YEARLY STATUS REPORT - 2023-2024

Part A	
Data of the Institution	
1.Name of the Institution	Williamnagar Government College, East Garo Hills, Meghalaya
• Name of the Head of the institution	Shri Rajiv K Marak
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03658295052
• Mobile No:	6909700319
• Registered e-mail	wgcw2k@gmail.com
• Alternate e-mail	iqacwgc19@gmail.com
• Address	Williamnagar
• City/Town	Williamnagar
• State/UT	Meghalaya
• Pin Code	794111
2.Institutional status	
• Affiliated / Constitution Colleges	Government
• Type of Institution	Co-education
• Location	Semi-Urban

• Financial Status	
• Name of the Affiliating University	**North Eastern Hill University**
• Name of the IQAC Coordinator	**Dr Cherik Donish D Sangma**
• Phone No.	**03658295052**
• Alternate phone No.	**9862030497**
• Mobile	**9862030497**
• IQAC e-mail address	**iqacwgc19@gmail.com**
• Alternate e-mail address	**wgcw2k@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://wgcwilliamnagar.edu.in/documents/AQAR_Academic_year_2022-23.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://wgcwilliamnagar.edu.in/calendar.html

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**C**	**1.81**	**2023**	**14/09/2023**	**13/09/2028**

6.Date of Establishment of IQAC	**05/04/2018**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional	**Pay Allowances of Employees & Office Expenses**	**State Government**	**Financial Year 01/04/2023-31/03/2024**	**Rs 4,13,64,050**

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

• Upload latest notification of formation of IQAC	[View File](#)
9.No. of IQAC meetings held during the year	`9`
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	`Yes`
• If No, please upload the minutes of the meeting(s) and Action Taken Report	[View File](#)
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	`No`
• If yes, mention the amount	

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

`1. Accredit the HEI (the College) by the NAAC in First Cycle with Grade C (CGPA 1.81) on 14th September 2023`

`2. Prepare the HEI for First Cycle of NAAC A&A compiling five years data and facts of the HEI.`

`3. Implemented NEP 2020 with BA 1st Semester from academic session 2023-24 under the directives of affiliating university NEHU.`

`4. As part of the institute's efforts to promote equality and discipline, the institution under the aegis of the IQAC has introduced compulsory uniform for students w.e.f. 2024.`

`5. Submitted AQAR for 2022-23`

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

Plan of Action	Achievements/Outcomes
1.Implementation of Prime Hub E-Cell	Implemented and fully functional.
2. Appointment of new teachers for vacant posts.	The Directorate of Meghalaya appointed one teacher each for the Departments of History and Education.
3. Made proposals for inducting new teachers for add-on courses for NEP 2020 FYUG Programme	Submitted proposals to the DHTE, Government of Meghalaya.
4. Implementation of Multi-disciplinary Courses (MDC) and Vocational Training Courses (VTC)	Implemented as per NEP2020 and NEHU guidelines.
5. Implementation of College Uniform for students	Achieved

13.Whether the AQAR was placed before statutory body? — **No**

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022-2023	01/04/2024

15.Multidisciplinary / interdisciplinary

The HEI plans to transform into a holistic multidisciplinary entity by involving a comprehensive vision and strategic plan which would transform it to evolve into a dynamic and holistic multidisciplinary institution committed to fostering creativity, critical thinking, and innovation, empowering individuals to excel in diverse fields, and contributing meaningfully to society and the global community. The Institution seeks to equip faculty members with the skills and knowledge necessary to teach in a multidisciplinary environment by

implementing professional development programs focused on interdisciplinary teaching methods. Secondly, the Institution seeks to create a conducive environment for multidisciplinary collaboration through modern infrastructure and technology. The College therefore, would be upgrading classrooms in the new college building to facilitate interactive learning. Thirdly, to foster holistic development, the Institution plans to provide students with a well-rounded education that goes beyond academic knowledge and have already implemented mentorship programs for academic and personal guidance. Further, promotion of extracurricular activities, including sports, community service, integrating life skills and entrepreneurship training is implemented in the Institution. The Four-Year Undergraduate (FYUG) Program under the NEP 2020 curriculum being implemented from academic session of 2023-24 offers a flexible degree program under a credit-based system with multiple entry-exit.

16.Academic bank of credits (ABC):

As per the guidelines provided by the North Eastern Hill University, Williamnagar Government College has constituted an Academic Bank of Credits Committee so as to implement and monitor the ABC System in the college. As per the guidelines, the institution has initiated the registration process from the academic year 2023-24 wherein a total number of 1400 students have registered into www.abc.gov.in and the records of student ABC IDs have been sent to NEHU for digital storage of students' academic records and other necessary processes .

17.Skill development:

The Institution has established the Entrepreneurship Promotion and Development Program (EPDP) funded by PRIME Meghalaya, wherein a Student E-Cell (Entrepreneurship Cell) had been inaugurated by the Honorable Chief Minister of Meghalaya Shri Conrad Sangma on the 8th of February 2024. The E-Cell creates initiatives and nurture entrepreneurial spirit by holding various workshops and programmes with a view to encourage and to expose students to the benefits of entrepreneurship. Furthermore, the NEHU FYUG NEP2020 syllabus has incorporated Skill Enhancement Courses and Vocational Training Courses such as Carpentry, Beekeeping, Bakery and Confectionery, Organic Farming, and Food Processing.

