YEARLY STATUS REPORT - 2020-2021

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 its own campus?	Yes
• Phone no./Alternate phone no.	03702800929
• Mobile No:	9402831942
• Registered e-mail	moccollege@yahoo.in
• Alternate e-mail	modeliqac@yahoo.in
• Address	Lower A.G Colony
• City/Town	Kohima
• State/UT	Nagaland
• Pin Code	797001
2.Institutional status	
• Type of Institution	Co-education
• Location	Urban
• Financial Status	Self-financing

• Name of the Affiliating University		**Nagaland University**
• Name of the IQAC Coordinator		**Dr. Mhabemo Odyuo**
• Phone No.		**7397255851**
• Alternate phone No.		**9402937900**
• Mobile		**7397255851**
• IQAC e-mail address		**odyuomhabe@gmail.com**
• Alternate e-mail address		**modeliqac122@yahoo.in**
3.Website address (Web link of the AQAR (Previous Academic Year)		https://drive.google.com/uc?export=view&id=1vGoULSP0I4aIDYVoi6IIsD_bNJggQXnC
4.Whether Academic Calendar prepared during the year?		**Yes**

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B++**	**2.77**	**2017**	**02/05/2017**	**01/05/2022**

6.Date of Establishment of IQAC	**28/10/2013**

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	**Annual Grand In-Aid**	**Directorate of Higher Education**	**2020**	**2,00,000**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of IQAC	
9.No. of IQAC meetings held during the year	**5**

• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	`Yes`

• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	`No`
• If yes, mention the amount	

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

`A National webinar was conducted by Departments of Science in collaboration with the IQAC on "IMPACT OF CLIMATE CHANGE ON NATURAL RESOURCES AND BIODIVERSITY" on 14th November 2020.`
`The IQAC initiated a demonstration class session for the teaching and non-teaching staff of MCC on usage of Classrooms.reevtech for the conduct of online classes and administration work during the pandemic on 1st June 2020.`
`To enhance quality education feedbacks was taken from the students and teachers`
`The Departments of Science in collaboration with the IQAC conducted "THE SCIENCE FAIR" with Model Hr. Sec. school students and teachers as guest on 9-10th November 2021.`
`The IQAC initiated the conduct of Departmental National webinars, (7 Departments conducted such webinar`

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
To enhance the quality of education from Teachers and students.	Feedback form was conducted and various steps and measures were initiated in Enhancing the quality of education.
To encourage Departments for organizing and conducting a seminar/workshop and conference.	Successfully conducted One (1) National webinar in collaboration with Department of Sciences MCC and IQAC. Seven (7) National Webinars has been conducted. Department of Botany Department of Chemistry Department of Education Department of English Department of Geology Department of Political Science Department of Sociology
To enable access to online classes during the pandemic in more flexible and convincing for both students and the teachers.	MOU was signed with classroom.reevtech.in where all the classes and information related to academics were dispatched from the app.
To plan and prepare for NAAC 2nd cycle of accreditation.	A steering committee has been set up which includes Department coordinators
To felicitate students in academic excellence.	Felicitation programme was organized for Department toppers of Nagaland University 2020. Miss Lothono Sale, Dept. Of Geology (CGPA 6.39) Miss Keleneile Zecho, Dept. Of Zoology (CGPA 6.64) Felicitation programme was organized for Department toppers of Nagaland University 2021. Miss Mochoyia, Department of Botany (CGPA 6.84) Mr. Salhouvi, Department of Geology (6.12)
To enhance the students in Achieving a quality education and skill development.	Conducted first "The Science Fair" by Department of sciences in collaboration with IQAC with Model Sec. School Students and

	Teachers as Guest. Conduct of Department Academic Activity Day (DAAD) and various events conducted by cells and clubs of the college was actively monitored and participated.
To incorporate the latest developments and trends for college 2nd cycle of NAAC Accreditation	Attended online seminar organized by NAAC for Nagaland university affiliated college and attended an orientation programme of National Education Policy (NEP) 2020

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

- Name of the statutory body

Name	Date of meeting(s)
College Management Council	09/12/2021

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020	16/12/2021

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	10

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	246

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	ST-90% SC-5% OBC-2% Gen-2% Others-1%

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	72

File Description	Documents
Data Template	No File Uploaded

3.Academic

3.1 Number of full time teachers during the year	28

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	4

File Description	Documents
Data Template	No File Uploaded

4.Institution

4.1 Total number of Classrooms and Seminar halls	17 Classrooms 2 Seminar halls
4.2 Total expenditure excluding salary during the year (INR in lakhs)	704139
4.3 Total number of computers on campus for academic purposes	26

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

As the college is affiliated to Nagaland University, we follow the curriculum of the affiliating university. Based on the Nagaland University academic calendar, the college prepares the academic calendar at the beginning of the academic session and provided the same to all the departments and students. The college records the teachers teaching plan prepared by the teachers from all departments and preserves them for documentation and deliver within a stipulated time frame. The teacher's names are placed within daily class routine for every semester. Regular meetings are conducted for the faculty, departments, and IQAC. Orientation programme is held for the newly enrolled students. Staff development programmes are also conducted. Student's assessment and evaluation are an integral part of the curriculum delivery. Students are continuously assessed and evaluated through internal tests, assignments, classroom seminars, paper presentation, and model presentations. To encourage and enrich the students in their personality development the college also organized a one day Departmental Academic Activity Day (DAAD), where students display on their skills and capabilities. The college has a practice of inviting external experts in various fields for teachers, staff and students to ensure quality education and objectivity in the teaching-learning processes. The college infrastructure and facilities are continuously upgraded to make suitable for the needs of changing curriculum. The college provides well equipped classrooms facilities and library that offer various web based facilities to access national and international online databases as books and journals. On mentoring the college has a programme of mentor and mentee where the student's performances are well documented. The college Counselor is entrusted with the responsibility to deal with matters of a serious nature.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	NA

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

Based on Nagaland University academic calendar, 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 departmental calendar.

The internal assessment, which consists of tests, presentations and assignments is conducted to evaluate the performance of students, its total for 30 marks. The final assessment of the students is done by the Moderation Committee of the college. The questions for the internal assessment are prepared by the teachers accordingly to the Nagaland University question paper pattern. Dates of the internal tests are made known to all the students and department at the commencement of every academic session. Examination halls and invigilation duty chart are prepared in such a way that tests are conducted in a fair manner. All papers are evaluated by the concerned teachers after which the answer scripts are shown to the students. Continuous Internal Evaluation is carried out throughout the semester through class test, assignments, classroom seminars, paper presentation, open book test, quizzes, debates, project work, etc.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	NA

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

4

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)

3

File Description	Documents
Any additional information	View File
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

146

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

146

File Description	Documents
Any additional information	View File
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

Model Christian College strongly believes in inculcating human values, gender equality, professional ethics, promotion of environmental conservation and sustainable development among the students. This is done through curricular and extra-curricular activities literary and cultural events organized by various Departments, Clubs, Cells, NSS and NCC of the College.

Important days of National and International significance such as International Women's Day, Gandhi Jayanti, Independence Day, Yoga Day and World Environment Day. Awareness campaigns are organized on various issues of substance abuse, sexual abuse, environmental issues, etc.

The Women's Cell sensitizes the students on gender disparity by initiating active participation of both genders in awareness programs. Webinar on gender equality was organized by the Department of Education.

It is made mandatory for all students to study and pass a compulsory paper i.e., Environmental Science (EVS) at the graduation level as part of the University curriculum. The college Science departments efficiently work persistently in helping students by organizing field trips, workshops and webinars. The Eco Club also works in helping students practice and maintain a clean environment within and outside the campus.

The college also provides room for moral and ethical values to be inculcated among the students. The Evangelical Union is proactive unit in spreading good moral values from the Scriptures. The college also has a Work Study Program initiated for students to inculcate the value of work and to understand the concept of professionalism.

