



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	MODEL CHRISTIAN COLLEGE
Name of the head of the Institution	Dr. Luke Rymbai
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	03702800929
Mobile no.	9402837942
Registered Email	moccollege@yahoo.com
Alternate Email	modeliqac122@yahoo.com
Address	Lower A G Colony
City/Town	kohima
State/UT	Nagaland
Pincode	797001

2. Institutional Status

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Dr. Nungshikokla Jamir
Phone no/Alternate Phone no.	03702800929
Mobile no.	8787768938
Registered Email	modeliqac122@yahoo.com
Alternate Email	moccollege@yahoo.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://doc-0k-8s-docs.googleusercontent.com/docs/securesc/5t3ajkgfv9ikfnqf2s8h4325ef3o16it/fq7ajlrbd4o677bu5nq0mfn86qsgnvlr/1596445575000/16804121333755031581/17602421741820003146/1mowVP-ssylH2hz3jIo--dbB2LTHuqq8a?e=view&authuser=0&nonce=v2gvk21ldniui&us
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4. Whether Academic Calendar prepared during the year

Yes

if yes, whether it is uploaded in the institutional website:
Weblink :

<https://doc-04-8s-docs.googleusercontent.com/docs/securesc/5t3ajkgfv9ikfnqf2s8h4325ef3o16it/4vmakoalptfsngn17ru89bt8t7p6ksd9/1596445800000/16804121333755031581/17602421741820003146/1FKnWfVuffTV172qvDa39AB6ahtQNV1P5?e=view&authuser=0>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B++	2.77	2017	02-May-2017	01-May-2022

6. Date of Establishment of IQAC

28-Oct-2013

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Tobacco Awareness Programme	12-Mar-2019 1	200
Mental Health Awareness Programme	16-Feb-2019 1	200
Workshop on Innovative Teaching	12-Jul-2018 2	34
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

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

9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	3
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

- Feedback by faculties and students to improve academic quality
- Conduct of a 2 day Workshop on Innovative Teaching
- Improvements and Renovations in the College
- Conduct of Mental Health Awareness Programme
- Conduct of Tobacco Awareness Programme

[View File](#)

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

Plan of Action	Achivements/Outcomes
Plan of action for the month of Mar are conduct of Womens Day', Parting Social, Tobacco awareness programme and Staff and Faculty Picnic	Conducted as Planned
Plan of action for the month of Feb are Staff general meeting and Conduct of Mental Health Awareness Programme.	Conducted as Planned
Plan of action for the month of Jan are RRC and NSS activities	Conducted as Planned
Plan of action for the month of Dec are conduct of Pre Christmas and Sports Meet	Conducted as Planned
Plan of action for the month of Oct are IQAC meeting	Conducted as planned
Plan of action for the month of Sept are Conduct of Teachers day, Literary day and Cultural Day	Conducted as planned
Plan of action for the month of Aug are Internal Assessment exam and Departmental Academic Activity Day.	Conducted as planned
Plan of action for the month of July are Internal Assessment exam, Conduct of Freshers day, Conduct of Workshop on Innovative Teaching, College Management Council Meeting And Parents/Guardians Orientation	Conducted as Planned
plan of action for the month of June are General staff meeting, Conduct of WED, IQAC meeting, Orientation for the First Sem students and Conduct of Internal Assessment exam	Conducted as planned.
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
College Management Council	02-Dec-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission	2019
Date of Submission	02-Feb-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<ul style="list-style-type: none"> • Communication of information through College website, SMS, Whatsapp group, notice boards and verbally during meetings held. • The administrative section maintains all academic related matters in soft copy for retrieval of information. • Important academic related matters are also displayed in the notice boards. • Biometric machine is installed for teachers' attendance. • Internet facility is provided.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

As the College is affiliated to Nagaland University, we follow the Curriculum of the affiliating University. However, the institution also has a well planned curriculum delivery and documentation which is followed in the following ways:

