SELF STUDY REPORT

FOR

4th CYCLE OF ACCREDITATION

SYNOD COLLEGE

SYNOD COLLEGE JAIAW LUMDIENGJRI

793002

www.synodcollege.edu.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Synod College located in Jaiaw-Lumdiengjri, Shillong was established in 1965 by the Khasi Jaintia Presbyterian Synod, the apex body of all the Presbyterian Churches in Khasi and Jaintia Hills, Meghalaya and is recognized by UGC under 2(f) and 12(B) provisions of UGC Act 1956 in 1974. The College was first accredited in 2005 and scored a B+ level followed by subsequent accreditations - (2nd cycle) in 2011 at A Grade with a CGPA of 3.10/4.00 and (3rd cycle) in 2017 scoring A Grade with a CGPA of 3.02/4.00. It is the only accredited college in the western part of the city, an area predominantly inhabited by the indigenous people of the State.

Vision

To provide the highest standard of academic excellence in a Christian environment, primarily for the economically disadvantaged students, in preparation for a life of purpose, service and leadership.

Mission

Shaping students' lives, particularly the economically disadvantaged, by providing education par excellence, so as to produce well-informed, equipped and responsible citizens.

- In alignment with its Vision and Mission since inception, the College has made efforts to initiate and sustain quality measures that will benefit the student community, particularly from economically disadvantaged backgrounds, nurturing them to be self-reliant, responsible and contributing citizens of the country and society.

- Student strength (2021-22)

- 3257 (1543 males and 1714 females).

- Students are from within the state as well as from other states of North-East India, thereby creating a diverse environment in the College which is reflected in the cultural programs organized.

- Though the College started with just one campus, in the last five years, it has expanded its vision: (i) initiated an extended campus (36,407 sq,m) in Mawpdang village which has no colleges nearby, the first phase (Ground Floor) is scheduled to be completed in 2023. (ii) initiate another College i.e. Synod College, Nongstoin (West Khasi Hills) to provide students from surrounding villages access to higher education without relocating to Shillong (iii) begin construction of Synod College Resource Centre (Mawphanlur village), an undeveloped area with tourism potential, to facilitate training for tourism and

livelihood-generating enterprises.

- The College runs:

- 10 Add-on Certificate Courses: Computer Application; Communication Skills; Fashion Designing; Music; Tourism studies; Baking-as-therapy; Hospitality,Tourism and Soft Skills; Statistics; CEDES (Certificate in English Communication and Digital Education with Excel Specialization); IMPACT (iMerit Project Aligned Comprehension and Communication Training);

- 1 Capacity Building Course : Solar Power Installation, Operation and Maintenance .

- Task Force for evaluation recommended extension of DBT Star College Scheme grant (Science Departments) to Synod College (April 2019).

- Present number of faculty is 72:

- 56 Government sanctioned.

- 16 College sanctioned.

- 32 PhD

- 10 M.Phil

- 4 awaiting PhD Results

- 8 currently engaged in PhD.

- 31 Guest faculty to cater to growing enrolment.

- 4 Lab Technicians

- 6 Lab Attendants

- Language Lab: under the supervision of English Department, and coordinated by an intern.

- Provision of internship (College library) for Library Science students from affiliating University.

- 44 administrative and support maintenance staff.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

(i) Highly qualified, academically strong and professionally competent faculty: A high percentage of teachers hold degrees in Ph.D and M.Phil and are currently engaged in various research activities funded by external agencies and by the College In-House Research Projects.

(ii) Teamwork and delegation of responsibility: Every faculty is a member of a cell /committee entrusted with the responsibility of initiating and organizing programs that are in alignment with the vision of the institution. This has created a positive sense of shared ownership and team spirit.

(iii) The IQAC has a strong support team composed of members drawn from the management, faculty, non-teaching staff, academia, local community, as well as students of the College. The members are actively involved in sharing ideas and pushing forward policies and programs that will propel the College forward.

Institutional Weakness

(i) Being an affiliated College, its curriculum is limited to that prescribed by the Parent University. Nonetheless, the College tries to incorporate a wide choice of vocational and skill based courses through Add-On programs in its internal curriculum.

(ii) Lack of space in the present campus: The present campus is located in a residential neighborhood with limited options for expansion. The demand for admission, on the other hand, is increasing with the opening of new programs at both UG and PG level. This has put a severe strain on physical infrastructure. To address this issue, the College has purchased a small plot adjacent to the campus and initiated the building of an extended campus in New Shillong which will ease the strain.

(iii) Student enrolment is increasing with each new year necessitating more teachers to cater to the need. The number of permanent teaching posts sanctioned by the Government has, however, remained at status quo, leading to higher pressure on teacher-student ratio. The management tries to remedy the situation by the appointment of College sanctioned posts and guest faculty where the salary is paid from College generated funds leading to greater financial stress on the College.

Institutional Opportunity

(i) A majority of our students hail from rural areas. On completion of studies, it is observed that most of the students have gone back to their villages either as teachers in local schools or as small-scale entrepreneurs. This has helped in giving equitable access to education and livelihood opportunities at the grassroot level.

(ii) The College has signed MOUs with several institutions over the last few years. This has facilitated more opportunities for collaborative research activities, sharing of knowledge as well as resources.

(iii) The online mode of education necessitated by the recent pandemic has initiated new ways of learning, familiarizing students with usage of ICT tools and giving them access to academic dialogues well beyond the physical classroom.

Institutional Challenge

(i) Most of our students come from vernacular schools thereby making it   difficult for them to converse fluently in English or express their thoughts and ideas clearly. To meet this challenge, the College conducts Remedial classes, Bridge Course and Certificate Course in Communication Skills and Soft Skills.

(ii) While the virtual mode of learning has expanded the students' horizons, yet the technological infrastructure that goes with it has proven to be a real challenge. Most students do not have access to good internet facilities and adequate gadgets.Though the College has tried to introduce WIFi enabled facilities, yet, it is not sufficient to meet the need.

(iii) NEP related challenges: The implementation of NEP 2020 with the focus on additional courses and skill-based training poses a challenge in terms of the extra manpower needed to teach the different courses as well as the infrastructure that goes with it. Even though the College has begun its preparation for NEP, the transition is yet to be worked out in clear detail since there is no clear cut direction from the parent university as yet.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

- The College follows the syllabi of the affiliating North Eastern Hill University in all its programs, both at the Undergraduate level as well as at the Postgraduate level. Being an affiliated College its curricula is prescribed by the affiliating University, however, some of the faculty are members of Boards of Studies and of the Academic Council of the University which designs and revises the syllabi.

- To provide skill and employment-oriented education for students,10 add-on Certificate Courses + 1 Capacity Building Course Were conducted by the College in the last five years. These courses are Music, Communication Skills, Tourism Studies, Computer Application, Hospitality, Tourism and Soft Skills, Baking-as-therapy, Statistics, Fashion Designing, CEDES, IMPACT and Solar Power Installation, Operation and Maintenance .

- Value Education and Life Skills are incorporated into the internal curriculum of the College to inculcate human values in students and sensitize them to basic life skills necessary for holistic growth and development although these courses are presently, not a part of the University syllabus.

- Students have the option of completing the degree course in 3 to 5 years.

- Remedial Class is introduced into the College with the objective of helping educationally weak students.

- Orientations at the beginning of sessions to acquaint students with the general functioning of the College and with the academic program.

Coaching classes for UGC-NET examination and CUET preparation to prepare students for entry into higher education.

Teaching-learning and Evaluation

To facilitate the teaching-learning process, the following teaching tools are used:

- Audio-visual tools: LCD projectors, Models and charts used as supplementary teaching aids.

- Online-learning: Video and audio clips of curriculum-based lectures prepared by faculty are shared with students.

- Special lectures by renowned academicians and experts: Departments conduct at least two special lectures every semester. Eminent academicians invited include Prof. Srikanth Kondapalli (Dean, School of International Studies, JNU), Prof. Desmond Kharmawphlang, renowned poet and folklorist, North East India, and others.

- Discussion of previous years Question papers to prepare students for University examinations.

- Apart from classroom lectures, online modes likeWhatsapp, emails, uploading study materials in Google drives and Google Classrooms are fully utilized.

- Annual feedback (students, teachers and alumni) are collected to assess the teaching-learning process and remedy weaknesses and shortcomings.

- FDPs on relevant topics are conducted periodically to update faculty.

- Evaluation process is timely and transparent. Internal assessment (internal tests and assignments), is conducted by the Examination Cell of the College (Internal tests) and by respective departments (Assignments). Marks are displayed on department notice boards, allowing students to approach departments for any grievances regarding marks or file formal appeals to the College Grievance Redressal Cell.

- Students' Seminar is conducted every year in all departments and the two best presentations from each participate in the College Interdepartmental Seminar. This has enhanced students' learning ability and exposure to interdisciplinary learning.

Students' mentoring provides another valuable platform for clarifying doubts. This helps students perform better and enables teachers to gauge and evaluate students' performance

Research, Innovations and Extension

To encourage research, the College has:

- In-House Research Project for faculty funded from the College Budget. In the last five years:

1. 8 projects were completed

2. 7 ongoing.

- Minor research projects (UGC and other funding agencies) last five years:

1. 1 completed

2. 2 ongoing.

- Teachers have authored/edited /published research papers in journals/ books:

1. 45 papers (UGC Care list)

2. 63 in books/journals.

- Vibrant Research Cell that initiates robust policies and recommendations to boost and improve research practices.

- Research and Knowledge Dissemination Pool: collection of research output and writings of faculty and students of the College , maintained in the College library for access and reference.

- To train students in research-based knowledge, Students Projects and Students' Seminars are made compulsory in the College's internal curriculum.

Extension activities conducted through NSS, NCC, YRC, Science Departments under the DBT Star College Scheme and Extension Cell: Activities are conducted/participated at local and national levels and include Blood Donation, Tree plantation, Swachh Bharat, cleaning drives, First Aid Awareness, environment and sustainability, entrepreneurship and livelihood programs, and construction of Spring Tap chambers for conservation of water sources in Sohra village. Some of these programs were done in collaboration with external agencies - the State Council of Science of Technology and Environment, Meghalaya Basin Development Authority, Meghalaya Aids Control Society, Dr H.Gordon Roberts Hospital and local village Durbars. These provide significant avenues for community engagement and take the learning experience outside the classroom and into the real world.

Infrastructure and Learning Resources

- 30 rooms equipped with LCD.

- Microphone facilities for big classrooms.

- Google workspace for online programs and activities.