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

4

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

42

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

1.4.2 - Feedback process of the Institution may be classified as follows	B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	View File
URL for feedback report	NA

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

149

2.1.1.1 - Number of sanctioned seats during the year

400

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

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

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

218

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

2.2 - Catering to Student Diversity

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

The assessment of the learning levels of the students is done by the teachers in the classrooms during lectures and through conducting class tests, assignments, tutorials, etc. on the basis of which slow and advanced learners are identified.

Slow Learners:

-Efforts are made to identify the cause of their problem and appropriate solutions are worked out.

-Reading materials and books in simple form are made available in college library so to increase their understanding of the subject.

-Various e-links are also suggested to the students to help them gain an in-depth knowledge of the subject.

-Personal counselling can be availed through the Counsellor and Chaplin of the college. Academic and career-related counselling is given from time to time through Mentor-Mentee Programme.

-Home assignments are given and evaluated on a regular basis.

-Slow learners are given more attention both inside and outside the class.

Advanced Learners:

-During lectures, tutorials, class tests, assignments and interaction outside the class, the teachers are able to assess the calibre of the students and identify the advanced learners.

-Through a combination of academic and co-curricular activities, departments encourage the advanced learners to optimize their potential. Such students are encouraged to participate in inter college competitions. Nominated to represent the college or department in intra & inter-college competitions.

-The College library provides the Inflibnet facility where students can make an easy access to any e-book or e-journals, and the advanced learners can broaden their horizons.

-Students are given recognition for their achievement at various forum in terms of citation and cash awards for securing the first rank in University examination.

File Description	Documents
Link for additional Information	NA
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
10	1

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

The institution makes a sustained effort to encourage the students

for experiential learning, participative learning and problem solving through diverse and varied activities in the teaching learning process.

- The extracurricular activities organised by the college help the students to have first-hand information on diverse areas. Activities such as quiz competitions, debates, essay writing, painting, singing, slogan writing and cultural activities are conducted.
- In each Semester, the students are given syllabus oriented assignments to be compulsorily submitted and evaluated by the teacher. Seminars are conducted in the class and different curricular competitions like class tests, quiz, and debates are the core of each classroom.
- DAAD (Departmental Academic Activity Day) conducted by each Department in which the students participate for the purpose of gaining academic advantage.
- Students undertake field study on the subject and related domain and get first-hand information through field work.

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

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

Teachers of the College try to make the best use of the technology in their teaching process. They have the knowledge and skills to use new digital tools to help all students achieve high academic standards. ICT has enabled better and swifter communication; presentation of ideas in an effective and relevant way. It is an effective tool for acquiring information from multiple sources to help students to enhance their knowledge database.

The ICT based facilities available in the college are:

-Computer lab of the college is utilised by all the teachers for broader knowledge and in-depth study.

-Internet facility is available for all teachers and students.

-Well equipped laboratories and classrooms in the college foster effective teaching- learning process.

-Teaching faculties use laptops to disseminate information through power point presentations.

-Projectors (LED) are available for the teachers and students.

-e- learning platform is initiated through REEV Classrooms for the transaction of lessons.

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

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.	**No File Uploaded**
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
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

4

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	**No File Uploaded**

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

4

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	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

27

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

2.5 - Evaluation Process and Reforms

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

Model Christian college is an affiliated college and adheres to the guidelines as laid down by the affiliating Nagaland University.

Internal assessment is conducted every Semester and schedule for it is given in the Academic Calendar which is displayed well in advance to the students and teachers. Evaluation method comprises of tests, assignments, debates, presentations, quizzes, project works and observation of students engaged in activities. There is complete transparency in internal assessment for each assessment method. Question papers for internal assessment test are prepared by the subject teaches. Students are required to secure 45% in the Internal Assessment. Once paper correction is done, answer sheets are shown to the students to be discussed and to report discrepancies in marks allotment if any. Evaluation of Internal Assessment is done by the respective subject teacher within the days allotted and is done with transparency. The College Moderation Committee assesses the results of the students as per the final reports submitted by every teacher from the concerned Departments. Results are displayed on dates mentioned in the academic calendar in the college website for easy access, WhatsApp group and Notice Board.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	NA

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

Evaluation of internal Assessment is based on transparency. Valuation of internal assessment papers are carried out at the college level in time bound schedule and in the best possible efficient manner. Internal assessment is conducted for every semester before the commencement of end semester examination scheduled by Nagaland University. Sitting arrangement are carefully assigned to avoid malpractices in the examination hall and assigned vigilant faculties to ensure smooth conduct of examination. The assessed internal papers are shown to the students for self-assessment. Students are free to interact with their respective teachers and get it resolved in case of any grievances and clarifications needed. The results of internal assessment are prepared by each subject teachers as per the marks obtained in every activity. The final decision on the overall result of the students are assessed by the college moderation committee.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	[NA](NA)

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.

Programme Outcomes (Pos) and Programme Specific Outcomes (PSOs) exhibits what students are expected to achieve or attain by the time they complete the course of study. Course Outcomes (Cos) are the learning aspects that a student should acquire upon completing their study.

The methods of measuring the level of attainment of POs, PSOs and COs in the college are Internal Assessment Evaluation (IAE) with weight age of 30% Marks, which comprises of IAE Examination, Assignments, PPTs/Class Seminars, and other academic related activities, and External Assessment Evaluation/End Semester Examination carrying a weight age of 70% Marks.

IAE Examination – This is carried out once every Semester to assess performances of students. It carries 15% Marks out of the overall 30% Marks attributed to IAE. The focus is to assess whether students have attained the proposed Course Outcomes (COs).

Assignment – Students of every Department are given assignments from their course of study and each subject teacher assesses the assignments based on how far students fulfil the objectives of the assignment. Assignment carries a weight age of 5% Marks.

PPTs/Class Seminars/Projects – Depending on the subject of study and requirements of the course of study, PPTs, Class Seminars or Projects are given to the students. This activity/s carries a weight age of 10% Marks. Evaluation is based on performance, participation and attainment of Course Outcomes.

Internal Assessment are evaluated internally by each Department and below average/weak students and students who missed out their exams and academic related activities owing to health issues and other personal problems are made to appear retest, rewrite assignments and other academic related activities after remedial help in the forms of discussions, counselling etc. The IAE Marks are then handed over

to the College Moderation Committee for review and declaration of IAE results. Further feedback is taken from students to improve teaching learning process and performances of each student are reported to the parents or guardians for future perusal and action.

External Assessment Evaluation/End Semester Examination – Semester Examination is a metric for assessing whether POs, PSOs and COs are attained through an Objective cum Descriptive based Examination. Here, Performance of students is evaluated externally by external evaluators assigned by the University. For the Science Course, besides theoretical papers, practical exams are also conducted both by external and internal evaluators. Maximum weight age of Marks is allotted to this Examination, i.e., 70% Marks out of the overall 100%Marks to be obtained by a student.

Thus, for measuring POs, PSOs and cOs, the college employs both internal and external examinations and activities to assess student's performance.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	NA
Upload COs for all courses (exemplars from Glossary)	**No File Uploaded**

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

Programme Outcomes (Pos) and Programme Specific Outcomes (PSOs) exhibits what students are expected to achieve or attain by the time they complete the course of study. Course Outcomes (Cos) are the learning aspects that a student should acquire upon completing their study.

The methods of measuring the level of attainment of POs, PSOs and COs in the college are Internal Assessment Evaluation (IAE) with weight age of 30 Marks, which comprises of IAE Examination, Assignments, PPTs/Class Seminars, and other academic related activities, and External Assessment Evaluation/End Semester Examination carrying a weightage of 70 Marks.

IAE Examination – This is carried out once every Semester to assess performances of students. The focus is to assess whether students have attained the proposed Course Outcomes (COs).

Assignment – Students of every Department are given assignments from their course of study and each subject teacher assesses the assignments based on how far students fulfil the objectives of the assignment.