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

The HEI offers a course on Garo Literature, one of the Indian languages enabling the institution to educate, conserve and promote the Garo language and culture. Furthermore, an action plan will be

devised to incorporate compulsory activities on culture and tradition in the curriculum through discussions, debates, symposiums, etc. which would improve the Credits of the students and promote awareness on conservation of culture and language.

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

The college offers BA Program in the Arts stream through six departments whereby, a student by completing the course acquires the knowledge in their respective subjects as well as the necessary skills that is required in the job market. A variety of teaching-learning approaches by incorporating lectures, seminars, tutorial classes, workshops, projects is adopted and implemented as part of the curricular activities. Each department of the college have defined program outcomes and course outcomes, and endeavors to meet the objectives of these programs and courses. The Institution assess the success of these outcomes by evaluating the Student Progression data and checks if these outcomes are in sync with the expectations of the college and the students.

20.Distance education/online education:

Since the time of COVID-19 Pandemic, the college has been utilizing online mode of imparting education to the students, through Google classrooms, WhatsApp, etc. which has bridged the teaching-learning process under unforeseeable circumstances. Therefore, a blended mode of teaching has been continued as an important tool in the teaching-learning process. The institution has provided free Wi-Fi connection in the campus enabling students access to online education. The institution also has a functional study center of IGNOU in which students of different backgrounds pursue courses as per their choice and eligibility in distance mode. In line with the NEHU guidelines, the institution has had students enrolled into the SYAWAM Program for online certification courses.

Extended Profile

1.Programme

1.1   **125**

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

File Description	Documents
Data Template	[View File](#)

2.Student

2.1   **548**

Number of students during the year

File Description	Documents
Data Template	[View File](#)

2.2   **424**

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

File Description	Documents
Data Template	[View File](#)

2.3   **351**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	[View File](#)

3.Academic

3.1   **28**

Number of full time teachers during the year

File Description	Documents
Data Template	[View File](#)

3.2   **30**

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1	**125**
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	**548**
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	**424**
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	**351**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	**28**
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	30

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	33
4.2 Total expenditure excluding salary during the year (INR in lakhs)	59.77942
4.3 Total number of computers on campus for academic purposes	21

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The Academic calendar and daily class routine for the college is prepared in conformity with the Academic calendar of the University.

The master routine is prepared by the Academic Council & Academic Calendar Committee in consultation with the HoDs of different departments.

The departmental routine is prepared by the various HoDs of the concerned department based on the syllabus and units/topics are distributed among the teachers.

The allotment of classes, distribution of course plan and timely completion of the course is henceforth collectively worked out among different departments in the college in accordance with the academic calendar.

Each department has its own teaching plan for the effective delivery of the curriculum.

Students are encouraged to take up assignments to build up their thinking capacity and problem solving abilities.

Internal Tests are also conducted timely to evaluate their performances. Apart from the regular classes, remedial classes are also organized. Students are also encouraged to use the library.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://wgcwilliamnagar.edu.in/documents/1.1.1_links.pdf

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

The External Examination is conducted in the college by the affiliating university and the Internal Examination/Assessment which include assignments, and class tests are conducted internally by each department of the college. The internal test question paper and assignment topics, prepared by individual teacher is submitted to the Head of Department for verification. While preparing question papers, teachers make sure that they follow the standards prescribed by the affiliating University. With regards to assessment and evaluation of answer scripts and assignments, the faculty members of each department share the responsibility under the supervision of the head of the department. The marks obtained by students is displayed on the notice board and also uploaded in the department's WhatsApp group of students and then a copy is finally submitted to the Exam Committee for uploading in the NEHU portal.

File Description	Documents
Upload relevant supporting documents	[View File](#)
Link for Additional information	https://wgcwilliamnagar.edu.in/calendar_2023.html

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

0

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

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

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

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

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

00

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

00

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

1.3 - Curriculum Enrichment

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

To sensitize students about the environment and sustainability, a mandatory course on environmental studies in the curriculum by the affiliating University. Further, the institute also organizes a number of activities for students on environment such as observation of environment day, planting trees, cleaning drives, Swatch Bharat Abhiyan, Jal Jivan Abhiyan, Anti-Tobacco day etc.

To give awareness to students on important issues relating to professional ethics and inculcate gender and human values, the institution organizes awareness programs and workshops. Theinstitution organizes programmes such as International Yoga Day, International Womens Day and other regional and national commemorative days involving teachers, NCC, NSS student volunteers and other students to promote healthy attitudes and habits.

The institute also has the Ong·telaigipa Environmental Club which

looks into the maintenance of a green campus and preservation of the environment.

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

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

0

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

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

00

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

1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	`C. Any 2 of the above`

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

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

File Description	Documents
Upload any additional information	[View File](#)
URL for feedback report	**Nil**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

`600`

File Description	Documents
Any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

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

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

424

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

In order to assess the learning levels of the advanced learners and slow learners, the institution conducts internal assessment such as internal test and assignment. The main objective of the assessment is to assess the knowledge, performance and progress of students with regards to their academic syllabus. Based on the performance of the students, teachers were able to identify their strengths and weaknesses and also give suggestions to improve their performances as well.

