



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution

Tura Government College

- Name of the Head of the institution **Terence D Marak**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **03651-222379**
- Mobile No: **8794713452**
- Registered e-mail **tgcprincipal@gmail.com**
- Alternate e-mail **principal.tgc-meg@gov.in**
- Address **Tura Government College**
- City/Town **Tura**
- State/UT **Meghalaya**
- Pin Code **794001**

2.Institutional status

- Type of Institution **Co-education**
- Location **Urban**
- Financial Status **UGC 2f and 12(B)**

- Name of the Affiliating University **North Eastern Hill University**
- Name of the IQAC Coordinator **Tejan A Momin**
- Phone No. **8416091197**
- Alternate phone No. **9436114662**
- Mobile **8416091197**
- IQAC e-mail address **iqactgc@gmail.com**
- Alternate e-mail address **tejanmomin@gmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year))

<https://tgctura.edu.in/sites/default/files/MLCOGN102046.pdf>

4. Whether Academic Calendar prepared during the year?

Yes

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

<https://tgctura.edu.in/sites/default/files/Academic%20Calander%202021-2022.pdf>

5. Accreditation Details

| Cycle | Grade | CGPA | Year of Accreditation | Validity from | Validity to |
|----------------|-----------|-------------|-----------------------|-------------------|-------------------|
| Cycle 1 | B+ | 2.53 | 2022 | 28/06/2022 | 27/06/2027 |

6. Date of Establishment of IQAC

12/07/2011

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 1 | Equity Initiatives | RUSA | 2017 | Rs. 12,50,000 |
| Institutional 1 | Equity Initiatives | RUSA | 2019 | Rs. 6,41,025 |

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

[View File](#)

9.No. of IQAC meetings held during the year 2

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

- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

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

- If yes, mention the amount

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

1. NAAC Accreditation. B+ with CGPA 2.53

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 |
|--------------------|--|
| NAAC Accreditation | Received NAAC accreditation on June 28, 2022 |

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

- Name of the statutory body

| Name | Date of meeting(s) |
|------|--------------------|
| Nil | Nil |

14.Whether institutional data submitted to AISHE

Part A

Data of the Institution

| | |
|--|--------------------------------------|
| 1.Name of the Institution | Tura Government College |
| • Name of the Head of the institution | Terence D Marak |
| • Designation | Principal |
| • Does the institution function from its own campus? | Yes |
| • Phone no./Alternate phone no. | 03651-222379 |
| • Mobile No: | 8794713452 |
| • Registered e-mail | tgcprincipal@gmail.com |
| • Alternate e-mail | principal.tgc-meg@gov.in |
| • Address | Tura Government College |
| • City/Town | Tura |
| • State/UT | Meghalaya |
| • Pin Code | 794001 |
| 2.Institutional status | |
| • Type of Institution | Co-education |
| • Location | Urban |
| • Financial Status | UGC 2f and 12(B) |
| • Name of the Affiliating University | North Eastern Hill University |
| • Name of the IQAC Coordinator | Tejan A Momin |
| • Phone No. | 8416091197 |
| • Alternate phone No. | 9436114662 |

| | | | | | |
|--|---|----------------|-----------------------------|---------------|-------------|
| • Mobile | 8416091197 | | | | |
| • IQAC e-mail address | iqactgc@gmail.com | | | | |
| • Alternate e-mail address | tejanmomin@gmail.com | | | | |
| 3.Website address (Web link of the AQAR (Previous Academic Year) | https://tgctura.edu.in/sites/default/files/MLCOGN102046.pdf | | | | |
| 4.Whether Academic Calendar prepared during the year? | Yes | | | | |
| • if yes, whether it is uploaded in the Institutional website Web link: | https://tgctura.edu.in/sites/default/files/Academic%20Calander%202021-2022.pdf | | | | |
| 5.Accreditation Details | | | | | |
| Cycle | Grade | CGPA | Year of Accreditation | Validity from | Validity to |
| Cycle 1 | B+ | 2.53 | 2022 | 28/06/2022 | 27/06/2027 |
| 6.Date of Establishment of IQAC | | | 12/07/2011 | | |
| 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 | Equity Initiatives | RUSA | 2017 | Rs. 12,50,000 | |
| Institutional | Equity Initiatives | RUSA | 2019 | Rs. 6,41,025 | |
| 8.Whether composition of IQAC as per latest NAAC guidelines | | | Yes | | |
| • Upload latest notification of formation of IQAC | | | View File | | |
| 9.No. of IQAC meetings held during the year | | | 2 | | |
| • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional | | | Yes | | |

| | |
|--|--|
| website? | |
| <ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report | View File |
| 10. Whether IQAC received funding from any of the funding agency to support its activities during the year? | No |
| <ul style="list-style-type: none"> If yes, mention the amount | |
| 11. Significant contributions made by IQAC during the current year (maximum five bullets) | |
| 1. NAAC Accreditation. B+ with CGPA 2.53 | |
| 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 |
| NAAC Accreditation | Received NAAC accreditation on June 28, 2022 |
| 13. Whether the AQAR was placed before statutory body? | No |
| <ul style="list-style-type: none"> Name of the statutory body | |
| Name | Date of meeting(s) |
| Nil | Nil |
| 14. Whether institutional data submitted to AISHE | |
| Year | Date of Submission |
| 2020-2021 | 27/02/2022 |
| 15. Multidisciplinary / interdisciplinary | |
| As per National Educational Policy 2020, the College is preparing to have more of multi-disciplinary subjects, as it tries to identify the programme learning outcome along with courses and unit learning outcome that define the specific knowledge, skills, | |

attitudes and values. The college is planning to integrate Bachelor of Education (B.Ed) with Arts, Science and Commerce Streams.

16.Academic bank of credits (ABC):

Regarding the implementation of Academic Bank Credits, the institution has to wait for the academic council to give a green signal. The pedagogical approach of the institution is student's centric where the faculties' pedagogical approaches are constructivist, inquiry-based, reflective, collaborative and integrative. Summative and Formative assessments and assignments are used to evaluate the Students learning outcome

17.Skill development:

The vision of the college is promoting Value-Based Quality Education, the college celebrates National festivals like Independence Day and Republic Day and observing various programmes like World Aids Day, Environment Day etc. Mentoring students is practiced to enable students to explore future employment pathways after graduation. The College plan to provide vocational courses in order to eliminate dropout to promote skill development. Proposal to collaborate faculties from vocational institutions to provide vocational skills and trainings.

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

The college offers various Indian languages like Garo, Assamese and Bengali subjects in degree courses. Preservation and promoting of languages is one of the target of the College in future.

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

The College prepares students to acquire positive attitude and other qualities which will lead to a successful life. To interpret, analyze, evaluate and develop responsibility and effective citizenship is one of the programme outcomes of the students.

20.Distance education/online education:

The College will offer vocational course through ODL mode in due course of time. Keeping in view the convenience of the student, the various technological tools used by the faculties especially during the pandemic lockdown like Google Classroom, Zoom, Google Meet, using videos as teaching and learning aids, group

collaboration, interaction and assignment and revision as well as the assessments have been conducted are some of the institutional efforts towards blended learning. As the College is preparing for the implementation of NEP, 2020 and to achieve GER of 50% in higher education by the year 2035, it can be mentioned that the GER of college is 0.58% in the year 2020 which is below the national average. So in order to overcome the challenges, the following Quality (GER Parameters) can be adopted: 1. Participation in Subjects of Studies/Streams. 2. Responsiveness of College to quality-enhancing processes. 3. Participation in External Quality Assurance-NAAC 4. Level of Financial support to Colleges 5. Level of Financial Assistance for Faculty Development. 6. Level of Research Assistance to Colleges. The College has the human and physical resources to enhance the Management Information System (MIS) through digital system for updating the quality development under the NEP, 2020.

Extended Profile

1.Programme

| | |
|--|-----|
| 1.1 | 175 |
| Number of courses offered by the institution across all programs during the year | |

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

2.Student

| | |
|------------------------------------|------|
| 2.1 | 3573 |
| Number of students during the year | |

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

| | |
|--|------|
| 2.2 | 2500 |
| Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year | |

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

| | |
|---|---------------------------|
| 2.3 | 1095 |
| Number of outgoing/ final year students during the year | |
| File Description | Documents |
| Data Template | View File |
| 3.Academic | |
| 3.1 | 79 |
| Number of full time teachers during the year | |
| File Description | Documents |
| Data Template | View File |
| 3.2 | 86 |
| Number of Sanctioned posts during the year | |
| File Description | Documents |
| Data Template | View File |
| 4.Institution | |
| 4.1 | 25 |
| Total number of Classrooms and Seminar halls | |
| 4.2 | 31.57 |
| Total expenditure excluding salary during the year (INR in lakhs) | |
| 4.3 | 39 |
| Total number of computers on campus for academic purposes | |

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

In order to ensure effective implementation and timely delivery of

the curriculum as prescribed by the University, the institution has taken the following measures in a planned manner.