PPTs/Class Seminars/Projects – Depending on the subject of study and requirements of the course of study, PPTs, Class Seminars or Projects are given to the students. Evaluation is based on performance, participation and attainment of Course Outcomes.

Internal Assessment are evaluated internally by each Department and below average/weak students and students who missed out their exams and academic related activities owing to health issues and other personal problems are made to appear retest, rewrite assignments and other academic related activities after remedial help in the forms of discussions, counselling etc. The IAE Marks are then handed over to the Moderation Committee for review and declaration of IAE results. Further feedback is taken from students to improve teaching learning process and performances of each student are reported to the parents or guardians for future perusal and action.

External Assessment Evaluation/End Semester Examination – Semester Examination is a metric for assessing whether POs, PSOs and COs are attained through an Objective cum Descriptive based Examination. Here, Performance of students is evaluated externally by external evaluators assigned by the University. For the Science Course, besides theoretical papers, practical examination are also conducted both external and internal examiners. Maximum weightage of Marks is allotted to this Examination, i.e., 70% Marks out of the overall 100%Marks to be obtained by a student.

Thus, for measuring POs, PSOs and COs, the college employs both internal and external examinations and activities to assess student's performance.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	<u>NA</u>

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

72

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

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)

<u>https://drive.google.com/uc?export=view&id=1Iqq8Uw2xfyMsTY6uERfFiSd5 X2UIA1SW</u>

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)

6,25,000

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

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

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

0

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

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

11

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	View File
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	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	[View File](#)

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

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

0

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

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

Various extension activities in sensitizing students to various social issues and holistic development for the current year was carried out despite the global pandemic, the college provides a platform to the students in order to fulfil the aspirations of vision and mission statements of the institution. Holistic development of the individual students aims in encouraging them for participation in extension activities. Extension activities not only instil a sense of communal responsibility, but also effectively sensitise young women and men of our college towards important social issues. The National Service Scheme (NSS) unit, National Cadet Corps (NCC), Red Ribbon Club and Eco Club, Evangelical union organise various social outreach programmes to facilitate its students with the concept and practice of social responsibility.

Extension service is one of the extracurricular activities of the

College. One of the extension services is a visit to orphanage. Visit to orphanage inspired the College to offer full scholarship to two orphans from any recognised orphanage in Nagaland.

The college NSS unit adopted Mitelephe village (Kohima District, Nagaland) where social service extension activities are annually carried out. The college NSS unit carried out a social service mission 2 days camp in 2018. The following 2020 and 2021 year could not be carried out following the global pandemic and restriction of public movement. The college affirms to continue its social service activities after the situations normalise.

To make an awareness of the impact of climate changes and to instill a participative importance's in fight against this global threat a National webinar was conducted in collaboration with IQAC on "Impact of Climate Change on Natural resources and Biodiversity", sponsored by Arucho Society for Human Transformation and Development with resource person Dr. Limatemjen, Asst. Prof., Kohima Science College, Kohima on 14th November 2020.

Evangelical Union seeks to revive the moral, ethical and spiritual values among the students by organising different activities in the college. MCCEU conducted Advent Christmas on 7th December 2020. To in build one basic requirement and rights for normal development of any individual, a National webinar was conducted by the Department of Education, MCC on "Gender sensitization –A step towards social reconstruction" with Resource Person Dr. Ananya Ghosh, Asst. Prof., Amity Univ., Noida, on 6th March 2021.

The Department of History MCC celebrated International Day of Girl Child, on the theme "DIGITAL GENERATION, OUR GENERATION "on 11TH OCTOBER 2021. MCC NSS unit undertook a cleanliness drive in and around the college campus locality as part of Clean India Campaign on 22ND OCTOBER 2021. MCC ECO CLUB conducted a cleanliness drive in the college premises on 12TH NOVEMBER 2021

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

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

1

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

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

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

19

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

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

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

886

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

3.4 - Collaboration

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

0

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

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

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

1

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

In order to facilitate teaching-learning process, the institution strive towards securing the most congenial environment with adequate facilities for meeting the needs of students as well as for the teachers. Providing and securing adequate infrastructures for facilitating the needs of the teachers and students has been considered one of the priorities of the college authority. The available facilities and infrastructure with regard to teaching-learning process are described as under:

1. **Classroom: There are well furnished classrooms for both science and arts streams. In addition, separate classroom are available for all honours students of both the streams. Classroom are well equipped with adequate facilities including power connection with 24 hour power backup and other related equipment for easing technology based learning inside the classrooms. The classrooms are also wide enough having adequate space which has also been serving significantly purpose in ensuring social distancing during Covid-19 pandemic.**

2. **The institution has dedicated and enormous amount of resources and efforts in procuring requirements instruments and apparatus for the laboratories to ease teaching-learning process in practical and empirical science. Presently all the departments of science stream have two laboratories each. The laboratories are well equipped with all the required facilities.**

3. **Computing equipment: At present, the college has 21 computers in operational condition with internet facility. A separate computer room is available specially dedicated to computer-**

related works. The computer lab cater to the needs of the students and staff for various work like printing, assignments, presentation and other practical works. Beside, Wi-Fi facility is also available for use during office hours in the college campus.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	[NA](NA)

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

The College is committed in offering resourceful infrastructure for holistic growth of students. It provides adequate facilities for cultural activities, indoor and outdoor sports as well as other student and faculty support amenities.

- The college has a spacious Auditorium with a seating capacity of 500 persons. The Auditorium is available for the students to organize and participate in co-curricular, recreational and cultural activities.
- The auditorium has a sound system with two speakers, one amplifier and a mixer. There are three hand mikes, one cordless mike. The auditorium has been provided with a screen and a projector. There is a generator for power back-up.
- There are 25 hand fire extinguishers and six exit points in the hall. The College building also consists of Seminar room/Conference room and fully equipped computer laboratories. It also has an area for indoor games like Table Tennis.

The college takes pride in its comprehensive sports training and fitness infrastructure.

- The outdoor sports facilities include, badminton court, basketball court, volley ball court, open space for conducting individual games .Indoor arrangements comprise of a table tennis.
- A fully equipped gym is open for the students and staff from 6.00 am to 8.00 am (morning hours) and 4:00 pm- 8:00 pm (evening hours). Trained Instructor is available for

assistance, guidance and training. It is a popular spot for both sports enthusiasts and the health-conscious. The gymnasium has latest equipment and machines: Cardio cycling machine, Abs cruncher, multipurpose flying machine, Leg press machine, Squad machine, Yoga mats, etc.

- The Student Lounge is located at the ground floor of the College building which is open to students for gathering, studying and relaxing between classes. The Lounge is equipped with comfortable furniture, LCD TV with attached Cafeteria.
- The college also has an Employees Lounge that is set aside for employees to use during a break as to relax, socialize or eat.

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

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

0

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

19

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://drive.google.com/file/d/1Jy1PCSCltEf KyxhFZH-2AcGiVbWLHPjn/view?usp=sharing
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)

`7,04,139`

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

4.2 - Library as a Learning Resource

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

The College Library is automated with SOUL 2.0 Library Management Software designed and developed by the INFLIBNET centre based on requirements of our College Library. It is user-friendly software developed to work under client-server environment. The College had been fully automated with Soul 2.0 in the year 2016. Three (3) computers are used for Soul in the library, one as a main server and two as clients.

The modules of Soul 2.0 includes **Acquisition, Catalogue, Circulation, Online public access catalogue (OPAC), Serial Control, Administration**

Acquisition: The purpose of Acquisition modules is to manage and control the expenditure of funds for materials that meet the collection development.

Catalogue: Catalogue module is used for retrospective conversion of library resources. It facilities to process newly acquired library resources. It allows processing the items received from acquisition modules for technical process such as cataloguing and assigning call number.