Mentoring programme is being organized department wise in the college. The specific objective of the programme is to identify the slow learners and advance learners as well. Generally, it aims at improving academic performance and developing overall personality of individual student.

For the smooth functioning of the programme, students of each semester is equally distributed among the department teachers, to ensure adequate individual attention and resolves issues accordingly and effectively.

The programme has built up the confidence level of the students and a bond was created between the mentor and the mentee. Through this programme, teachers were able to understand individual student's problem in the field of education in particular and life in general.

File Description	Documents
Link for additional Information	**Nil**
Upload any additional information	[View File](#)

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

Number of Students	Number of Teachers
548	**28**

File Description	Documents
Any additional information	[View File](#)

2.3 - Teaching- Learning Process

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

Student centric teaching methods are adopted for effective communication of the subject knowledge to the students. Students are taught with the mission which fosters a learning environment that nurtures exploration of various skills and critical thinking about the subject. This has given new opportunity for academics in strengthening the courses. The student centric methods adopted are:

1. **Experiential Learning: Both the individual and group setting are included in experiential learning. By offering seminars, workshops, exposure trips and excursion, educational tour, field trips, the college encourages experiential learning. Through experiential learning, students were able to learn more effectively than just attending classes. It has encouraged the enthusiastic and curious participation and enhanced their knowledge and skill.**
2. **Participative Learning: Students are engaged in activity learning viz, group discussions, interaction classes, quiz, drama and poetry-writing. The faculty members make learning participative by motivating and encouraging students participated in group discussions, discussion on questions and answers not only of the subject concerned but also of current affairs. This method has enhanced and improved learning experiences, communication skills and critical thinking skills of the students.**

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	Nil

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

Aim of ICT has been to enhance and transform teaching and learning process by integrating technology into educational environment. The use of ICT in education offers various benefits that can improve the quality of education.

To facilitate learning and make teaching-learning effective and meaningful, teachers have created departmental WhatsApp groups as one of the platforms through which, study materials, relevant information are being sent to students from their respective departmental group. In these groups, teachers also shared announcement, discussed class topic and also relevant documents.

Additionally, to facilitate better learning of students, teachers through WhatsApp groups used to send quick update, reminders, or clarifications relating with assignments, internal, external exams and college events. Teachers also encouraged students to find study materials from reliable sources websites and sources.

By using ICT, students were able to address their doubts and clarifications relating with educational issues, this helped them in receiving immediate response and resolution from teachers effectively and accordingly.

Therefore, our classroom environment is not lagging in terms of ICT as sincere efforts has been taken up by the institution and teachers in inculcating the spirit of enthusiasm and also making education more effective and livelier for the students.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

2.3.3.1 - Number of mentors

28

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

28

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

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

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

5

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

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

2.4.3.1 - Total experience of full-time teachers

249

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

Regarding internal assessment, the College follows the guidelines given by the affiliating university North Eastern Hill University (NEHU), Shillong. As per the NEHU guidelines, internal assessment carries 25 marks for major and minor papers and 19 marks for add on courses. For major and minor paper, out of 25 marks, 15 marks is given for internal (unit) test and 10 marks for home assignment.

Internal assessments utilize two modes to accommodate different styles and provide a well-rounded evaluation. These include written tests, and home assignment. Each mode is carefully designed to align with the course objectives and learning outcomes

With regards to assessment and evaluation of answer scripts and assignments, the faculty members of each department share the responsibility under the supervision of the head of the department. The marks obtained by students is displayed on the notice board and the same is uploaded in the department's WhatsApp

group of students and then a copy is finally submitted to the Exam Committee for uploading in the NEHU Portal.

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

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

The institution adheres to the guidelines set by its affiliating university for conducting internal examinations, which are held prior to external exams. To ensure transparency and efficiency in handling grievances, an Examination Committee is formed, comprising faculty from various departments. This committee plans the internal exam schedule, which is announced on notice boards and shared through departmental student groups well in advance.

The question papers and assignment topics, prepared by individual teachers, are submitted to the Head of Department for verification, ensuring compliance with the university's prescribed standards. The Examination Committee also organizes seating arrangements by assessing the number of students per exam and allocating rooms accordingly. Faculty members are assigned to monitor specific rooms to uphold exam integrity.

If students have grievances related to the internal exams, they report them to the invigilators, who then forward the issues to the Examination Committee. The committee addresses these concerns in a timely and transparent manner, ensuring that students receive appropriate guidance and that the examination process runs smoothly

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

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The institution offers the Bachelor of Arts Honours Programme

(Under-Graduate Course) as has been prescribed by its affiliating university, NEHU, in the Semester System and Bachelor of Arts Programme as per the NEP-2020 i.e., Four Year Undergraduate Programme (FYUGP). The institution offers the said course in Economics, Education, English, Garo, History and Political Science subjects and other elective Courses as per the guidelines of the NEP-2020. The institution strives to impart Outcome-Based Education to its students by putting efforts to mould and shape their behaviors and personalities through teaching-learning and evaluation process.