1. At the commencement of every academic session, the academic calendar is prepared and provided to all the departments and students.
2. Teachers teaching plan is prepared by the teachers of all the departments and preserved as documentation. These plans are adhered to in order to deliver the curriculum within a stipulated time frame.
3. Daily Class Routine is prepared with the teachers' names on it every semester.
4. Regular faculty meetings, Departmental meetings and IQAC meetings.
5. Conduct of Orientation programme for the newly enrolled students, parents and Staff development programmes.
6. Student assessment and evaluation are an integral part of curriculum delivery. They are continuously assessed and evaluated through internal tests, assignments, classroom seminars, paper presentation, open book tests, quizzes, debates, project work and observation of students engaged in activities.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
BELS		11/02/2019	90	Teaching, Hospitality, Tourism and call centres	Communication, Customer service

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
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No Data Entered/Not Applicable !!!

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
Number of Students	21	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Traditional underground bee keeping as a means of income generation and environment conservation in Nagaland with reference to Mima Village (undertaken by the Department of Zoology))	7
BSc	Study of Rock types, structures and local strtiography form sohra (Arwah cave) to Jakrem section, Shillong Meghalaya. Undertaken by the Department of Geology	26
BSc	Ethnobotanical studies of medicinal plants based on the Indigenous Tribe of Nagaland, undertaken by the Department of Botany	16
BSc	Study of some Fishes from Kohima, Tuensang and Peren District. (Dept. of Zoology)	6
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
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Teachers	Yes
Employers	No
Alumni	No
Parents	Yes

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

Feedback Obtained
For the feedback on teachers by students, students are selected depending on their subject combination. The feedback form is then given to the selected students for filling up. Identity of the student is not revealed. After being statistically analyzed and tabulated an action taken report is prepared which is then shared with the teachers in a constructive manner for possible areas of improvement. Parent's feedback is collected during Parents/Guardians forum meeting which is held every year in the college. The collected feedbacks are analyzed and tabulated and utilize for further improvement. Teachers' feedbacks are collected during meetings with the management from time to time. The feedbacks are discussed and find solutions to areas that needed the most help.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BSc	Chemistry, Botany, Zoology, Geology	260	191	191
BA	Political Science, Sociology, Education, English	100	71	71
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	262	0	30	0	0

2.3 – Teaching - Learning Process

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

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

28	28	30	2	0	1
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

Mentoring has been an integral part of the ongoing curricular activity practiced by the institution. Each department is taking care of their students by dividing the students among the faculty members. Under the guidance of the mentorship assigned for each group of students, the departments take the initiative of mentoring the students to help them improve in their performance and to realise their dream and passion. The college also has a Counsellor in the campus. Whenever need arises the Counsellor meet the students and offers counselling to those seeking personal help.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
262	28	1:10

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
28	28	0	0	2

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BSc	UG	EVEN	25/04/2019	07/06/2019
BSc	UG	ODD	03/11/2018	12/11/2018
BA	UG	EVEN	25/04/2019	07/06/2019
BA	UG	ODD	03/11/2018	12/11/2018

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

As part of Continuous Internal Evaluation, Internal assessment activity is conducted in which a student should get 45 as passed mark in each activity of the total mark. Assessment of the students is done by the Moderation Committee of the College. Internal assessment examination is conducted every semester as part of an activity. Question paper for internal assessment test is prepared by the teachers according to the University question paper pattern. Dates of

internal tests are made known to all the Students and Departments at the commencement of every academic session. Examinations halls and invigilation duty are prepared in such a way that test are conducted in a fair manner. All papers are evaluated by the concerned teacher after which answer scripts are shown to all the students. Apart from this, Continuous Internal Evaluation is carried out throughout the semester through assignments, classroom seminars, paper presentation, open book test, quizzes, debates, project work and observation of students engaged in activities.

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

On the basis of the University academic calendar and time line the Institution prepares its academic calendar at the beginning of every academic session with all the dates for Commencement of semester, Internal test, Conduct of Practical examination, Tentative date of University examination, Result declaration and all the extracurricular activities and adheres to it. Following the institution academic calendar every department prepares their internal departmental calendar.