Circulation: Circulation is an important function of academic library. Sufficient care has been taken in designing this module starting from membership management and status of library items, transaction, ILL, overdue charges, renewal and reminder, search

status and report generation according to the status of items.

Online public access catalogue (OPAC): The User can search the minimum information of the items by using author, title, keyword, subject heading, class number, serial name, accession number or combination of any of the two or more information regarding the items.

Serial Control: Managing serial is the most complicated job of the library. The module keeps track of serial in the library effectively and efficiently. This module includes suggestion, master database, subscription, payment, reminder etc.

Administration: This module is the master of all modules, which has provision to administer all the modules and system setting.

Link:

https://drive.google.com/file/d/1wd7JcOybYhUVoyzU1TPvy9rGNhygY2VZ/view?usp=sharing

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional Information	https://drive.google.com/file/d/1wd7JcOybYhUVoyzU1TPvy9rGNhygY2VZ/view?usp=sharing

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	**B. Any 3 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)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals

during the year (INR in Lakhs)

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

2,76,656

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
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

69

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

Our primary objective is to provide high quality support services that meet pedagogical and research need in the college.

The college has the following hardware and software related facilities:

- **College has a total of 26 computers in the college.**
- **The college uses compaq and HP workstations.**
- **Computer Lab has adequate number of desktops maintaining student to use most of the times**
- **There are 9 printers in the administrative block.**
- **The college has a total of 6 LCD multimedia projectors. 4 projectors installed in classrooms and 2 projectors for portable and can be used for different purpose.**
- **Computing and internet facilities are available to all**

teachers and students on the College campus

- The institution provides access to desktop systems and laptops to both faculty and students which allows them to use computer aid for academic projects, practical sessions and for learning.
- SOUL 2.0 (LMS) software was used in the Library.
- The entire Computer in the College were installed and protected with Kaspersky antivirus.
- The administrative office and all computer labs are connected in LAN. The entire college campus is Wi-Fi enabled zone.
- The desktops are running on windows 7, windows 7 pro, and windows 10 operating systems
- Office automation packages like Open Office, MS Office and Antivirus are purchased by the college and updated regularly.
- The College has a Diesel Electric Generator for Backup when there is no Electricity current.
- College has two Wi-Fi connections from Symbiosis and Jio fiber with the speed of 100 MBPS. The limit of the Wi-Fi is 500 GB per Month.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	[NA](NA)

4.3.2 - Number of Computers

26

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

4.3.3 - Bandwidth of internet connection in the

A. ? 50MBPS

Institution

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

4.4 - Maintenance of Campus Infrastructure

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

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

7,04,139

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 College ensures regular maintenance and upkeep of all infrastructural facilities. A full time Care Taker supervises the maintenance work carried out by trained in-house experts. Maintenance is also outsourced to appropriate external agencies. Furniture and equipment are purchased on regular basis as per the requirements. The construction, maintenance and repairing of College infrastructures and facilities are done by the management.

The College also receives grants from the Department of Higher Education, Government of Nagaland which varies from the year to year. Such Grants received are utilized for procurement of different items such as books and journals, sports items, computers inks and

toners and for other contingencies.

- The college library is accessed by students and teachers during any working days. The procedure in the library is such that every student or teacher entering the library needs to register their details such as name, time of entry and exit, etc. The college has a library advisory committee consisting of the chairman from the management, member secretary consisting of the college Librarian and its members consisting of the Administrator, Principal, Vice Principal and Dean.

- The college has laboratories for different departments such as Chemistry, Botany, Geography, Zoology and Geology. There are two laboratories for each department. All these laboratories have the required equipment's. It is compulsory to wear lab coats while entering the laboratory. For breakage of instruments, the students have to pay. Safe usage and safe disposal of chemicals is always instructed. To assist the students, there are lab assistants for all the departments.

- The college has adequate sports facilities as well. These include a badminton court, and basketball court. Besides outdoor games, the college also provides indoor game facilities to the students like table tennis, carom board, chess, ludo, etc. The college has a gym at its premises with a gym instructor. The students, faculty members or any of the alumni can avail this gym facilities. The college management takes care of the gym facility where fee concession is given to the students and faculty of the college. The college sports activity is taken care by the sports committees and the games and sports secy. of the college.
- The college has a canteen which is run and taken care by "D" Cafe Kohima.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	<u>NA</u>

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

185

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

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

62

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)	<u>View File</u>

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	B. 3 of the above

File Description	Documents
Link to institutional website	NA
Any additional information	No File Uploaded
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

Nil

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

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)	No File Uploaded

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	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

8

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

8

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

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

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

examinations) during the year

1

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

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.

2

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at univer sity/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)

The college Students' Council consist of 22 members, out of which 10 members are elected through voting system and the college authority nominates the remaining 12 members. These 12 members are the Class representatives and Vice Class representatives of Science and Arts streams. The tenure of the Students' Council members is for 1 year. The Vice Principal, Academic Dean and Dean of Students Welfare are the advisors of the Students' Council. The President of the Students Council is a member of the IQAC. The Students' Council acts as a link between the College Authorities and the students for smooth functioning of the college and help in maintaining discipline among

the students. It has its own year plan, approved by the college authority. Therefore, it organises various functions in the college as well as participates in activities outside the college organised by various NGOs, Govt. Departments and other colleges. In the college, it organises Fresher's Day to welcome the newly admitted students of the college as well as Farewell programme for the seniors. It also organises Sports Week, Cultural Day and Literary Day. The Sport Secretaries, Cultural Secretary and Literary Secretary are members of the Sport Committee, Cultural Committee and Literary Committee respectively. These committees are headed by the Teachers and work in coordination with the Secretaries of the Students Council. Sports week is held every year where students get opportunity to participate in one of the activities. Similarly, in Cultural & Literary Day, students get opportunity to expose their talents. Besides these, members of the NCC, NSS and RRC also organise and participates in various programmes organised in the college as well as outside the college.

The college has a representation to Private College Association of Nagaland (PCAN) where S.P Francis Managing Director of the college holds the part of the President of the PCAN. The college participated in the first ever All Nagaland inter-college Sports and Literary meet organised by PCAN on 28-29 January 2020.

File Description	Documents
Paste link for additional information	NA
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

28

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

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 the College was formed in the year 2015. The Alumni Association is dedicated in bringing together the alumni on a common platform to build another channel of personal and professional supports. The alumni association is chaired by the college Vice Principal. The alumni Members are invited for various academic, cultural and social events held in the college. In order to foster a warm relationship, the College maintains regular contact with the alumni and former faculty through various social networking sites such as Facebook and WhatsApp groups. Alumni association is an integral member of IQAC. The President of the alumni association is the representative of the alumni in the IQAC.

File Description	Documents
Paste link for additional information	<u>NA</u>
Upload any additional information	**No File Uploaded**

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

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision: To impart quality education for our students' holistic development through an appropriate environment with highly motivated and competent faculty and staff, thus enabling a close interaction and absorption of knowledge in all matters relevant to life.

Mission: The College aims at translating the vision into action in the following ways:

1. To create an environment congenial to continuous and sustainable human development.

2. To coordinate various knowledge-based activities for promotion of better understanding and furtherance of latest Skills and Technologies.

3. To nourish our students' Spiritual, Intellectual and Emotional growth.

The college encourages the involvement of teachers in the decision making bodies to realise the importance of decentralization and participative management in the development of the Institute. The Principal, Vice Principal, Deans and Teacher representatives are included in decision making bodies like the College Management Council.