- 2 Smart classrooms

- 15 Science Laboratories

- 3 Computer Labs

- Central Instrumentation facility

- Institutional Biotech Hub

- Language Lab

- Cartographic Lab

- GIS Lab

- One Conference Room, one Conference Hall, one Auditorium, Counseling Room, Baking Class room with two ovens and one fridge, NCC Rooms, Sick Room, Office for Synod College Thrift and Credit Cooperative Society.

- Sports facilities: Basketball court, gym, and adjoining football field.

- Refreshment facilities: 2 Canteens and 1 Cafeteria

- All departments are provided with Faculty Department Rooms equipped with a computer.

- Examination Cell room.

- 2 main libraries (UG and PG) + Department Libraries.

- 1 Water treatment plant

- 1 Effluent Treatment plant.

- 1 Gas Plant

- Separate common rooms for boys and girls

- Refurbished restrooms

- Women staff and female students restrooms with women-friendly facilities .

- Computerised College library:

- 40656 books

- 44 journals

- Subscription to Inflibnet and N-List.

- Adequate reading space with book lending and referencing facilities.

- A Compost Pit.

- All computers are wifi connected.

- Parking space for staff vehicles.

- Two wheeler parking space for students

- Covered sitting areas for students.

- Two College vehicles for all official purposes.

- Three greenhouses-cum-orchidarium jointly maintained by the Departments of Botany, Education PG and the College

- 4 Solar Panels

- Zoology specimens collection

- Herbarium, Orchidarium and Mycological Herbarium attached to Botany Department

Student Support and Progression

- The Prospectus (soft and hard copy) provides students necessary information about Courses, subject combinations, requirements, fee structure, scholarships, awards and other components of the College.

- Admission is both online and offline.

- Remedial class and Bridge course.

- Mentoring of students.

- Scholarship counter to help students avail different scholarships.

- Scholarship for the Differently Abled given annually to differently abled students of the College.

- Merit scholarships and awards given annually to students securing ranks and highest marks in the University examination:

- Primrose Gatphoh Memorial Award;

- Synod College Academic Excellence Award;

- Thomas Jones Memorial Award;

- Dr D. Wanswett Award.

- Department Awards

- 60% waiver for practical fees during the pandemic

- Career guidance programs (online and offline) facilitated by professionals, introduce students to various career options and opportunities for higher education.

- Roadmap to Administrative Services (31st March 2022)

- Candid Talk with Industry Expert (12th July 2021).

- Other Student support mechanisms :

- Information cum Career Guidance Cell (ICGC)

- Placement Cell

- Campus recruitment drives

- Grievance Redressal Cell

- Counseling Cell and 2 Counselors

- Cell for the Differently Abled;

- Anti-Ragging Cell.

- Co-curricular activities and Students' Clubs, under IQAC supervision: Science Club, Environment Club, Music Club, History Club, Literary Club, Gym Club, Media Club.

- Synod College Students' Council (SCSC) , a peer-elected council of class representatives , introduces students to democratic function and governance.

- Annual College week provides a platform for discovering talents and potential, engage in healthy competition and teamwork through various events held.

- UGC-NET Coaching

- CUET Preparation sessions

- Recommendation Letters for students applying for higher studies

- Strong alumni engagement through Alumni Association

Governance, Leadership and Management

- Well defined vision and mission statements.

- Clear Code of Conduct.

- The Governing Body, constituted by the sponsoring body and approved by the Government, manages College affairs. The Principal is the administrative head, assisted by Vice-Principal and Coordinator IQAC, in overseeing College functioning.

- Decentralization and shared responsibility - a key feature of the College structure. Departments are supervised by HODs who assign each faculty different charges/ responsibilities, to coordinate activities in departments.

- 31 Cells and Committees, reconstituted every two years, conduct programs under IQAC guidance, to help realize institutional objectives. Members are drawn from faculty, non-teaching staff and selected students. It fosters a sense of belonging, shared responsibility and teamwork.

- Being an aided College, we receive grants from the State Government, Meghalaya, for the salary of all sanctioned staff. For management-appointed staff, resources are generated through fees.

- For infrastructural development, a nominal development fee is charged from students. Infrastructural grants were also received from UGC, DHTE, Government of Meghalaya, RUSA.

- Annual Budget is passed by the G.B. at the beginning of the financial year. The Principal is entrusted with ensuring optimal utilization of budget.

- Accounts are audited annually by competent staff from Local Accounts and Audit, Government of Meghalaya.

- Synod College Employees Credit Society run by the staff (rated 'A' by Registrar of Societies Shillong for efficient functioning), facilitates easy availability of loans to members. Current loan sanctioned:

- Rs. 12.00 lacs per member.

- Emergency loan is Rs. 1.5 lakhs.

- Teachers' Self appraisal is done before promotion, as per UGC Regulations.

- FDPs

- Professional training for office staff.

Institutional Values and Best Practices

- Research and Knowledge Dissemination Pool documenting and preserving research activities of students and faculty for reference and study.

- Micro start-up incentives for students scoring highly in Certificate Courses:

- 1 Sewing machine (Fashion-Designing)

- 1 Oven (Baking-as-therapy)

- Students' welfare measures through Awards, Merit scholarships and incentives funded by the College.

- Scholarship for Differently Abled students.

- Daily devotion inculcates moral values.

- Students' seminar promotes ICT skills, public speaking and group learning.

- Students Clubs: with rules and regulations framed by student members under the guidance of staff advisers, help develop leadership qualities.

- 1 new college, 1 extended campus and 1 Training and Resource Centre in rural areas to provide:

- equitable access to higher education

- entrepreneurial and skill-based training.

- Community engagements:

(i) Adoption of Kynrud village (Eastern West Khasi Hills District), through YRC, Synod College Unit.

(ii) Villages Extension activities:. Entrepreneurship-Livelihood programs, spring-tap chamber to conserve water, tree plantation, cleaning drives.

(iii) Annual Blood donation.

(iv) Conservation of water resources:

- water harvesting

- water treatment plant

- Meghalaya Water declaration submitted to Government of Meghalaya (18th June 2019).

- Robust Waste Management and Waste Segregation Policy: - awarded the IconSWM-CE Excellence Award 2022 by the International Society of Waste Management, Air and Water (ISWMAW).

- Skill-based, Vocational education through Certificate Courses, Workshops/Trainings.

- Observing days of national and international significance.

- Special programs for Differently Abled students.

- MOUs/ collaborations with academic institutions:

- foster exchange of ideas

- sharing knowledge and resources.

- High publication output (2017-2022):

(i) 5 books

(ii) 2 annual journals.

Contribution to Chief Minister's Covid Relief fund.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	SYNOD COLLEGE
Address	Synod College Jaiaw Lumdiengjri
City	Shillong
State	Meghalaya
Pin	793002
Website	www.synodcollege.edu.in

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal	R. M. Lyngdoh	0364-2547219	9436101336	-	synodcollege1965 @gmail.com
IQAC / CIQA coordinator	Gayreen Lyngdoh	0364-2547489	8575039904	-	iqac@synodcollege .edu.in

Status of the Institution	
Institution Status	Grant-in-aid and Self Financing

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

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details

State	University name	Document
Meghalaya	North Eastern Hill University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	17-12-1974	View Document
12B of UGC	20-03-2014	View Document

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

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

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

Location and Area of Campus				
Campus Type	**Address**	**Location***	**Campus Area in Acres**	**Built up Area in sq.mts.**
Main campus area	Synod College Jaiaw Lumdiengjri	Urban	3.58	3136

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Economics Honours	36	Twelfth Pass	English	60	59
UG	BA,Education Honours	36	Twelfth Pass	English	120	107
UG	BA,English Honours	36	Twelfth Pass	English	85	79
UG	BA,Geography Honours	36	Twelfth Pass	English	90	84
UG	BA,History Honours	36	Twelfth Pass	English	50	26
UG	BA,Khasi Honours	36	Twelfth Pass	Khasi	120	105
UG	BA,Political Science Honours	36	Twelfth Pass	English	160	151
UG	BA,Sociology Honours	36	Twelfth Pass	English	120	117
UG	BSc,Botany Honours	36	Twelfth Pass	English	50	20
UG	BSc,Chemistry Honours	36	Twelfth Pass	English	50	25
UG	BSc,Mathematics Honours	36	Twelfth Pass	English	50	38
UG	BSc,Physics Honours	36	Twelfth Pass	English	40	27
UG	BSc,Zoology Honours	36	Twelfth Pass	English	50	30
UG	BCom,Commerce Honours	36	Twelfth Pass	English	80	64
UG	BCA,Computer	36	Twelfth Pass	English	60	53

PG	Applications Honours					
PG	MA,Education	24	Undergraduate	English	50	45
PG	MA,Political Science	24	Undergraduate	English	50	49

Position Details of Faculty & Staff in the College

	Teaching Faculty											
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0				18				38
Recruited	0	0	0	0	8	10	0	18	16	22	0	38
Yet to Recruit				0				0				0
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				16
Recruited	0	0	0	0	0	0	0	0	6	10	0	16
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				18
Recruited	12	6	0	18
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				9
Recruited	4	5	0	9
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				4
Recruited	3	1	0	4
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				5
Recruited	2	3	0	5
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	4	3	0	10	15	0	32
M.Phil.	0	0	0	0	2	0	1	5	0	8
PG	0	0	0	4	5	0	11	12	0	32
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers									
Highest Qualificatio n	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	10	21	0	31

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	478	37	0	0	515
	Female	454	15	0	0	469
	Others	0	0	0	0	0
PG	Male	14	3	0	0	17
	Female	75	2	0	0	77
	Others	0	0	0	0	0
Certificate / Awareness	Male	29	1	0	0	30
	Female	81	0	0	0	81
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		Year 1	Year 2	Year 3	Year 4
SC	Male	0	0	0	0
	Female	0	0	0	1
	Others	0	0	0	0
ST	Male	576	568	446	621
	Female	608	618	528	674
	Others	0	0	0	0
OBC	Male	0	0	0	1
	Female	0	0	0	0
	Others	0	0	0	0
General	Male	0	1	1	0
	Female	0	0	1	0
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		1184	1187	976	1297

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	(i) The college offers Multidisciplinary programmes: Humanities, Education, Commerce and Management, Social Science, Life Science, Physical Science and Computer Technology (ii) The college promotes interdisciplinary interactions through: Annual inter departmental seminar Inter department collaborations in organizing seminars.
2. Academic bank of credits (ABC):	As an affiliating college we are subjected to University guidelines. On implementation of the same the college is ready to implement the Academic Bank of Credits under the new NEP 2020.
3. Skill development:	Through the following skill-based Certificate

	Courses/workshops/trainings: Baking-as-therapy Fashion designing Hospitality, Tourism and Soft Skills ICT related Courses Solar Power installation, Operation and Maintenance Communicative English Bee- keeping and Candle making Vegetable and Fruit Processing Value education and life-skills education
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	The College teaches the following Indian languages both as MIL and SL: Khasi Mizo Hindi Further, the Ekta Bharat Shrestha Bharat (EBSB)Club plays an active role to promote Indian culture and traditions in the teaching-learning process through various cultural programs and activities.
5. Focus on Outcome based education (OBE):	Education (PG) and Political Science (PG) have introduced learning outcomes in the curriculum Faculty development programmes and Workshops will be conducted in the near future to familiarize teachers with outcome-based learning at the UG level.
6. Distance education/online education:	ERP has been introduced to meet the requirement of online education. However, the college has also used site google and google workspace during the pandemic to cater to the need Each department also conducts classes through the online platforms and in blended mode. - In the future, the College is preparing itself to conduct vocational courses in the ODL mode.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Not yet
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	Although ECL has not been set up in the College, the Department of Political Science (UG and PG) has undertaken many initiatives to sensitize students on electoral literacy.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of	These programs will be taken up by the College once the ECL has been formally constituted.

ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.

4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	The College has organized a number of programs and conducted activities to generate awareness about electoral related issues: Study tour and interactive learning in Meghalaya Legislative Assembly by the students of Political Science Department (UG) (16th March 2022) Mock Assembly Session jointly organized by the Department of Political Science (UG) Synod College and the Meghalaya Legislative Assembly Secretariat, Shillong (3rd November 2022) Interactive program on "Meghalaya Legislative Assembly Election 2023 and Political Parties' Agenda: a Public Interface" (9th February 2023) organized by Department of Political Science (UG), Synod College. Total No of Participants: 161 Objective: to allow political parties to provide meaningful information to the public and highlight the agenda and policies envisioned for the people of the state in the coming five years. Resource persons: 9 representatives from different political parties and 1 moderator. The program was live streamed and uploaded on YouTube Channel to make it accessible to the public.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	Students of the College are already enrolled as voters.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
3351	3461	3348	3428	3257

File Description	Document
Upload supporting document	[View Document]()
Institutional data in the prescribed format	[View Document]()

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 78

File Description	Document
Upload supporting document	[View Document]()
Institutional data in the prescribed format	[View Document]()

2.2

Number of teaching staff / full time teachers year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
72	72	72	68	65

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
267.955	251.033	827.84	348	286.121

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

- To ensure effective curriculum delivery, regular review, course-planning and evaluation is carried out by each department in individual department meetings.

- Teaching methods used include the lecture method, use of ICT and because of the lockdown necessitated by the pandemic, online classes via Google Meet, Google classroom, Zoom and Whatsapp.

- Appraisal of students' performance is done through the conduct of internal tests and Assignments. These internal assessments provide teachers with a fair indication of the students' level of learning and help them teach accordingly.

- Before the final submission of internal assessment marks to the University, moderation of marks is conducted both by the departments and the College Exam Cell. The marks are then displayed on Department Notice Boards for students' verification and correction of anomalies, if any.

- Students securing marks below average or those unable to sit for the internal tests for genuine reasons are given second opportunities to help their performance reach desired levels.

- To further enhance the learning process, remedial classes for weaker students are conducted once a week but because of the lockdown, remedial classes could not be conducted during 2020-21.

- The mentoring practice (online and offline) which is mandatory for all students provides a further platform for clarifying doubts and addressing students' learning issues.

- Students' seminar which is held every year, both at the department and inter-department level, on syllabus-related topics provides another significant avenue for curriculum enrichment and helps to develop the speaking and presentation skills of students, and develop a habit of research.

- As an affiliated college, we follow the academic calendar and examination schedule of the parent University for the Conduct of final examinations and semester breaks. However, in matters pertaining to college internal academic and co-curricular activities as well as the conduct of CIE, the College follows its own Academic calendar prepared by the Principal, Vice Principal and Coordinator of IQAC. The same is duly uploaded in the college website (https://www.synodcollege.edu.in/public/doc/Calendar/AcademicCalendar.pdf) and displayed in the Notice Boards of the College.

- As far as possible, the College adheres to the calendar prepared at the beginning of every academic

year especially in the conduct of Internal Tests and Students' Seminar. However, in 2020-21, because of unanticipated changes caused by the pandemic, the conduct of Internal Tests (Odd Semesters, 2020 batch) could not be conducted as per scheduled dates. Similarly, Internal Tests (Odd Semesters, 2021 Batch) were postponed by two weeks. However, students and faculty were notified of the changes well before time.

- For Assignments and Students' projects (subject to course requirement), the departments are given the freedom to decide on the dates on which the activity will be conducted, but the date of submission of marks is uniform for all departments and is decided by the College Exam Cell in consultation with the Principal.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.2 Academic Flexibility

1.2.1 Number of Add on /Certificate/Value added programs offered during the last five years

Response: 11

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.2.2 Percentage of students enrolled in Certificate/ Add-on/Value added programs as against the total number of students during the last five years

Response: 3.65

1.2.2.1 **Number of students enrolled in subject related Certificate/ Add-on/Value added programs year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
227	208	20	89	71

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.3 Curriculum Enrichment

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

Response:

- As an affiliated college, we follow the- prescribed curriculum of the parent university. However, relevant and cross-cutting issues are integrated into the curriculum through extracurricular activities conducted by Departments, Cells and Clubs of the College.

- Students and faculty are also encouraged to participate in programs conducted by other bodies/agencies which address the above issues thereby sensitizing them and integrating it into the overall teaching learning experience:

- Professional Ethics : (i) An online program was conducted on "Research Ethics and Plagiarism" (30th April 2021) (ii) One-Day Training for Non-Teaching Staff on: "Professional Competence and Excellence" and "Financial Management and Transparency" (9th April 2021).

- Gender: Apart from having a functional and vibrant Women Cell in the college: (i) the members could also join a two days training on "Sexual Harassment of Women at Workplace" (26th-27th August 2021) organised by Meghalaya State Commission for Women and National Commission for Women, New Delhi. (ii) The Cell also organised an online talk on "Sexual Harassment at Workplace" (24th September 2021) for girls' students and female faculty, to sensitize and generate awareness about matters related to sexual harassment and how to seek help and redressal in such matters.

- Human Values: A Quiz competition on Human Rights was conducted for students on the 10th December 2020 to create awareness about the significance of upholding human rights and values.

- Peace March through the city and poster presentations on 12th August 2022 which was the International Youth Day, to generate awareness about tolerance and communal harmony, respect for elders and for all lives. Participated by the students of the College, the rally also drew attention to the physical and social evils of substance abuse and bullying.

- Value added education and Life Skills was formally introduced into the internal curriculum of the college on 28th March 2022 to educate students on cross cutting issues which are contextually relevant, and inculcating in them a sense of duty, responsibility and respect for human life, universal human values, the environment, and good citizenry. Value added education classes are a compulsory part of the college routine and are conducted once a week. The mode of teaching incorporates a student friendly atmosphere that allows for open debates, showcasing of students' creativities and ideas, and interaction through the use of PPT presentations, video and audio

clippings, group discussions as well as testimonies/talks by resource persons engaged both from within the faculty and outside.

- Environment and Sustainability is incorporated into the curriculum through the study of Environment Science which is a compulsory subject for all 6th semester students from every stream. The Environment Club of the college along with the NSS also plays a vital role in addressing environment-related issues through its various programs and activities.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

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

Response: 24.56

1.3.2.1 **Number of students undertaking project work/field work / internships**

Response: 823

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.4 Feedback System

1.4.1 Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website (Yes or No)

Response: Yes

File Description	Document
Upload supporting document	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Enrolment percentage

Response: 87.37

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

2021-22	2020-21	2019-20	2018-19	2017-18
1078	1297	976	1188	1184

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

2021-22	2020-21	2019-20	2018-19	2017-18
1320	1320	1320	1320	1270

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

2.1.2 Percentage of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (Exclusive of supernumerary seats)

Response: 86.43

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

2021-22	2020-21	2019-20	2018-19	2017-18
960	1012	948	983	965

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

2021-22	2020-21	2019-20	2018-19	2017-18
1135	1135	1135	1135	1092

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

2.2 Student Teacher Ratio

2.2.1 Student – Full time Teacher Ratio
(Data for the latest completed academic year)

Response: 46.54

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 using ICT tools

Response:

- The College facilitates a participatory and student-centric approach to learning by organizing programs and activities which allow students hands-on experience and training thereby enhancing their learning experience.

- Experiential learning Activities include:

(i)   Fruit and Vegetable processing in collaboration with Horticulture Department, Govt of Meghalaya and MIDC. (2nd - 4th December 2020)

(ii) Workshop on Bee-Keeping and Candle Making

(ii)   Annual student seminar, an integral component of our institutional practice, teaches students to engage in team-work, formulate their own styles and methods of presentation, engage in research and speaking skills, and participate in peer discussions. The inter-department seminar allows for interdisciplinary engagement providing opportunities for learning outside of one's own subjects.

(iii)   Activities organized by Cells and Clubs are not merely extra-curricular but function as important aids to knowledge, helping students learn through participation in activities like Slogan-writing, poster-making, photography, poetry and story writing, essay-writing , etc.

(iv)   Field trips and Community extension programs provide students with on-the-site experiences

and first-hand learning opportunities.

(v)   Exhibitions and Science Fairs conducted by Science Club and Science departments of the college allow students to engage in experiential learning and demonstrations.

(vi)   Project-based learning and Practical is a mandatory component of all UG Science Departments, Geography, BCA and Education (PG).

(vii) Peace March and Rallies to spread the message of communal tolerance and harmony and also teach students the importance of being socially responsible and involved citizens. One such rally was organized on 12th August 2022 by the Department of Sociology and included students from all streams.

(viii) Certificate Course on Hospitality, Tourism and Soft Skills provide interactive learning by taking students for practical, on-the-job exposure to hotels and resorts.

- With traditional classroom methods of teaching disrupted by the pandemic and lockdown, teachers adopted various online learning apps and platforms to make the learning process a continuous one. Online teaching modes include platforms like Google Meet, Google Classroom, Zoom, e-library resources, OERs and WhatsApp to communicate with students, share study materials, teach and assess student's work and assignments.

- To encourage digital learning, the College, through the IQAC, undertakes various initiatives by sharing digital resources like SYAWAM, Z-library, IET digital library and subscription to Inflibnet and N-List.

- Training programs and FDPs on Digital literacy and teaching in a virtual classroom help update teachers in various ICT enabled learning tools, making the teaching-learning process contemporary and interesting for both teacher and learner.

