in mentoring and training the students for placement in reputed Companies, offices and business establishments.

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

### 2.6.3 - Pass percentage of Students during the year

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

100

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	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)

<https://jecollege.org/wp-content/uploads/1.4.1.pdf>

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

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

###### 3.1.1.1 - Total Grants from Government and non-governmental agencies for research

**projects / endowments in the institution during the year (INR in Lakhs)**

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)	<a href="#">View File</a>

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

0

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

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

4

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

### 3.2 - Research Publications and Awards

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

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

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)	<a href="#">View File</a>

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

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

0

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

### 3.3 - Extension Activities

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

The college is actively involved in many community extension and outreach programmes through the NSS, RRC, NCC,

Disastermanagementcells//committee. Besides regular activities, it adopted Uml yngsha Village and Narwan Village of East Jaintia Hills District where many programmes were organised. Programmes organised for extension activities were mentioned below:

World No Tobacco Day

Earth Day

Awareness Programme on Drug Abuse, Crimes against Women and Children and Road safety

World Environment Day

Awareness Programme on World Blood Donor Day

International Yoga Day

Azad Amrit Ka Mahotsav

75th Independence Day

Selection Camp for Pre-Republic Day parade

International Literacy Day

NSS Orientation cum Induction Programme

53rd NSS Foundation Day

Clean India Campaign

Massive Drive on Swachhta

Fit India Freedom Run 3.0

National Unity Day (Rashtriya Ekta Diwas)

Blood Donation Camp

Pariksha Pe Charcha

Special Camping to Narwan Village

Special Camping to Uml yngsha Village



Mock Drill Exercise on Earthquake

Mock Drill Exercise on Earthquake

Orientation of Red Ribbon Club on HIV & EMTCT/PPTCT Program

International Youth Day

Red Ribbon Club Quiz Zonal Level Competition

Campus Intervention Programme

Puneet Sagar Abhiyan

Basic and Special to Corps Trg

EBSB Camp at Silchar

CATC Camp at ARPS Laitkor

Trekking to Narpuh Wildlife Sanctuary

International Day of Justice

Constitution Day

File Description	Documents
Paste link for additional information	<a href="https://jecollege.org/cell-services/nss/">https://jecollege.org/cell-services/nss/</a>
Upload any additional information	<a href="#">View File</a>

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
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**

35

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

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

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

1534

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

### 3.4 - Collaboration

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

1

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

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

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

1

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

The college has adequate facilities for teaching-learning. There are in total 26 classrooms (9 equipped with ICT and a smart board), 1 computer laboratory (with 30 desktops and UPS), 1 seminar hall, a principal room, IQAC Room, NSS room, spacious library room, staff common room, separate common rooms for boys and girls, office and administrative room, IGNOU office room,

separate washrooms for boys and girls. The college also has a Girls' Hostel with a capacity of 40 seats built with grants received from UGC. Renovation and laying of tiles in 15 classrooms, computer laboratory, library, students common etc. funded under RUSA has been completed. The total built up area of the college is 1452.63 square metres. The college library has 11036 text books besides reference books, rare books, other facilities such as e-books, e-journals, etc. To meet the power/energy requirements in case of power failure the college has one generator (15Kv). There is Broadband connectivity with Wi-Fi enabled campus. Drinking water facilities is made available to the students and staff within the campus. CCTV cameras are installed at various locations of the building for security and safety of property and all the stakeholders within the college campus.

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

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

The College provide equal opportunities for the students to take part in cultural activities, games and sports, etc. To monitor the conduct of these activities, there are sub-committees like the Cultural Committee, the Games and Sports Committee and the Student Welfare Committee. The College organizes games and sports during college week in which various outdoor and indoor games like football, cricket, volleyball, basketball, table tennis, carom-board, arm-wrestling, tug-of-war, etc., are conducted and participated by the students. The students also participate in various other activities like extempore-speech, quizzes, essay writing, games and sports, cultural programmes, etc., organizes in the college and by the affiliating University, local authority and other institutions. The college has sufficient space in the campus for basketball, volleyball and badminton. Adequate equipments necessary for all indoor and outdoor games are in possession of the college. The student common room is used for playing indoor games such as Table Tennis, Chess, Carom, etc., for both boys and girls separately. An MOU between the college and the Khliehriat West Sports Club for using of the community's football field in case of need was signed. Yoga

training sessions were conducted for the students and teachers besides organising the Yoga International Day.

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

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

9

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

9

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

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

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

74,58,078

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

## 4.2 - Library as a Learning Resource

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

With the completion of the renovation works from funds received from RUSA, the College is now having a spacious library with good collection of books, periodical, reference books, journals, magazines, daily newspapers, e-resources(N-List), etc. The library has active membership of INFLIBNET & N-LIST. To enable the faculty to get access to the online e-resources from this portal, the college is sharing Users ID and password with them. To ensure smooth and effective functioning of the library, a regular update on new additions is made. The college library has provides a free and open access of books to all students and teachers and extensive use of the facility available for reading and writing assignments. The college has Broadband Internet connectivity and Wi-Fi enabled campus for accessing of e-resources. Though the college library is not automated, it has been able to provide tremendous support to the teaching staff and students of the college.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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** C. Any 2 of the above

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

**4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-**

**journals during the year (INR in Lakhs)****58,194**

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

**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****16**

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

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

Jaintia Eastern College has a broadband internet connection. Its campus is also Wi-Fi connected for the benefit of the students and teachers respectively. The Computer Laboratory of the college has 30 Desktops with internet connectivity for trainings of the students in the short term and certificate courses runs by the college. To provide skill training to the students of the college in the field of ICT the college cater to this need by conducting short term and certificate courses besides providing free trainings to the faculty to equip them with IT skills and to be able to use the available IT teachig tools in the college. The college authority also issued 9 (nine) Laptops to each department namely English, Khasi, Political Science, History, Economics, Education, Sociology, IQAC coordinator and one for principal. Since 2019-20 9 (nine) classrooms are equipped with LCD Projectors for smooth delivery of teaching learning process in the college. In 2023-23 a smart/interactive board was installed in the Seminar Hall to be used during presentation,

etc.To keep our students and teachers update with the present trends of knowledge, the college Library is regularly updated besides subscribing to online resources and membership in the INFLIBNET & N-LIST.

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

#### 4.3.2 - Number of Computers

42

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

#### 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)

74,58,078



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

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

For maintaining and utilizing of the physical, academic and support facilities like laboratory, library, sports facilities, computers, classrooms etc. the college follow the following procedures:

- 1: All the facilities like Computer Laboratory, Library, sports equipments, etc, have Assistants/support staff/Member Secretary who looks into the condition of all equipment's,etc.
2. Facilities like classrooms, staff rooms, office,computer centre, library, toilets, etc. are cleaned regularly by an appointed cleaner under the supervision of Health and Sanitation Committee.
3. The Library has a LibraryAdvisory Committee headed by the Principal.
4. Maintenance of computer desktops and laptops is done regularly by technical staff as per requirement. Generator is put in place to back up the computer systems.
- 5.The college has a mini gym which is used by the students and teachers. Student's common rooms are used for playing indoor games. The Games & Sport Committee supervise the games & sports activities in the college.
- 6: Major construction work is done by the Building Committee which study the matter and requirements as suggests the Principal and on approval of the Governing Body. After all formalities, the office issues a Tender Notice in well-established newspaper, and college website.

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

0

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
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)	No File Uploaded

#### 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

0

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

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

**C. 2 of the above**

File Description	Documents
Link to institutional website	Nil
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

**349**

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

**349**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent 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	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 5.2 - Student Progression

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

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

5

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 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

7

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

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

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

0

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

### 5.3 - Student Participation and Activities

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

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

0

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

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

Jaintia Eastern College was established in 1992 with the motto, 'Education for all'. The motto clearly defined the objectives of the college in which it commits to promote equal opportunities to the aspiring youths of the area. So in these three decades, the college had been producing young people with confidence and knowledge who are now engaging themselves in different capacities.