College Prospectus is given to the students at the time of admission. In addition to this, the department concerned also ensure that this information is shared with the students at the beginning of their course of study in the College. In order to ensure that students are clear about these outcomes the information is repeatedly shared with them by their teachers from time to time. This enabled students to make their informed choices based on the subject combination given by NEHU before they enroll in the institution. Moreover, hard copies of syllabi are available for references to the teachers and students.

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

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

For the attainment of the POs and COs, the institution follows the following methods which have been prescribed by its affiliating University:

Direct method:

- Internal Test and assignment: Internal Tests and assignment (25 marks) for semester system as well as major and minor papers and 19marks for the 3- credits courses are conducted in every semester.
- External Examination: The External Examination is conducted as per the Schedule made by the University which carries 75 marks for semester system and FYUG system (Major & Minor

paper) and 56 marks for the 3-credits courses. The institution measures the Programme Outcome and the Course Outcome based on the result of the End-Semester Examination published by the affiliating University.

Indirect Method:

- Feedbacks: Feedback is collected from students with an objective to understand the impact of teaching-learning process.
- Extra-curricular Activities: Students participate in extracurricular activities such as NSS, NCC, Cultural Programme, Sports, Field Trip, etc. Their performance within and outside the college provides another manifestation of programme outcome.
- Skill - Enhancement: The Skill-Enhancement programmes conducted in the college, acquaint students with applied aspects of these disciplines, allowing them to use the skills learnt to solve problems in real world.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

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

221

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	[View File](#)
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

https://wgcwilliamnagar.edu.in/documents/2.7.1.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

10

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

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

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

00

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

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

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

4

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

3.2 - Research Publications and Awards

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

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

1

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

3

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

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to

social issues, for their holistic development, and impact thereof during the year

Extension activities conducted by Williamnagar Government College play a vital role in sensitizing students to social issues and promoting holistic development. Through initiatives like the Quiz Competition and Cleaning Drive on "Swachhata hi Seva" (28th September 2023) and the Cleaning Drive at Memo Lake (24th August 2023), students actively engage in environmental conservation and public hygiene awareness. These efforts instill a sense of responsibility and community spirit, fostering eco-conscious behavior.

The Swachh Bharat Abhiyan by NCC further strengthens this commitment by aligning students with national cleanliness goals, nurturing leadership, and teamwork. Similarly, the Vocational Training Program on livestock farming and immunization by RUSA equips students with practical skills and knowledge for sustainable livelihoods. This initiative also highlights the importance of rural economic empowerment and self-reliance.

Observance of World No Tobacco Day by NSS encourages students to address health and societal issues, promoting awareness of tobacco's ill effects and inspiring positive behavioral change.

Collectively, these activities integrate social awareness with practical learning, encouraging students to contribute actively to societal well-being while fostering a sense of empathy, responsibility, and sustainability.

File Description	Documents
Paste link for additional information	https://wgcwilliamnagar.edu.in/nss.html
Upload any additional information	No File Uploaded

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

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

15

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

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

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

8

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

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

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

582

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

3.4 - Collaboration

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

3

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

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

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

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Located centrally in Williamnagar town, the college spans 12.046 acres and is accessible by road. Established in 2000 with three Assam-type buildings, it underwent a major infrastructure upgrade with a ?12 crore government grant in 2020. By February 8, 2024, a new RCC building and boys' and girls' hostels were completed, supporting classrooms, administrative units, a library, and facilities for NCC, NSS, IGNOU, and vocational courses.

Currently offering undergraduate courses in the Arts stream, the college has proposed adding Science and Commerce streams, with designated classrooms and laboratories ready in the new building. Efforts to improve IT resources have equipped the campus with 13 desktops, 8 laptops, internet, printers, and a generator for backup power. Two ICT-enabled classrooms, a seminar hall, and Wi-Fi coverage support modern learning methods.

The library holds 12,001 books and uses a library management system. CCTV cameras, projectors, and dedicated ICT rooms enhance security and technology. The college has also proposed a language lab and is working to expand ICT classrooms.

While striving to overcome challenges like insufficient classrooms, the institution is focused on growth and modernization to meet future academic needs.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

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

The college campus has a large playground covering an area of about 8250 square meters, which enables the college to conduct most of the outdoor events/games. The sports committee of the institution actively works to encourage students to take part in sports activities in the college and also participate in the District, State and National level competition. Cultural programs and competitions are usually held during the college week in order to promote talents and to build the confidence of the students. Cultural programs are conducted by arranging some of the classrooms and most of the competitions are held in the playground by making temporary arrangement during college week.

Though the college does not own a separate sports complex and auditorium for sports and cultural events, it encourages students to take part in most of the cultural and sports events conducted by the institution and other organizations' as well. Recently, the college has sent a proposal to the Government for constructing indoor stadium and auditorium to provide a multipurpose sports arena and to organize celebrations and recreational activities

respectively.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

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

4

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

4

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

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

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

59.77942

File Description	Documents
Upload any additional information	[View File](#)
Upload audited utilization statements	[View File](#)
Upload Details of budget allocation, excluding salary during the year (Data Template)	[View File](#)

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

The college library plays a vital role in supporting the academic and research needs of students and faculty. It serves as a hub of knowledge by regularly updating its collection of books and journals to align with the curriculum and the educational requirements of its 1,448 enrolled students.