2.6 – Student Performance and Learning Outcomes

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

<https://modelchristiancollege.org/courses>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
UG	BSc	Chemistry, Botany, Geology, Zoology	74	66	89.2
UG	BA	Political Science, Sociology, Education, English	18	13	72.2

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2.7 – Student Satisfaction Survey

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

<https://modelchristiancollege.org/igac>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
NIL	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
No file uploaded.			

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

Department	Number of Publication
NIL	0
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Title of the	Name of	Title of journal	Year of	h-index	Number of	Institutional
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Paper	Author		publication		citations excluding self citation	affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Number of Faculty	International	National	State	Local
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
special camp at Mitelephe (adopted village) on social service mission	NSS	2	21
View File			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	0	0	0
No file uploaded.			

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

Name of the scheme	Organising unit/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
one day training cum orientation programme for peer educators of RRC	NSS	training cum orientation programme for peer educators of RRC	2	5
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	0	0	0
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
No file uploaded.					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1.5	1.5

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	Newly Added
Laboratories	Newly Added
Classrooms with LCD facilities	Newly Added
Others	Newly Added
View File	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL	Fully	2.0	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	2570	2499052	212	137922	2782	2636974
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
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No Data Entered/Not Applicable !!!

No file uploaded.

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	25	1	1	2	1	6	10	50	0
Added	0	0	0	0	0	0	0	100	0
Total	25	1	1	2	1	6	10	150	0

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

150 MBPS/ GBPS

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
1	133210	5	487348

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

Laboratory: The labs are made available for the Science students who are admitted in the College. Each lab is managed and monitored by the respective Lab Assistant with the help of HoD. **Library:** The College Library seeks to provide the best access possible for all the faculty and students of the College. The library has a variety of book collections which are mainly beneficial for the users in their academic perspectives. The aim is to meet the information needs and to provide a supportive and stimulating environment for students and staff. To become a member, an applicant must fill out the free membership form and submit it through proper channel to the Librarian. Members will be given a Library Borrower's card for borrowing books. Each student can take 3 books for a period of 10 days. Teaching Faculty can take 5 books for a period of 30 days. A fine of 2 rupees is charged for books kept beyond the due date. If a book is lost, it should be replaced with a new book or pay the price of the book. The Library is open during the college hours. **Computers:** Computers in the computer lab are made available for the students and Staff. The Department of Zoology utilizes the lab for conduct of online practical. The computers are maintained in the institution by the Computer teacher with support from the Administration. All the systems are updated with Antivirus and regular checking and servicing of the systems is done. **Classrooms:** Classrooms are utilized regularly by the students and teachers. Cleaning is done by the

sweepers. Cleanliness drive is also conducted by the students from time to time to keep the classroom clean. Health Care: A fulltime Nurse is available for any emergency treatment. Transportation: Buses are available for the Students and Staff of the institution. Monthly fees are charged for availing the transport facility which is utilized for the management and maintenance of the buses.

<https://modelchristiancollege.org/elements>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
No Data Entered/Not Applicable !!!			
View File			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Mentoring	06/06/2018	262	Faculty
No file uploaded.			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
No Data Entered/Not Applicable !!!					
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
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	higher education				
No Data Entered/Not Applicable !!!					
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year
(eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
NIL	NIL	0
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The College has a Students' Council. It acts as liaison between the Management, Faculty and the Student body as a whole. The Students' Council is very active and responsible for all Student activities in the College. Activities of the Students' Council include organizing of Freshers' day, Cultural and Literary Day, Sports meet, Associating with other College Student bodies and the All Nagaland College Students' Union. The Members of the Students' Council meet the College Management Council from time to time to discuss their areas of concern and also to plan and conduct student activities in the College. The President of the Students' Council is a member of the IQAC.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Alumni Association of the College was formed in the year 2015. Two Teacher in-charge are assigned to liaison with the Alumni. The Executive members of the Association meet from time to time and also visit the college. The alumni members are invited for various academic, cultural and social events held in the college as special guest, as speakers to share their experiences and also to perform to motivate their juniors.