The college adopted a first come first serve basis of admission procedure to provide opportunities for all aspired learners. To encourage students' involvement, the college regularly organise College Week under the supervision of the Students Welfare Committee, a committee mostly composed of students' representatives. All students were given equal opportunity to take part in different indoor and outdoor activities and sporting events.

To instill upon the students with the sense of responsibility, the college involved the students as volunteers in extension activities organized by NSS and RRC units of the college in different community development programme related with various issues like HIV/AIDS, Drugs & Trafficking, environment conservation and protection, youth development, women empowerment, etc. Apart from these, students were also included as members of different committees like CGRC, Internal Complaint Committee, Music & Cultural Committee, etc.

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

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

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

File Description	Documents
Report of the event	<a href="#">View File</a>
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)	No File Uploaded

## 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

The College has a registered Alumni Association, the "Jaintia Eastern College Alumni Association" which meet at least once a year. The members' activities and contribution towards the college have added to the dynamics of curricular and co-curricular activities of the institution. Alumni who are eminent personalities and who have distinguished themselves in their chosen fields are invited to deliver lectures and have interactive sessions with the students.

A number of alumnus are employed as faculty in different Departments and support staffs in the college. They play an

Important role in academic and institutional development. The college is proud to have distinguished alumni who are holding responsible positions in their public/professional life in the field of academics, politics, social service, administration, business and many others.

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

**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

#### Vision

Jaintia Eastern College was established in 1992 with the objective to provide affordable college education to the aspiring youths of the erstwhile Khliehriat Civil Sub-Division (now East Jaintia Hills District) who could not afford to move outside the area for college education. Hence the motto "Education for All" explicitly spoke volumes on the efforts of the college to fulfill the stated objectives and visions.

#### Mission

The college is committed to serve the society by developing the young generation to face the challenges of this contemporary world and to remain socio-economically alert.

The quality policy of the College is well reflected from its vision and mission. The Governing Body as the apex body, is committed to serve the community by providing the best possible college education to the young people of the District. To smoothly run the various activities, different Sub-Committees and Cells are constituted and regularly interact with the Principal, to review the implementation of policies and plans. The governance of the institution is fully transparent, democratic and reflective of the vision and mission of the college. The IQAC prepared action plan for teaching learning process and monitor for the smooth implementation of the strategic plan throughout the year.



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

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

Jaintia Eastern College developed a system of decentralized and participative management in the internal administration and management of college. The Principal delegates power to Departments and different Committees/Cells constituted by blending membership of senior and junior faculty. Students and Non-teaching staff are made members wherever they are related. These committees/cells organize programmes and are given ample scope to participate in the decision-making process.

Relevant issues are discussed in meetings of IQAC, Heads of Department, Sub- Committees and Staff Meetings. These meetings provide the basic outline for an action plan to be adopted for the year. The IQAC prepare the action plan which is executed and monitored continuously by the management and IQAC. Assignment of workload, planning and purchase of departmental requirements are done at the Departmental level. Departments are given freedom to organize field trips and other events outside the college. The teachers and students work in close coordination thereby motivating and encouraging each other to grow. By working in close coordination with the Principal the IQAC reviews and monitors implementation of the strategies and suggests measures for qualitative improvement.

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

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The strategic plan is implemented as follows:

- Curriculum designing and development is done by the

Affiliating University and senior faculty members are part of the Board of Studies and offer their valuable suggestions related to curriculum development.

- The IQAC initiates strategies and encourages the departments and faculty members to design syllabus/curriculum for certificate and value-added courses.
- Time Tables are revised every new academic session so as to accommodate any changes and issues related to smooth implementation of teaching and learning.
- The College is making progress in integration of ICT in the classrooms.
- The Examination Committee sees into the smooth conduct of Examinations in the college.
- To assist the student in their career growth and progression the Mentor-Mentee system was established.
- To promote research, a Research Cell was established.
- To extend service to the staff, the college extends free interest loans to all the teaching and non-teaching staff.
- For the smooth transaction of information, the college utilizes social media and mobile apps like Whatapps, e-mails, etc.
- The college library was regularly updated to provide better service to the students and teachers.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://jecollege.org/wp-content/uploads/SDP-JEC-2022-30.pdf">https://jecollege.org/wp-content/uploads/SDP-JEC-2022-30.pdf</a>
Upload any additional information	No File Uploaded

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

Jaintia Eastern College is administered by a duly constituted Governing Body and is well represented by all stakeholders. The college has a designed decision making structure. The Governing Body is the apex body headed by the President and followed by 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 pays special attention for the smooth functioning of administrative and academic activities and carries out and implements the decisions of the Governing Body. Different Sub-Committees were formed to monitor and facilitate several activities organized in the college which function under him and are directly responsible to him. Besides the above, the Principal is the authorized person to communicate with the external agencies such as affiliating University, UGC, RUSA, etc.

Head of departments and office clerks help the principal for the smooth functioning of administrative work related to admission, examination, maintaining the daily record, to communicate with stakeholders, affiliating University, Government, etc.

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.

File Description	Documents
Paste link for additional information	<a href="https://jecollege.org/about-jaintia-eastern-college/governing-body/">https://jecollege.org/about-jaintia-eastern-college/governing-body/</a>
Link to Organogram of the Institution webpage	<a href="https://jecollege.org/wp-content/uploads/organogram-JEC.pdf">https://jecollege.org/wp-content/uploads/organogram-JEC.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

**D. Any 1 of the above**

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

### 6.3 - Faculty Empowerment Strategies

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

Jaintia Eastern College is privately run by the non-profit organization. Recently, in September 2021, it was brought under the financial map of the state government under the People's College Grant-in-aid scheme of the government of Meghalaya.

The college in its effort towards the welfare of its teaching and non teaching staff has provided many measures, such as:

\* NPS only for the teaching and non-teaching staff included in the government posts.

\* Providing advance payment and free interest short term and long term loan to teaching and non-teaching staff for meeting their immediate need.

\* Canteen facility within the college campus.

\* Drinking water facility

\* Sanitation and washing facility- Separate washroom are provided for the ladies and gents, non-teaching staff and teaching staff of the college.

\* Maternity Leave for female teaching and non-teaching faculty during child birth and child care.

\* Recreational facility - Staff picnics are organized every year.

\* Library facilities - Up to date textbooks and journals including e-resources are made available for the teachers.

\* Staff quarter - Staff quarters for non-teaching staff are provided within the college Campus.

\* Medical leave during sickness period & Casual Leave for other unforeseen needs.

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

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

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

10

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

### 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

4

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

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

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

20

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

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

The Performance Appraisal System for teaching staff had been put in place to assess the performance of the teaching faculty. This system is implemented on trial basis. The outcomes of it 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 to all the faculty members which is then submitted by them to the IQAC at the end of the academic session.

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

## 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

The college has internal and external mechanism for financial audit.

- The internal audit is conducted by the faculty of Commerce Department along with auditors appointed by the Governing Body.
- For external audit, a Chartered Accountant (Kiran Joshi and Associate, a reputed firm from Shillong) is appointed to audit the college accounts.
- Utilization Certificates for various grants received from UGC and others are audited and submitted to the respective authorities.
- The last external audit was done on 31.03.2023. 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 auditor.

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

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

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

384950

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

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

Jaintia Eastern 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). It is also included under the People's College grant-In-Aid scheme of the State Government for staff salary since 2021 besides Rashtriya Uchhtar Shiksha Abhiyan (RUSA) fund for development of infrastructures. Apart from these resources, the college also depend on students' fees and donations from well wishers for payment of salary to the teaching and non-teaching staff not yet included under the People's College grant in aid besides other expenditures. The grants so received from the state government and UGC (if any) is utilised for the purpose of which it was sanctioned.

The financial resources generated through from all sources are mobilized through proper channels and used for the specific purposes. An annual budget is prepared at the beginning of the year and presented before the Governing Body for approval. Apart



from the yearly recurring expenditure for staff salary and office equipment, all major expenditure is carried out with the prior approval of the Governing Body. Income and expenditures is audited by internal and external auditors.