Participation of the Teachers is visible through inclusion of the Principal, Vice Principal, teachers and administrative staff in the decision making bodies such as the Governing body, College Management Council, IQAC. In the Governing Body, which is the highest decision making body and lays down the rules and regulations for the employees and administration, the Principal is the Secretary. The College Management Council is the second highest body in hierarchy. The Principal, Vice Principal, Academic dean, Dean of student's welfare, Office Superintendent are included in the Council. This Council assesses and plans the overall annual

activities to be conducted. It also performs the functions of creation and addition of new courses, departments, add-on sourses, clubs, committees, cells etc. The IQAC is the premium cell to ensure a system for conscious, consistent and catalytic improvement in the overall performance of the institution. The Co- ordinator of IQAC is appointed from among the teachers and 4 Teacher Representatives are nominated as members of IQAC. The Moderation Committee evaluates and assesses the students in Internal Assessment. It is composed of Managing Director, Administrator, Principal, Vice Principal, Dean of Students Welfare, Academic Dean, Office Superintendent and two teacher representatives.

The inclusion of The Principal, Vice Principal and teachers in all the major decision making body indicates the effective participation in the decision making process.

File Description	Documents
Paste link for additional information	[NA](NA)
Upload any additional information	No File Uploaded

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

The success of any institution directly depends on the proper decentralization of power and functions and effective implementation of participative management strategy. Powers and duties of Managing Director, Administrator, Principal, Vice Principal, Deans, Head of Department, Teachers, and Administration Block are clearly defined and there is no instances of overlapping of power among the above mentioned personnel. The principal is the head of the Institution and all official papers and letters are signed under his name, Vice Principal assist the Principal and also management of the administrative staff to ensure smooth and efficient functioning of the office. The Office superintendent in consultation with Vice principal supervise and oversee the responsibilities of account clerks, office assistant and fourth grade employees.

The academic dean is given the responsibilities of preparing academic calendar. Class routine, conduct of classes and internal assessment activities, he/she also plans the conduct of seminars, conferences, orientation, lectures.

The dean of Students welfare oversees the extra-curricular

activities and welfare of the students within the college and also outside the college. He acts as the Advisor to the Students' Council.

The Head of Departments decide and act on assigning periods, papers, to the teachers of the respective department. They also plan and prepare departmental annual calendar and are given the discretion to utilize the departmental fund allocated towards the development of the departments.

All Teaching and Non-Teaching staff are assigned to different, clubs, committees and cells to conduct activities which aims at overall development of the students and community development. At the student level the Students' Council takes active part in all the co-curricular, extracurricu.ar and social services as incharges and coordinators.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institute realising the importance and enormous scope of National Cadet Corps, as a career option and towards the personality development of the Students, raised NCC units for both Boys and Girls. The application for raising NCC unit for Girls was forwarded to the 1st Naga Girls, 66 Bn, NCC on 05 July 2019 which was approved on 19th November 2020. The cadet strength for NCC girls is 1 platoon which is 53 cadets. Ms. Neichiizonuo Riipre-o, Assistant Professor Department of Sociology, was appointed as the Care Taker Officer. The cadets were recruited in different phases as follows:

1. 2019-2020:   20 Cadets
2. 2020 – 2021: 15 cadets
3. 2021 – 2022: 18 cadets

the NCC boys unit in the college was raised after the approval of

the 24 Nagaland (I) COY NCC Kohima on 1st April 2019. The total strength of cadets allotted is 50 Cadets. Mr. Kedozolie Nagi, Assistant Professor Department of Geography, is the Care Taker Officer. The allocated 50 seats were to be filled in three phase:

1. 2019 – 2020: 17 Cadets
2. 2020 – 2021: 17 Cadets
3. 2021 – 2022: 16 Cadets

The NCC classes are incorporated in the normal class routine, maximum number 2 NCC classes are allotted in a week. The NCC cadets also participate in social works, awareness campaigns and other community development activities.

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	[NA](NA)
Upload any additional information	**No File Uploaded**

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

Model Christian College is sponsored by the Ariicho Society for Human Transformation and Research. The Governing body is the highest decision making body of the college. Its President is the President of the Ariicho Society for Human Transformation and Research, the Principal act as the Secretary. The members of the Governing Body includes, Members of the Society, Nagaland University Representative, Principal and Nominated members.

The College Management Council is responsible for planning and assessing the functioning of the departments, clubs, cells, committees and all other activities of the College. The Managing Director is the Chairman and the Principal is the Secretary of the College Management Council. The members include the Administrator, Vice Principal, and Academic Dean, Dean of Students welfare, Office Superintendent and any member of the Governing Body.

The Managing Director acts as the overall in charge of college Properties and assets, accounts and financial matters, and advises and instructs the Administrator, Principal and Vice Principal.

The Administrator oversee the overall administration of the College.

The Principal is the head of the Institution and maintain the Annual Confidential Report of all the employees and delegates' works to the Vice Principal, Deans and other Employees. He/she is the sole signing authority of all documents and correspondences of the college. The Vice Principal works under the Principal, performs responsibilities assigned by the Managing Director and Administrator and maintains the students' discipline in the college.

The Academic Dean performs responsibilities relating to academic activities of the college. He/she prepares academic calendar, class routine, internal assessment activities. He/she plans the conduct of seminars, conferences, orientations etc. The Dean of Student's Welfare is responsible for overseeing the extra-curricular activities and welfare of the students.

The Office superintendents is the overall in charge of all the administrative work and allocates responsibilities to the account clerks, office assistants and fourth grade employees. The Librarian maintains stock, record and procurement of the library.

The Medical Officer attends to the health of employees and students and performs functions assigned by the Managing Director, Administrator and Principal. The Counsellor provides counselling to the students and employees. The Chaplain is responsible for conducting and overseeing effective and timely conduct of Morning Chapel.

Committees, clubs, cells and committees are responsible for regular and effective conduct of programmes and activities which will nurture the talents of the students, inculcate and educate values and morals among the students and work towards community development.

The IQAC functions towards realisation of the goals of quality enhancement and sustenance. It develops a system for conscious, consistent and catalytic improvement in the overall performance of the institution. It is headed by the Principal and Co-ordinator is appointed from among the teachers. one (1) member from the management, Three (3) nominated members from local society, Students' council and Alumni Association, four (4) Senior

administrative officers and 4 teachers and President of Parents forum are included in the cell.

File Description	Documents
Paste link for additional information	NA
Link to Organogram of the Institution webpage	NA
Upload any additional information	**No File Uploaded**

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**C. Any 2 of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user interfaces	**No File Uploaded**
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

1. Contributory Provident Fund: All confirmed employees are entitled to the benefits of Contributory Provident Fund. CPF is paid at the time of retirement, resignation or termination of service within one or two months.

2. Employees Provident Fund: All confirmed are entitled to the benefits of EPF and the contribution of the employee and College shall be 12% and 13% each and an employee can claim EPF as per the provisions of EPF. EPF was implement from 1st January 2020.

3. Maternity and Paternity Leave: Maternity leave is granted for sixty days with full pay and paternity leave is granted for 7 days.

4. Teachers and Non-Teaching staff are provided with 50% discount in the admission fee for College Gym.

5. One child of a Teacher and Non-teaching staff is entitled for free admission in the College.

6. Non-Teaching staff are provided with 50% discount in the admission fee for College Gym.

7.Free Medical Facilities are provided to both Teachers and Non-teaching staff in the College medical room.

8. Leave Encashment: An amount of money is provided to all the teachers and non-teaching staff at the end of the years in exchange for a period of casual leave not availed by an employee.

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

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

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

0

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

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

1

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	View File
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

19

File Description	Documents
IQAC report summary	**No File Uploaded**
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 of the institution is mainly based on the Students Feedback and the Results of the students in the end semester examination under Nagaland University.