- Teachers are also making use of educational videos available through YouTube and Kinemaster as well as using the interactive whiteboard and touch pen and pad.

- In-house Research projects on ICT related topics are encouraged so that further impetus can be made in this direction.

- Most classrooms and all Seminar/Conference rooms are equipped with LCD projectors to facilitate human-technology interface and provide significant aid to the teaching learning experience.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1 Percentage of full-time teachers against sanctioned posts during the last five years

Response: 100

2.4.1.1 **Number of Sanctioned posts / required positions for teaching staff/ full time teachers year wise during the last five years:**

2021-22	2020-21	2019-20	2018-19	2017-18
72	72	72	68	65

File Description	Document
Upload supporting document	[View Document](#)

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

Response: 71.63

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

2021-22	2020-21	2019-20	2018-19	2017-18
50	50	50	50	50

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

- The College is affiliated to the University so it adheres to the guidelines laid by the university with regards to internal evaluation.

- Continuous internal assessment is done for all semesters through various modes such as assignments, tests, MCQs, Group discussions, seminars and mentoring classes.

- During the Covid-19 pandemic, online assignments and internal tests were conducted for the students. Though there were many hurdles faced by students such as the unavailability of reliable Wi-Fi, internet connection and electricity, especially in students residing in rural areas, the submission of assignments and internal tests could be carried out through the extension of submission deadlines and the hard work of the teachers who sought to find ways and means of communicating with the students.

- The schedules for internal tests are prepared by the Exam Cell and the students are notified well in advance through their respective departments via Whatsapp or Google Classroom and through Notices placed in the Notice Board and the College website. Specific instructions related to examination conduct are given by the Principal, through the Departments, to instruct students on examination protocol.

- In order to make the assessment process transparent and efficient,and to prevent any anomalies, the students are asked to upload their internal assignments and tests in the College Exam portal. They are then given the option of previewing their scripts before final submission so that no discrepancies will arise due to submission of wrong answer scripts..

- Students' grievances and any discrepancies in internal assessment matters are addressed by the Departments before the submission of marks to the Exam Cell.

- Students are given the opportunity of improving their IA marks, if the department deems it necessary, and this is done by allowing students to sit for a second test, or by allowing students to write another assignment.

- The Exam cell notifies the HODs regarding the date of submission of marks and the marks are displayed on the notice board of each Department or uploaded on the Department's WhatsApp platform to allow for transparency and verification of marks by all students. Sufficient time is given for the students to check their marks and seek redressal if there are any discrepancies before finalization of marks.

- In order to prevent/minimize the possibility of mistakes, it is mandatory for both the HOD and teacher-in-charge of internal assessment to recheck the marks and verify them with the Exam Cell before they are finalized and sent to the University.

File Description	Document
Upload Additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1 Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website and attainment of POs and COs are evaluated

Response:

- Synod College offers programs that are aimed at maximizing the students' goal of learning. The college is affiliated to North Eastern Hill University and the syllabus as well as the course outcomes for the various programmes are specified by the University itself.

- The programmes offered by the College at the UG level are in Arts, Science, Commerce and Bachelor of Computer Applications while the PG level offers programs in Political Science and Education.

- All the programs are put up on the website of the college for information to students seeking admission into the institution.

- The teachers are communicated by the University through the Principal for any changes in syllabus and course outcomes made by the University. The teachers, in turn, communicate the same to the students during the orientation session conducted at the beginning of the academic session.

- The Programme outcomes are evaluated based on the final results that the students obtained at the end of their final semester exams. The University conducts exams at the end of every semester determining the course outcomes for the said semester and the programme outcome is determined at the end of the three year course.

- Assignments and Internal Tests carrying a weightage of 10 and 15 marks respectively for each paper, is another way of evaluating the course outcomes. Assignments and internal tests have proved effective tools in evaluating the students' abilities, knowledge and skills.

- Another method of evaluating the learning outcome of students is through class discussions, quizzes, exhibitions and work displays, as well as through the students' seminar and the one-to-one interaction between mentors and mentees.

- Tutorials and Remedial classes are also effective in determining how much of the Program and Course outcome is achieved.

File Description	Document
Provide Link for Additional information	[View Document](#)

2.6.2 Pass percentage of Students during last five years

Response: 81.15

2.6.2.1 **Number of final year students who passed the university examination year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
1031	867	466	697	473

2.6.2.2 **Number of final year students who appeared for the university examination year-wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
1173	900	784	806	692

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.38

File Description	Document
Upload database of all students on roll	[View Document](#)

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

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

Response: 22.51

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

2021-22	2020-21	2019-20	2018-19	2017-18
1.2	0	0	4.78	16.53

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Response:

1. In-House Research Projects: The In-House Research project was started as a College initiative to provide needed funds for carrying out research by individual teachers. The revised amount of Rupees 50,000 is sanctioned for each project. Over the last five years, 8 research projects were completed and 4 are ongoing. Some of the research papers were published in peer-reviewed journals and it is observed that in many cases, these have functioned as pilot studies for future projects.

2. International Centre for North East Studies (ICNES): Launched on 30th July 2016 by Shri Vincent H. Pala, Hon'ble MP, Lok Sabha, the ICNES, was set up with the aim of analysing relevant and innovative research areas in North East India, integrate multidisciplinary approach in undertaking research, and foster research networks at the local, regional, national and international levels. The Centre has undertaken three minor research projects and one major project on Culture and Environmental Sustainability funded by ICSSR, New Delhi.

3. Institutional Biotech Hub - The College has utilized the initiative of Department of Biotechnology, Govt. of India with a view to promote research and develop trained power in the campus by conducting trainings and workshops in topics related to Biotechnology.

4. Centre for Historical Research Synod College (CHRSC): was established to promote research and academic exchanges on history and the social sciences and to build a corpus of academic works in the northeastern region of India while also exploring the history of other related regions. In its few years of existence, the Centre has managed to create a comprehensive database on North East India which has generated scholarly interest both at the national and international levels. It has also organized Seminars, Conferences and Lecture series in which the research papers were documented through publications such as:

- Meghalaya's 50 years journey into Statehood

- India @ 75

1. Research and Knowledge Dissemination Pool: To create a research and knowledge pool, the College has compiled and brought together all research papers and projects of faculty and students done through In-House projects, students projects, students seminars as well as books edited and authored by faculty and students of the college. The same are kept in the main Library of the College to facilitate easy reference and study.

2. Central instrumentation Facility: Funded under the DST, UGC and IBT scheme, the College has a Central instrumentation facility equipped with up-to-date instruments for the conduct of experiments and scientific research. Coordinated by an appointed faculty from the College, the facility is utilized by all the Science departments of the College and is also availed by Science departments from other institutions as well, for the purpose of scientific studies and research.

File Description	Document
Provide Link for Additional information	[View Document](#)

3.2.2 *Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years*

Response: 40

3.2.2.1 **Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
6	14	4	12	4

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.3 Research Publications and Awards

3.3.1 *Number of research papers published per teacher in the Journals notified on UGC care list during the last five years*

Response: 0.51

3.3.1.1 **Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
4	5	14	11	6

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

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

Response: 0.5

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

2021-22	2020-21	2019-20	2018-19	2017-18
4	7	12	8	8

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.4 Extension Activities

3.4.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.

Response:

The institution conducts a number of extension activities through the Extension Cell, the Science departments under the DBT Star College Scheme , the NSS, YRC and the various clubs of the College in order to foster a closer interaction with the community and help students to be aware of and engage with society. Community-related and extension programs carried out include:

43 extension activities were conducted during the past five years (all programmes are in the Template)

2018-2019:

- **Cleaning Drive – NSS**

- **World Aids Day – NSS**

- **Blood Donation – NSS**

- **Science Awareness Programme in Schools**

2019 -2020:

- **Awareness Program cum Cleaning Drive at Laitkroh Village (2nd October 2019) NSS**

- **Painting Sketching competition observing International Peace Day (17th October 2019 NSS**

- **Cleaning Drive at Smit Village (8th November 2019) NSS**

2020 -2021

- **Outreach program on the theme," Life and livelihood under the pandemic" in Rapleng village (9th November 2020)**

- **Extension program on " COVID-19 Pandemic: Effects and Challenges on Students, Education and Rights: Recover better and stand up for Human Rights" at Umdihar village, Ri-Bhoi District (10th December 2020).**

- **The college has a very active and vibrant NSS unit which conducts cleanliness drives and civic**

awareness programs in different places in the state and region.

- **Blood Donation and Aids Awareness programs were also conducted at regular intervals. This has allowed students to engage with society at the grassroot level and to make a difference in the community. Both the NCC cadets and NSS volunteers of the College play a leading role in the World Environment Day by participating in cleaning up the vicinity surrounding the college and in the planting of trees.**

- **Perspectives and importance of Agricultural Farming; A Sensitization Program on Traditional and Scientific Farming in Mairang (7th October 2021)**

-

2021 - 2022:

- **Community extension program on Livestock farming and Mushroom cultivation as a Source of Income: The need for Training in Mawkorblang Village (21 February 2022)**

- **Tree plantation in Moolamylliang Village, Jaintia Hills (11th May 2022)**

- **Peace March through the city on International Youth Day to generate awareness about Communal harmony and peaceful co-existence (12 th August 2022)**

- **Construction of Spring Tap Chamber in Sohra Village for conservation of water, by the Science Departments, Synod College under the DBT-Star College Scheme (completed on 31st May 2022)**

- **Awareness program on First Aid and Blood Donation organized by the YRC, Synod College Unit in Nongkhlaw Village (22nd September 2022)**

- **Awareness program and signing of MOU for community collaboration for development with Kynrud Village , Eastern West Khasi Hills District (22nd September 2022)**

- **Awareness Program on Waste Management and Waste Segregation in Mairang Presbyterian Science College, Mairang Village (22nd september 2022)**

- **Community extension Program on Livestock Farming and Mushroom Cultivation organized by Extension Cell, Synod College in Diengpasoh Village (15th. November 2022)**

File Description	Document
Provide Link for Additional information	[View Document](#)

3.4.2 Awards and recognitions received for extension activities from government / government recognised bodies

Response:

- **S**ynod College received the IconSWM-CE Excellence Award 2022 from the International Society of Waste Management, Air and Water (ISWMAW) for effective waste Management Initiative in the college campus and generating mass awareness in the North Eastern Part of India through its many initiatives and awareness programs in schools, colleges and the community at large. The award was presented on 2nd December 2022 in Sri Venkateswara University, Tirupati, Andhra Pradesh, India.