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

## 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

The Institutional Quality Assurance Cell (IQAC) at our college plays a pivotal role in embedding quality assurance initiatives within the institution. It takes charge of arranging various events such as seminars, workshops, and conferences independently or in collaboration with college departments or committees. The IQAC ensures the seamless functioning of the teaching-learning process and provides valuable suggestions for enhancing the quality of teaching, research, administration, as well as curricular and extracurricular activities. This year, in line with the implementation of the National Education Policy (NEP) and the imperative to incorporate the Indian Knowledge System (IKS) into the curriculum, the IQAC organized a workshop focused on IKS. Additionally, with the introduction of the Common University Entrance Test (CUET) at both undergraduate and postgraduate levels by the University Grants Commission (UGC), the IQAC conducted an awareness program for outgoing students from Higher Secondary Schools in the area, as well as for final semester students at the college. Apart from that, every year, the IQAC ensures that all the departments and committees submit their report to the IQAC for further uploading in the NAAC's AQAR.

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

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

The College focus on outcome based education. Through IQAC the college has made gradual improvement by acquiring, upgrading and strengthening its teaching infrastructures and faculty. The teaching and learning reforms undertaken in the college can be explained as follows:

1. Class routines are revised every year to accommodate maximum hours for class room teaching.
2. Construction of new building with additional classroom to accommodate the increase number of students and improve the teaching learning process.
3. Apart from the traditional method of chalk and talk, the college had introduced ICT based teaching and had installed 9 such rooms with LCD projectors.
4. Utilising social media like Whatsapp to share study materials to the students and other information.
5. The College Library is equipped with good numbers of textbooks, journals, reference books, besides online e-resources.
6. Wi-fi connectivity is available to all teachers and students within the College campus.
7. Mechanism to address learners'and staff grievances.
8. Staff meeting of the Faculty members is conducted frequently to address all matters related to teaching-learning, evaluation and other issues.
9. Departments arrange field trips, study tours withinand outside the state to enhance exposure.

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

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

**B. Any 3 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://jecollege.org/wp-content/uploads/annual-report-2022-23.pdf">https://jecollege.org/wp-content/uploads/annual-report-2022-23.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

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

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

As co-educational institution, the College has taken various steps to create awareness on gender issues and promote gender equity. The Internal Complaint Committee, the Anti Ragging Committee and Grievance Redressal Committee of the college play a very important role in promoting gender equity. The enrolment in the college constituted mostly girl students. The following

are some of the important steps undertaken by the institute to promote gender equity:

1. Installed CCTV cameras in many junctions to check any mal-treatment to the women folk.
2. Separate washrooms were provided for boys and girls students as well as for the staff of the college.
3. Regularly organising awareness programmes and workshops on issues affecting women.
4. Separate common room was provided for boys and girls.
5. A Girls Hostel with 40 seats capacity was provided for outstations and rural students which is looked after by a female warden.
6. International Women’s Day was observed by the college on the 8th March 2023.
7. Girl students were included as members of ICC and other committees which need inclusion of female students’ membership.
8. Encourages the participation of girls students in games and sports and other extra-curricular activities.

File Description	Documents
Annual gender sensitization action plan	<a href="https://jecollege.org/wp-content/uploads/7.1.1.pdf">https://jecollege.org/wp-content/uploads/7.1.1.pdf</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://jecollege.org/wp-content/uploads/7.1.1.-geotagged-photo.pdf">https://jecollege.org/wp-content/uploads/7.1.1.-geotagged-photo.pdf</a>

**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**

C. Any 2 of the above

**bulbs/ power efficient equipment**

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

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

The Health and Sanitation Committee is in charge of keeping the college clean and free from waste. The following steps had been undertaken to maintain cleanliness.

1. Solid Wastes: Major waste from the college includes paper waste and negligible amount of plastic waste. These solid waste from the college are collected from the dustbins kept at different junctions and deposited at a designated point which is then collected by the Khliehriat West Village Committee and disposed off in a designated dumping area.

2. Liquid Waste: The liquid waste so produced is comparably less and is filtered before it is let off to the drain.

3. E-waste: E-waste of electronics were kept in a proper store room which is then used in the training of students.

4. Bio-degradable waste: As the college is possessing lots of greeneries, some bio degradable waste generated from the leaves of trees were collected and dumped at a designated area within the campus.

5. No bio-medical, hazardous chemicals and radioactive waste are generated from the college campus.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	Nil
Any other relevant information	<a href="#">View File</a>

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

**C. Any 2 of the above**

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

**7.1.5 - Green campus initiatives include**

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

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

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

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

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

**7.1.6.1 - The institutional environment and**

**D. Any 1 of the above**

**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**

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	<a href="#">View File</a>

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading** C. Any 2 of the above

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

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e.,

tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

With the motto "Education for All", the college is trying to provide quality education for all the young people of the district including indigenous population and migrant workers wards, irrespective of their differences in religion, caste, creed, culture and socio-economic background. The admission process is carried out as per government and UGC rules and on first come first serve basis. The faculty of the college are also recruited from diverse population.

To develop the emotional bond, affinity and tolerance, the students, teachers and staff jointly observed important days, celebrate the national and regional festivals, organize Orientation and Farewell programmes, Social Freshers', College Week, Yoga Day and many others. Departments organize field trips, seminars, etc. The college common room where students meet and play gain social acceptance. Cells/committees such as gender equality and monitoring cells and equal opportunity cell has been constituted by the institution to ensure tolerance and harmony among students from various backgrounds. To prevent ragging of students, the Anti-Ragging Committee was constituted as per notification of the Supreme Court.

In this way the institute is providing an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic, and other diversities.

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

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

The institution sensitizes the students and the staff to the constitutional obligations about values, rights, duties and



responsibilities and constantly works towards nurturing them as better citizens of the country through the curriculum and extracurricular activities. To fulfill this objective, the college regularly observed the Constitutional Day, National Unity Day, International Yoga Day, Legal Literacy and other important Days by organizing various types of activities like pledge taking and reading of the Preamble of the Constitution, yoga demonstration, legal awareness campaign and so on.

The institution had also conducted programs from time to time on Right of Women, Human Right, etc. Students are encouraged to participate in all such events to strengthen the feeling of brotherhood and social relationship amongst others. The institution takes pride in raising successful leaders among the students by conducting the Student Council election every year. The elected representatives assume the leadership role and delegate the responsibilities of organizing college programmes with the support of other student volunteers and faculty of the college.

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

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

**D. Any 1 of the above**

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

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

The College observed the National and International important Days as well as Birth and Death anniversaries of great Indian

personalities with enthusiasm. The event is followed either by lecture, rally or the competition like debate, quiz, easy

writing and drawing. The college organises activities on these of national importance to recall the event or contribution of

our leader in building the nation and imbibe moral and ethical behaviour of Student in their profession and personal lives.

The College celebrated the following days.

Republic Day - 26th January

International women day-8th March

World No Tobacco Day - 31st May

World Environment Day- 5th June

International Day of Yoga- 21st June

Thomas Jones Day- 22nd June

International Youth day - 12th August

Independence Day - 15th August

World Tourism Day - 27th September

Teacher Day - 5th September

Gandhijayanti - 2nd October

National Unity Day - 31st October

World AIDS Day - 1st December

Apart from these, the college also observe national and local festival like Durga Puja, Holi, Diwali, Id-Ul -zuha, Buddha Purnima, Behdienkhlam, Seng Kut Snem, Christmas, etc.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
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.

### BEST PRACTICE - I

**Title:** Yoga Training Programme

**Objectives:**

- Raise awareness about yoga's significance in daily life.
- Foster a healthy and disciplined lifestyle among students and faculty.

**Context:** The college organized a 15-days training program on Common Yoga Protocols themed "Yoga for Humanity".

**Practice:** The college conduct bi-weekly sessions after regular classes which continues till the International Yoga Day.

**Success:** Out of 22 registered participants, 15 completed the

program.

**Challenges and Resources:**

- Lack of ideal space for training sessions.
- Limited availability of yoga props.
- Financial constraints for hiring external instructors.