The students feedback is the backbone in reviewing employee's performance and overall contribution to the Institution. It evaluates the skills, achievements and growth or lack thereof of the employees. This assessment is conducted annually, the criteria for assessment are;

1   PUNCTUALITY IN THE CLASS

2   REGULARITY IN TAKING CLASS

3   COMPLETES SYLLABUS OF THE COURSE IN TIME

4   SCHEDULED ORGANIZATION OF ASSIGNMENTS/CLASS TESTS/QUIZZES/SEM

5   MAKES ALTERNATE ARRANGEMENT OF CLASS IN HIS/HER ABSENCE

6   FOCUS ON SYLLABI

7   COMMUNICATION SKILLS

8   TEACHING THE SUBJECT MATTER

9   DELIVERY OF STRUCTURED LECTURE

10   SKILL OF LINKING SUBJECT TO LIFE EXPERIENCE & CREATING INTERE SUBJECT

11   USE OF INNOVATIVE TEACHING METHODS

12   SHARES THE ANSWERS OF CLASS TEST OR SESSIONAL TEST QUESTIONS CONDUCTING THE CLASS TEST/SESSIONAL TESTS

13   HELPS STUDENT IN PROVIDING STUDY MATERIAL WHICH IS NOT READIL TEXT BOOKS

14	HELPS STUDENTS FACING PHYSICAL, EMOTION L AND LEARNING CHALLE
15	HELPS STUDENTS IN REALIZING THEIR STRENGTHS AND DEVELOPEMENTA
16	CONTROL MECHANISM IN EFFECTIVELY CONDUCTING THE CLASS
17	STUDENT' PARTICIPATION IN THE CLASS
18	SKILLS OF ADDRESSING INAPPROPRIATE BEHAVIOUR OF STUDENT
19	TENDENCY OF INVITING OPINION AND QUESTION ON SUBJECT MATTER F
20	ACTS AS A ROLE MODEL

The Rating for each criteria is given below

POOR:0 to 1.4
FAIR:1.5 to 2.4
GOOD:2.5 to 3.4
VERY GOOD:3.5 to 4.4
EXCELLENT:4.5 to 5

The second category of performance appraisal of the employees is through the number of students graduating from each department and the number of toppers the departments produce. The departments producing toppers in the Nagaland University Final semester examinations are awarded with a monetary acknowledgement of Rs.1000/- to each teacher and Rs. 2000/- to the Head of department. The above mentioned categories (students' feedback and Results in Final Semester) are taken into account during promotion process of a teacher.

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

6.4 - Financial Management and Resource Mobilization

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

The Balance Sheet for Income and Expenditure Account and Receipts of Payment Account of the college are externally audited annually by Chartered Accountants, while the Model Christian College Students'

Council account (Income and expenditures) is internally audited annually by auditors appointed by the Dean of Students Welfare.

Balance Sheet and Income and Expenditure Account and Receipts and Payment Account Audit 2020-2021

Year	Balance Sheet		Income	Expenditures	Receipts		Pa
	Liabilities (in Rs)	Assets (in Rs)	(In Rs)	(In Rs)	(In Rs)		(:
2020-21	484,402.00	484,402.00	846,856.00	846,856.00	1,206,468		1

Model Christian college Students' Council Audit report 2020-21

Year	Income (INR)	Expenditures (INR)	Balance (INR)	Auditors	
2020-21	84,050.00	76,450.00	7,600.00	1. Mr. Kedozoli 2. Dr. Mhabemo (3. Ms. Vizono K	

File Description	Documents
Paste link for additional information	NA
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)

150000

File Description	Documents
Annual statements of accounts	View File
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

Bulk of resources to run the college is generated through donations, sponsorship and fund raising activities. It is optimally utilised towards the overall development of the institution. The resources are utilised based on two categories.

 1. On Activities of the Society and 2. On Administrative Activities

   1. Activities of the society; the items in this category includes;

   1. Promotion of higher education
   2. Faculty enrichment
   3. Sponsorship of college fees
   4. Students support
   5. College activities (competitions)
   6. Career guidance programme
   7. Contribution to Model Christian College.

The average amount released in the last four years towards the activities of the society is INR 6,40,369.90

2. Administrative activities: the items in this category includes

   1. Salary and Honorarium
   2. Printing and stationery
   3. Postage and courier
   4. Electricity and water
   5. Travelling and Conveyance
   6. Meeting expenses
   7. Repair and Maintenance
   8. Office Maintenance
   9. Miscellaneous expenses Audit fees

10. Depreciation

The average amount released in the last four years towards administrative activities is INR 231,132.00

All funds are released under the authorisation of the President of the Ariicho Society for Human Transformation and Research. Resources are also released under the authorization and direction of the Managing Director to meet any unforeseen expenditure.

File Description	Documents
Paste link for additional information	[NA](NA)
Upload any additional information	No File Uploaded

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 with the aim to ensure a system for conscious, consistent and catalytic improvement in the overall performance of the institutions has institutionalized the following two practices.

1. Student feedback
2. Faculty development programme.

1. Student feedback: Student feedback is a mechanism where all the students in the college review, assess and rate the performance of all the teachers. These feedback forms are collected annually under the direction of the IQAC Co-ordinator tabulated and placed before the Principal, Who then reviews the feedback of every teacher. The principal then releases the feedback to the respective teachers.

The students are directed to rate the teachers on a scale of 0-5 on the following criteria;

1   PUNCTUALITY IN THE CLASS

2   REGULARITY IN TAKING CLASS

3   COMPLETES SYLLABUS OF THE COURSE IN TIME

4   SCHEDULED ORGANIZATION OF ASSIGNMENTS/CLASS TESTS/QUIZZES/SEM

5   MAKES ALTERNATE ARRANGEMENT OF CLASS IN HIS/HER ABSENCE

6	FOCUS ON SYLLABI
7	COMMUNICATION SKILLS
8	TEACHING THE SUBJECT MATTER
9	DELIVERY OF STRUCTURED LECTURE
10	SKILL OF LINKING SUBJECT TO LIFE EXPERIENCE & CREATING INTERE SUBJECT
11	USE OF INNOVATIVE TEACHING METHODS
12	SHARES THE ANSWERS OF CLASS TEST OR SESSIONAL TEST QUESTIONS CONDUCTING THE CLASS TEST/SESSIONAL TESTS
13	HELPS STUDENT IN PROVIDING STUDY MATERIAL WHICH IS NOT READIL TEXT BOOKS
14	HELPS STUDENTS FACING PHYSICAL, EMOTION L AND LEARNING CHALLE
15	HELPS STUDENTS IN REALIZING THEIR STRENGTHS AND DEVELOPEMENTA
16	CONTROL MECHANISM IN EFFECTIVELY CONDUCTING THE CLASS
17	STUDENT' PARTICIPATION IN THE CLASS
18	SKILLS OF ADDRESSING INAPPROPRIATE BEHAVIOUR OF STUDENT
19	TENDENCY OF INVITING OPINION AND QUESTION ON SUBJECT MATTER F
20	ACTS AS A ROLE MODEL

The Rating for each criteria is given below:

POOR: 0 to 1.4
FAIR: 1.5 to 2.4
GOOD: 2.5 to 3.4
VERY GOOD: 3.5 to 4.4
EXCELLENT: 4.5 to 5

2. Faculty development programme: To ensure that the students receive quality education, The IQAC conducts regular faculty development programmes. The IQAC have conducted a series of programmes which aim at enhancing the efficiency of the teachers as well as preparing them to address the issues challenging the overall growth of the students.

- A demonstration class on usage of Classrooms.reevtech app for online teaching was conducted on 1st June 2020.
- The departments are also encouraged to conduct webinars/ seminars / Workshops etc. and as per the directive of the IQAC, the departments conduct webinars.