1. Syllabus of each subjects offered in the College has been uploaded in the College website and a copy is also made available to concern department.
2. Topic/unit contain in the syllabus is distributed among the teachers in the department (i.e Syllabus Distribution).This is documented by a well maintained teaching plans which is prepared by all the concern teachers and their delivery processes is being recorded in each teachers activity again through a well maintained daily reports. The teaching plans are uploaded in the College website and the daily report is submitted to IQAC).
3. Departmental time table is prepared by concern department based on the master time table and uploaded to college website.
4. HODs of the concerned department oversee the implementation of the entire plan by holding departmental meetings at regular intervals, thereby reviewing the progress in implementation of the curriculum.

| File Description | Documents |
|-------------------------------------|---|
| Upload relevant supporting document | View File |
| Link for Additional information | https://tgctura.edu.in/sites/default/files/Timetable%20and%20Teaching%20Plan%202021-2022.pdf |

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

Since the college is affiliated to North Eastern Hill University, the college follows the academic calendar of the University for undergraduate courses. The University has given a well-defined timeline for the completion of the courses, and it is mandated on the college to complete the syllabus in time for the end semester examinations. Since the University has given some flexibility in its approach for conduct of CIE, so the college through the respective department of the three stream have their separate routine to conduct IA and these IA are conducted in regular interval and these IA marks are finally submitted to the university on its demand, this earned marks finally are then

reflected in their final markings by the university and the degrees are hence awarded at the completion of the course.

Beside IA, regular mentoring, continuous evaluation, seminar presentations, group discussions etc are also some of the methods adopted by the college to complement CIE on a daily basis by way of understanding their difficulties and weaknesses; these are addressed from time to time to iron out the difficulties.

| File Description | Documents |
|--------------------------------------|---|
| Upload relevant supporting documents | View File |
| Link for Additional information | https://tgctura.edu.in/sites/default/files/Academic%20Calander%202021-2022.pdf |

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

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Minutes of relevant Academic Council/ BOS meetings | View File |
| 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)

0

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

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

0

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

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| Details of the students enrolled in Subjects related to certificate/Add-on programs | View File |

1.3 - Curriculum Enrichment

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

The cross cutting issues such as Gender, environmental and sustainability, human values and professional ethics are well

integrated in to the curriculum by the affiliating university:

1. The affiliating university has introduced a compulsory subject 'Environmental Studies' in all the Programme ie. BA, BSC and BCom.
2. In addition to EVS, for5thSemester Botany and Chemistry Honours, there is a unit containing topics relating to the environmental problems etc.
3. In Political Science there is a unit on Human rights to address the issues.
4. In History honours there are topics related to Human rights and Gender issues.

In addition to above, the Institution also makes its own efforts to address the cross cutting issues such as Gender, environmental and sustainability, human values and professional ethics by holding different programme and activities.

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

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

1

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Programme / Curriculum/ Syllabus of the courses | View File |
| 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

23

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| 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

B. Any 3 of the above

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

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

C. Feedback collected and analyzed

| File Description | Documents |
|-----------------------------------|---|
| Upload any additional information | View File |
| URL for feedback report | https://tgctura.edu.in/sites/default/files/Feedback%20Report%202021-2022.pdf |

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1620

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Institutional data in prescribed format | View File |

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

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

1547

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

2.2 - Catering to Student Diversity

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

Regardless of merit, caste, gender, or reservation, the institution must accept all applicants because it is a government-run institution. Following the set standards and procedures, candidates are chosen and interviewed for admission to the university. Initial evaluations of students are based on their performance in the 10+2 board examinations, as well as on written examinations given by the department concerned and in-person interviews to verify credentials and assess knowledge levels. There are numerous techniques for teachers to keep tabs on both fast and slow learners. One is by looking at their 10+2 exam percentages, where the first and second divisions are labelled as advanced learners while the third division is labelled as slow learners.

According to special programmes for slow learners, a variety of factors, including social, economic, and financial ones, have been found to contribute to students' poor performance. Slow learners are given extra attention, as well as motivation and encouragement to improve their shortcomings. They are encouraged to attend symposiums, workshops, and seminars.

Advanced students are encouraged to maintain their high levels of performance. Seminars, workshops, talks, film screenings, symposiums, soft skill programmes, field trips, excursions, and other extracurricular activities help advanced students meet their educational needs. Special workshops are also held to help students improve their practical abilities.

| File Description | Documents |
|-----------------------------------|---|
| Link for additional Information | https://tgctura.edu.in/programmes-advanced-learners-and-slow-learners |
| Upload any additional information | View File |

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

| | |
|--------------------|--------------------|
| Number of Students | Number of Teachers |
| 3573 | 79 |

| 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 faculty works hard to help students realise their full potential and grow as leaders. The college focuses on student-centered approaches to improving students' lifelong learning abilities. Its faculty members work tirelessly to make learning more interactive. The institution promotes experiential learning by allowing students to participate in study tours, local field trips, exposure trips, various workshops and seminars, hands-on training, and other activities organised on and off campus.

In science classes, experimental methods are used to familiarise students with facts through direct experience. Students are also encouraged to take part in group discussions, role-playing exercises, and other activities. To supplement their learning experience, departments organise student seminars that include discussions and question-and-answer sessions. The institution also assigns students tasks that teach them problem-solving skills. The lecture method allows the teacher to interpret, analyse, and explain the topic's content. The white board and marker pen, which are used by all faculty members, are extremely useful in this method. The institution encourages the use of LCD projectors in regular classes. Faculty members use a variety of ICT tools to facilitate learning in seminars and workshops. LCD Projectors are used by faculty members for Power Point Presentations of class lectures and discussions, and OHPs are used for slide presentations.

| File Description | Documents |
|-----------------------------------|---|
| Upload any additional information | View File |
| Link for additional information | https://tgctura.edu.in/facilities |

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

ICT is critical in facilitating teaching and learning. It has changed classroom communication methods and instructional strategies. Instead of the traditional teaching approach, ICTs have made teaching and learning interactive and collaborative. It is widely assumed that integrating ICT will assist us in making education more accessible and affordable. The increasing role of ICT in education makes education more democratic, which improves the quality of education services available to students even in the most remote corners of the country.

Tura Government College teachers all strive to make the best use of technology in their classrooms. At present four science departments i.e., Physics, Chemistry, Botany and Zoology have digitally enabled classrooms. The college promotes the use of ICT-enabled teaching, e-learning resources, and online courses in order to make the teaching-learning process more outcome-oriented and student-centric. The college also provide Wifi facilities to the students so as to improved communication between teachers and students and also to easily provide the study materials which are required for the teaching learning process. TGC faculty members use a variety of tools to for teaching and learning, such as Google classroom, Google meet, Zoom meeting, WhatsApp, projectors, and so on. Teachers distribute reading materials, short notes, and e-books via various media such as Google Classroom, E-Mail, and WhatsApp.

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | https://tgctura.edu.in/ict-academics |

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

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

2.4 - Teacher Profile and Quality

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

79

| File Description | Documents |
|--|---------------------------|
| Full time teachers and sanctioned posts for year (Data Template) | View File |
| Any additional information | View File |
| List of the faculty members authenticated by the Head of HEI | View File |

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

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

14

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

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

2.4.3.1 - Total experience of full-time teachers

1109

| 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.

Internal and external assessments are used to assess students' knowledge in various areas. Internal evaluation of student learning outcomes includes an assessment of knowledge and skills, as well as progress made in accordance with curriculum requirements.

Internal assessment is a never-ending process. Based on their performance in internal exams, faculty can identify slow and advanced learners, and students can be counselled to improve their performance. Internal assessment was incorporated into the semester system in 2015, with a 25% weighting. The Academic Calendar is used to determine dates and times. As a North Eastern Hill University affiliate institution, the institute uses the North Eastern Hill University assessment mechanism on a regular basis to examine students' academic achievement. Internal exams are worth 25 points, with promptness, sincerity, and task completion deducting 5 points. The internal test questions are developed by the subject managing faculty to include an equal number of questions from each unit covering the entire topic. The Science stream has departmental practical examinations. Attendance and performance are among the factors used to grade the practical examination. Internal examination results are posted on the Departmental bulletin board and saved in softcopy for future reference.

| File Description | Documents |
|---------------------------------|---|
| Any additional information | View File |
| Link for additional information | https://tgctura.edu.in/internal-assessment |

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

Exams are an important part of the higher education process and are required to provide students with accurate grades. Tura Government College is a North Eastern Hill University-affiliated college, so it follows the university's examination criteria. Internal assessment and external or end-of-semester examination are the two methods of examination used. Internal assessment is weighted at 25%, while end-of-semester is weighted at 75%. In our institution, the mechanism for dealing with examination queries is always transparent, time-bound, and efficient.

Internal Assessment is part of a broader system of continuous evaluation that includes class tests, tutorials, assignments, projects, and presentations. If a student is unhappy with the fairness of the evaluation, they will discuss it with the course instructor and go over the answer scripts for verification and justification of marks.

It is transparent, time-bound, and efficient, just like the semester examination. For student grievances, the Grievance Redressal Cell keeps a complaint/suggestion box. If students discover errors in their results, they can file a complaint with the Exam Committee, who will forward their complaint to the Principal, who will then forward it to the University.

| File Description | Documents |
|---------------------------------|---|
| Any additional information | View File |
| Link for additional information | https://tgctura.edu.in/internal-assessment |

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.

Quality improvement in education refers to a student's overall development. This necessitates a multifaceted approach to high-quality education and its effective implementation in a supportive environment. Program outcomes aid professors and students in developing a shared understanding of the purpose and goals of a course or academic programme. Tura Government College follows the program-specific curriculum of North Eastern Hill University. Program and course outcomes are stated, displayed, and communicated to teachers and students for all programmes offered

by the institution.