The library comprises a single large room, divided into book stacking and reading areas, with resources catering to six departments: Economics, Education, English, Garo, History, and Political Science. It also subscribes to journals, magazines, and newspapers. The library's operations were partially automated in 2021 with the adoption of KOHA ON CLOUD V3, version 20.11. While the college is temporarily unable to register for NLIST due to its affiliation status with NEHU, it utilizes free-access e-resources from platforms like NCERT.

Books are classified according to the DDC 23rd edition, and the library maintains monthly records of user visits. To enhance its resources and services, a Library Advisory Committee oversees improvements, reviews available materials, and plans acquisitions.

The library strives to foster a culture of reading for pleasure, self-discovery, and intellectual curiosity, supporting the holistic growth of students and faculty alike.

The details of the LMS are as follows:

Name of the Library Software: KOHA ON CLOUD V3

Version: 20.11

Nature of Automation: Partially

Year of Automation: 2021

Software Developed by: Kalipo Communication, New Zealand

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://wgc-opac.kohacloud.in/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources | E. None of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

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

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

RS. 3.45816

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

15

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

4.3 - IT Infrastructure

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

IT is an essential part of learning and teaching process. Every student deserves the right to digital accessibility. In order to provide study resources to the students apart from the physical library, the institution is trying with great efforts to establish more ICT infrastructure available to the students as well as teachers to facilitate teaching -learning activities.

At present the institution has two ICT classrooms and two ICT rooms (conference/seminar hall and college E-cell) where LCD projector can be connected to facilitate effective teaching learning activities. The existing classrooms in the college are internet accessible and the college provides Wi-Fi with bandwidth of 200 Mbps and it frequently updates for the smooth functioning of internet flow in the campus. Recently the college has already sent the proposal for the setting up of language lab to interact, study, experiment with language skills in a practical manner under the supervision of the department of English.

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

4.3.2 - Number of Computers

21

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

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

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

4.4 - Maintenance of Campus Infrastructure

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

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

5977942.36

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The institution formed several committees to look into the maintenance of infrastructure, sports, library facilitiesetc. In addition to the above committees' other important committees has also been formed for the overall administration of the college.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://wgcwilliamnagar.edu.in/documents/Different%20Committees%20Latest%20list.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

152

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

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

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

00

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**C. 2 of the above**

File Description	Documents
Link to institutional website	https://wgcwilliamnagar.edu.in/index.html
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

`00`

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

`00`

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	`B. Any 3 of the above`

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

00

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

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

5.2.2.1 - Number of outgoing student progression to higher education

10

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

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

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

government examinations) during the year

0

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

5.3 - Student Participation and Activities

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

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

4

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

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

Williamnagar Government College Students' Union (WGCSU)

Williamnagar Government College Students' Union (WGCSU) is the general body of the students of the college. Its membership is compulsory for every student admitted into the college. The office bearers of the Union are elected annually through direct ballot as per J M Lyngdoh Committee recommendation. The term of the office bearers is one year. The following are the various posts of the Williamnagar Government College Students' Union.

1. **President**
2. **General Secretary**
3. **Secretary, Games & Sports**
4. **Literary cum Magazine Secretary**
5. **Secretary, Girls' Common room**
6. **Secretary, Boys' Common room**
7. **Social Welfare cum Cultural Secretary**

The Students' Union of the College plays a prominent role in building a cordial relationship between the college administration, faculty and students. The Union alsoorganizes various sports, debates, cultural programmes, and social services and motivates the students to participate in all the institution's programmes. Apart from this, the Students' Union and respective committees involving faculty members are also allowed to manage and organize the functions like fresher's meet, parting social, annual college week, etc. of the institution.

File Description	Documents
Paste link for additional information	https://wgcwilliamnagar.edu.in/student-body.html
Upload any additional information	View File

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

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

16

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

5.4 - Alumni Engagement

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

ALUMNI ASSOCIATION OF WILLIAMNAGAR GOVT COLLEGE

The Williamnagar Government College Alumni Association was formed on 6th April 2022.The Association was formed by the invitation of Alumni of thecolleges where 50 members were present.Thus it was unanimously decided by the members present to form Alumni Association and name it as 'Williamnagar Government College-Alumni Association'.

The Association hasthe office bearers of the Association which consists of President, Vice-Presidents, General Secretary, Accountant, Treasurer, Auditor and other executive members.

File Description	Documents
Paste link for additional information	https://wgcwilliamnagar.edu.in/alumni.html
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision: To foster intellectual growth and develop responsible citizens of the society.

Mission: To ensure educational, social, and cultural values in the society.

Nature of Governance: The decisions of the Government and Directorate is executed by the Principal, in consultations with the faculty for the development and day-to-day working of the institution.

Perspective Plan: The IQAC, WGC takes initiatives to prepare the Perspective Plan through consultations with the stakeholders namely, the Principal, faculties, various Committees, students, and all other stakeholders and in accordance with the Government orders and the instructions from the affiliating university.

Participation of Teachers in Decision making Bodies: The teachers are involved in decision making processes both in teaching and administrative activities through various committees constituted. In implementation of mission and vision, teaching contents and students' assessment, the teachers first plan and decide on the strategic and desired objectives to be followed before the academic session starts.