5.4.2 – No. of enrolled Alumni:

41

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

0

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT**6.1 – Institutional Vision and Leadership**

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

Decentralization and participative management is achieved by encouraging and delegating the Staff, Faculty and Students to contribute by participating in various levels and functionaries of the Institute. -The Dean of Academics looks into the effective functioning and execution of academic activities such as preparation of academic calendar, class routine, conduct of classes and internal assessment activities. In consultation with the Principal/ Vice Principal plans academic activities like Seminars, Conferences, Orientations, Lectures and others pertaining to academics both for the Faculty and the Students. -The Dean of Students Welfare is responsible for overseeing the extracurricular activities and welfare of the students, oversee attendance and regularity of students and take disciplinary action on the defaulter in minor cases and put up major cases to Vice Principal/ Principal -Heads of Departments in collaboration with their colleagues plan, decide and act on assigning periods, papers, units/topics for different classes, and different academic activities within and outside the college and also having the autonomy to assess and decide on the performance of students of their department. There are 6 clubs- Cultural, Eco, Literary, Press Publicity, Red Ribbon and sports 3 cells- Anti-ragging, Counselling, Women's 5 committees- Moderation, Research, Disciplinary, Magazine and Internal compliant committee and 2 forums- Alumni and Parents/Guardian. All the faculty and staff are involved in at least one committee or cell. The College Management Council, headed by the Managing Director of the College, delegates and appoints the in-charges and coordinators of each clubs, cells and committees allowing them to conduct various programmes. -At the student level, the College Students' Council is taking active part in all the co-curricular, extracurricular and social services as incharges and coordinators.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	Basic English Language Skill, which is a certificate course offered by the college for skill development, was approved by the University during the year. Dean of Academics, Mrs Jamkhanmoi, is a member of BUGS, Department of Education, Nagaland University. Principal, Dr. Luke Rymbai, is a member of the School Board of Humanities and Psychology, Nagaland University. Departmental academic activity day, which is an annual event of the college, is actively pursued to impart knowledge and skills. Assignment, Presentation, Quizzes,

	Field trips, Study tour and internal test are conducted regularly.
Teaching and Learning	<p>- Student's performance is continuously assessed through assignments, classroom seminars, paper presentation, open book test, quizzes, debates, project work and observation of students engaged in activities. -To ensure timely completion of the syllabus, every teaching faculty prepares teaching plan for each semester. -Introduction of Geography as an elective paper for the Arts Students. -Regular use of ICT in classroom. -Feedbacks from students on Teaching Learning. -Students are encouraged to take part and participate guided by teachers in various events organized by the College as well as other Colleges in the state.</p>
Examination and Evaluation	<p>The College has a continuous Examination and Evaluation System through:-</p> <ul style="list-style-type: none"> - Written Internal and External Assessment Examination - Examinations are conducted strictly as per the University guidelines -Teachers are appointed as external evaluator and question paper setters for the university examination -Compulsory seminar paper presentation/assignment in all the papers in each semester -Quiz/debate/group discussion -Displaying monthly Academic Performance Report on the Notice Board and sending it to parents/guardians for perusal and feedback -Monthly Regularity Report displayed on the Notice Board and sent to parents/guardians for perusal and feedback -Counselling and encouraging weaker students -Parents/Guardians Call if no improvement is shown by such students.
Research and Development	<p>The Institute so far has no specific research centre but the institute encourages the faculty to take up research works for quality education. The Institution provides all support for research and development like sanctioning leaves, use of internet, encouraging faculty to participate/present/ publish papers in conferences/ seminars/workshop. The institute deals with undergraduate courses and teachers do their best in guiding the students in field activities and research related activities. To involve the faculty in</p>