The programme outcomes are as follows:

- The B.Sc. programme develops the ability to analyse results and apply them to a variety of problems. To predict cause-and-effect relationships, develop a research sense.
- The Bachelor of Commerce programme is designed to prepare students for the workforce by teaching them various managerial and accounting skills that will help them advance in their careers. It also aims to strengthen their capacities in various areas of commerce and industry.
- The Bachelor of Arts degree programme seeks to develop students' social responsibility, high standards of behaviour, and communication abilities. Graduates will actively attempt to have a positive impact on their career, community, and society and will have a solid foundation in professional ethics.

| File Description | Documents |
|--|---|
| Upload any additional information | View File |
| Paste link for Additional information | https://tgctura.edu.in/sites/default/files/2.6.1%20Course%20Outcomes%20of%20TGC.pdf |
| Upload COs for all courses (exemplars from Glossary) | View File |

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

The performance of the student in the internal evaluation and the final exam determines the course's outcome. The effectiveness of a college in ensuring that students achieve general educational goals is partly assessed through the program's annual learning outcomes review process. The results of each course taken as part of a specific programme are added up for one student, and the results of all programme participants are averaged to determine the specific programme outcomes. The entry of students into higher education institutions, whether in India or abroad, is used to gauge success in the graduate programme.

Course outcomes are more specific statements about what students should know and be able to do at the conclusion of each course. They are the abilities, knowledge, and behaviours that students

acquire while enrolled in a class. Effective learning outcomes demonstrate the degree of accuracy, the number of correct answers, or some other type of measurable information; in general, the standards explain the level to which a student must study in order to be judged adequate. The achievement of Program, Program specific and course outcomes is evaluated by the institution using two methods: direct method and indirect method. The direct method includes internal assessments, laboratory performance, project work and assignments, and end-of-semester exams. Feedback, extracurricular activities, and higher education are examples of indirect methods.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for Additional information | https://tgctura.edu.in/internal-assessment |

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

804

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

2.7 - Student Satisfaction Survey

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

<https://tgctura.edu.in/sites/default/files/Student%20Satisfaction%20Survey%202021-2022.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| e-copies of the grant award letters for sponsored research projects /endowments | No File Uploaded |
| List of endowments / projects with details of grants(Data Template) | 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) | View File |
| Any additional information | No File Uploaded |
| Supporting document from Funding Agency | No File Uploaded |
| Paste link to funding agency website | Nil |

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

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

0

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

3.2 - Research Publications and Awards

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

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

1

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

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

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

1

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| List books and chapters edited volumes/ books published (Data Template) | View File |

3.3 - Extension Activities

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

Tura Government College, the oldest and largest college in the entire Garo Hills, has earned reputation for its social work in various fields. The college has several platforms such as NCC,

NSS, Women Cell, Alumni Association that organizes numerous social service activities and sensitization programme for students.

During the year, the College NSS Unit carried out both in campus as well as off campus cleaning drives. The unit has taken up the initiative to clean the college campus in collaboration with IQAC, Tura Government College. The Unit also volunteered in cleaning the area outside the campus at William Point, Hawakhana, Tura. The programme was conducted to create awareness on hygiene and to promote the culture of cleanliness within the society.

The College NCC Unit carried out several activities during the year. As part of "Swachh Bharat Mission", the Unit conducted a cleaning drive sensitizing students on importance of cleanliness. The unit participated in programme such as No Plastic Campaign by cleaning plastic items at William Point, organized candle light service to pay homage to Bravehearts. The NCC organized a programme with NCC PI Staffs on 75th Independence Day and presented memento to families of Fallen Heroes.

We believe these activities are meant to shape the outlook of students towards various issues prevalent in the society. It further strengthen comradery among students and instil a sense of selfless contribution and working for the greater good of the community.

| File Description | Documents |
|---------------------------------------|---------------------------|
| Paste link for additional information | Nil |
| 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

0

| 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

9

| 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

377

| 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) | View File |
| 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 | View File |
| 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.

Consisting of 7 separate blocks, the college offers Arts, Commerce and Science, streams in its campus. There are 25 classrooms and various other rooms with a total seating capacity of 2067 seats. The classrooms are well-lit and airy and are well equipped with plenty of benches and desks, blackboards, whiteboards, as well as sound system in two of the classrooms. The college also provides an ample of laboratory facilities for students to carry out their

experiments. It consists of 14 laboratories in total.

As a technology-enabled learning space, the college provides 39 computers for students use. Physics and Zoology departments have 8 computers set each, Mathematics department has 4 computers set, Geography department has one desktop and the Computer lab has 18 desktops. The college campus has embraced the use of ICT tools by equipping some of the classrooms with ICT facilities and LCD projectors. The Arts departments are also equipped with laptops and printer scanner.

The college Library is fully automated using Library Management system and all computer are connected through LAN for optimal software usage. Separate computers of 5 desktops have been installed for students and faculty for access to (OPAC). The library is subscribed to N-LIST for further access to INFLIB-NET and e-resources.

The college also has an auditorium and conference hall, with the seating capacity of 450 and 30 respectively, the auditorium is used for organizing seminars and other events while conference hall is equipped with AC and ICT facility.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | https://tgctura.edu.in/library-0 |

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

Since the inception of the college in the year 1958 the college playground has been planned and for the past 50 years track and field events are being held, it has enough space for Track and field events. Games like football and other Track and field events are conducted in the football ground. The football ground is located in front of the Boys Hostel, which is 12000 sq. mtrs in area, and a basketball court is in the middle of the college building, its area is 94 ft by 54 ft Games like carom, chess, arm wrestling etc., are played in the college but there is no indoor stadium to conduct table tennis and badminton, being a government college, it is held in the Tura Sports Association Hall nearby (approximately 400 metres before reaching College campus). The Institution has Games and Sports Secretary to look after the Games

and Sports.

Cultural Activities: The College has 12 numbers of Wangala drums and a costume with full set. Musical instruments like drums (traditional and western), guitars and keyboards are available. The Institution has Cultural Secretary to look after the cultural activity of the students.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | https://tgctura.edu.in/sites/default/files/Sports%20Infrastructure.pdf |

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

7

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

7

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional information | https://tgctura.edu.in/sites/default/files/4.1.3%20ICT%20enabled%20classroom.pdf |
| 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)

29.65

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Upload audited utilization statements | No File Uploaded |
| 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 library is automated using Integrated Library Management System called e-LIB which is a software which helps you categorize, catalog and view your e-book collection. This system was installed in the library in the year 2016. The Modules used under this system are- Cataloguing, Circulation, Generation of Reports and Online Public Access Catalogue (OPAC). For optimal use of this system all the computers are connected via LAN. A separate computer has also been installed for students and faculty for access to OPAC. Moreover, all Library holdings have been Bar Coded to enhance the efficiency of the service, for the convenience of the students and faculty. Smart card is introduced in the system to streamline the process of issue and other records. This smart card helps to keep track of the issue and return of books.

The details of the LMS is as follows:-

Name o Library Sotware: E-Lib/Library Management Sstem

Version: 1.0.0

Nature of Automation: Partial with RFID facility

Year of Automation: 2019

Software developed by: CTech Solutions, Shillong.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for Additional Information | https://tgctura.edu.in/library-0 |

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

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| 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)

8.96

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| 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

11

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| 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

Computer Laboratory: For technology enhanced learning, the college is equipped with one computer laboratory with one video technology, LCD projector and 18 computer desktops all linked with Local Area Network (LAN).

Wireless Network Facilities (Wi-Fi): The College has installed a wireless network connection provided by Jio Network Operator for campus covering all academic buildings.

Library: The college library is equipped with 5 desktops for the students to access and search for study materials; it has also registered as a member of N-LISTan initiative of MHRD. The library is undertaking to update its digital software by installing new software for library information.

ICT Classrooms: Science Departments (Zoology, Botany, Chemistry, Physics and Mathematics) ICT has become integral to teaching learning interaction. Each of these five science departments is fully equipped with ICT tools in their respective classrooms such as LCD projector video technology with computer attachments in order to communicate and disseminate information to the students. The departments are also provided laptops and desktops to carry out their departmental academic works. The Commerce department has one desktop and one laptop in their departmental room. Each of the nine Arts departments has also been provided with separate laptops.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | https://tgctura.edu.in/sites/default/files/4.1.3%20ICT%20enabled%20classroom.pdf |

4.3.2 - Number of Computers

39

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

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

the Institution

| File Description | Documents |
|--|---------------------------|
| Upload any additional Information | View File |
| Details of available bandwidth of internet connection in the Institution | View File |

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

61.23

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Audited statements of accounts. | No File Uploaded |
| 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.