File Description	Documents
Paste link for additional information	https://wgcwilliamnagar.edu.in/about-college.html
Upload any additional information	View File

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

The Principal decentralises his powers and adopts participative management in administrative and academic processes.

1. The Heads of Departments and the Academic council in consultation with colleagues, lead and supervise the academic procedures in the institute.

2. The teaching staff of the Institution are involved in defining policies and procedures, framing guidelines, rules, and regulations relating to admission, discipline, grievance, finance, examination etc.

3. The Head of The Department acts as the agent of the Principal

**and discharges his duty and responsibility in the smooth
functioning of the academic and administrative process in the
Institution.**

**4. Various committees are constituted to look into the different
aspects of the college.**

File Description	Documents
Paste link for additional information	https://wgcwilliamnagar.edu.in/index.html
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

**The Honorable Chief Minister of Meghalaya Shri Conrad K. Sangma,
inaugurated the Williamnagar Government College New Academic Block
building along with the E-Cellon February 8, 2024 in the presence
of other State Cabinet Ministers, government officials and other
dignitaries.**

**The institution endeavours to openScience, and Commerce streams
and has submitted proposals to the DHTE, Govt of Meghalaya.**

**Construction of boys' and girls' hostels have been completed but
are yet to be handed over officially to the institute.**

**In compliance with NEP2020 and NEHU directives, the Institute has
implemented SWAYAM courses, Multi-Disciplinary Courses and
Vocational Training Courses w.e.f 2024.**

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://wgcwilliamnagar.edu.in/documents/strategic%20plan%202023-24.pdf
Upload any additional information	View File

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

The Advisory Committee of the college constituted by the Governor of Meghalaya has thirteen members in all, comprising of Chairman, Vice Chairman, Secretary, Two Teachers Representative, E.E. PWD (Building), Williamnagar Division, E.E.PHE, Williamnagar Division, E.E.Me.CEL, Williamnagar Division, District Sports Officer, Two prominent local educationist/citizens, Two NEHU representatives.

The Principal is the final authority in all administrative, academic and financial matters. Various committees and cells are constituted by the Principal to assist him for the smooth and efficient management of activities. The various committees and cells formed in the college are Examination Committee, Academic Committee, Literary Committee, Cultural Committee, Sports Committee, Admission Committee, Disciplinary Committee, Seminar Committee, Infrastructure Committee, IQAC Cell with various sub-committees- Research Cell and Extension Service Committee, Placement Cell, Statistical Committee, Women Cell, Alumni Association/SC Cell, Grievance Committee, Result Compilation Committee etc.

Service Rules, Procedures, Recruitment and Promotion Policies for the teaching staff in the college is implemented by the Directorate of Higher and Technical Education, Government of Meghalaya. Grievance and Redressal Committee has been constituted to maintain a healthy and supportive atmosphere among students, faculty and management in the Institution.

File Description	Documents
Paste link for additional information	https://wgcwilliamnagar.edu.in/whos-who.html
Link to Organogram of the Institution webpage	https://wgcwilliamnagar.edu.in/img/Organogram.jpg
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	B. Any 3 of the above

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

6.3 - Faculty Empowerment Strategies

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

The teaching and non-teaching staff enjoy equal rights as per the state government policies:

1. National Pension Scheme (NPS): The National Pension Scheme is a retirement saving scheme where the teaching and non-teaching staffs contribute to the pension fund, ensuring financial security after retirement.
2. Medical Advance/ Medical Reimbursement: A provision allowing the staffs to avail of financial assistance for medical treatment in advance and staffs can claim reimbursement for medical expenses incurred for themselves or their family members, subject to institutional policies.
3. Medical Leave: Staffs are generally entitled to pay medical leave.
4. Leave Travel Concession: This is a benefit that allow staffs to travel to a destination without with reimbursement of travel expenses, subject to specific term and condition.
5. Study Leave: Study leave for higher studies to the staff is permitted to pursue Ph.D as per the government rule
6. Maternity Leave: Maternity leave are available for female for six months for both teaching and non-teaching staffs of the College
7. Loans: Personal loan or House Building loan or any other loan are also available for all the staffs as per the bank rules and government rules

File Description	Documents
Paste link for additional information	https://megfinance.gov.in/NPS_Pathshala.html
Upload any additional information	View File

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

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

2

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

Nil

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

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

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

9

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

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

The performance appraisal system for the teaching staffs is under the guidelines as per the UGC rules for those drawing UGC scales. UGC scale faculties are promoted to senior scale after four/five/six years of service and then to selection grade

faculties after five years. All teachers fill up a Carrier Advance Scheme Performa at the time of their promotion which are submitted to the Principal who then forwarded them to the Director, Higher and Technical Education. State scale drawing faculties are promoted to senior scale after eight years and then to selection grade lecturer after another eight years as per the government policy. The multi-faceted activities of a teacher are reflected in a consolidated manner in the form of Annual Confidential Report (ACR) for all the faculties and the office staffs which is required to be submitted to higher authorities.