File Description	Document
Upload Additional information	[View Document](#)

3.4.3 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 organised in collaboration with industry, community and NGOs) during the last five years

Response: 20

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

2021-22	2020-21	2019-20	2018-19	2017-18
5	4	1	5	5

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.5 Collaboration

3.5.1 Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 12

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 Availability of adequate infrastructure and physical facilities viz., classrooms, laboratories, ICT facilities, cultural activities, gymnasium, yoga centre etc. in the institution

Response:

- The Institution is located in its own property in the center of the city. Though previously, the college had adequate space and facilities to accommodate its students, yet the increasing demand for admission and the opening of more programs as well as Add-on courses, have necessitated a bigger campus and better and more advanced infrastructure. To meet this need, the College purchased additional lands in two areas - one adjacent to the present campus and one in New Shillong (9 acres).

- Further, in line with its vision of providing access to quality higher education for students from rural areas and disadvantaged backgrounds, the College, supported by the Sponsoring Body has initiated the setting up of a College in Nongstoin Village which is the Headquarter of the West Khasi Hills, a district with only one college catering to the needs of the student community in and around the adjoining villages. For this purpose, the College has acquired a 6.5 acres area of land in Nongstoin and in the academic session of July 2023, the college will formally be opened.

- New constructions and renovations in the present campus are also underway and the details are attached herein.

- Computers are regularly being updated and in 2021, 15 computers were added to the existing ones (136 numbers]. The following are the amenities available :

- No of Classrooms equipped with LCD = 30

- 2 Main Libraries (UG and PG) and Department Libraries

- Basketball Court -Area=354.62sqm, Year of establishment=1975, User Rate=100/day approx

- Gym - 41.47sqm, Area=, Year of establishment=2016, User Rate=30/day approx.

- Students' Field - Area=49000 sqft., Year of Establishment=1965, User Rate=600/day approx.

- Boys common room - Area = 68.92sqm, Year of Establishment=1975, User Rate=300/day approx.

- Girls common room - Area = 35.94sqm. Year of Establishment=1975, User Rate=300/day approx.

- Auditorium - Area= 248.503sqm., Year of Establishment=2016, Capacity=300

- Dinam Hall - Area=22525 sqft , Year of Establishment=1965, Capacity=600

- 1 Conference Hall and 1 Conference Room with LCD provisions

- Laboratories = 15 Science Labs, 3 Computer Labs, 1 Language Lab, 1 GIS Lab, 1 Cartographic Lab

- Central Instrumentation Facility and an Institutional Biotech Hub

- Smart class rooms = 2

- Counseling room - 1

- Baking class room equipped with 2 Ovens and 1 Fridge

- 2 Sewing machines for the Fashion Designing Course

- 2 canteens and 1 cafeteria

- Sick room

- 3 Greenhouses-cum-Orchidarium

- Covered sitting area for students in the Campus

File Description	Document	
Upload Additional information	[View Document]()	
Provide Link for Additional information	[View Document]()	

4.1.2 Percentage of expenditure, excluding salary for infrastructure augmentation during last five years (INR in Lakhs)

Response: 23.52

4.1.2.1 **Expenditure for infrastructure augmentation, excluding salary during the last five years (INR in lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
27.13	19.26	42.01	250.53	127.0201

File Description	Document
Upload supporting document	[View Document]()
Institutional data in the prescribed format	[View Document]()

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS), subscription to e-resources, amount spent on purchase of books, journals and per day usage of library

Response:

- The College has 2 main Libraries , one for the UG section and the other for the PG section. Both these two libraries are automated.

- The UG library is fully automated with ILMS Software KOHA version 16.05.05.000, since 2018. More recently, E-Gate was installed to digitize footfall in the library.

- The PG library is housed in the PG Block of the campus and has been automated with Data migration to an upgraded server and LAN expansion.

- Apart from the two main libraries, every department has its own Department library to ensure easier availability of books for their Honors students.

- Subscriptions to e-resources: The College subscribes to Inflibnet/N-List to help students avail e-resources.

- Individual Departments also subscribe to international e-journals such as Indian Foreign Affairs Journal.

- Video clippings of lectures prepared by the faculty are uploaded on library computers to allow students to refer to lessons outside of real time teaching.

- Amount spent for books and e-resources (2019-2022): The College allocates an amount of Rs 50,000 per Department annually for the purchase of books. For the PG departments, an additional amount is allocated to enable expansion of their literary resources.

- Textbooks = Rupees 26,70,221.00

- Reference Books = Rupees 3,03,127.00

- journals = Rupees 88,890.00

- E-Resources = Rupees 5900.00

- Per day usage of library: During 2020 -2021 because of social distancing norms and lockdown, the

physical usage of the library varies from approximately 50 to 100 users per day. Students were encouraged to refer more to e-resources and virtual libraries subscribed to by the College as well as by individual departments and teachers. With the gradual easing up of social distancing protocols, however, the library has seen an increasing number of student and faculty footfall during the last year.

- The Library Committee is entrusted with the responsibility of optimizing resources and suggesting measures for library updating in order to meet the learning need. It serves as an important backbone as the repository of the College's literary resources.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Response:

- **The College regularly updates its IT facilities including Wi-Fi,for effective functioning of all its academic and administrative activities. At present there are 170 working computers (136 available for students' use and 34 for office use), connected to internet facilities.**

- **Wi-Fi connectivity is available in the Administrative Block which covers the Principal's Office, the Vice Principal's Office, the IQAC room, the Examination Cell, the Accounts Section, the Auditorium, the Conference Room, Conference Hall and every academic department room in the College.**

- **The College has updated its Wi-Fi facilities to a higher bandwidth from Jio-Fi to BSNL fiber.**

- **18 departments have computers with internet access and 24 classrooms are equipped with ICT facilities.**

- **The Language Lab is installed with Orell Talk Language Lab software**

- **The College has made ample provisions for usage of online and virtual technology through Google Meet and has also purchased a Google Workspace to accommodate large audiences and conduct activities and programs that are in the online and blended mode.**

- **The recent installation of the Enterprise Resource Planning (ERP) has contributed immensely**

to the smooth and efficient functioning of the institution both in administration and in academics. Besides functioning as the institutional database, it also serves as a partial Learning Management System (LMS) allowing for uploading and storage of various learning resources, lesson plans and assignments. Since it is newly introduced into the College, orientation and training on how to utilize and manage the ERP is currently underway for faculty, staff and students in order to derive optimum benefits through its application.

- **The Examination portal is another innovation in the effort of the College to create an IT-friendly environment and facilitate the smooth transaction of all exam-related matters.**

- **The Online Admission portal (www.synodadmission.in) has greatly helped in streamlining the enrolment process and also facilitates E-payment of fees (admission and examination) through SBI COLLECT .**

- ** The college makes adequate financial provision for the updating of its IT and Wi-Fi facilities annually: (i) Rs 3,26,237 for maintenance of computers (ii) Rs 4,47,414 for telephone and internet services (iii) increasing the speed of the bandwidth to 100 MBPS.**

- **Apart from the College, individual departments are also utilizing IT resources such as Google Classrooms, Google Drives and Dropbox to manage department matters.**

- **To create a more IT-dynamic culture in the College and help both students and staff become comfortable and familiar with the use of IT, Google Forms and Google Docs have been widely used for the transaction of most activities.**

File Description	Document
Upload Additional information	[View Document](#)

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

Response: 24.82

4.3.2.1 **Number of computers available for students usage during the latest completed academic year:**

Response: 135

File Description	Document
Upload supporting document	[View Document](#)

4.4 Maintenance of Campus Infrastructure

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

Response: 31.25

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

2021-22	2020-21	2019-20	2018-19	2017-18
92.91	69.31	135.64	99.80	221.30

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Percentage of students benefited by scholarships and freeships provided by the Government and Non-Government agencies during last five years

Response: 55.83

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

2021-22	2020-21	2019-20	2018-19	2017-18
2978	1576	1181	1271	2398

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.2 *Capacity building and skills enhancement initiatives taken by the institution include the following*

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

Response: A. All of the above

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.3 Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 4.67

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

2021-22	2020-21	2019-20	2018-19	2017-18
137	279	108	97	165

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

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

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

Response: A. All of the above

File Description	Document
Upload supporting document	[View Document](#)

5.2 Student Progression

5.2.1 Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 9.62

5.2.1.1 **Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
112	130	69	71	37

5.2.1.2 **Number of outgoing students year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
1173	900	784	806	692

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

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

Response: 100

5.2.2.1 *Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ Judicial Services/Public Prosecution services/All India Bar Exams/State government examinations) year wise during last five years*

2021-22	2020-21	2019-20	2018-19	2017-18
3	7	8	5	4

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

2021-22	2020-21	2019-20	2018-19	2017-18
3	7	8	5	4

File Description	Document
Upload supporting document	[View Document](#)

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 last five years

Response: 20

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

2021-22	2020-21	2019-20	2018-19	2017-18
7	2	0	8	3

File Description	Document
Upload supporting document	[View Document](#)

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

Response: 6.8

5.3.2.1 **Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
9	9	6	6	4

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.4 Alumni Engagement

5.4.1 There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Response:

The College has a strong Alumni Association which provides support to the College in various ways:

- It is a registered body having its own constitution and office bearers.

- The Association is represented in the IQAC through a selected member who contributes to the College by sharing suggestions that are fundamental to its development and growth.

- The Alumni Association supports financially through Cash Awards and prizes to students securing ranks in the University examination on the annual Graduation Day.

- It also organizes Food Fest and other cultural programs during College Week to generate financial donations to the College.

- Alumnus who have authored and published books have generously contributed copies of their books to the College library. Mention may be made of Naphirisa Kordor Tariang and Badariakor Langsieh who have authored multiple books and contributed the same to the library of the College.

- The Synod College Achiever's Award which was introduced in 2022 and given on the College Foundation Day is an award jointly sponsored by the College and the Alumni Association to recognize and felicitate students and alumni who have made notable contributions to Society, Arts, Science, Language and Literature.

- Involvement as resource persons in various programs and certificate courses conducted by the College. Mention may be made of a few:

- Miss Bamedabet Nonglait, an alumnus, a faculty of the College, and also an entrepreneur with her own bakery, was instrumental in helping with the Baking class in 2022, using her experience to teach the students.

- Dr S. M. Sungoh, Professor, Education Department, North Eastern Hill University is a valuable member of IQAC and has contributed in various capacities as a resource person in FDPs, and guiding the discussion relating to implementation of NEP 2020 in the College.

- Shri Apmon Pachiang, alumnus from 2011, and the headman of Moolamylliang village in Jaintia Hills, credited with being the instrumental figure in turning his "coal mining village into a green oasis" has initiated collaborations with the College in various programs related to environment and other extension activities.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance and leadership is in accordance with vision and mission of the institution and it is visible in various institutional practices such as decentralization and participation in the institutional governance

Response:

Vision statement: To provide the highest standard of academic excellence in a Christian environment, primarily for the economically disadvantaged students, in preparation for a life of purpose, service and leadership.