Tura Government College is managed by the Government of Meghalaya. Its funding for campus infrastructure and maintenance of campus infrastructure comes from the government. However, the college in consultation with the Advisory Body of the college and other stakeholders' initiates and proposes the future requirements of the college by way of suggestions and proposals to the Government. Maintenance on infrastructure, physical and academic support facilities, PWD. Govt. Of Meghalaya undertakes the work. The college has a trained electrician to look after any minor repairing on electricity problem. The Sweepers and Cleaners look after the cleanliness of the campus infrastructures. The library assistants look after cleanliness and arranging the books in the library. Computer Laboratory is looked after by Computer Science Lecturer, any repairing is send to private agency. Laboratory

assistants help in maintaining their respective laboratories equipment, instruments, specimen, computers LCD projectors etc. The college has a basketball court and a football ground. There is no indoor stadium, however being a government college; games like table tennis and badminton are held in Tura District indoor stadium. Hostel Superintendents look after the college hostels facilities and any maintenance work required; they inform the college authority for necessary action. For maintaining and utilization of other physical facilities different committees are formed under the supervision of the principal.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1501

| File Description | Documents |
|--|---------------------------|
| Upload self attested letter with the list of students sanctioned scholarship | View File |
| Upload any additional information | View File |
| Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template) | View File |

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

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

0

| File Description | Documents |
|--|---------------------------|
| Upload any additional information | View File |
| Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template) | View File |

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

D. 1 of the above

| File Description | Documents |
|---|---------------------------|
| Link to institutional website | Nil |
| Any additional information | View File |
| Details of capability building and skills enhancement initiatives (Data Template) | View File |

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

0

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

0

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

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

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 | No File Uploaded |
| 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

3

| 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

143

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

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

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

2

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

5.3 - Student Participation and Activities

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

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

0

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

Tura Government College has a student council named Tura Government College Students' Union (TGCSU). The student body play an important role in the all-round development and welfare of the student community. TGCSU is a body elected for a term of one year by election conducted by the Teaching Faculty following the recommendations of the J M Lyngdoh commission. The various posts of the Student Council are as follows- President (The Principal, presides over the meetings of the Union); Vice-President, General Secretary(responsible for the smooth functioning of the Union);Assistant General Secretary, Secretary, Games &Sports (for outdoor and College week sports); Secretary, Social & Cultural (for Social &Cultural activities); Secretary, Literary & Symposium (for the development of literary activities); Secretary, Boys' Common Room, Secretary, Girls' Common Room (responsible for the Common rooms& indoor games, newspapers & Periodical subscriptions) and Secretary, Social Welfare (for the welfare of the students). The Union work as a medium between the Faculty and the students and also motivate the students to participate in activities conducted by the institution.

Due to the Pandemic, elections were not held for two years but resumed in 2022.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://tgctura.edu.in/tura-government-college-students-union |
| 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

0

| File Description | Documents |
|--|---------------------------|
| Report of the event | View File |
| 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) | View File |

5.4 - Alumni Engagement

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

On 23rd of October 2018, a meeting was held by the Teaching Faculty to discuss hosting of Alumni Meet. The first Alumni Meet was held on the 27th October 2018. The Alumni chaired the meeting, the Principal Tura Government College addressed the welcome speech; he also highlighted the need of formation of Alumni Association. There after the new chairman was elected to preside over the meeting, under the new chairmanship, the Tura Government College Alumni Association was officially formed and the Office bearers were elected.

Tura Government College Alumni Association is officially registered on 2019.

The aims and objectives is to promote the needs for the development and welfare of the students especially economically weaker section of the community.

The Alumni Association also organised a singing competition in collaboration with IQAC of the college to encourage the budding talents of the college. Student participation was very encouraging and the programme was a successful one. It also decided to organise more such programmes in the coming days.

The Alumni Association was present during the NAAC Peer team Visit on 22 June 2022. The Alumni has significantly contributed and is visible with the creation of a waiting shed/gallery in the basketball court.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://tgctura.edu.in/alumni |
| Upload any additional information | View File |

5.4.2 - Alumni contribution during the year D. 1 Lakhs - 3Lakhs (INR in Lakhs)

| File Description | Documents |
|-----------------------------------|---------------------------|
| Upload any additional information | View File |

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:

- Promoting value-based quality education with special emphasis on character building and leadership qualities.
- Incorporating NEP 2020 in order to update the system of Education in the state and the college in particular
- Incorporating the State of Meghalaya Education Policy from time to time

MISSION:

- Prepare students through education for productive lives and challenging careers.
- Encourage and nurture all students on value based education.
- Implement ICT facilities for meaningful knowledge transfer.
- To provide research facilities for Teachers' competence.
- To upgrade from UG to PG courses in the concerned department.

Tura Government College caters to the needs of the under-privileged students with value-based education being its prime objective. Being a government run institution the plans and policies are implemented by the Principal, Academic Council consisting of Heads of Departments, faculty members and the students' body. Various committees like Examination, Admission,

Purchase, canteen, Vigilance and Discipline committees contribute to the administrative management of the institution and at the top of the hierarchy we have the College Advisory Committee.

The governance of the institution has a vision to launch Management Information System (MIS), like E-library along with smart card facility as its features. The College is therefore committed to upgrade and digitalize the college.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://tgctura.edu.in/vision-and-mission |
| Upload any additional information | View File |

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

The Principal along with the faculty members and office staff works in tandem for the implementation of the plans and policy of the college. The IQAC works closely with the faculty members and plans out the best possible strategies for the college. The decision making process is done by the Heads of Departments along with the Principal. The faculties are involved in management of the college through different committees as coordinators, conveners and members of various committees

Each Department are allotted separate department rooms and are also provided with laptop/desktop/printer for departmental work. Internal work of the departments like internal test and assignments are managed by the department itself. The departments are given same amount of autonomy in their day to day functioning; however they are expected to adhere to the guidelines of the university and the college.

The College practises decentralisation and participative management by giving powers and functions to different committees such as

1. Admission Committee

2. Examination Committee

3. Library Committee

4. Vigilance Committee (Anti-Ragging Cell)

5. Womens Cell Committee (Norombi Club)

6. Election Committee for students union election

7. Meghalaya Govt. College Teachers Association (MGCTA) Tura Unit

8. Alumni Association.

9. Grievance Redressal Cell.

10. Councelling Cell

11. IQAC

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://tgctura.edu.in/institutional-practices |
| Upload any additional information | View File |

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

In the IQAC meeting held on April 2016, a decision was taken for all the departments to conduct regular departmental meetings. The minutes of the meetings are recorded and kept for future reference and to ensure transparency. In these meetings important decisions are taken and plans are chalked out for different activities concerning the department. Allotment of classes, departmental routine, internal tests, assignments and various grievances of the students are discussed in order to find a solution. The discussions and resolutions taken in the departmental meetings are usually conveyed by the Head of the Department to the Academic Council.

The institution strategic plan is evident from the role of IQAC in the context of NAAC assessment. There are policies pertaining to the Science, Arts, Geography, IT departments in which each department make a perspective plan to be implemented and followed by the teachers and students. The college also follows the

policies adopted by the State Government.

| File Description | Documents |
|--|---|
| Strategic Plan and deployment documents on the website | No File Uploaded |
| Paste link for additional information | https://tgctura.edu.in/igac |
| Upload any additional information | View File |

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

The college is under the Education Department which is headed by the Minister of Education, Government of Meghalaya. The Principal Secretary leads the Department with the Secretary under him and the Director of Higher & Technical Education. Under the Director, we have Additional Director, Joint Director, Deputy Director and the Principal. The Principal is the head of administration of the college assisted by the Vice Principal, IQAC, Teaching and non teaching staff. TGCSU is a students body elected by the students for their own welfare. The Deputy Commissioner, West Garo Hills is the chairperson of the Advisory Committee and a Professor from the affiliating university and Officials from the Government departments are its members.

Recruitment: Teaching faculty is recruited by the state board (MPSC), and the office staff is recruited by the District Selection Board.

Promotional policies: Promotion of teaching faculties is done through seniority basis by the Government. UGC rules and regulations are followed for promotion to higher stages.

The Meghalaya Higher & Technical Education Service rules 2012:

All employees follow the service rules of the Government of Meghalaya.

Grievance redressal mechanism:

Students' grievances are addressed in the students' grievance cell.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://tgctura.edu.in/welcome-tura-government-college-west-garo-hills-government-meghalaya |
| Link to Organogram of the Institution webpage | https://tgctura.edu.in/organogram |
| Upload any additional information | View File |

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The institution is managed by the state government and all the permanent staffs enjoy equal rights as per the state government policies.

- General Provident Fund and Central Contributory fund are available for teaching and non-teaching staffs.
- New entrants to state government are availing New Defined Contributory Pension Scheme from 1st April 2010.
- Gratuity and leave encashment are availed by the teaching faculties and the administrative staffs at the time of superannuation.
- Maternity leave is available for six months for both teaching and non-teaching staffs.
- Medical re-imburement is available for teaching and non-

teaching staffs as per the financial rule of the state government.

- House building loans are available for teaching faculty and staffs as per the bank rules and festival advances are also availed by the 3rd and 4th grade of the administrative staffs as per the government rules.
- Facilities of temporary withdrawal of General Provident Fund are availed by the faculties and staffs.
- Leave to teaching and non-teaching are available as per the government rules. .
- Study leave for higher studies after 5 years of minimum service is permitted, after availing NOC from the Government.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://tgctura.edu.in/welfare-measures |
| Upload any additional information | View File |

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

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

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) | View File |

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

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

0

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

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

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

16

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

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

The performance appraisal system for the teaching staff is under the guidelines as per the UGC rules for those drawing UGC scales. All teachers fill up a comprehensive Self-Assessment Performa at the time of their promotion which are submitted to the Principal

who then forwarded them to concerned higher authorities. State scale drawing faculties are promoted to senior scale after eight years and then to the selection grade lecturer after another eight years as per the state government policy. The multi-faceted activities of a teacher are reflected in a consolidated manner in the form of Annual Confidential Report (ACR) for all the faculties and the office staffs which is required to be submitted to higher authorities.