Administration staffs are promoted by the Principal of the College from 4th to 3rd grade departmentally according to their experience subject to approval by Director, Higher and Technical Education. This implies that seniority and the individual's performance or years of services are important factors in determining eligibility for promotion.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

6.4 - Financial Management and Resource Mobilization

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

Accuracy, openness, and regulatory compliance are ensured by the college's financial management procedures, which include frequent internal and external financial audits. The college selects a credible auditor who has been approved by the college and the Governing Body to carefully examine the expense records, balance sheets, and income statements. Internal audits are normally carried out by the institution's own audit department to examine internal controls and financial procedures. The efficient handling of finances is ensured by this thorough internal audit. whereas independent auditors conduct external audits to offer a dispassionate evaluation of financial accounts.The external audit, carried out in accordance with the timetable given by the government of Meghalaya, guarantees adherence to financial regulations and cultivates confidence in the financial administration of the organization. The yearly statutory audit, which covers a number of financial topics such payroll payments,

fees. etc.

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

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

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

Nil

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

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

Being a government college, mobilisation of funds is confined to the conductof the State Government. The Institution has utilized grants/funds received from the StateGovernment and Central Government Agencies (RUSA) for the student's welfare programmes. The Institution frames strategies for resource mobilization wherein resources will be utilized to plan broad academic activities, administration, logistic, and developmental activities

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

6.5 - Internal Quality Assurance System

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

the quality assurance strategies and processes

The IQAC Steering Committee of Williamnagar Government College strifes to ensure quality improvement in teaching learning, improvement of infrastructure, library, IT facilities, promote coordination and cooperation among students, departments, administration, evaluations and overall functioning of the college in the best interest of the students

File Description	Documents
Paste link for additional information	https://wgcwilliamnagar.edu.in/NAAC/naac.html
Upload any additional information	View File

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

The College has reviewed its teaching learning process, structures, and methodologies by preparing Teaching Plans for both ODD semesters and EVEN semesters annually through IQAC set up, as per norms and records the incremental improvement in various activities.

File Description	Documents
Paste link for additional information	https://wgcwilliamnagar.edu.in/documents/minutes%20and%20meeting__iqac_.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	**D. Any 1 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	https://wgcwilliamnagar.edu.in/documents/ANNUAL%20REPORT-1.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institution promotes gender equity for the students of the college, as well as for the faculties and non-teaching staff.

The institution provides facilities that would cater to the safety of female students and teachers. CCTV cameras have been installed in the buildings of the campus to ensure the safety and security of female students as well as for the female staff.Furthermore, a separate common room is provided for the female students of the institution.

Likewise, mentorship programme is implemented in the college, therefore, faculties are also encouraged to counsel female mentees on various gender issues raised by them.

The college also has a Women Cell that was constituted on 8th March, 2021 under the guidelines of "Internal committee for sexual harassment of women at work place" Act 2013, to address issues pertaining to female students, as well as to encourage the college to adhere to principles of gender equality and safety.The Cell has also put forth an annual gender sensitization plan for the next academic year. Further, International Women's Day 2024 was also observed with an emphasis on women empowerment.

File Description	Documents
Annual gender sensitization action plan	https://wgcwilliamnagar.edu.in/documents/Annual%20Gender%20Sensitization%20plan%202024-25.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://wgcwilliamnagar.edu.in/documents/7.1.1%20Additional%20information.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

Implementing effective solid waste management practices in the institution is crucial for promoting environmental sustainability and maintaining a clean and healthy campus. Bins are providedand clearly labeled for different types of waste segregation, such as recyclables, non-recyclables, and organic waste. These bins are strategically placed in easily accessible locations throughout the campus. Thereafter, the local waste management services provided by the Williamnagar Municipal Board collects waste from the college on a weekly basis.

The World Environment Day 2023 was celebrated through tree plantations, an e-waste recycling activity and cleaning drive, and a 'NO PLASTIC CAMPAIGN' held on the 1st, 2nd and 5th June, 2023 organized by the Environmental Club of the Institution. The electronic wastes were collected and delivered to J S Enterprise, an E-waste collection unit. A total of 249 kgs of e-waste was

generated by the Institution, comprising of computers, printers, photocopy machines, ceiling fans, electric kettle, computer accessories, LED bulbs, miscellaneous items, etc.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	[View File](#)
Geo tagged photographs of the facilities	https://wgcwilliamnagar.edu.in/documents/Effective%20solid%20waste%20management.pdf
Any other relevant information	**No File Uploaded**

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

`D. Any 1 of the above`

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

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

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

`C. Any 2 of the above`

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Any other relevant documents	**No File Uploaded**

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

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

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

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

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

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

The institution promotes equality in the context of gender and culture, as evident from the student population consisting of a large proportion of both men and women belonging to diverse social groups. Being a government institution, the staffs and the students are encouraged to have equal respect for all cultures, region, linguistic and socio-economic diversities, thereby creating a community of unity in the institution.

The programmes of the college week also include cultural activities, whereby students are encouraged to display their culture in the form of folk songs and cultural dance. Students are also encouraged to participate in Youth Exchange Programmes.

The Institution also sensitizes the students, faculties, and non-teaching staffs on National Constitutional obligations through the unfurling of the National Flag by the Principal every year on Republic Day, 26th January and on Independence Day, 15th August respectively.

The NCC and NSS Units, and the Ong'telaigipa Environmental Club of the college have also participated in various programs engaging with the community.

The World No Tobacco Day 2024 was observed through a rally organized by the Nodal Officer (ToFEI) of the Institution.