	research activities, Seed money to be provided by the College Management for minor research project by any department is also implemented.
Library, ICT and Physical Infrastructure / Instrumentation	-During the current year the Library is shifted from the top floor to a larger room which is in the 1st floor with better facility, for convenience and to make more room for more books and sitting area. The Library is computerised and with INFLIBNET software SOUL 2.0. -The College has 24 computers in operational condition with internet facility. -For teaching and learning, Projectors are installed in 4 Classrooms. -Biometric Employee attendance. -A CCTV camera is installed in the College main entrance for campus security. -Furnished Students Lounge and Employee Lounge. - Washroom for the differently abled. - Generator for emergency purpose.
Human Resource Management	-There is a full time Nurse in the campus for facilitating health check-up of the teaching and non- teaching staff. -In case of recruitment, advertisements in daily newspapers are published. The interview Panel board comprises of members of the College Management Council and External experts. Screening of applicants is as per norms. -Picnics and Birthday celebrations for the staff and faculty are being organized for inculcating sense of togetherness among the staff and faculty. -There is Provision for Special leaves for any faculty who wishes to participate in workshops, seminars and conferences. -Interaction with departments and individual teachers. -Maintenance of Grievance Redressal Cell, Anti-Ragging Committee, Sexual Harassment Committee, NSS, RRC, Womens' Cell, Eco Club, Evangelical Union.
Industry Interaction / Collaboration	-A Tobacco Awareness Programme was held in Collaboration with National Tobacco Control Programme, Naga Hospital - A Mental Health awareness programme was held in Collaboration with District Mental Health Programme, Naga Hospital.
Admission of Students	Admission to B.Sc. and B.A. is done on first come first basis. Admission as per the norms laid down by the University. Advertisement with details of admission through Newspapers,

Pamphlets and Social media. Admission fees are revised and reduced.

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

E-governance area	Details
Administration	All the official communication is done via e-mail
Finance and Accounts	Payment of staff salary is done online
Student Admission and Support	Admission notices is uploaded in the college website

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Two day workshop on Innovative Teaching		12/07/2018	13/07/2018	28	0
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
A two day Workshop on "Innovative Teaching"	28	12/07/2018	13/07/2018	2
Seminar on "Chemistry in Interdisciplinary Research"	1	09/11/2018	10/11/2018	2
No file uploaded.				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
15	15	9	4

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Contribution towards staff provident fund Gift of knowledge Medical Facilities provided	Contribution towards staff provident fund Gift of knowledge Medical Facilities provided	Free admission for toppers Medical Facilities provided Free scholarship for orphans 20 off in admission for students from higher secondary section of the institute.

6.4 – Financial Management and Resource Mobilization

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

Internal audit- The Managing Director and the Cashier do the minor audit on a daily basis for everyday's financial transactions. At the beginning of every academic session, every department is asked to prepare and present the budget for the current academic session. The report of the budget sanctioned with the balance sheet is submitted at the end of each academic session. External audit- The external audit is done annually by a CA.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
ASFHTR (Sponsoring Body) Well Wishers, Well wishers	135000	College Development
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6.4.3 – Total corpus fund generated

10063490

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No		No	
Administrative	No		No	

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

- Annual Parent- Teacher meeting - Feedback from parents - President of Parents/Guardian Forum is a member of the IQAC - Visit to College from time to time for encouragement and give suggestions for improvement

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

NIL

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

- Submission of AQAR for the Year 2017-2018 - Certificate Course on Basic English Language Skill is approved by the University - Shifting of Library from the Top Floor to a bigger room which is in the First floor - Initiating the establishment of Language Lab.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Conduct of World Environment under the theme "Beat Plastic Pollution".	05/06/2018	05/06/2018	05/06/2018	245
2018	Conduct of Orientation programme for the 1st sem students	13/06/2018	13/06/2018	13/06/2018	86
2018	Workshop on innovative teaching	12/07/2018	12/07/2018	13/07/2018	34
2018	Conduct of Departmental Academic Activity Day	18/08/2018	18/08/2018	18/08/2018	245
2018	Conduct of Cultural Day and Literary day	06/09/2018	06/09/2018	07/09/2018	245
2019	Mental Health awareness programme	16/02/2019	16/02/2019	16/02/2019	200
2019	Tobacco awareness programme	12/03/2019	12/03/2019	12/03/2019	200
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
No Data Entered/Not Applicable !!!				