Administrative staffs are promoted from 4th to 3rd grade departmentally by the Principal of the college according to their experience, subject to approval by Director, Higher and Technical Education.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://tgctura.edu.in/welfare-measures |
| Upload any additional information | View File |

6.4 - Financial Management and Resource Mobilization

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

As a fully fledged Government Institution, internal audits are conducted on regular basis by the Department of Audits under the Government of Meghalaya. The Government appointed Auditor, along with his team conducts and verifies the various documents relating to sanction and utilization of funds under various schemes. Utilization certificates for various grants received from State Governments, UGC and others are provided by the office and submitted to the concerned authorities from time to time.

In the year 2016-17, funds sanctioned by the Government under Equity Initiative through RUSA, have been utilised to benefit the college as a whole. The Utilization Certificate of the same has been submitted by the college and audited by the concerned authority of the Government of Meghalaya.

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

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

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

0

| 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

Being a fully fledged Government institution, the necessary financial Grants are provided by the State Government, which is looked after by the Head of the institution i.e., the Principal along with the Head of the Office staff for the proper maintenance and utilisation of the funds. Apart from the funds funded by the Government, the institution also mobilizes the funds it collected from the students at the time of admission through Session fees.

The fee structures at the time of admission are taken as follows:

1. Admission fees: Rs. 40/-
2. Tuition fees: Rs. 480/-
3. Session fees: Rs 1500/-

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://tgctura.edu.in/admissions-2022 |
| Upload any additional information | View File |

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The Internal Quality Assurance Cell (IQAC) of Tura Government College was constituted on 12th July, 2011. Its members are selected for a period of two years. The goal of the IQAC is:

- To develop a quality system for conscious, consistent and catalytic programmed action to improve the academic and administrative performance of the college
- To promote measures for institutional functioning towards quality enhancement.

To achieve this goal two methods are being followed:

MAINTENANCE OF TEACHERS ATTENDANCE

The attendance of the Teachers are maintained on a register by every department. It helps in monitoring and maintaining regularity of teachers attending the college. Maintaining attendance register has encouraged teacher's competency and sincerity thereby building a healthy environment in the institution.

MONTHLY DEPARTMENTAL MEETINGS

Team meetings are important in discussing important agendas and planning the future course of action within the concerned departments. Different Departments conduct meetings which are convened by the Heads of the Department. Topics of discussion usually consist of teaching, student counselling, curriculum and activities of the department. The minutes of the meetings convened are well recorded and submitted to the IQAC. With regular meetings, the faculty in the departments are well informed and provided opportunity for performance feedback.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://tgctura.edu.in/igac |
| Upload any additional information | View File |

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

The college constituted the IQAC in the year 2011 with the aim of improving the quality assurance and enhancement in the institution, as well as reviewing different aspects including teaching-learning. It is responsible for planning, guiding and monitoring Quality Assurance (QA) and Quality Enhancement (QE) in the college.

Apart from the coordinator the IQAC also include members who meet regularly to assess the system, thus fulfilling the NAAC guidelines. For a better teacher-student interaction, the college maintain an Attendance Register for both teachers and students, which are frequently reviewed by the IQAC Through the IQAC, the college has spearheaded cleanliness campaigns and conducive environment for quality teaching and learning. Some incremental improvements of IQAC for the preceding five years with regard to quality enhancement can be listed as follows: Implementation of CIE system Feedback from stakeholders viz, students and teachers Mentor-Mentee Implementation of ICT Implementation of e-governance

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://tgctura.edu.in/programmes-advanced-learners-and-slow-learners |
| Upload any additional information | View File |

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

D. Any 1 of the above

agencies (ISO Certification, NBA)

| File Description | Documents |
|--|---------------------------|
| Paste web link of Annual reports of Institution | Nil |
| Upload e-copies of the accreditations and certifications | View File |
| Upload any additional information | View File |
| Upload details of Quality assurance initiatives of the institution (Data Template) | View File |

INSTITUTIONAL VALUES AND BEST PRACTICES**7.1 - Institutional Values and Social Responsibilities**

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

As per the UGC guidelines Section 3.2 (15), the institution has established a women's cell named "Norombi" to cater to the security and sound existence of the female students. The inaugural function for Norombi was held on 10th December, 2021.

Its aims and objectives are to address on gender related problems and issues, to conduct career guidance programmes and also to help prepare young women emotionally, physically and mentally enabling them to face challenges in the future.

To celebrate the International Women's Day on 8th March, 2022, a small get together was organized along with a basketball match and tug of war competition for the female faculties of the institution which was attended by the faculty and the students.

Response:

- The college provides equal opportunities for learning without bias against any gender.
- Security measures are taken to ensure the safety of the students within the campus.
- CCTV's are installed.
- A Vigilance Committee, Counseling Committee and Grievances Redressal Committee are active catering to the all-round needs of the students whether educational or relating to

their personal problems.

- Separate common rooms, restrooms and hostels are provided for the male and female students.

Year

Title of the Programme

Duration/Date of the Programme

Number of Participants

2021

Innuagral Fucntion of "NOROMBI" (Women Cell)

10thDecember 2021

Faculty and students

2022

International Women's Day Programme

Basket Ball Match for Lady Lecturer's

8thMarch 2022

Faculty and students

| File Description | Documents |
|--|---|
| Annual gender sensitization action plan | https://tgctura.edu.in/sites/default/files/7.1.1%20Annual%20Gender%20Sensitisation%20Report%20_%20Norombi.pdf |
| Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information | Nil |

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy

C. Any 2 of the above

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

| 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

- In order to maintain cleanliness in the College campus, Teachers were given in-charge for supervising the overall cleanliness of the college along with sweeper/cleaners/Grade IV staffs.
- Dustbins are kept in every corner (important places) of the college building and around the campus so that litters and waste are not thrown carelessly.
- Dustbins are emptied by sweepers every alternate days to garbage trucks of Tura Municipal Board which in turn, transport it to the permanent dumping site at Rongkhon Songgital , Tura.
- The College does not use hazardous chemicals or material for teaching purposes. The liquid waste from the science labs were carefully washed with water before draining out to the underground disposal pit so that it may not be hazardous to the environment and public health.
- As E-waste management is one of the greatest challenges the world today is facing and as such, the college gave special attention to it. Damage electronic waste is kept in a store room so that some parts which can be reuse, resale, recycle, etc. are in safe custody.

Apart from these practices College does organize "Cleaning Drive" on regular basis with the volunteers from NCC,NSSto keep the campus clean and healthy.

| File Description | Documents |
|---|---|
| Relevant documents like agreements/MoUs with Government and other approved agencies | View File |
| Geo tagged photographs of the facilities | https://tgctura.edu.in/sites/default/files/7.1.3%20geotagged%20photos.pdf |
| Any other relevant information | View File |

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus **D. Any 1 of the above**

| File Description | Documents |
|---|---------------------------|
| Geo tagged photographs / videos of the facilities | View File |
| Any other relevant information | View File |

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**

| File Description | Documents |
|--|---------------------------|
| Geo tagged photos / videos of the facilities | View File |
| Any other relevant documents | View File |

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 **D. Any 1 of the above**

**following 1.Green audit 2. Energy audit
3.Environment audit 4.Clean and green
campus recognitions/awards 5. Beyond the
campus environmental promotional activities**

| File Description | Documents |
|---|---------------------------|
| Reports on environment and energy audits submitted by the auditing agency | No File Uploaded |
| Certification by the auditing agency | No File Uploaded |
| Certificates of the awards received | No File Uploaded |
| Any other relevant information | 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 | View File |
| Details of the Software procured for providing the assistance | View File |
| 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).

Programmes and activities undergone includes:

1. World HIV/AIDS Day was celebrated on 1st December 2021 in Collaboration with District Legal Services Authority, West Garo Hills Meghalaya.
2. NSS Tura Government College Unit, Tura in collaboration with IQAC and Beautification Committee conducted Cleaning drive on 3rd, 10th and 17th March 2022 at Tura Government College, Tura campus. Cleaning drive was also conducted on 26th April 2022 and 13th May 2022 at William Point, Tura.
3. NCC Unit Tura Government College also organized and participated in various programmes and events during the year 2021-2022 (Documents).
4. Other Diversities:

1. Department of History, Geography, Education and Botany organized Educational Tour, Exposure trips, Field Trips and Study Tours in the year 2021-2022.

2. Department of Garo organized Seminar on "Garo Folk song" for Vth Semester students on 30th November 2021.

3. Talent Hunt Programme for Radio Jokeys was organized for the students by AIR, Tura in Collaboration with Tura Government College, Tura for the Radio Show on 2nd December 2021.

| File Description | Documents |
|--|---------------------------|
| Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution) | View File |
| Any other relevant information | View File |

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

- Tura Government College is committed in sensitizing students and employees as constitutional awareness for citizens towards their fundamental Rights and duties.
- In order to sensitize students, faculties and employees of the Institution to the constitutional obligation, the College regularly undergoes various programmes and activities, thereby focusing inculcating values for being responsible citizens as reflected in the Constitution of India.

- Unfurling National Flag in the campus is done every year by the Principal, TGC, Tura on 26th January and 15th August.
- NCC wing of TGC, Tura, participate every year on 26th January and 15th August has been awarded as the best contingent almost every year.
- NSS unit organizes cleaning drive not only in the College campus but also in Public places in conformity with the mission "Swatch Bharat" where the teachers and students take part actively.
- Blood Donation, Charity Work, Counselling Programmes for Juvenile Inmates, Awareness Programme for NOKMAS on Environment Issues was organized by the College and the NSS unit.
- International Yoga Day is being observed every year.
- Teaching Faculty of Tura Government College, Tura were appointed as Executive Magistrate/Overall In-charge in fighting against COVID-19 Pandemic and to take measures accordingly as a responsible citizen of India.