While professional development and efficiency of the Faculty is very

important, the social, mental and emotional aspects of the faculty
are also given equal importance. In order to cater to the abstract
qualities of the faculty, the following initiatives are
institutionalized;

1. Creation of an employee's lounge.
2. Organising Faculty picnic or day out every year.
3. Counselling for both faculty and students
4. Medical room
5. Sanitary pads vending machine

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

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

Two institutional reviews and implementation of teaching learning
reforms facilitated by the IQAC are: (i) Feedback mechanism (ii)
Teaching and learning reforms

The feedback mechanism in the institution includes (i) teaching
faculty feedback on the teaching, learning evaluation and research,
infrastructures and governance (ii) students feedback on individual
teachers (iii) exit questionnaire for the final year students (iv)
parents/guardian feedback. These feedback forms are collected
annually under the direction of the IQAC Co-ordinator tabulated and
placed before the Principal and college Management. For the
student's feedback on teachers, students were selected depending on
their subject combinations. The student's identity is not revealed
and after statistically analysed and tabulated an action taken

report is prepared which is then communicated to the concerned teachers. In case of a feedback below the minimum standard prescribed in their feedback form, the Principal personally interacts with the teacher and ascertains the reason in a constructive manner in areas of improvement. The parent's feedback are collected during the parents/guardian meeting forum which is held every year in the college. Through personal interaction with the parents/guardians the college ascertains their opinion, understand their problems and try to provide with possible remedies. Teacher's feedback are collected during meetings with the management from time to time. The feedbacks are discussed and pointed in areas that needed the most help.

- Teaching and learning reform takes place by evaluating students' interactions in classroom, participation in extracurricular activities, and their performance in internal assessment and end semester examination. The extracurricular activities organised by the college help the students to have firsthand information on diverse areas. Activities such as quiz competitions, debates, essay writing, painting, singing, slogan writing and cultural activities. DAAD (Departmental Academic Activity Day) conducted by each Department in which the students participate for the purpose of gaining academic advantages. Apart from the usage of ICT enabled tools such as computers and Projectors (LED), the college also has signed an MOU with REEV Classrooms that enables digital learning platform for the transaction of classes through online during the pandemic.

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

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://drive.google.com/uc?export=view&id=1vGoULSP0I4aIDYVoi6IIsD_bNJgqQXnC
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	**No File Uploaded**

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

Model Christian College has been persistent for the promotion of gender equity since its establishment. The college has cells and committees like Anti-Ragging Cell, Anti-sexual Harassment Cell and Women Cell. These cells and committees look into the grievances of the students related to gender based issues. Grievance Redressal Committee for employees and Grievance Redressal Committee for students are formed and headed by the Managing Director to ensure that there is no act/practice of sexual discrimination and harassment in the institution at large. Apart from cells and committees, the college installed sanitary napkin vending and disposal machines for providing easy access to sanitary napkins and allow for quick disposal which is environmental friendly. The college has two separate ladies common room. It also organise seminar and events for observation and promotion of gender equity. The Women Cell held International Women's Day on 8th March 2021 on the theme "Choose to Challenge". A national webinar was held on "Gender sensitization -A step towards social reconstruction" organized by the Education Department with resource person Dr. Ananya Ghosh, Asst. Prof. Amity University, Noida on 6th March 2021. The Department of History celebrated International Day of the Girl Child, on the theme "Digital Generation, our generation" on 11th october 2021. The Sociology Department conducted a national webinar on the topic "Creating human rights culture and the role of society therein in the 21st centuary" with resource person Mr. Kezhokhoto Savi, Asst. Professor, Kohima Law College and President Nagaland Voluntary Consumer Organisation and President of Rotary Club Kohima on 17th November 2021.

File Description	Documents
Annual gender sensitization action plan	NA
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	NA

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	View File

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

-Waste generated in the college are due to institutional activities, hence these wastes fall under municipal solid waste.

- These solid waste consist of papers in large quantity, plastic in lesser quantity, moderate amount of organic matter, metals and glass in lesser quantities.

-Plastic disposable cups and bottles being banned in the college campus contributes to lesser plastic waste.

- Radioactive waste are not generated during practical classes in the laboratory.

- The solid waste are being collected every day and being kept at the collection site within the college campus, ready to be disposed of.

- Municipal solid waste pickup trucks comes twice every week for garbage collection.

-These solid waste are taken to the municipal solid waste management plan for treatment.

- Almost no bio-medical waste is being generated in the institution.

-The NSS and the Eco club organise social work and cleanliness drive in and around the campus every year.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	NA
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	**A. Any 4 or all 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	**B. Any 3 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	**D. Any 1 of the above**

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3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

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

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

C. Any 2 of the above

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

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

Human Values and Professional Ethics

Measures for equal opportunities

Model Christian College has implemented several measures to make the college an inclusive campus.

1. Model Christian College strictly follows the reservation policies laid out by the Government of India for admissions of students. Seat reservation category is formulated for all categories (ST=90%, SC=5%, OBC=2%, GENERAL=2% and others=1%). Appointments of teaching and non-teaching staff are made advertisement in local dailies and college website making an equal opportunity to participate.

2. To provide opportunity for orphans from recognised orphanages to avail higher education at the undergraduate level so that they realise their dreams and obtain employment for enhancing their quality of life. Two orphans are enrolled every year to the first semester of any programme on first come first basis. For availing the Scholarship, the candidate is required to submit a Certificate from the Orphanage where he/she resides. In an academic year, six orphans benefit from the Scholarship.

3. Mentor-mentee meetings are held regularly and students are encouraged to share their problems academic or personal grievances with their mentors.

Promotion of diversity and inclusivity

Model Christian College promotes cultural plurality and inclusivity on campus. In an effort to unite all cultures, events are organised to promote cultural diversity. Some of the events organised by college are:

1. The college organises an Inter-collegiate talent hunt "PHOENIX" with the main objective to conceptualize and provide a platform for the students to showcase their talents. The college conducted its first Inter-Collegiate Talent Hunt "PHOENIX" under the theme, "Eclectic Effervescent Effulgent" on 3 August 2019. The winners were awarded cash prizes: First Rs.15, 000, Second- Rs.10, 000, Third – Rs.5000 and five consolation prizes of Rs. 1000 each. The "PHOENIX" event henceforth will be conducted annually. A total of (13) thirteen colleges took part in the event.

2. Departmental Academic Activity Day (DAAD), which is an annual event of the college, is actively pursued to impart knowledge and skill enrichment Programme.

3. The Cultural Club organise "Cultural Day" an event which provides students and staff an opportunity to showcase their cultural identities in the College in the form of cultural dances, ethnic wears, folk songs of different communities etc. During the cultural day event every student, staff and faculty comes with his/her rich cultural attires.

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

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

Model Christian College has been committed to educating the students as constitutionally aware citizens sensitized to their Fundamental Rights and Duties. Various programmes and activities were organised both by departments as well as clubs, cells, committees and council.

1. The Department of Political Science conducted a seminar on 75th Years of India's Independence with the theme, " Indian Freedom struggle life Journey, Philosophy of Mahatma Gandhi and Subhash Chandra Bose " with Resource person Miss Ketuniphre E Gwirie, Asst. Prof. MCC and Mr. John Makhabo, Director I/C NYKS, Nagaland, with the Theme " Role of Youth in Nation Building on 24th March 2021.

2. Literary Club in collaboaration with NSS conducted Essay Competitipn under aegis of the Minority of Education, GOI pertaining to its Celebration of India's 75th year of Independence. Theme "Inspiration of Indian Freedom Fighter" on   22nd March2021.

3. The Department of Political Science conducted a National Webinar on "Influence of Church on Politics in Nagaland", with resource person Rev. Dr. Zelhou Keyho, General Secy. NBCC (Nagaland Baptist Church Council on 9th March 2021

4. MCC NCC unit made a short video clip on theme "Fitness and Health under "Fit India" campaign on 24th September 2020

5. MCC NCC unit participated in Indian Independence Day with Quotes and Articles, organized by the 24 Nagaland (i) Coy on 15th August 2020

6. MCC participated in the poster campaign organized by the Saki One Stop on the theme "What Freedom Means to Us"on 15 August 2020

7. MCC Sociology Department conducted a national webinar on the topic "Creating Human Rights Culture and the Role of Society therein in the 21st centuary" with resource person Mr. kezhokhoto Savi, Asst. Professor, Kohima Law College and President Nagaland Voluntary Consumer Organisation and President of Rotary Club Kohima on 17th November 2021.