Mission statement: Shaping the lives of the students particularly the economically disadvantaged, by providing education par excellence so as to provide well informed, equipped and responsible citizens.

- **In line with its Vision and Mission statements, Synod College provides a high standard of education to all, irrespective of religion, community or social status, though its primary focus are economically disadvantaged students and first generation learners from rural areas and adjoining neighborhoods. This however, does not preclude students from other states in the region and a sizable number of our students come from various North Eastern states.**

- **The Hostels run by the College (boys and girls), are reasonably priced in comparison to other private hostels in the city. Payment in installments is allowable with written permission from the Principal. Hostellers with good academic records and belonging to the BPL category can avail the hostel concession fee by applying to Hostel authorities. Two seats in the Boys' and Girls' hostels respectively, are reserved for Differently abled students.**

- **For economically disadvantaged students, payment of College fees can be made in three well-spaced installments with due allowance being given for late payment, subject to the Principal's approval.**

- **Teachers mentors students through the individual mentoring practice initiated by the College. This enables teachers to track their student's learning curve and encourage better performance.**

- **Co-curricular activities conducted in the college through NSS, NCC, and YRC train students in service and leadership by involving in community-oriented programs like cleaning drives, blood donation, and tree plantation.**

- **Student Clubs and Synod College Students' Council (SCSC) inculcate values of discipline, leadership, teamwork and democracy training students to become socially responsible and accountable. They function in a systematic and formal manner, with all activities recorded in Proceeding Books. Election of office bearers is done democratically by their peers.**

- **Participatory management and shared responsibility through a well-structured system of Cells/Committees functioning under the supervision of IQAC. Cells/Committees are constituted of the teaching faculty, members from non-teaching staff and student representatives, and are reconstituted after every two years. Entrusted with planning and organizing programmes in consultation with IQAC, the Cells helped in pushing forward the objectives of the institution.**

- **The Examination Cell headed by the Vice-Principal and composed of members from non-teaching and teaching staff from each department, oversees all examination related matters.**

- **Mentorship of young teachers by inducting them into core teams to assist in preparation of AQARs and SSR in order to build up 'next generation leadership' that will carry the institution forward.**

- **UGC-NET coaching class and Life skills classes are coordinated by staff faculties working together with the Coordinator, IQAC.**

- **Election of Student Class Representatives by their peers trains students in democratic principles. The class elections are organized by the Synod College Students' Council (SCSC) under the supervision of faculty members nominated by the Principal.**

File Description	Document
Provide Link for Additional information	View Document

6.2 Strategy Development and Deployment

6.2.1 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, deployment of institutional Strategic/ perspective/development plan etc

Response:

- The Governing Body is the apex policy making body of the College, providing infrastructure, technology and other logistical support and leadership through the Principal who monitors the effectiveness and efficiency of the teaching learning process and the functioning of all components, supported by an efficient and committed team of teaching and support staff. The Principal is assisted in his role and responsibilities over administrative and academic matters by the Vice Principal and the Coordinator, IQAC.

- To execute the policy statement and action plan envisioned by the Governing Body, the College works through the shared involvement of office staff and faculty appointed as members and conveners of Cells and Committees and implementing the vision of the college through their various activities and programs.

- All academic affairs are delegated to the individual departments monitored by the Head of Department (HOD), and accountable to the Principal. The college has initiated a unique system of assigning different charges and responsibilities to each teacher in their own departments to ensure efficiency.

- Regular interactions with stakeholders - students, parents, alumni, government representatives, nominated members from the parent university and members of the local community. Members from these bodies are appointed as members of the Governing Body and IQAC and provide valuable feedback and inputs in navigating policies of the college.

- Appointment/Promotion of faculty and staff in sanctioned posts is as per UGC regulations, and decided by an interview panel composed of members from the Governing Body, Principal, Government representatives, Head of Department for academic appointments, and nominated subject experts from the parent university. The service rules followed, adhere to those prescribed by the government through the Directorate of Higher and Technical Education, Meghalaya.

The strategic long-term plan of the College is the mobilization of human resources. It strives to achieve this objective through the following measures:

- Faculty Development programs and Training programs are regularly conducted.

- Mentoring of young faculty to build up leadership by inducting them as members of core teams.

- Teachers are appointed as conveners and members of respective Cells and Committees, providing a platform for decision-making, and exercise leadership roles and responsibilities.

- Students are imparted employable life skills, through various certificate courses. These Life skills and Vocational courses form an integral part of the development and delivery of the curriculum far beyond the prescribed framework of the parent university.

- Notifications for faculty promotion under CAS are made at regular intervals to expedite the process of promotion in a systematic and speedy manner.

- To facilitate faculty's academic growth, provisions are made to encourage research by granting college-sponsored research projects, study leave for completion of PhD programs, leave for refresher courses etc., and conduct relevant workshops.

- Encouraging the publication of quality research papers in Care list journals and sponsoring the publication of books pertaining to research papers and seminar/conference proceedings.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.2.2 Implementation of e-governance in areas of operation

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

Response: B. Any 3 of the above

File Description	Document
Upload supporting document	[View Document](#)

6.3 Faculty Empowerment Strategies

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

Response:

Synod College has set in place a number of welfare measures to benefit the staff (teaching and non-teaching) of the College:

- **Contributory Provident Fund for all Government Sanctioned posts employees and PF for College posts employees.**

- **Synod College Employees Cooperative Thrift and Credit Society Limited sanctions hassle-free loans to all its members. The current loan amount that can be sanctioned to the members is Rupees 12 lakhs as well as an emergency loan of 1.5 lakhs.**

- **Maternity and Paternity leave as admissible under state government rules for such leave.**

- **Casual leave of 15 days for the employees.**

- **Sick leave for all the employees**

- **Support is also extended to teachers who apply for study leave wherever applicable.**

- **Duty leave is granted to all faculty and staff for attending Courses, workshops and training.**

- **One month extra pay from the management on retirement of all employees.**

- **Inviting personnels from banks and related agencies to give awareness talks about pension and welfare schemes that employees may avail for their benefit.**

The College performance appraisal system includes the following:

- **Annual Students' feedback: This is shared with all departments separately in the annual review meeting of Management with Departments and also uploaded in the College website. Feedback relating to teachers' individual performance is shared with the HODs and it is then discussed in department faculty meetings so that appropriate action may be taken to enhance and improve performance.**

- **Self-appraisal by teachers is done through the API report as per the CAS format prescribed by the UGC, Regulations 2010 and 2018.**

Feedback from the alumni and teachers regarding the overall functioning of the College is also done to help in assessing the performance and growth index of the College.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

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

Response: 1.72

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

2021-22	2020-21	2019-20	2018-19	2017-18
6	0	0	0	0

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

6.3.3 Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years

Response: 27.6

6.3.3.1 **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
43	41	25	11	26

6.3.3.2 **Number of non-teaching staff year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
36	36	36	36	36

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1 Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

- Annual external audit is conducted by a Chartered Accountant. External audit is also conducted by the Local Accounts and Audit, a government agency, about once in 3 years or so.

- The College's major sources of funding are through the students' fees and Grant-in-aid from the State Government. Synod College is also a beneficiary of grants from DBT Star College Scheme for Science Departments. These funds are utilized for

- Staff Salary.

- Maintenance and Development of academic infrastructure (Library resources, Laboratories, IT tools, etc,.)

- Student related activities (College Week, Field trips and study tours, Club activities and others)

- all academic-related and co-curricular programs and activities.

- The Audit Report records no deficit in funds and no irregularities in the management of financial resources.

- Reserve fund / corpus available with the Institution is 1.5 crores.

- Funding of Rupees Two Crores from the RUSA 2.0 scheme, Government of India was received during the last five years. The fund has been used for construction of infrastructure in the new campus and renovations in the present campus.

- Grants from RUSA under Equity Initiatives amounting to Rupees five lakhs (2021-22), were utilized to conduct Workshops and Certificate Courses which have benefited students immensely and prepared them for self-livelihood as well as for higher education.

- Additional Funds: The College generates additional funds by collecting nominal fees from students enrolling for Add-on/ Certificate Courses. The funds generated are utilized

- for sponsoring economically weak students who have enrolled for the Certificate Courses

- paying the honorarium of resource persons (Certificate Courses, UGC-Net, Life Skills)

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

IQAC suggests measures and initiatives to the College management that are in alignment with its vision and policies. This is done through regular IQAC meetings. After approval from the members and management, the Coordinator executes decisions by working together with Departments, Cells and Committees to bring about quality initiatives into the College. Some of the contributions of IQAC in the last five years are:

- Institutionalizing Students' Seminars and incorporating it into the academic calendar of the College: It is observed that these seminars train students in presentation skills, develop research skills and

methodologies, engage with the audience confidently and group learning. The Inter-Department Seminar with its interdisciplinary approach helps the students further by giving them exposure to knowledge on topics and subjects other than their own, thereby fostering a wider learning experience.

- Initiate skill-based and vocation-oriented, add-on/certificate courses and workshops for students: In the last five years, 10 certificate Courses, 1 Short term course and 2 workshops were conducted for students to impart them with practical livelihood skills. Ranging from IT, communication and soft skills, baking, fashion design, fruit and vegetable processing, bee-keeping and candle making to solar panels installation, these courses are wide ranging in subject and provide students with multiple options to choose from.

- Value education and Life skills: the IQAC works together with the departments to incorporate value education and life skills into the curriculum of the College. These classes are held once a week with the objective of ensuring the holistic growth and development of the students.

- Organizing contextually relevant training, workshops and FDPs for faculty and non-teaching staff to promote academic excellence and professional competence.

- Conducting Coaching classes for preparation of UGC-NET and more recently, CUET Coaching to facilitate students' entry to higher education.

- Conducting Remedial Classes for academically weak students.

- Inviting placement and campus recruitment drives and career guidance programs in collaboration with the Cells

- pushing forward research initiatives through In-house research projects and students projects

- Facilitate the publication of quality books and journals in the institution.

- Students' Feedback: To assess the performance index of the College, students' feedback survey is annually conducted by IQAC. The feedback is analyzed and shared with management and departments to highlight strengths and shortcomings before being uploaded on the College website. Feedback on teachers are shared with Heads of Departments for information and action.

- Teachers and Alumni feedback were also conducted in recent years to identify strengths and weaknesses in the teaching-learning process and overall functioning of the College. The feedback is posted on the College website.