Programmes and activities undergone includes:

- Few Lecturers from Tura Government College, Tura were appointed as Executive Magistrate/Overall In-charge in fighting against COVID-19 Pandemic and to take measures accordingly vide Government's order No. DDMA/WGH/COVID-19/2020/254, Dated, Tura the 5th May, 2020.
- World AIDS Day was observed on 1st December, 2021 along with District Legal Services Authority, Meghalaya, and West Garo Hills.

| File Description | Documents |
|--|---------------------------|
| Details of activities that inculcate values; necessary to render students in to responsible citizens | View File |
| 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 A. All of the above

professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

| 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 | No File Uploaded |
| Any other relevant information | View File |

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

The college takes an active role in inculcating the spirit of nationalism through organizing a flag hosting programme every year on the 26th January ie Republic Day and 15th August ie Independence Day. The head of the Institution along with the teaching and non teaching staff as well as the students take active participation on such national festivals.

- On 2nd October, Gandhi Jayanti the institution along with the NSS always conduct Cleaning Drive in the college campus with the teachers as well as non teaching staffs and the students.
- On 5th September to mark the birth anniversary of Dr S Radhakrishnan the Student Union organized the day as Teachers Day every year.
- For promoting good health the institution through NSS organize and celebrate International Yoga Day.
- Every year the Institution organised a Pre Christmas celebration before the winter vacation.
- World HIV/AIDS Day: Tura Govt. College, Tura with teaching faculty and students observed World HIV/AIDS Day on 1st December 2021 in Collaboration with District Legal Services Authority, West Garo Hills Meghalaya.
- Tura Government College attend the programme of Death anniversary of Pa Togan Nengminza at Sisobibra, Williamnagar, East Garo Hills, Meghalaya on 12th December,

2021.

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

7.2 - Best Practices

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

1. Title of the practice:BOOK BANK FACILITY

Objectives:

To bring equality in higher education by providing students from low income access to books and help reach their full potential as independent learners.

Context :

Many students belonging to economically weaker sections seek and get admission in the institution. To facilitate and help such students Book Bank is established so that they don't have to purchase expensive books.

Practice:

Students who are enrolled as members are issued books from the book bank.

Evidence of success:

Many student completed their studies.

Problems encountered :

Due to less numbers of books many students cannot avail

thefacility.

2. Title of the Practice:Fostering Inclusiveness in Higher Education

Objectives:

To prepare divyangjan for the future through education.

Context:

The Collegeis known for carrying out its vision by catering to allsection of the society including divyangjan.

Practice:

Besides 4% reservation PWDs, physical facilities like ramps, wheelchairs, lift are available including equipments like Braille Software. College also facilitates scribesfor visually impaired students during examination.

Evidence of Success:

All divyangjan have even completed their studies.

Problems encountered and resources required:

- No medical facilities and doctors.
- No specializedand vocational programmes.
- No separate restroom.

| File Description | Documents |
|--|---------------------------|
| Best practices in the Institutional web site | View File |
| Any other relevant information | View File |

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

Tura Government College has always been well known as the training ground for future leaders because of all the opportunities provided to them like the student's governance, NCC and NSS wings. The student's governance like Tura Government College student's Union (TGCSU), NCC and NSS wings contribute a lot to the welfare

of the college. We have many politicians, administrators, engineers, doctors, teachers who were the product of this college and are serving the society in their different capacities.

The college in order to fulfil its vision takes active measures by displaying the objectives and programmes of vision and mission at every entrance of the college buildings. The management implements all the decision taken in the IQAC meeting with stake holders for the enhancement of quality assurance and sustenance in all areas of academic performance of this institution. Several seminars were organized like soft skill development, personality development, value education, career guidance and counselling to equip in the students the knowledge, skills and attitudes enhancing their creative ability and to prepare them in their future endeavour to become a responsible, effective and productive member of the society.

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

In order to ensure effective implementation and timely delivery of the curriculum as prescribed by the University, the institution has taken the following measures in a planned manner.

1. Syllabus of each subjects offered in the College has been uploaded in the College website and a copy is also made available to concern department.
2. Topic/unit contain in the syllabus is distributed among the teachers in the department (i.e Syllabus Distribution). This is documented by a well maintained teaching plans which is prepared by all the concern teachers and their delivery processes is being recorded in each teachers activity again through a well maintained daily reports. The teaching plans are uploaded in the College website and the daily report is submitted to IQAC).
3. Departmental time table is prepared by concern department based on the master time table and uploaded to college website.
4. HODs of the concerned department oversee the implementation of the entire plan by holding departmental meetings at regular intervals, thereby reviewing the progress in implementation of the curriculum.

| File Description | Documents |
|-------------------------------------|---|
| Upload relevant supporting document | View File |
| Link for Additional information | https://tgctura.edu.in/sites/default/files/Timetable%20and%20Teaching%20Plan%202021-2022.pdf |

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

Since the college is affiliated to North Eastern Hill University, the college follows the academic calendar of the University for undergraduate courses. The University has given a well-defined timeline for the completion of the courses, and it is mandated on the college to complete the syllabus in time for the end semester examinations. Since the University has given some flexibility in its approach for conduct of CIE, so the college through the respective department of the three stream have their separate routine to conduct IA and these IA are conducted in regular interval and these IA marks are finally submitted to the university on its demand, this earned marks finally are then reflected in their final markings by the university and the degrees are hence awarded at the completion of the course.

Beside IA, regular mentoring, continuous evaluation, seminar presentations, group discussions etc are also some of the methods adopted by the college to complement CIE on a daily basis by way of understanding their difficulties and weaknesses; these are addressed from time to time to iron out the difficulties.

| File Description | Documents |
|--------------------------------------|---|
| Upload relevant supporting documents | View File |
| Link for Additional information | https://tgctura.edu.in/sites/default/files/Academic%20Calander%202021-2022.pdf |

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

3

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Minutes of relevant Academic Council/ BOS meetings | View File |
| 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)

0

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

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

0

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

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| Details of the students enrolled in Subjects related to certificate/Add-on programs | View File |

1.3 - Curriculum Enrichment

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

The cross cutting issues such as Gender, environmental and sustainability, human values and professional ethics are well integrated in to the curriculum by the affiliating university:

1. The affiliating university has introduced a compulsory subject 'Environmental Studies' in all the Programme ie. BA, BSC and BCom.

2. In addition to EVS, for 5th Semester Botany and Chemistry Honours, there is a unit containing topics relating to the environmental problems etc.

3. In Political Science there is a unit on Human rights to address the issues.

4. In History honours there are topics related to Human rights and Gender issues.

In addition to above, the Institution also makes its own efforts to address the cross cutting issues such as Gender, environmental and sustainability, human values and professional ethics by holding different programme and activities.

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

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year**1**

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Programme / Curriculum/ Syllabus of the courses | View File |
| 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**23**

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| 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**

B. Any 3 of the above

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

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

C. Feedback collected and analyzed

| File Description | Documents |
|-----------------------------------|---|
| Upload any additional information | View File |
| URL for feedback report | https://tgctura.edu.in/sites/default/files/Feedback%20Report%202021-2022.pdf |

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1620

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Institutional data in prescribed format | View File |

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

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

1547

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

2.2 - Catering to Student Diversity

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

Regardless of merit, caste, gender, or reservation, the institution must accept all applicants because it is a government-run institution. Following the set standards and procedures, candidates are chosen and interviewed for admission to the university. Initial evaluations of students are based on their performance in the 10+2 board examinations, as well as on written examinations given by the department concerned and in-person interviews to verify credentials and assess knowledge levels. There are numerous techniques for teachers to keep tabs on both fast and slow learners. One is by looking at their 10+2 exam percentages, where the first and second divisions are labelled as advanced learners while the third division is labelled as slow learners.

According to special programmes for slow learners, a variety of factors, including social, economic, and financial ones, have been found to contribute to students' poor performance. Slow learners are given extra attention, as well as motivation and encouragement to improve their shortcomings. They are encouraged to attend symposiums, workshops, and seminars.

Advanced students are encouraged to maintain their high levels of performance. Seminars, workshops, talks, film screenings, symposiums, soft skill programmes, field trips, excursions, and other extracurricular activities help advanced students meet their educational needs. Special workshops are also held to help students improve their practical abilities.

| File Description | Documents |
|-----------------------------------|---|
| Link for additional Information | https://tgctura.edu.in/programmes-advanced-learners-and-slow-learners |
| Upload any additional information | View File |

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

| | |
|--------------------|--------------------|
| Number of Students | Number of Teachers |
| 3573 | 79 |

| | |
|----------------------------|---------------------------|
| 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 faculty works hard to help students realise their full potential and grow as leaders. The college focuses on student-centered approaches to improving students' lifelong learning abilities. Its faculty members work tirelessly to make learning more interactive. The institution promotes experiential learning by allowing students to participate in study tours, local field trips, exposure trips, various workshops and seminars, hands-on training, and other activities organised on and off campus.