8. MCC held a literary day on the theme "kaleidoscope" with special guest Mr. Toshi O. Longkumer, Advocate, Guwahati High Court, and Author of the book "The overthinking Parrot"on 6th November 2021.

9. The Department of History celebrated International Day of the Girl Child, on the theme " Digital Generation, our generation" on 11th October 2021

10. The NSS club conducted a painting competition in celebration of 75th India independence, on the theme "A Tribute to our Fallen Heroes" on 12th August 2021.

11. The Department of Sociology conducted an essay competition on World Mental Health Day on the theme "Mental Health in the Naga Society "on 9th October 2021.

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

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

Commemorating days, events and festivals of national importance honours the great heritage of India. Recognising the momentous contributions of historical figures to freedom and justice, likewise, inspires the youth. Model Christian College observes several nationally and internationally significant occasions to educate our students on the history, traditions and practices of India in engaging and participatory ways. Some of the events that is celebrated for national and international commemorative days and events for the year include:

1. Model Christian College Women Cell organised and celebrated International Women's Day on 8th March 2021 under the theme "Choose to Challenge". An online campaign on "I Choose to Challenge" was initiated to teachers and students to participate by raising right hand committing to choose and fight inequality.

2. Model Christian College participated in the virtual poster campaign organized by the Saki One Stop centre on the theme "What Freedom Means to Us" on Independence Day, 15 August 2020

3. Model Christian College NCC unit participated in Indian Independence Day with Quotes and Articles, organised by the 24 Nagaland (i) Coy on 15th August 2020

4. Model Christian College Evangelical Union conducted Advent Christmas on 7th December 2020.

5. On 75th India Independence Day celebration, an essay competition was organized on the topic "Inspirations of Indian Freedom Fighter" jointly organized by Model Christian College National Service Scheme (NSS) in collaboration with Literary club MCC under the aegis of the Ministry of Information and Broadcasting and Ministry of Education, Govt. of India, New Delhi on 22nd March 2021

6. NSS club conducted a painting competition in celebration of 75th India independence, on the theme "A tribute to our fallen heroes" on 12th August 2021.

7. The Department of Sociology conducted an essay competition on world mental health day on the theme "Mental Health in the Naga Society" on 9th October 2021.

8. MCC Department of History celebrated International Day of the Girl child, on the theme "Digital Generation, our Generation" on 11th October 2021.

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9. MCC conducted a Pre-Christmas celebration 25th November 2021.

10. World Environment Day was conducted on 5th June 2020. The Eco club held painting and slogan competitions.

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

7.2 - Best Practices

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

Best Practice 1 Full Scholarship for Orphans

Objectives of the Practice:

To provide opportunity for orphans from recognised orphanages to avail higher education at the undergraduate level so that they realise their dreams and obtain employment for enhancing their quality of life.

The Context:

Extension service is one of the extracurricular activities of the College. One of the extension services is visit to orphanages. Visit to orphanages inspired the College to offer full scholarship to two orphans from any recognised orphanage in Nagaland.

The Practice:

The practice is advertised in the local newspapers and social media. Orphanages are contacted and informed about it. The Scholarship is for the entire undergraduate programmes. Two orphans are enrolled every year to the first semester of any programme on first come first basis. For availing the Scholarship, the candidate is required to submit a Certificate from the Orphanage where he/she resides. In an academic year, six orphans benefit from the Scholarship. The College keeps in touch with the orphanages of the beneficiaries.

Evidence of success:

The College initiated this practice in the year 2018. It enrolled not two but three orphans for the year. It already experiences the transformation in the lives of the enrolled orphans as evidenced in their hard work and dedication in academics or overall performance. The College is hopeful that these students will grow up to be leaders, be prosperous in their lives and be a guiding force in their communities.

Problems encountered and resources required:

The College would like to enroll more orphans but lack of hostel facility has been a hindrance to this practice. Besides, there are years when there are no orphans from any orphanage for undergraduate study.

Best Practice 2 Inter-collegiate talent hunt "PHOENIX"

Objectives of the Practice:

Phoenix is an inter-collegiate talent hunt which has been conceptualized to provide a platform for the students to showcase their talents. The event will help students to learn communication and social skills, allowing them to be creative and think out of the box. The event will witness students in any creative field such as singing, mimicry, dance, flash art, magic show, stand-up comedy, cosplay and other areas. The event will be conducted every year in August month.

The Context:

Naga youth and students have creative and artistic talents, but the need is to explore and invest in their creative abilities which can be achieved through platforms of exhibitions on creative arts that can help their inner creative spirits. The main context of organizing "PHOENIX" an Inter-Collegiate Talent Hunt is to provide a

platform and to pave way for the students to promote and create ways for a better sense of awareness and appreciation of their inherent talents and values.

The Practice:

The flyer of the "PHOENIX" event is distributed to every college in Nagaland. The concept note of the event is presented in the flyer. Events of any creative fields such as singing, mimicry, dance, flash art, magic show, stand-up comedy, cosplay and any other fields are showcased. The event also has panel of judges, who are professionals in various field of

Art, Culture and Literature. The college conducted its first Inter-Collegiate Talent Hunt "PHOENIX" under the theme, "Eclectic Effervescent Effulgent" on 3 August 2019. The "PHOENIX" talent hunt winners were awarded cash prizes: First- Rs.15,000, Second- Rs.10,000, Third – Rs.5000 and five consolation prizes of Rs. 1000 each. The "PHOENIX" event henceforth will be conducted annually.

Evidence of success:

The college hosted its first inter-collegiate talent hunt "PHOENIX" under the theme "Eclectic Effervescent Effulgent" on 3 August 2019. A total of (13) thirteen colleges took part in the event. Various performances such as Singing, Dance, Instrumental Pieces and Mimicry were showcased. The event was a grand success. By promoting such talent hunt, the college creates way for the students in achieving success through pursuing their talents.

Problems encountered and resources required:

The event was a grand success, however organizing such a big event is always a challenge for the organizing committee. Some of the notable problems and challenges encountered are:

1. Lack of sponsorship

2. Less participants from districts other than Kohima

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

Model Christian College believes in the all-round development of the students. The motto of the college 'Educate, Inspire and Transform' act as a guiding light towards achieving its goal. The college has made some significant contribution and performed exceedingly well in providing services to the students according to the capacity of the College. Here are some highlights of the steps taken by the Management of the Institution in ensuring the all-round development of the students during the current year.

Despite the global COVID-19 pandemic where online learning education have become a panacea for this unprecedented global pandemic challenges are posed to both educators and the learners. The college signed an MOU with M/s Reev Technologies, Kolkata, on June 1st 2020 for a period of 5 years (FIVE YEARS) beginning from 01/06/2020 and ending on 31/12/2025. Reev Technologies features includes Parents teachers mobile application, teachers, students & Admin web portal, college website, online class streaming and recorded classes,teachers routine setting,online fees payment gateway integration from web and parents mobile app. Despite the hindrances in online mode of teaching and learning the college made an easy access to teachers and students by providing an ease mode of platform sticking to its preamble on quality education. The college has an academic excellence despite the global pandemic producing a 100% pass percentage from both arts and science stream.

The college produced two (2) toppers from Nagaland University U.G exam for 2020.

Miss Keleneile Zecho, Dept. of Zoology (CGPA 6.64) and Miss Lothono Sale, Dept. Of Geology (CGPA 6.39). The college produced two (2) toppers from Nagaland University U.G exam for 2021. Mr Salhouvi Rutsa of Geology Department (CGPA 6.12) and Miss Mochoyia L Kriichena of Botany Department (CGPA 6.84).

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

7.3.2 - Plan of action for the next academic year

1. PARTING SOCIAL

2. BOOK KEEPING WORKSHOP

3. CULTURAL DAY CELEBRATION

4. WEBINAR TO BE CONDUCTED BY THE COLLEGE AND BY EVERY DEPARTMENTS