**BEST PRACTICE - II**

**Title: Free Computer Education for 1st Semester Students**

**Objectives:**

- Provide basic computer literacy to newly admitted students.
- Cultivate interest in technology and preparation for Computer-Based Tests (CBT).

**Context:** To provide five days basic computer training to first-semester students.

**Practice:** Classes were conducted in the afternoon after regular sessions. The curriculum covered computer fundamentals, typing skills, and basic software usage.

**Success:** Out of 26 enrolled students, 20 completed the program.

**Challenges and Resources:**

- Limited time for comprehensive coverage.
- Short duration for hands-on experience.
- Technical issues like power supply and internet connectivity.
- Limited opportunity for continued practice and reinforcement.

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

**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

Jaintia Eastern College was founded in 1992 with the motto "Education for All" and served to provide quality higher education to the aspiring youths of the erstwhile Khliehriat Civil Sub-Division (now East Jaintia Hills District).

The institution was established and operated as per the vision of few dedicated social leaders who aimed to provide college education at low cost, feasible and accessible to the underprivileged and the disadvantaged. The college is committed to its principles and objective and truly is able to grow and establish itself as one of the leading institution in rural Meghalaya which had been offering education not only at Under Graduate level but also at Post Graduate Level. It responsibly grooms the skills of the young minds besides engaging them in community development programme thereby inculcating in them the spirit of social responsibility.

The Institution was awarded Grade 'B' by NAAC in the last accreditation (cycle 2).

Recently, with the implementation of the NEP 2020, the college had laid down general outlines for step by step implementation of the policy as per direction of the affiliating university, NEHU and UGC. Certain skill oriented courses had been put in place to develop the skills of the students.

## 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

The college put into practice the followings for effective curriculum delivery :

1. Before the commencement of an academic session, Staff Meeting was organised to chalk out the plan and inform the faculty on the various activities as per the academic calendar and TimeTable prepared by the office was finalised.

2. Departmental meetings were held in which units/topics were distributed to the individual teachers. Departments eager to organise programmes like guestlectures, talks, seminars and workshops submit theirproposals to Principal. 3. Teachers Manual - Cum - Record Books and Academic Calendar is supplied to all the teachers to keep record of teaching and other academic activities. Every teacher prepares a lesson plan to guide and directthem in curriculum delivery. 4.

Orientation/Freshers Meet was organised to acquaint the newly admitted students about the various facilities available in the college and other matters related with their courses of study.

5. Effective delivery of the curriculum was done through chalk and talk method, use of ICT, models, charts and maps, studymaterials , group discussion, presentation by students, seminars, workshops, field works and educational tours. Regular class test, sessional tests, assignments, remedial and tutorial classes and discussion of previous years' questions was done. 5. Students are encouraged to use the rich resources available at the central library including e-resources.

6. The Heads of Departments ensure that at the end of every semester, courses is complete and report the same during the Staff Meeting held towards the end of every semester.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

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

1. At the beginning of the year an Academic Calendar is prepared with specific schedule for academic and extra-curricular activities as well as internal examinations. The end semester examination schedule is prepared by the affiliating university and held during April-May and October-November. The calendar highlights all holiday and major activities to be carried out throughout the year. 2. In preparing the Academic Calendar by the Academic Committee, a meeting of Heads of Departments is held wherein views of the departments are given due importance. 3. Teaching Staff Meeting is held and a detailed discussion on academic schedule and action plan takes place. This meeting provides a platform for each teacher to express themselves and to discuss and address concerns put forth for better curriculum delivery for the academic year. 4. Each department meticulously conduct the internal tests and assignments and maintains maintain records of the score by students. Respective Departments are also responsible for maintaining the student's attendance, internal assessments records and other activities of the departments. 5. Each department is allotted a specific fund in every academic calendar to conduct various activities.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
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**

**C. Any 2 of the above**

<b>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</b>	
File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	No File Uploaded
<b>1.2 - Academic Flexibility</b>	
<b>1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</b>	
<b>1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented</b>	
11	
File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>
<b>1.2.2 - Number of Add on /Certificate programs offered during the year</b>	
<b>1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)</b>	
5	



File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

66

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

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

Jaintia Eastern College is affiliated to North Eastern Hill University, Shillong for under graduate studies in Bachelor of Arts and Bachelor of Commerce. The detail curriculum of the courses offered by the college are prepared by the affiliating University. For each stream of study the courses entails the knowledge and issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability. Through classroom teaching and other co-curricular and extra-curricular activities conducted by the respective department and committees, the students of the college are being sensitized on issues of gender equity, women empowerment, environmental issues, ethical issues and current affairs impacting our lives. The curriculum design includes the recent trends whereby the faculty of different subjects' updates and discusses topics which are relevant to ensure that students are made aware of the happenings. With various scientific and

technological advances, such as machine learning, artificial intelligence, climate change, and many issues emitting from such changes, the various course curriculum encourages both teachers, and students to undertake projects and research into such areas thereby enriching their fields of activity. Students are encouraged to take part in extracurricular activities and Community Outreach Programmes where they can showcase and contribute to social welfare through NSS and NCC.

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

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

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)	<a href="#">View File</a>

**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)	<a href="#">View File</a>

**1.4 - Feedback System**

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

D. Any 1 of the above

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

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

C. Feedback collected and analyzed

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

**TEACHING-LEARNING AND EVALUATION****2.1 - Student Enrollment and Profile**

<b>2.1.1 - Enrolment Number Number of students admitted during the year</b>	
<b>2.1.1.1 - Number of sanctioned seats during the year</b>	
1320	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>
<b>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)</b>	
<b>2.1.2.1 - Number of actual students admitted from the reserved categories during the year</b>	
409	
File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>
<b>2.2 - Catering to Student Diversity</b>	
2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners	
<p>On being admitted to either Bachelor of Arts or the Bachelor of Commerce and PG programmes, it is mandatory for all the newly admitted students to attend an Orientation Programme organised by the institution with the objective to create awareness among the new students of the various rules, facilities, programme outcome and other matters related with their studies. To meet the overall requirement of the students, a mentor from among the faculty is assigned to each student whose role is to monitor and cater the overall requirements of the student. The mentor-mentee relationship is an important strategy where slow learners and advanced learners are identified. Once the learners are identified, the following mechanism takes place.</p> <p>To identify the slow learners, various assessment components</p>	

such as teacher-student interaction, group discussions, remedial classes, class assignments, etc. enable the assessment of learning levels of students effectively. Mentors monitor the growth of their mentees which is reviewed and discussed in the departmental meetings. Local language is used to clear their doubts (if any).

The advanced learners are provided with several platforms to enhance their knowledge and skills, such as, to read reference books, by providing links to e-library, creating awareness about available online courses such as SWAYAM, Add On Courses and were provided with guidance to prepare for various entrance exams. They are also deputed to attend other activities at the College, District, State and National level quizzes, elocution, debate, seminars/workshops, etc.

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

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

Number of Students	Number of Teachers
429	39

File Description	Documents
Any additional information	No File Uploaded

### 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

Student enrichment and learning outcomes are important aspects in education. To achieve that objective, the teaching methods are made to become more activity based and practical by connecting it to the real world. Industrial visits, field trips, group discussions, home assignments, projects work, etc are undertaken to help students associate the theory with the practical world. These methods will enhance the learning experiences of the students and at the same time cater to the overall knowledge and personality development that prepares

the students to be more job ready or industry ready at the end of the course. Students are also encouraged to take part in many extracurricular activities and community outreach programmes where they can showcase their talents, contribute to social welfare and sharpen their skills through the programmes organised by National Service Scheme (NSS), Red Ribbon Club (RRC), National Cadet Cops (NCC) and so on. Teachers of the college encourage students participation in the class and encourage them to ask questions. Besides that some of the committees like Cultural Committee, Sports Committee, Alumni Committee, Grievance Redressal Committee, etc. are having student representations and participation.