In science classes, experimental methods are used to familiarise students with facts through direct experience. Students are also encouraged to take part in group discussions, role-playing exercises, and other activities. To supplement their learning experience, departments organise student seminars that include discussions and question-and-answer sessions. The institution also assigns students tasks that teach them problem-solving skills. The lecture method allows the teacher to interpret, analyse, and explain the topic's content. The white board and marker pen, which are used by all faculty members, are extremely useful in this method. The institution encourages the use of LCD projectors in regular classes. Faculty members use a variety of ICT tools to facilitate learning in seminars and workshops. LCD Projectors are used by faculty members for Power Point Presentations of class lectures and discussions, and OHPs are used for slide presentations.

| File Description | Documents |
|-----------------------------------|---|
| Upload any additional information | View File |
| Link for additional information | https://tgctura.edu.in/facilities |

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

ICT is critical in facilitating teaching and learning. It has changed classroom communication methods and instructional strategies. Instead of the traditional teaching approach, ICTs have made teaching and learning interactive and collaborative. It is widely assumed that integrating ICT will assist us in making education more accessible and affordable. The increasing role of ICT in education makes education more democratic, which improves the quality of education services available to students even in the most remote corners of the country.

Tura Government College teachers all strive to make the best use of technology in their classrooms. At present four science departments i.e., Physics, Chemistry, Botany and Zoology have digitally enabled classrooms. The college promotes the use of ICT-enabled teaching, e-learning resources, and online courses in order to make the teaching-learning process more outcome-oriented and student-centric. The college also provide Wifi facilities to the students so as to improved communication between teachers and students and also to easily provide the study materials which are required for the teaching learning process. TGC faculty members use a variety of tools to for teaching and learning, such as Google classroom, Google meet, Zoom meeting, WhatsApp, projectors, and so on. Teachers distribute reading materials, short notes, and e-books via various media such as Google Classroom, E-Mail, and WhatsApp.

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | https://tgctura.edu.in/ict-academics |

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

79

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

2.4 - Teacher Profile and Quality**2.4.1 - Number of full time teachers against sanctioned posts during the year**

79

| File Description | Documents |
|--|---------------------------|
| Full time teachers and sanctioned posts for year (Data Template) | View File |
| Any additional information | View File |
| List of the faculty members authenticated by the Head of HEI | View File |

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

14

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

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

2.4.3.1 - Total experience of full-time teachers

1109

| 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.

Internal and external assessments are used to assess students' knowledge in various areas. Internal evaluation of student learning outcomes includes an assessment of knowledge and skills, as well as progress made in accordance with curriculum requirements.

Internal assessment is a never-ending process. Based on their performance in internal exams, faculty can identify slow and advanced learners, and students can be counselled to improve their performance. Internal assessment was incorporated into the semester system in 2015, with a 25% weighting. The Academic Calendar is used to determine dates and times. As a North Eastern Hill University affiliate institution, the institute uses the North Eastern Hill University assessment mechanism on a regular basis to examine students' academic achievement. Internal exams are worth 25 points, with promptness, sincerity, and task completion deducting 5 points. The internal test questions are developed by the subject managing faculty to include an equal number of questions from each unit covering the entire topic. The Science stream has departmental practical examinations. Attendance and performance are among the factors used to grade the practical examination. Internal examination results are posted on the Departmental bulletin board and saved in softcopy for future reference.

| File Description | Documents |
|---------------------------------|---|
| Any additional information | View File |
| Link for additional information | https://tgctura.edu.in/internal-assessment |

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

Exams are an important part of the higher education process and are required to provide students with accurate grades. Tura Government College is a North Eastern Hill University-affiliated college, so it follows the university's examination criteria. Internal assessment and external or end-of-semester examination are the two methods of examination used. Internal assessment is weighted at 25%, while end-of-semester is weighted at 75%. In our institution, the mechanism for dealing with examination queries is always transparent, time-bound, and efficient.

Internal Assessment is part of a broader system of continuous evaluation that includes class tests, tutorials, assignments, projects, and presentations. If a student is unhappy with the fairness of the evaluation, they will discuss it with the course instructor and go over the answer scripts for verification and justification of marks.

It is transparent, time-bound, and efficient, just like the semester examination. For student grievances, the Grievance Redressal Cell keeps a complaint/suggestion box. If students discover errors in their results, they can file a complaint with the Exam Committee, who will forward their complaint to the Principal, who will then forward it to the University.

| File Description | Documents |
|---------------------------------|---|
| Any additional information | View File |
| Link for additional information | https://tgctura.edu.in/internal-assessment |

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.

Quality improvement in education refers to a student's overall development. This necessitates a multifaceted approach to high-quality education and its effective implementation in a supportive environment. Program outcomes aid professors and students in developing a shared understanding of the purpose and goals of a course or academic programme. Tura Government College follows the program-specific curriculum of North Eastern Hill University. Program and course outcomes are stated, displayed, and communicated to teachers and students for all programmes offered by the institution.

The programme outcomes are as follows:

- The B.Sc. programme develops the ability to analyse results and apply them to a variety of problems. To predict cause-and-effect relationships, develop a research sense.
- The Bachelor of Commerce programme is designed to prepare students for the workforce by teaching them various managerial and accounting skills that will help them advance in their careers. It also aims to strengthen their capacities in various areas of commerce and industry.
- The Bachelor of Arts degree programme seeks to develop students' social responsibility, high standards of behaviour, and communication abilities. Graduates will actively attempt to have a positive impact on their career, community, and society and will have a solid foundation in professional ethics.

| File Description | Documents |
|--|---|
| Upload any additional information | View File |
| Paste link for Additional information | https://tgctura.edu.in/sites/default/files/2.6.1%20Course%20Outcomes%20of%20TGC.pdf |
| Upload COs for all courses (exemplars from Glossary) | View File |

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

The performance of the student in the internal evaluation and the final exam determines the course's outcome. The effectiveness of a college in ensuring that students achieve

general educational goals is partly assessed through the program's annual learning outcomes review process. The results of each course taken as part of a specific programme are added up for one student, and the results of all programme participants are averaged to determine the specific programme outcomes. The entry of students into higher education institutions, whether in India or abroad, is used to gauge success in the graduate programme.

Course outcomes are more specific statements about what students should know and be able to do at the conclusion of each course. They are the abilities, knowledge, and behaviours that students acquire while enrolled in a class. Effective learning outcomes demonstrate the degree of accuracy, the number of correct answers, or some other type of measurable information; in general, the standards explain the level to which a student must study in order to be judged adequate. The achievement of Program, Program specific and course outcomes is evaluated by the institution using two methods: direct method and indirect method. The direct method includes internal assessments, laboratory performance, project work and assignments, and end-of-semester exams. Feedback, extracurricular activities, and higher education are examples of indirect methods.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for Additional information | https://tgctura.edu.in/internal-assessment |

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

804

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

2.7 - Student Satisfaction Survey

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

<https://tgctura.edu.in/sites/default/files/Student%20Satisfaction%20Survey%202021-2022.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| e-copies of the grant award letters for sponsored research projects /endowments | No File Uploaded |
| List of endowments / projects with details of grants(Data Template) | 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) | View File |
| Any additional information | No File Uploaded |
| Supporting document from Funding Agency | No File Uploaded |
| Paste link to funding agency website | Nil |

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

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

0

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

3.2 - Research Publications and Awards

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

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

1

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

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

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

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

1

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| List books and chapters edited volumes/ books published (Data Template) | View File |

3.3 - Extension Activities

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

Tura Government College, the oldest and largest college in the entire Garo Hills, has earned reputation for its social work in various fields. The college has several platforms such as NCC, NSS, Women Cell, Alumni Association that organizes numerous social service activities and sensitization programme for students.

During the year, the College NSS Unit carried out both in campus as well as off campus cleaning drives. The unit has taken up the initiative to clean the college campus in collaboration with IQAC, Tura Government College. The Unit also volunteered in cleaning the area outside the campus at William Point, Hawakhana, Tura. The programme was conducted to create awareness on hygiene and to promote the culture of cleanliness within the society.

The College NCC Unit carried out several activities during the year. As part of "Swachh Bharat Mission", the Unit conducted a cleaning drive sensitizing students on importance of cleanliness. The unit participated in programme such as No Plastic Campaign by cleaning plastic items at William Point, organized candle light service to pay homage to Bravehearts. The NCC organized a programme with NCC PI Staffs on 75th Independence Day and presented memento to families of Fallen Heroes.

We believe these activities are meant to shape the outlook of students towards various issues prevalent in the society. It

further strengthen comradery among students and instil a sense of selfless contribution and working for the greater good of the community.

| File Description | Documents |
|---------------------------------------|---------------------------|
| Paste link for additional information | Nil |
| 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

0

| 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

9

| 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**

377

| 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) | View File |
| 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 | View File |
| 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.

Consisting of 7 separate blocks, the college offers Arts, Commerce and Science, streams in its campus. There are 25 classrooms and various other rooms with a total seating capacity of 2067 seats. The classrooms are well-lit and airy and are well equipped with plenty of benches and desks, blackboards, whiteboards, as well as sound system in two of the classrooms. The college also provides an ample of laboratory facilities for students to carry out their experiments. It consists of 14 laboratories in total.

As a technology-enabled learning space, the college provides 39 computers for students use. Physics and Zoology departments have 8 computers set each, Mathematics department has 4 computers set, Geography department has one desktop and the Computer lab has 18 desktops. The college campus has embraced the use of ICT tools by equipping some of the classrooms with ICT facilities and LCD projectors. The Arts departments are also equipped with laptops and printer scanner.

The college Library is fully automated using Library Management system and all computer are connected through LAN for optimal software usage. Separate computers of 5 desktops have been installed for students and faculty for access to (OPAC). The library is subscribed to N-LIST for further access to INFLIB-NET and e-resources.