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

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

The Institution undertakes multifaceted initiatives to instill values aligned with responsible citizenship, as articulated in the Constitution. Civic engagement is promoted through student-led clubs such as NCC and NSS and the Electoral Literacy Club which organizedthe Election Awareness Program. These programs delved

into constitutional principles, encouraging critical thinking about fundamental rights and duties.

Leadership development is also implemented by the Career Guidance Cell to nurture students into effective and responsible leaders. These activities aim to enhance interpersonal skills, decision-making abilities, and a sense of social responsibility.

The College also has an Environment Club which promotes environmental preservation and sustainability initiatives. The Institution also has an MoU to preserve Memo Lake.

Student governance structureslike Students' Union have yearly elections. The Students' Union serves asa platform for leadership development and practical understanding of democratic processes.

By incorporating these activities, the Institution actively contributes to shaping responsible citizens who embody the constitutional principles of justice, liberty, equality, and fraternity. Likewise, the institution has been able to contribute to the holistic development of students through these practices, nurturing a generation of responsible citizens who value and uphold the principles enshrined in the Constitution of India

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	[View File](#)
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	C. Any 2 of the above

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

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

The college enthusiastically celebrates important national and cultural events to instill a sense of pride, unity, and holistic development among students and staff. Key celebrations like Teacher's Day, International Women's Day, Republic Day, and Independence Day are organized with great fervor, fostering awareness and engagement within the campus community.

Teacher's Day is celebrated on September 5th, honoring the invaluable contributions of educators and to commemorate the birth anniversary of Dr. Sarvepalli Radhakrishnan. Students organize heartfelt programs, including speeches, cultural performances, and token appreciations, expressing gratitude for their teachers' dedication.

International Women's Day, observed on March 8th, highlights gender equality and women empowerment.

Republic Day and Independence Day are marked with patriotic fervor. Flag-hoisting ceremonies and inspirational speeches commemorate India's freedom and democratic values.

These celebrations foster unity, cultural awareness, and a sense of responsibility, enriching the academic and social experience at the college.

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

7.2 - Best Practices

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

Best Practices at the Institution

The institution implements key best practices to enhance learning and promote holistic development among students.

1. Enhanced Library Facilities and DigitizationThe upgraded library offers advanced software, internet-enabled computers, and a Digital Collection featuring subscriptions to journals and online databases. These resources provide students and faculty with vast academic materials, streamlining library operations and improving resource management. The library balances its environment with comfortable collaborative spaces for group interaction and quiet study zones for focused learning. This ensures it remains a dynamic hub of knowledge, catering to diverse academic needs in the digital age.

2. Comprehensive Student Support through Mentorship Programs: The mentorship program provides holistic guidance, focusing on academic success and personal growth. Mentors assist students in goal-setting, career planning, and addressing challenges such as cultural transitions and interpersonal skills. Supported by mentor training, technology tools, and regular evaluations, the program fosters personalized support, improved academic performance, and student engagement.

Together, these practices create a student-centric learning environment, ensuring access to resources, fostering collaboration, and providing tailored guidance. These initiatives drive active engagement and holistic development, contributing to a thriving academic community.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

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

Entrepreneurship Promotion Development Program (EPDP)

The Entrepreneurship Promotion Development Program (EPDP) of the College is an innovative initiative designed to foster entrepreneurial skills and mindset among our students. This program aims to inspire and empower students to identify business opportunities, develop viable solutions, and create impactful ventures that address real-world challenges. By integrating theoretical knowledge with practical experiences, EPDP equips students with the necessary tools to excel in the competitive entrepreneurial landscape.

Through the EPDP, an Entrepreneurship Cell (E-Cell) has been established in the College. The E-Cell organizes a variety of activities such as workshops, seminars, and mentorship sessions with successful entrepreneurs and industry experts. It provides hands-on training in critical areas like business planning, financial management, marketing strategies, and innovation management. Additionally, students participated in events conducted by other organizations on various aspects of entrepreneurship, proving them insights into the entrepreneurial ecosystem.

In the current academic year, the program achieved a remarkable milestone with the emergence of a student-led entrepreneurial group, reflecting the program's growing impact. The emergence of this entrepreneurial group stands as a testament to EPDP's vision of creating impactful leaders ready to drive innovation and contribute meaningfully to the economy and society.

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

7.3.2 - Plan of action for the next academic year

Plan of action for the next academic year:By implementing these measures, the college aims to foster an environment of innovation, inclusivity, and academic excellence.

 1. To strive for Academic Excellence by

- **Introducing innovative teaching methods and incorporate technology-enhanced learning tools.**
- **Providing faculty development programs to ensure high teaching standards.**

2. To enhance student development by

- **Improving the career counseling sessions and mentorship programs.**
- **Promoting extracurricular activities to encourage holistic development.**

3. To improve infrastructure by

- **Enhancing campus facilities and recreational spaces.**

4. To encourage community engagement by

- **Establishing partnerships with local industries for internships and research collaborations.**
- **Increasing participation in social outreach and sustainability programs.**

5. To ensure quality assurance by

- **Conducting regular feedback sessions with students and faculty for continuous improvement.**
- **Ensuring compliance with accreditation standards and institutional benchmarks.**