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

The Covid-19 pandemic situation had forced many institutions to come out of the comfort zone and adopt online mode of education and teaching. Jaintia Eastern College has no exception to that. To enable the teacher of the college to teach online, the college organized training programs for the teachers to enable them to take classes and teach students using many ICT enabled tools for effective teaching-learning. This experience and training which teachers acquired had been a legacy that help them to use the ICT tools available in the college post pandemic period. Jaintia Eastern College is also in possession of enough classrooms for running the daily academic activities. To smoothly run their departmental and academic activities, one Laptop each is given to each Department. By 2019-20 nine classrooms are equipped with LCD Projectors for smooth delivery of teaching learning process in the college. To enhance the teachers' knowledge on ICT tools, the college Computer Centre regularly conduct basic computer training to the teachers. To further enhance the teachers' ICT skills the college encourages teachers to attend training and workshops related to ICT use or innovation in teaching and learning process in and outside the college.

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

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

#### 2.3.3.1 - Number of mentors

34

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

39

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

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

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

5

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

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

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

362

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

### 2.5 - Evaluation Process and Reforms

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

Out of the Total Marks of 100 for each paper, 25 percent constituted internal marks from tests and assignments. To smoothly conduct the internal assessment, the following mechanism had been adopted in the college.

1. Continuous assessments are done by all departments through regular assignments, internal examination, tests and presentations. 2. All teachers are assigned topics for assignments/class tests and a date is fixed for the submission of all assignments. Records of the same are maintained by the department. 3. For Internal examination, the topics or units for the exams are given to the students well in advance and the routine for the internal examination is prepared by the departments in consultation with examination committee of the college.

4. Class test, unit tests, oral test and other assessment were



also adopted to increase the learning outcome of the students. 5.The score on assignments,tests, and internal examinations are then prepared,maintained, and informed to the students well in advance,before submitting to the university. Any issue which arise during the process is settled by the department concern or in consultation with the principal. 6. Regular departmental meetings and staff meetings are held to ensure continuous monitoring of evaluation.

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

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

Prior to 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. While preparing question papers the teachers make sure that they follow the standard prescribed by the affiliating University.

After each examination, the score of the students are communicated to them by the concerned department. They are also provided with opportunity to complaint their grievances to the HoD if they have any grievances. On recieving the complaint from the concern students, the Department concerned find out ways to resolve the issue(s) so raised or if required it is reported to the Principal. The college also had an online system to complaint through the College Website in which the students can register their complaint with the GRC.

Before forwarding the I.A marks to the affiliating university, the students' performance is displayed/communicated to the students, if they are not satisfied fair chances are given for improvement within a stipulated time.

File Description	Documents
Any additional information	No File Uploaded
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.

The programme outcome and course outcomes for both Under Graduate Arts, Commerce and PG are adopted as per updated Affiliating University guidelines. The curriculum for all courses are framed in in such a way that it is relevant to the present scenario with the hope to enable the students to achieve their goals and realize their career dreams. The college aimed to impart thorough knowledge to the learners that can be implemented in their lives by providing the best possible infrastructures, knowledge based information and a good learning environment.

The learning outcomes is discussed and communicated to the teachers in the staff meetings and IQAC meeting. Moreover, hard copy of syllabi and Learning Outcomes are available in the college office and and departments for ready reference to the teachers and students. Learning Outcomes of the Programmes are highlighted and made aware to the students in the induction ceremony-cum-orientation programme at the beginning of each session. Information and communication of programme outcomes, especially course outcomes continue throughout the academic session by the teachers of respective departments and this helps the students to appreciate the topics being covered in the class as they see the relevance.

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

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

The assessment of programme outcomes and programmes specific outcomes are done through a direct evaluation process as per the guidelines given by the affiliating University. Students learning outcomes are assessed through assignments, presentations, seminars, tutorials and end semester examinations. The internal assessments of every student is recorded in the respective departments. Out of the Total Marks of 100% of the written examination, 75% evaluation is done through university examination and 25% through internal assessment which includes two internal tests and one assignments in each paper. Certificate Courses and add on courses offered by the college are assessed by the college itself.

Monitoring of the student's knowledge and acquisition of skills are also done throughout the year through seminars, group discussions and quizzes. Students' progression to higher studies are recorded which are also ways of measuring attainment of programme outcomes, programme specific outcomes and course outcomes. Student's employment after graduation is the most important parameter for measuring the attainment of programme outcomes, programme specific outcomes and course outcomes. The Career Guidance and Placement Cell of the college plays an active role in mentoring and training the students for placement in reputed Companies, offices and business establishments.

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

### 2.6.3 - Pass percentage of Students during the year

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

100

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	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)**

<https://jecollege.org/wp-content/uploads/1.4.1.pdf>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

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

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

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)	<a href="#">View File</a>

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

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

0

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

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

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

4

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

### 3.2 - Research Publications and Awards

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

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

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)	<a href="#">View File</a>

#### 3.2.2 - Number of books and chapters in edited volumes/books published and papers

published in national/ international conference proceedings per teacher during the year

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

0

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

### 3.3 - Extension Activities

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

The college is actively involved in many community extension and outreach programmes through the NSS, RRC, NCC, Disaster management cells//committee. Besides regular activities, it adopted Umlingsha Village and Narwan Village of East Jaintia Hills District where many programmes were organised. Programmes organised for extension activities were mentioned below:

World No Tobacco Day

Earth Day

Awareness Programme on Drug Abuse, Crimes against Women and Children and Road safety

World Environment Day

Awareness Programme on World Blood Donor Day

International Yoga Day

Azad Amrit Ka Mahotsav

75th Independence Day

Selection Camp for Pre-Republic Day parade

International Literacy Day

NSS Orientation cum Induction Programme

53rd NSS Foundation Day

Clean India Campaign

Massive Drive on Swachhta

Fit India Freedom Run 3.0

National Unity Day (Rashtriya Ekta Diwas)

Blood Donation Camp

Pariksha Pe Charcha

Special Camping to Narwan Village

Special Camping to Umlyngsha Village

Mock Drill Exercise on Earthquake

Mock Drill Exercise on Earthquake

Orientation of Red Ribbon Club on HIV & EMTCT/PPTCT Program

International Youth Day

Red Ribbon Club Quiz Zonal Level Competition

Campus Intervention Programme

Puneet Sagar Abhiyan

Basic and Special to Corps Trg

EBSB Camp at Silchar

CATC Camp at ARPS Laitkor

Trekking to Narpuh Wildlife Sanctuary

International Day of Justice

**Constitution Day**

File Description	Documents
Paste link for additional information	<a href="https://jecollege.org/cell-services/nss/">https://jecollege.org/cell-services/nss/</a>
Upload any additional information	<a href="#">View File</a>

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
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**

35



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

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

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

1534

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

### 3.4 - Collaboration

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

1

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

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

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

1

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

The college has adequate facilities for teaching-learning. There are in total 26 classrooms (9 equipped with ICT and a smart board), 1 computer laboratory (with 30 desktops and UPS), 1 seminar hall, a principal room, IQAC Room, NSS room, spacious library room, staff common room, separate common rooms for boys and girls, office and administrative room, IGNOU office room, separate washrooms for boys and girls. The college also has a Girls' Hostel with a capacity of 40 seats built with grants received from UGC. Renovation and laying of tiles in 15 classrooms, computer laboratory, library, students common etc. funded under RUSA has been completed. The total built up area of the college is 1452.63 square metres. The college library has 11036 text books besides reference books, rare books, other facilities such as e-books, e-journals, etc. To meet the power/energy requirements in case of power failure the college has one generator (15Kv). There is Broadband connectivity with Wi-Fi enabled campus. Drinking water facilities is made available to the students and staff within the campus. CCTV cameras are installed at various locations of the building for security and safety of property and all the stakeholders within the

college campus.