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

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

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	0
Ramp/Rails	Yes	0
Rest Rooms	Yes	250

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	13/06/2018	200	Basic medical services	to provide basic health care in times of emergency	250
2018	1	1	02/03/2018	1	Adopted a village	helping villagers in sanitation awareness environment consciousness and material donation to the needy	23
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Service Rules book.	26/01/2018	The College stick to the rules given in the book. Notices are being sent depending on the situation.

Prospectus	01/05/2018	The College stick to the rules given in the book. Notices are being sent depending on the situation.
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7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Slogan competition on the theme healthy mind, Healthy You	15/09/2018	15/09/2018	30
Blood donation and HIV test	19/01/2019	19/01/2019	21
NSS special camp at Mitelephe (Adopted Village)	02/03/2019	02/03/2019	21
Exhibition of Handicrafts, Food items, Flowers and other products by the Girl Students.	08/03/2019	08/03/2019	105
Distribution of polybags to girl students for plantation of flowers	28/01/2019	07/03/2019	160
Essay writing Competition on the Topic "Balance for Better" to mark International woman's day.	07/03/2019	07/03/2019	9
Mental Health awareness programme	16/02/2019	16/02/2019	200
Tobacco awareness Programme	12/03/2019	12/03/2019	200

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

- Installation of LED bulb in all the classrooms, Offices and Corridors.
- Maintenance of greeneries in and around the campus
- Big trash cans with lid for collection of garbage.
- Rain water harvesting
- Observation of world Environment Day.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICES 1. Full Scholarship for Orphans 2. Teacher's Teaching Plan (TTP)

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

<https://modelchristiancollege.org/igac>

7.3 – Institutional Distinctiveness

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

The College functions in accordance with the Academic Calendar and curriculum designed by Nagaland University. Effective completion of the curriculum is carried out by churning out the annual academic calendar, preparation and implementation of the teacher's teaching plan, and conduct of activities for internal assessment. Study tours, field trips, orientation programmes, Project work, workshops, feedback from stakeholders, and co-curricular and extra-curricular activities enrich the curriculum. Systematic management planning is a strong force behind the success of the institute. There is a strong bond of collaboration amongst the staff. Commitment, dedication, honesty and sincerity are the pillars which always shine in the College. The institute envisages producing responsible and worthy citizens. This entails being proactive in leading students. Proper planning and management, and provision of space for stakeholders ensure the culture of excellence. Academic activity plan, teacher's teaching plan, continuous evaluation process, monitoring academic performance, regularity, punctuality, counselling, Parents/Guardian induction programme and feedback from stakeholders is an inclusive part of the ongoing curricular activity practiced by the institution. Teaching, learning and evaluation process is a hallmark of the college. Teacher's teaching plan, continuous evaluation through regular internal assessment examination, sending home regular progress reports of both academic performance and regularity record are commendable practices. The last mentioned practice provides opportunity for the institute to communicate with parents/guardians. Cooperation, feedback and support of parents/guardians contribute to the active functioning of the College. Mentoring is also an inclusive part of the ongoing curricular activity practiced by the institution. Each department is taking care of their students by dividing the students among the faculty members. Under the guidance of the mentorship assigned for each group of students, the departments are taking the initiative of mentoring the students to help them improve in their performance and to realise their dream and passion. The college also has a Counsellor in the campus. Whenever need arises the Counsellor meet the students and offers counselling to those seeking personal help. The authority and faculty have sufficient autonomy to plan and act in their respective domain. There is involvement and participation of employees in the functioning and management of the institution. Every activity performed by any group or individual, assigned or assumed by virtue of office, is evaluated through different means/provisions available in the institution. To encourage the students and inculcate competitive spirit felicitation in Newspapers and Cash Award is given to the University toppers.

Provide the weblink of the institution

<https://modelchristiancollege.org/>

8.Future Plans of Actions for Next Academic Year

The Following are the Future plans of the College for the next Academic year. - Conference on CBSC -Workshop on Book Keeping -Provision for Feminine Hygiene -Establishment of Language Lab - Introduction of GYM -Intimation of Work Study Programme for Students -Intercollegiate Talent Show -To Conduct Graduation Day -To introduce Exit Interviews for Employees leaving the College. -To introduce work studies for the students