- Annual meeting with Departments: The IQAC coordinates annual meetings between management and departments to facilitate discussions on academic and work-related matters. It allows departments to air their concerns and propose suggestions for enhancing growth and development. The meetings, chaired by the President of the Governing Body and attended by few members from the GB as well as the Principal and Vice Principal, serve to build a good rapport and foster understanding and cordiality between staff and management.

File Description	Document
Upload Additional information	[View Document]()

6.5.2 Quality assurance initiatives of the institution include:

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

Response: B. Any 3 of the above

File Description	Document
Upload supporting document	[View Document]()
Institutional data in the prescribed format	[View Document]()

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Measures initiated by the Institution for the promotion of gender equity and Institutional initiatives to celebrate / organize national and international commemorative days, events and festivals during the last five years

Response:

To foster and promote gender equity and inclusion in the College, the following measures are taken by the institution:

- **Vibrant and active Women Cell**

- **Organizing gender sensitization programs in the College and facilitating participation of faculty and students in gender related programs outside the College**

- **Maintaining a separate common room for girls.**

- **Washrooms equipped with women-friendly facilities**

- **Female security guards to take care of female students**

- **Women's Day is annually observed and programs are conducted to draw attention to women's issues and concerns.**

- **To inculcate a sense of being part of a global community and to highlight the significance of important events, the College encourages its members (students and staff) to organize/participate in such events and festivals. The list of programs/activities related to special events is provided in the annual report.**

File Description	Document	
Provide Link for Additional information	[View Document](#)	

7.1.2 The Institution has facilities and initiatives for

1. **Alternate sources of energy and energy conservation measures**
2. **Management of the various types of degradable and nondegradable waste**
3. **Water conservation**
4. **Green campus initiatives**
5. **Disabled-friendly, barrier free environment**

Response: A. 4 or All of the above

File Description	Document
Upload supporting document	[View Document](#)

7.1.3 Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. **Green audit / Environment audit**
2. **Energy audit**
3. **Clean and green campus initiatives**
4. **Beyond the campus environmental promotion activities**

Response: A. All of the above

File Description	Document
Upload supporting document	[View Document](#)

7.1.4 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic diversity and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

The programs and activities conducted by the College through its cells and departments, reflect the culture of inclusion and diversities promoted therein:

- Ekta Bharat Shrestha Bharat (EBSB): The club has been actively involved, since its formation, in promoting unity in diversity and in realizing its objectives through the various programmes that it organizes. Under the guidance of its Staff adviser, the students are helped to appreciate and celebrate the rich culture and diversities of the state and the nation.

- "Understanding Holi" organized by EBSB to sensitise students on the diverse cultural practices of India (28-03-2021)

- Multilingual aspects of the magazine: Besides giving a voice to the students, the college magazine is a reflection of the varied culture and linguistic richness of India. Articles and write-ups feature five different languages of the country - English, Hindi, Khasi, Garo and Mizo.

- Interactive Session on Promotion of Khasi Language and Literature, a joint collaboration Program between Khasi Department, Synod College and Khasi Department, USTM (7th December 2022)

- The annual College Week provides ample opportunities for the display of culture through the various cultural activities it allows. Besides providing a good break for everyone, it helps students and staff to work together in teams, promotes a sense of camaraderie and engage in healthy

competition in a light hearted environment.

- To instill values of good citizenry in its students and employees, the College conducts various programs, and encourages its members to participate in activities that promote the same:

- Peace March organized on 12th August 2022 to promote communal harmony and understanding. Details are provided as additional information.

- Participation of NCC students in Rastriya Ekta Diwas (31st October, 2022)

- Slogan Writing Competition on "End Racism: Build Peace", on the International Day of Non-Violence and Peace organized by NSS, Synod College (30th september 2022)

- Mock Assembly Session (3rd November 2022) organized jointly by the Political Science Department and Meghalaya Legislative Assembly Secretariat, Shillong and participated by the students gave them exposure to real life functioning of governance and democracy.

- In anticipation of the upcoming Assembly elections in the state, the College organized a public forum (9th February 2023) whereby political parties representatives were invited to interact with the electorate. The program was live streamed to allow for public interaction and engagement.

File Description	Document
Upload Additional information	[View Document](#)

7.2 Best Practices

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

Response:

Title: Students' Seminar

Objectives: Training students in public presentation, research skills, teamwork and facilitating interdisciplinary exposure.

Outcome:

- Independent learning,

- knowledge of literature survey,

- usage of ICT

- communication-and -presentation skill

- paper-writing and research skills

Context:

Our students are mostly rural-based and educated in vernacular schools with limited infrastructure and resources. As such, they are often at a disadvantage in terms of exposure, effective communication in English and usage of ICT tools. It is observed that this affects their self-confidence and sense of competence especially in public communication and interaction. This initiative is a step toward building up their self-confidence, overcome fear of public-speaking, enhance knowledge, and engage meaningfully with others.

Practice:

An integral component of the academic activities, students' seminars are incorporated into the annual academic calendar:

(i) Department Seminar:

- Each department conducts the seminar as per the Academic Calendar.

- Students are divided into groups

- Each group is assigned a syllabus-related topic.

- All teachers are involved in assisting and guiding students in the preparation.

- Teacher-in-charge/HOD chairs the session

- Presentations are evaluated on the basis of content, research input, presentation skills, time-management, teamwork and ability to manage discussions.

- The two best presentations are selected for the Inter-Department Seminar.

(ii) Inter-Department Seminar:

- Conducted separately for Arts, Science and the Professional Courses.

- Chaired by a faculty and evaluated by nominated teachers.

- Presenters are given mementos and certificates of participation.

- The Inter-Department Seminar with its interdisciplinary approach exposes students to knowledge

on topics and subjects other than their own, thereby fostering a wider learning experience.

Evidence of Success:

- Students articulate themselves better: Two students from the College were selected as Radio Jockeys in All India Radio Shillong Talent Hunt (16th March 2022).

- Students are more comfortable in handling ICT tools.

- The in-depth research and methodical arrangement of ideas necessitated in a seminar paper, helps students perform better in their studies. This has contributed to better performance and rise in pass percentage of our students.

- Two of our students (English Honors - B. Khongshun and W. Blah) published a paper on "Teachers' teachings - Implication of Nature on the life of Wordsworth"(International Peer-Reviewed English Journal, Research Journal of English (impact factor: 6.67) Vol-7, Issue-4)

- Students secured ranks in higher studies, pursued Ph.D degrees and won scholarships into universities abroad:

- Mention may be made of Naphirisa Tariang (2019 batch), a rank holder in MA English (NEHU) and received the Vice Chancellor's International Scholarship, Cardiff University, UK.

Problems Encountered/Resources Required:

- Preparation for seminars puts added pressure on students during peak academic sessions.

- Added pressure for faculty-supervisors to guide students' preparation

- Benefits evidenced from the practice far outweigh the problems encountered. Students and faculty look forward to the seminar. It has become an acceptable part of the College calendar.

- Strong internet connectivity to access e-materials for research/ reference.

- Resource persons, other than faculty, to guide students in effective presentations.

Notes:

To evaluate the effectiveness of this practice, a students' seminar survey was conducted:

- 31.1% - improve communication skills,

- 47.3% - builds confidence,

- 33.55 - public speaking,

- 20.7% - More fluency with ICT

- 45.7% - helps research skills and data-collection.

Title: Student-Centric Livelihood-Entrepreneurial -Skills

Objectives: To create a space whereby, side by side with academic education, students will learn crucial life skills beyond the classroom, and gain practical knowledge to compete successfully in the global job market.

Context:

The student profile of the college shows that almost 90% of students hail from rural, economically-disadvantaged backgrounds. One means of empowering these students is by imparting real-world skills to help them be self-reliant and self-supporting. These vocational-oriented training will also help students who are not academically inclined to explore other avenues of livelihood after graduation.

Practice:

The College conducts/collaborates with external agencies who have required resources and expertise, to provide entrepreneurial/skill -based education:

- Keeping in view the agricultural/rural background of a large number of our students, workshops organized:

- Vegetable and Fruit Processing' 'Entrepreneurship and Marketing

- Beekeeping and Candle Making

- Two days training on "Planning and Implementation of income generating project", (Dept of Agriculture, Govt of Meghalaya)

- Certificate Courses: to cater to varied backgrounds and needs of students. In the last five years, 10 certificate courses and 1 short term course were conducted:

- ICT-related Courses

- Fashion Design

- Hospitality, Tourism and Soft skills

- Baking

- Statistics

- These courses are conducted after class hours to enable students to join. F

- Fee collected is highly subsidized.

- Resource persons are trained, certified professionals with years of experience and expertise

- Baking class teachers have their own Bakery outlets.

- Fashion design teacher owns an apparel and clothing studio.

- In addition to these skills, students also learnt about micro business management and entrepreneurship.

- Student with Potential Award' provides micro entrepreneurial support for highest scoring students in the Courses:

  (i) Kutmon Lamin (Fashion Design) got a Sewing Machine

  (ii) Sanaphisha Kynru (Baking) got an Oven

Evidence of Success:

- self-reliant, independent individuals

- job-creators rather than job-seekers.

- Placement of Students in reputed IT industries (TCS and iMerit).

- Students earn additional living

- Fruit and Vegetable Processing workshop helped students to start micro businesses in their villages and train others through Self-Help Groups.

- Students have started their own businesses:

- Saphishisha Tron (2021 Batch) has a small, home-grown bakery.

- Kyntiewful Nongsiej (2021 batch) produces candles.

Problems Encountered/Resources Required:

- These courses are not yet part of the prescribed curriculum of the affiliating University and cannot be implemented on a bigger scale.

- limited time for students to join the courses.

- Space constraint.

- Inadequate Funds : Designed for all students, but mostly, to empower economically-disadvantaged students, course fees are highly subsidized. The resource persons are trained, certified professionals. To meet the deficit, the College has to generate funding from its own resources.

NOTES: The success of these trainings is seen through testimonials of students who have cracked in/off campus interviews and secured jobs as a result of trainings received:

(i) Golda Mary Lyngdoh (2022 batch) - IT Firm Medusind

(ii) Melody Marwein (2022) - Medusind

(iii) Naniverity Kharsyntiew (2022) -Medusind

(iv) Wanpli Nongrum (2022) Sa-I-Mika Park, Cherrapunjee

File Description	Document
Best practices as hosted on the Institutional website	[View Document](#)

7.3 Institutional Distinctiveness

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

Response:

Vision: To provide the highest standard of academic excellence in a Christian environment, primarily for the economically disadvantaged students, in preparation for a life of purpose, service and leadership.

- Synod College is located in an area of high population density of indigenous Scheduled Tribes of the state of Meghalaya. About 98 percent of the students enrolled are indigenous Scheduled Tribes of the state. The College has been able to provide access to quality higher education to these students.