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

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

The College provide equal opportunities for the students to take part in cultural activities, games and sports, etc. To monitor the conduct of these activities, there are sub-committees like the Cultural Committee, the Games and Sports Committee and the Student Welfare Committee. The College organizes games and sports during college week in which various outdoor and indoor games like football, cricket, volleyball, basketball, table tennis, carom-board, arm-wrestling, tug-of-war, etc., are conducted and participated by the students. The students also participate in various other activities like extempore-speech, quizzes, essay writing, games and sports, cultural programmes, etc., organizes in the college and by the affiliating University, local authority and other institutions. The college has sufficient space in the campus for basketball, volleyball and badminton. Adequate equipments necessary for all indoor and outdoor games are in possession of the college. The student common room is used for playing indoor games such as Table Tennis, Chess, Carom, etc., for both boys and girls separately. An MOU between the college and the Khliehriat West Sports Club for using of the community's football field in case of need was signed. Yoga training sessions were conducted for the students and teachers besides organising the Yoga International Day.

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

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

9

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

9

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

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

74,58,078

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

**4.2 - Library as a Learning Resource****4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

With the completion of the renovation works from funds received from RUSA, the College is now having a spacious library with good collection of books, periodical, reference books, journals, magazines, daily newspapers, e-resources (N-List), etc. The library has active membership of INFLIBNET & N-LIST. To enable the faculty to get access to the online e-resources from this portal, the college is sharing Users ID and password with them. To ensure smooth and effective

functioning of the library, a regular update on new additions is made. The college library has provides a free and open access of books to all students and teachers and extensive use of the facility available for reading and writing assignments. The college has Broadband Internet connectivity and Wi-Fi enabled campus for accessing of e-resources. Though the college library is not automated, it has been able to provide tremendous support to the teaching staff and students of the college.

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

C. Any 2 of the above

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

**58,194**

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

#### 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

16

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

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

Jaintia Eastern College has a broadband internet connection. Its campus is also Wi-Fi connected for the benefit of the students and teachers respectively. The Computer Laboratory of the college has 30 Desktops with internet connectivity for trainings of the students in the short term and certificate courses runs by the college. To provide skill training to the students of the college in the field of ICT the college cater to this need by conducting short term and certificate courses besides providing free trainings to the faculty to equip them with IT skills and to be able to use the available IT teaching tools in the college. The college authority also issued 9 (nine) Laptops to each department namely English, Khasi, Political Science, History, Economics, Education, Sociology, IQAC coordinator and one for principal. Since 2019-20 9 (nine) classrooms are equipped with LCD Projectors for smooth delivery of teaching learning process in the college. In 2023-23 a smart/interactive board was installed in the Seminar Hall to be used during presentation, etc. To keep our students and teachers update with the present trends of

knowledge, the college Library is regularly updated besides subscribing to online resources and membership in the INFLIBNET & N-LIST.

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

#### 4.3.2 - Number of Computers

42

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

#### 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)

74,58,078

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

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

For maintaining and utilizing of the physical, academic and support facilities like laboratory, library, sports facilities, computers, classrooms etc. the college follow the following procedures:

- 1: All the facilities like Computer Laboratory, Library, sports equipments, etc, have Assistants/support staff/Member Secretary who looks into the condition of all equipment's,etc.
2. Facilities like classrooms, staff rooms, office,computer centre, library, toilets, etc. are cleaned regularly by an appointed cleaner under the supervision of Health and Sanitation Committee.
3. The Library has a LibraryAdvisory Committee headed by the Principal.
4. Maintenance of computer desktops and laptops is done regularlyby technical staff as per requirement. Generator is put in place to back up thecomputer systems.
- 5.The college has a mini gymwhich is used by the students and teachers. Student's common rooms are used for playing indoor games. The Games & Sport Committee supervise the games & sports activities in the college.
- 6: Major construction work is done by the Building Committee which study thematter and requirements as suggests the Principal and on approval of theGoverning Body.After all



formalities, the office issues a Tender Notice in well-established newspaper, and college website.

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

0

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
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)	No File Uploaded

#### 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

0

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

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

**C. 2 of the above**

File Description	Documents
Link to institutional website	<b>Nil</b>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

**349**

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

**349**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent 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	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 5.2 - Student Progression

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

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

5

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 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

7

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

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

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

0

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

**5.3 - Student Participation and Activities**

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

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

0

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

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

Jaintia Eastern College was established in 1992 with the motto, 'Education for all'. The motto clearly defined the objectives of the college in which it commits to promote equal opportunities to the aspiring youths of the area. So in these three decades, the college had been producing young people with confidence and knowledge who are now engaging themselves in different capacities.

The college adopted a first come first serve basis of admission procedure to provide opportunities for all aspired learners. To encourage students' involvement, the college regularly organises College Week under the supervision of the Students Welfare Committee, a committee mostly composed of students' representatives. All students were given equal opportunity to take part in different indoor and outdoor activities and sporting events.

To instill upon the students with the sense of responsibility, the college involved the students as volunteers in extension activities organized by NSS and RRC units of the college in different community development programme related with various issues like HIV/AIDS, Drugs & Trafficking, environment conservation and protection, youth development, women empowerment, etc. Apart from these, students were also included as members of different committees like CGRC, Internal Complaint Committee, Music & Cultural Committee, etc.

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

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

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

7

File Description	Documents
Report of the event	<a href="#">View File</a>
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)	No File Uploaded

#### 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

The College has a registered Alumni Association, the "Jaintia Eastern College Alumni Association" which meet at least once a year. The members' activities and contribution towards the college have added to the dynamics of curricular and co-curricular activities of the institution. Alumni who are eminent personalities and who have distinguished themselves in their chosen fields are invited to deliver lectures and have interactive sessions with the students.

A number of alumnus are employed as faculty in different Departments and support staffs in the college. They play an

Important role in academic and institutional development. The college is proud to have distinguished alumni who are holding responsible positions in their public/professional life in the field of academics, politics, social service, administration, business and many others.

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

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

#### Vision

Jaintia Eastern College was established in 1992 with the objective to provide affordable college education to the aspiring youths of the erstwhile Khliehriat Civil Sub-Division (now East Jaintia Hills District) who could not afford to move outside the area for college education. Hence the motto "Education for All" explicitly spoke volumes on the efforts of the college to fulfill the stated objectives and visions.

#### Mission

The college is committed to serve the society by developing the young generation to face the challenges of this contemporary world and to remain socio-economically alert.

The quality policy of the College is well reflected from its vision and mission. The Governing Body as the apex body, is committed to serve the community by providing the best possible college education to the young people of the District. To smoothly run the various activities, different Sub-Committees and Cells are constituted and regularly interact with the Principal, to review the implementation of policies and plans. The governance of the institution is fully transparent, democratic and reflective of the vision and mission of the college. The IQAC prepared action plan for teaching learning process and monitor for the smooth implementation of the strategic plan throughout the year.

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

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

Jaintia Eastern College developed a system of decentralized and participative management in the internal administration and management of college. The Principal delegates power to Departments and different Committees/Cells constituted by blending membership of senior and junior faculty. Students and Non-teaching staff are made members wherever they are related. These committees/cells organize programmes and are given ample scope to participate in the decision-making process.

Relevant issues are discussed in meetings of IQAC, Heads of Department, Sub- Committees and Staff Meetings. These meetings provide the basic outline for an action plan to be adopted for the year. The IQAC prepare the action plan which is executed and monitored continuously by the management and IQAC. Assignment of workload, planning and purchase of departmental requirements are done at the Departmental level. Departments are given freedom to organize field trips and other events outside the college. The teachers and students work in close coordination thereby motivating and encouraging each other to grow. By working in close coordination with the Principal the IQAC reviews and monitors implementation of the strategies and suggests measures for qualitative improvement.

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

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The strategic plan is implemented as follows:



- Curriculum designing and development is done by the Affiliating University and senior faculty members are part of the Board of Studies and offer their valuable suggestions related to curriculum development.
- The IQAC initiates strategies and encourages the departments and faculty members to design syllabus/curriculum for certificate and value-added courses.
- Time Tables are revised every new academic session so as to accommodate any changes and issues related to smooth implementation of teaching and learning.
- The College is making progress in integration of ICT in the classrooms.
- The Examination Committee sees into the smooth conduct of Examinations in the college.
- To assist the student in their career growth and progression the Mentor-Mentee system was established.
- To promote research, a Research Cell was established.
- To extend service to the staff, the college extends free interest loans to all the teaching and non-teaching staff.
- For the smooth transaction of information, the college utilizes social media and mobile apps like Whatapps, e-mails, etc.
- The college library was regularly updated to provide better service to the students and teachers.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://jecollege.org/wp-content/uploads/SDP-JEC-2022-30.pdf">https://jecollege.org/wp-content/uploads/SDP-JEC-2022-30.pdf</a>
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from

policies, administrative setup, appointment and service rules, procedures, etc.