- Many of the students are economically disadvantaged and are first generation learners from their

family to pursue higher education at the college level. In the last two years, the pandemic has imposed severe limitations, disruptions and economic hardships upon most of the students, sometimes resulting in inability to continue their education. In the midst of the crisis, the College has made every effort through the concerted effort of both management and teachers, to find ways and means of helping the students to continue and rejoin their studies. Delayed payment of fees was permitted by management and in 2020, 60% fee waiver for all practical classes was decided upon by the management since offline practical class was discontinued during the period. This has borne fruit and was reflected in the pass percentage of the students in the last university examination: 92.50% in BCA; 95.24 % in Commerce; 96.37% in Arts and 97.65% in Science; with many rank holders. As per the students progression survey, about 80% of them could progress to PG courses in different higher educational institutions in the state and outside the state.

- The College strives to help economically disadvantaged students by permitting payment of fees in three well-spaced installments and giving due allowance for late payment, subject to the Principal's approval. The College Hostel fees are reasonably priced in comparison to other private hostels in the city. Hostellers who hold good academic records and come from BPL backgrounds are granted concessional hostel fees.

- A study of the student demographic profile of the College reveals that many of them come from far flung remote villages with limited resources. This has imposed further hardships upon the family to educate their wards in the city. Taking cognizance of this, the College has taken conscientious initiatives to address the issue by starting a new college in Nongstoin village located in West Khasi Hills, to give students in and around the area, equitable access to higher education. The College named SYNOD COLLEGE, NONGSTOIN, is poised to begin its first academic session in June 2023.

- In further pursuit of its vision, the programs offered in the College in the form of Certificate Courses and other trainings are vocation-oriented and skill-based, to prepare students for self-generating employment and entrepreneurship. Workshops/Courses on Vegetable and Fruit Processing, Bee-keeping and Candle making, Baking, Fashion Design and Tailoring, Solar Panels installation and other allied programs are consciously chosen, keeping in view the economic and rural context of most of the students. In this context, the rallying thrust of the College is to build up a generation of 'job creators' rather than 'job seekers'. To reflect its seriousness to this commitment, the College has acquired a plot of land in Mawphanlur, a village in South West Khasi Hills, with the objective of building a Resource and Training Centre to provide quality training and empowerment to the people from the area.

- The extension activities promoted by the College are in alignment with its vision of producing socially aware and responsible minded citizens who will be an asset to the society and the nation. As such, therefore, a study of the activities and programs conducted by the College through its cells and departments, reveals that community engagement is one of the main thrust of its vision.

Simultaneously, the College is fully committed towards maintaining a high standard of academic excellence. Research activities are encouraged through its In-House projects, student seminars, high level national and international seminars and conferences, publication of books and up to date training for faculty and staff to equip them, academically and professionally. It spares no effort to provide the best facilities in terms of technology and other teaching aid so that its students and faculty can become globally

competent members of society.

File Description	Document
Appropriate web in the Institutional website	[View Document](#)

5. CONCLUSION

Additional Information :

In 2022, the College initiated two new awards:

1. Synod College Achievers' Award

2. Student with Potential Award

The details are published in the College website.

Concluding Remarks :

In alignment with its vision of creating an environment which is holistic and which will help students perform well in academics and in all aspects of growth and learning, while also training them to be contributing members of society so that they can be at par with the best in the world, the College has consciously evolved key policies and practices alongside academics:

- Adopt a robust waste management policy to sensitize students and the community to environmental and health hazards generated by indiscriminate dumping and mismanagement of waste. The College was awarded the ICONSWM - CE Excellence Award 2022 by the International Society for Waste Management Air and Water for its ongoing waste management project under the mentorship of Professor S.K. Ghosh, President, ISWMAW, which strives to spread awareness not only within the campus, but in schools, colleges and the community at large.

- Provide entrepreneurial support to deserving students through micro start-up incentives: In 2022, the College initiated the 'Student with Potential Award' given to highest scoring students of Certificate Courses as micro incentives and support to set up their own establishments:

(i) Kutmon Lamin (fashion Design) received a Sewing Machine

(ii) Sanaphisha Kynru (Baking-as therapy) received an Oven

- Community engagements / Social services:

(i) During the pandemic, the College generously undertook the responsibility of reaching out to the wider community by contributing an amount of Rupees two lakhs to the Chief Minister's Covid Relief Fund (6th April 2020)

(ii) Contribution of Rs 25,000 to the Mary Rice Centre for Special Education through funds generated from sale of baked items prepared by the Baking class students. (21st December 2021)

(iii) Contribution of Rs 8580.00 from Synod College Boys' Hostel toward social services of the College

through funds generated from Food Fest conducted on College Week (12th October 2022)

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
1.2.1	**Number of Add on /Certificate/Value added programs offered during the last five years** Answer before DVV Verification : 11 Answer After DVV Verification :11
1.2.2	**Percentage of students enrolled in Certificate/ Add-on/Value added programs as against the total number of students during the last five years** 1.2.2.1. **Number of students enrolled in subject related Certificate/ Add-on/Value added programs year wise during last five years** Answer before DVV Verification: 	2021-22	2020-21	2019-20	2018-19	2017-18
---	---	---	---	---
227	208	20	89	71 | Answer After DVV Verification : | 2021-22	2020-21	2019-20	2018-19	2017-18
---	---	---	---	---
227	208	20	89	71	
1.3.2	**Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)** 1.3.2.1. **Number of students undertaking project work/field work / internships** Answer before DVV Verification : 823 Answer after DVV Verification: 823
2.1.2	**Percentage of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (Exclusive of supernumerary seats)** 2.1.2.1. *Number of actual students admitted from the reserved categories year - wise during the last five years* Answer before DVV Verification: 	2021-22	2020-21	2019-20	2018-19	2017-18
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1077	1254	974	1187	1184 | Answer After DVV Verification : | 2021-22	2020-21	2019-20	2018-19	2017-18
---	---	---	---	---
960	1012	948	983	965	 2.1.2.2. **Number of seats earmarked for reserved category as per GOI/ State Govt rule year**

wise during the last five years

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
1254	1254	1254	1254	1206

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
1135	1135	1135	1135	1092

Remark : Values have been updated as per attachment

2.4.1	**Percentage of full-time teachers against sanctioned posts during the last five years**

2.4.1.1. **Number of Sanctioned posts / required positions for teaching staff/ full time teachers year wise during the last five years:**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
72	72	72	71	71

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
72	72	72	68	65

Remark : As per supporting documents, the value updated

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

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
1.2	0	0	4.78	16.53

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
1.2	0	0	4.78	16.53

3.2.2	*Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years*

3.2.2.1. **Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
16	38	14	23	11

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
6	14	4	12	4

3.3.1 | *Number of research papers published per teacher in the Journals notified on UGC care list during the last five years*

3.3.1.1. **Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
4	5	14	15	7

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
4	5	14	11	6

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

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
14	30	19	10	10

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
4	7	12	8	8

3.4.3 | **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 organised in collaboration with industry,**

community and NGOs) during the last five years

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
10	13	2	9	6

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
5	4	1	5	5

4.1.2 | **Percentage of expenditure, excluding salary for infrastructure augmentation during last five years (INR in Lakhs)**

4.1.2.1. **Expenditure for infrastructure augmentation, excluding salary during the last five years (INR in lakhs)**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
27.13	19.26	42.01	250.53	127.02

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
27.13	19.26	42.01	250.53	127.0201

4.3.2 | **Student – Computer ratio (Data for the latest completed academic year)**

4.3.2.1. **Number of computers available for students usage during the latest completed academic year:**

Answer before DVV Verification : 136
Answer after DVV Verification: 135

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

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
92.91	69.31	135.64	99.80	221.31

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
92.91	69.31	135.64	99.80	221.30

5.1.4	**The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases** 1. **Implementation of guidelines of statutory/regulatory bodies** 2. **Organisation wide awareness and undertakings on policies with zero tolerance** 3. **Mechanisms for submission of online/offline students' grievances** 4. **Timely redressal of the grievances through appropriate committees** Answer before DVV Verification : A. All of the above Answer After DVV Verification: A. All of the above
5.3.2	**Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)** 5.3.2.1. **Number of sports and cultural programs in which students of the Institution participated year wise during last five years** Answer before DVV Verification: _table A below_ Answer After DVV Verification : _table B below_

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
29	14	11	17	5

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
9	9	6	6	4

6.2.2	**Implementation of e-governance in areas of operation** 1. **Administration** 2. **Finance and Accounts** 3. **Student Admission and Support** 4. **Examination** Answer before DVV Verification : A. All of the above Answer After DVV Verification: B. Any 3 of the above
6.3.3	**Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years** 6.3.3.1. **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
64	35	65	30	60

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
43	41	25	11	26

6.3.3.2. **Number of non-teaching staff year wise during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
21	27	0	0	0

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
36	36	36	36	36

Remark : As per IIQA , the values have been updated

7.1.2	**The Institution has facilities and initiatives for** 1. **Alternate sources of energy and energy conservation measures** 2. **Management of the various types of degradable and nondegradable waste** 3. **Water conservation** 4. **Green campus initiatives** 5. **Disabled-friendly, barrier free environment** Answer before DVV Verification : A. 4 or All of the above Answer After DVV Verification: A. 4 or All of the above
7.1.3	**Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following** 1. **Green audit / Environment audit** 2. **Energy audit** 3. **Clean and green campus initiatives** 4. **Beyond the campus environmental promotion activities** Answer before DVV Verification : A. All of the above Answer After DVV Verification: A. All of the above

2.Extended Profile Deviations

ID	Extended Questions
1.1	**Number of teaching staff / full time teachers during the last five years (Without repeat count):** Answer before DVV Verification : 72

	Answer after DVV Verification : 78
1.2	**Number of teaching staff / full time teachers year wise during the last five years** Answer before DVV Verification: 	2021-22	2020-21	2019-20	2018-19	2017-18
---------	---------	---------	---------	---------
72	72	72	71	71 | Answer After DVV Verification: | 2021-22	2020-21	2019-20	2018-19	2017-18
---------	---------	---------	---------	---------
72	72	72	68	65	
2.1	**Expenditure excluding salary component year wise during the last five years (INR in lakhs)** Answer before DVV Verification: 	2021-22	2020-21	2019-20	2018-19	2017-18
---------	---------	---------	---------	---------
267.955	251.033	827.84	306.800	286.122 | Answer After DVV Verification: | 2021-22	2020-21	2019-20	2018-19	2017-18
---------	---------	---------	---------	---------
267.955	251.033	827.84	348	286.121	

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