Jaintia Eastern College is administered by a duly constituted Governing Body and is well represented by all stakeholders. The college has a designed decision making structure. The Governing Body is the apex body headed by the President and followed by 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 pays special attention for the smooth functioning of administrative and academic activities and carries out and implements the decisions of the Governing Body. Different Sub-Committees were formed to monitor and facilitate several activities organized in the college which function under him and are directly responsible to him. Besides the above, the Principal is the authorized person to communicate with the external agencies such as affiliating University, UGC, RUSA, etc.

Head of departments and office clerks help the principal for the smooth functioning of administrative work related to admission, examination, maintaining the daily record, to communicate with stakeholders, affiliating University, Government, etc.

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.

File Description	Documents
Paste link for additional information	<a href="https://jecollege.org/about-jaintia-eastern-college/governing-body/">https://jecollege.org/about-jaintia-eastern-college/governing-body/</a>
Link to Organogram of the Institution webpage	<a href="https://jecollege.org/wp-content/uploads/organogram-JEC.pdf">https://jecollege.org/wp-content/uploads/organogram-JEC.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

**D. Any 1 of the above**

## Finance and Accounts Student Admission and Support Examination

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

### 6.3 - Faculty Empowerment Strategies

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

Jaintia Eastern College is privately run by the non-profit organization. Recently, in September 2021, it was brought under the financial map of the state government under the People's College Grant-in-aid scheme of the government of Meghalaya.

The college in its effort towards the welfare of its teaching and non teaching staff has provided many measures, such as:

- \* NPS only for the teaching and non-teaching staff included in the government posts.
- \* Providing advance payment and free interest short term and long term loan to teaching and non-teaching staff for meeting their immediate need.
- \* Canteen facility within the college campus.
- \* Drinking water facility
- \* Sanitation and washing facility- Separate washroom are provided for the ladies and gents, non-teaching staff and teaching staff of the college.

\* Maternity Leave for female teaching and non-teaching faculty during child birth and child care.

\* Recreational facility - Staff picnics are organized every year.

\* Library facilities - Up to date textbooks and journals including e-resources are made available for the teachers.

\* Staff quarter - Staff quarters for non-teaching staff are provided within the college Campus.

\* Medical leave during sickness period & Casual Leave for other unforeseen needs.

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

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

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

10

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

**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**

4

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

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

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

20

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

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

**The Performance Appraisal System for teaching staff had been**

put in place to assess the performance of the teaching faculty. This system is implemented on trial basis. The outcomes of it 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 to all the faculty members which is then submitted by them to the IQAC at the end of the academic session.

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

#### 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

The college has internal and external mechanism for financial audit.

- The internal audit is conducted by the faculty of Commerce Department along with auditors appointed by the Governing Body.
- For external audit, a Chartered Accountant (Kiran Joshi and Associate, a reputed firm from Shillong) is appointed to audit the college accounts.
- Utilization Certificates for various grants received from UGC and others are audited and submitted to the respective authorities.
- The last external audit was done on 31.03.2023. 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 auditor.

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

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

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

384950

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

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

Jaintia Eastern 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). It is also included under the People's College grant-In-Aid scheme of the State Government for staff salary since 2021 besides Rashtriya Uchhtar Shiksha Abhiyan (RUSA) fund for development of infrastructures. Apart from these resources, the college also depend on students' fees and donations from well wishers for payment of salary to the teaching and non-teaching staff not yet included under the People's College grant in aid besides other expenditures. The grants so received from the state government and UGC (if any) is utilised for the purpose of which it was sanctioned.

The financial resources generated through from all sources are mobilized through proper channels and used for the

specific purposes. An annual budget is prepared at the beginning of the year and presented before the Governing Body for approval. Apart from the yearly recurring expenditure for staff salary and office equipment, all major expenditure is carried out with the prior approval of the Governing Body. Income and expenditures is audited by internal and external auditors.

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

## 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

The Institutional Quality Assurance Cell (IQAC) at our college plays a pivotal role in embedding quality assurance initiatives within the institution. It takes charge of arranging various events such as seminars, workshops, and conferences independently or in collaboration with college departments or committees. The IQAC ensures the seamless functioning of the teaching-learning process and provides valuable suggestions for enhancing the quality of teaching, research, administration, as well as curricular and extracurricular activities. This year, in line with the implementation of the National Education Policy (NEP) and the imperative to incorporate the Indian Knowledge System (IKS) into the curriculum, the IQAC organized a workshop focused on IKS. Additionally, with the introduction of the Common University Entrance Test (CUET) at both undergraduate and postgraduate levels by the University Grants Commission (UGC), the IQAC conducted an awareness program for outgoing students from Higher Secondary Schools in the area, as well as for final semester students at the college. Apart from that, every year, the IQAC ensures that all the departments and committees submit their report to the IQAC for further uploading in the NAAC's AQAR.



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

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

The College focus on outcome based education. Through IQAC the college has made gradual improvement by acquiring, upgrading and strengthening its teaching infrastructures and faculty. The teaching and learning reforms undertaken in the college can be explained as follows:

1. Class routines are revised every year to accommodate maximum hours for class room teaching.
2. Construction of new building with additional classroom to accommodate the increase number of students and improve the teaching learning process.
3. Apart from the traditional method of chalk and talk, the college had introduced ICT based teaching and had installed 9 such rooms with LCD projectors.
4. Utilising social media like Whatsapp to share study materials to the students and other information.
5. The College Library is equiped with good numbers of textbooks, journals, reference books, besides online e-resources.
6. Wi-fi connectivity is available to all teachers and students within the College campus.
7. Mechanism to address learners'and staff grievances.
8. Staff meeting of the Faculty members is conducted frequently to address all matters related to teaching-learning, evaluation and other issues.
9. Departments arrange field trips, study tours withinand outside the state to enhance exposure.

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

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

**B. Any 3 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://jecollege.org/wp-content/uploads/annual-report-2022-23.pdf">https://jecollege.org/wp-content/uploads/annual-report-2022-23.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

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

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

As co-educational institution, the College has taken various steps to create awareness on gender issues and promote gender equity. The Internal Complaint Committee, the Anti Ragging Committee and Grievance Redressal Committee of the college play a very important role in promoting gender equity. The

enrolment in the college constituted mostly girl students. The following are some of the important steps undertaken by the institute to promote gender equity:

1. Installed CCTV cameras in many junctions to check any mal-treatment to the women folk.
2. Separate washrooms were provided for boys and girls students as well as for the staff of the college.
3. Regularly organising awareness programmes and workshops on issues affecting women.
4. Separate common room was provided for boys and girls.
5. A Girls Hostel with 40 seats capacity was provided for outstations and rural students which is looked after by a female warden.
6. International Women's Day was observed by the college on the 8th March 2023.
7. Girl students were included as members of ICC and other committees which need inclusion of female students' membership.
8. Encourages the participation of girls students in games and sports and other extra-curricular activities.

File Description	Documents
Annual gender sensitization action plan	<a href="https://jecollege.org/wp-content/uploads/7.1.1.pdf">https://jecollege.org/wp-content/uploads/7.1.1.pdf</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://jecollege.org/wp-content/uploads/7.1.1.-geotagged-photo.pdf">https://jecollege.org/wp-content/uploads/7.1.1.-geotagged-photo.pdf</a>

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

**C. Any 2 of the above**

conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

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

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

The Health and Sanitation Committee is in charge of keeping the college clean and free from waste. The following steps had been undertaken to maintain cleanliness.

1. Solid Wastes: Major waste from the college includes paper waste and negligible amount of plastic waste. These solid waste from the college are collected from the dustbins kept at different junctions and deposited at a designated point which is then collected by the Khliehriat West Village Committee and disposed off in a designated dumping area.

2. Liquid Waste: The liquid waste so produced is comparably less and is filtered before it is let off to the drain.

3. E-waste: E-waste of electronics were kept in a proper store room which is then used in the training of students.

4. Bio-degradable waste: As the college is possessing lots of greeneries, some bio degradable waste generated from the leaves of trees were collected and dumped at a designated area within the campus.

5. No bio-medical, hazardous chemicals and radioactive waste are generated from the college campus.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	Nil
Any other relevant information	<a href="#">View File</a>

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

**C. Any 2 of the above**

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

**7.1.5 - Green campus initiatives include**

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

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

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

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

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

<p><b>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</b></p>	<p><b>D. Any 1 of the above</b></p>										
<table border="1"> <thead> <tr> <th data-bbox="86 510 520 591">File Description</th> <th data-bbox="520 510 1359 591">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 591 520 730">Reports on environment and energy audits submitted by the auditing agency</td> <td data-bbox="520 591 1359 730">No File Uploaded</td> </tr> <tr> <td data-bbox="86 730 520 833">Certification by the auditing agency</td> <td data-bbox="520 730 1359 833">No File Uploaded</td> </tr> <tr> <td data-bbox="86 833 520 936">Certificates of the awards received</td> <td data-bbox="520 833 1359 936">No File Uploaded</td> </tr> <tr> <td data-bbox="86 936 520 1043">Any other relevant information</td> <td data-bbox="520 936 1359 1043"><a href="#">View File</a></td> </tr> </tbody> </table>	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	<a href="#">View File</a>	<p><b>C. Any 2 of the above</b></p>
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Any other relevant information	<a href="#">View File</a>										
<p><b>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</b></p>											

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

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

With the motto "Education for All", the college is trying to provide quality education for all the young people of the district including indigenous population and migrant workers wards, irrespective of their differences in religion, caste, creed, culture and socio-economic background. The admission process is carried out as per government and UGC rules and on first come first serve basis. The faculty of the college are also recruited from diverse population.

To develop the emotional bond, affinity and tolerance, the students, teachers and staff jointly observed important days, celebrate the national and regional festivals, organize Orientation and Farewell programmes, Social Freshers', College Week, Yoga Day and many others. Departments organize field trips, seminars, etc. The college common room where students meet and play gain social acceptance.

Cells/committees such as gender equality and monitoring cells and equal opportunity cell has been constituted by the institution to ensure tolerance and harmony among students from various backgrounds. To prevent ragging of students, the Anti-Ragging Committee was constituted as per notification of the Supreme Court.

In this way the institute is providing an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic, and other diversities.

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

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

The institution sensitizes the students and the staff to the constitutional obligations about values, rights, duties and

responsibilities and constantly works towards nurturing them as better citizens of the country through the curriculum and extracurricular activities. To fulfill this objective, the college regularly observed the Constitutional Day, National Unity Day, International Yoga Day, Legal Literacy and other important Days by organizing various types of activities like pledge taking and reading of the Preamble of the Constitution, yoga demonstration, legal awareness campaign and so on.

The institution had also conducted programs from time to time on Right of Women, Human Right, etc. Students are encouraged to participate in all such events to strengthen the feeling of brotherhood and social relationship amongst others. The institution takes pride in raising successful leaders among the students by conducting the Student Council election every year. The elected representatives assume the leadership role and delegate the responsibilities of organizing college programmes with the support of other student volunteers and faculty of the college.



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

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

D. Any 1 of the above

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

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

The College observed the National and International important Days as well as Birth and Death anniversaries of great Indian personalities with enthusiasm. The event is followed either by lecture, rally or the competition like debate, quiz, easy writing and drawing. The college organises activities on

these of national importance to recall the event or contribution of

our leader in building the nation and imbibe moral and ethical behaviour of Student in their profession and personal lives.

The College celebrated the following days.

Republic Day - 26th January

International women day-8th March

World No Tobacco Day - 31st May

World Environment Day- 5th June

International Day of Yoga- 21st June

Thomas Jones Day- 22nd June

International Youth day - 12th August

Independence Day - 15th August

World Tourism Day - 27th September

Teacher Day - 5th September

Gandhijayanti - 2nd October

National Unity Day - 31st October

World AIDS Day - 1st December

Apart from these, the college also observe national and local festival like Durga Puja, Holi, Diwali, Id-Ul -zuha, Buddha Purnima, Behdienkhlam, Seng Kut Snem, Christmas, etc.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
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.

### BEST PRACTICE - I

**Title:** Yoga Training Programme

**Objectives:**

- Raise awareness about yoga's significance in daily life.
- Foster a healthy and disciplined lifestyle among students and faculty.

**Context:** The college organized a 15-days training program on Common Yoga Protocols themed "Yoga for Humanity".

**Practice:** The college conduct bi-weekly sessions after regular classes which continues till the International Yoga Day.

**Success:** Out of 22 registered participants, 15 completed the program.

**Challenges and Resources:**

- Lack of ideal space for training sessions.
- Limited availability of yoga props.
- Financial constraints for hiring external instructors.

### BEST PRACTICE - II

**Title:** Free Computer Education for 1st Semester Students

**Objectives:**

- Provide basic computer literacy to newly admitted students.
- Cultivate interest in technology and preparation for Computer-Based Tests (CBT).

**Context:** To provide five days basic computer training to first-semester students.

**Practice:** Classes were conducted in the afternoon after regular sessions. The curriculum covered computer fundamentals, typing skills, and basic software usage.

**Success:** Out of 26 enrolled students, 20 completed the program.

**Challenges and Resources:**

- Limited time for comprehensive coverage.
- Short duration for hands-on experience.
- Technical issues like power supply and internet connectivity.
- Limited opportunity for continued practice and reinforcement.

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

**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

Jaintia Eastern College was founded in 1992 with the motto "Education for All" and served to provide quality higher education to the aspiring youths of the erstwhile Khliehriat Civil Sub-Division (now East Jaintia Hills District).

The institution was established and operated as per the vision of few dedicated social leaders who aimed to provide

college education at low cost, feasible and accessible to the underprivileged and the disadvantaged. The college is committed to its principles and objective and truly is able to grow and establish itself as one of the leading institution in rural Meghalaya which had been offering education not only at Under Graduate level but also at Post Graduate Level. It responsibly grooms the skills of the young minds besides engaging them in community development programme thereby inculcating in them the spirit of social responsibility.

The Institution was awarded Grade 'B' by NAAC in the last accreditation (cycle 2).

Recently, with the implementation of the NEP 2020, the college had laid down general outlines for step by step implementation of the policy as per direction of the affiliating university, NEHU and UGC. Certain skill oriented courses had been put in place to develop the skills of the students.

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

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

#### ACTION PLAN 2023-24

1. To prepare Academic Calendar, Teachers' Manual cum Record Book and College Prospectus for 2023-24.
2. To publish the college Annual Magazine.
3. To continue the Mentor-Mentee system.
4. To conduct computer and other skill training programmes.
5. To conduct orientation programme for the freshers'.
6. To participate in AISHE & NIRF 2023
7. To collect feedbacks from the stakeholders.
8. To organise FDP and encourage faculty to join SWAYAM/MOOCs Courses.
9. NSS, NCC & RRC units to take part in

International/National/Regional/ State/District events and extension activities

10. To improve the Library infrastructures & facilities.
11. To organise parents-teachers meetings.
12. To complete the construction of PG Block and College main Gate.
13. To complete the College Auditorium.
14. To procure more equipments for PG Laboratory.
15. To encourage students to take part in sporting activities and cultural programmes and to organise college week.
16. To continue the internal account audit system.
17. To conduct CUET awareness, career guidance & placement programmes.
18. To conduct remedial coaching class.
19. To sign MOU with partner institutions/business organisation for internship and placement of students.
20. To encourage faculty to undertake research and innovation works.
21. To organise alumni meet.