The college also has an auditorium and conference hall, with the seating capacity of 450 and 30 respectively, the auditorium is used for organizing seminars and other events while

conference hall is equipped with AC and ICT facility.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | https://tgctura.edu.in/library-0 |

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

Since the inception of the college in the year 1958 the college playground has been planned and for the past 50 years track and field events are being held, it has enough space for Track and field events. Games like football and other Track and field events are conducted in the football ground. The football ground is located in front of the Boys Hostel, which is 12000 sq. mtrs in area, and a basketball court is in the middle of the college building, its area is 94 ft by 54 ft Games like carom, chess, arm wrestling etc., are played in the college but there is no indoor stadium to conduct table tennis and badminton, being a government college, it is held in the Tura Sports Association Hall nearby (approximately 400 metres before reaching College campus). The Institution has Games and Sports Secretary to look after the Games and Sports.

Cultural Activities: The College has 12 numbers of Wangala drums and a costume with full set. Musical instruments like drums (traditional and western), guitars and keyboards are available. The Institution has Cultural Secretary to look after the cultural activity of the students.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | https://tgctura.edu.in/sites/default/files/Sports%20Infrastructure.pdf |

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

7

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

7

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional information | https://tgctura.edu.in/sites/default/files/4.1.3%20ICT%20enabled%20classroom.pdf |
| 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)

29.65

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Upload audited utilization statements | No File Uploaded |
| 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 library is automated using Integrated Library Management System called e-LIB which is a software which helps you categorize, catalog and view your e-book collection. This system was installed in the library in the year 2016. The Modules used under this system are- Cataloguing, Circulation, Generation of Reports and Online Public Access Catalogue (OPAC). For optimal use of this system all the computers are connected via LAN. A separate computer has also been installed for students and faculty for access to OPAC. Moreover, all Library holdings have been Bar Coded to enhance the efficiency of the service, for

the convenience of the students and faculty. Smart card is introduced in the system to streamline the process of issue and other records. This smart card helps to keep track of the issue and return of books.

The details of the LMS is as follows:-

Name o Library Sotware: E-Lib/Library Management Sstem

Version: 1.0.0

Nature of Automation: Partial with RFID facility

Year of Automation: 2019

Software developed by: CTech Solutions, Shillong.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for Additional Information | https://tgctura.edu.in/library-0 |

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

A. Any 4 or more of the above

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| 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)

8.96

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| 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

11

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| 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

Computer Laboratory: For technology enhanced learning, the college is equipped with one computer laboratory with one video technology, LCD projector and 18 computer desktops all linked with Local Area Network (LAN).

Wireless Network Facilities (Wi-Fi): The College has installed a wireless network connection provided by Jio Network Operator for campus covering all academic buildings.

Library: The college library is equipped with 5 desktops for the students to access and search for study materials; it has also registered as a member of N-LISTan initiative of MHRD. The library is undertaking to update its digital software by installing new software for library information.

ICT Classrooms: Science Departments (Zoology, Botany, Chemistry, Physics and Mathematics) ICT has become integral to teaching learning interaction. Each of these five science departments is fully equipped with ICT tools in their respective classrooms such as LCD projector video technology

with computer attachments in order to communicate and disseminate information to the students. The departments are also provided laptops and desktops to carry out their departmental academic works. The Commerce department has one desktop and one laptop in their departmental room. Each of the nine Arts departments has also been provided with separate laptops.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | https://tgctura.edu.in/sites/default/files/4.1.3%20ICT%20enabled%20classroom.pdf |

4.3.2 - Number of Computers

39

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

| File Description | Documents |
|--|---------------------------|
| Upload any additional Information | View File |
| Details of available bandwidth of internet connection in the Institution | View File |

4.4 - Maintenance of Campus Infrastructure

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

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

61.23

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Audited statements of accounts. | No File Uploaded |
| 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.

Tura Government College is managed by the Government of Meghalaya. Its funding for campus infrastructure and maintenance of campus infrastructure comes from the government. However, the college in consultation with the Advisory Body of the college and other stakeholders' initiates and proposes the future requirements of the college by way of suggestions and proposals to the Government. Maintenance on infrastructure, physical and academic support facilities, PWD. Govt. Of Meghalaya undertakes the work. The college has a trained electrician to look after any minor repairing on electricity problem. The Sweepers and Cleaners look after the cleanliness of the campus infrastructures. The library assistants look after cleanliness and arranging the books in the library. Computer Laboratory is looked after by Computer Science Lecturer, any repairing is send to private agency. Laboratory assistants help in maintaining their respective laboratories equipment, instruments, specimen, computers LCD projectors etc. The college has a basketball court and a football ground. There is no indoor stadium, however being a government college; games like table tennis and badminton are held in Tura District indoor stadium. Hostel Superintendents look after the college hostels facilities and any maintenance work required; they inform the college authority for necessary action. For maintaining and utilization of other physical facilities different committees are formed under the supervision of the principal.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1501

| File Description | Documents |
|--|---------------------------|
| Upload self attested letter with the list of students sanctioned scholarship | View File |
| Upload any additional information | View File |
| Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template) | View File |

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

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

0

| File Description | Documents |
|--|---------------------------|
| Upload any additional information | View File |
| Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template) | View File |

| | |
|---|----------------------------|
| 5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills | D. 1 of the above |
| File Description | Documents |
| Link to institutional website | Nil |
| Any additional information | View File |
| Details of capability building and skills enhancement initiatives (Data Template) | View File |
| 5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year | |
| 0 | |
| 5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year | |
| 0 | |
| File Description | Documents |
| Any additional information | No File Uploaded |
| Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template) | View File |
| 5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees | 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 | No File Uploaded |
| 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

3

| 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

143

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

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

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

government examinations) during the year

2

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

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

0

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

Tura Government College has a student council named Tura Government College Students' Union (TGCSU). The student body play an important role in the all-round development and welfare of the student community. TGCSU is a body elected for a term of one year by election conducted by the Teaching Faculty following the recommendations of the J M Lyngdoh commission. The various posts of the Student Council are as follows- President (The Principal, presides over the meetings of the Union); Vice-President, General Secretary(responsible for the smooth functioning of the Union);Assistant General Secretary,

Secretary, Games & Sports (for outdoor and College week sports); Secretary, Social & Cultural (for Social & Cultural activities); Secretary, Literary & Symposium (for the development of literary activities); Secretary, Boys' Common Room, Secretary, Girls' Common Room (responsible for the Common rooms & indoor games, newspapers & Periodical subscriptions) and Secretary, Social Welfare (for the welfare of the students). The Union work as a medium between the Faculty and the students and also motivate the students to participate in activities conducted by the institution.

Due to the Pandemic, elections were not held for two years but resumed in 2022.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://tgctura.edu.in/tura-government-college-students-union |
| 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

0

| File Description | Documents |
|---|---------------------------|
| Report of the event | View File |
| 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) | View File |

5.4 - Alumni Engagement

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

On 23rd of October 2018, a meeting was held by the Teaching Faculty to discuss hosting of Alumni Meet. The first Alumni Meet was held on the 27th October 2018. The Alumni chaired the meeting, the Principal Tura Government College addressed the welcome speech; he also highlighted the need of formation of Alumni Association. There after the new chairman was elected to preside over the meeting, under the new chairmanship, the Tura Government College Alumni Association was officially formed and the Office bearers were elected.

Tura Government College Alumni Association is officially registered on 2019.

The aims and objectives is to promote the needs for the development and welfare of the students especially economically weaker section of the community.

The Alumni Association also organised a singing competition in collaboration with IQAC of the college to encourage the budding talents of the college. Student participation was very encouraging and the programme was a successful one. It also decided to organise more such programmes in the coming days.

The Alumni Association was present during the NAAC Peer team Visit on 22 June 2022. The Alumni has significantly contributed and is visible with the creation of a waiting shed/gallery in the basketball court.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://tgctura.edu.in/alumni |
| Upload any additional information | View File |

5.4.2 - Alumni contribution during the year (INR in Lakhs) D. 1 Lakhs - 3Lakhs

| File Description | Documents |
|-----------------------------------|---------------------------|
| Upload any additional information | View File |

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:

- Promoting value-based quality education with special emphasis on character building and leadership qualities.
- Incorporating NEP 2020 in order to update the system of Education in the state and the college in particular
- Incorporating the State of Meghalaya Education Policy from time to time

MISSION:

- Prepare students through education for productive lives and challenging careers.
- Encourage and nurture all students on value based education.
- Implement ICT facilities for meaningful knowledge transfer.
- To provide research facilities for Teachers' competence.
- To upgrade from UG to PG courses in the concerned department.

Tura Government College caters to the needs of the under-privileged students with value-based education being its prime objective. Being a government run institution the plans and policies are implemented by the Principal, Academic Council consisting of Heads of Departments, faculty members and the students' body. Various committees like Examination, Admission, Purchase, canteen, Vigilance and Discipline committees contribute to the administrative management of the institution and at the top of the hierarchy we have the College Advisory Committee.

The governance of the institution has a vision to launch Management Information System (MIS), like E-library along with smart card facility as its features. The College is therefore committed to upgrade and digitalize the college.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://tgctura.edu.in/vision-and-mission |
| Upload any additional information | View File |

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

The Principal along with the faculty members and office staff works in tandem for the implementation of the plans and policy of the college. The IQAC works closely with the faculty members and plans out the best possible strategies for the college. The decision making process is done by the Heads of Departments along with the Principal. The faculties are involved in management of the college through different committees as coordinators, conveners and members of various committees

Each Department are allotted separate department rooms and are also provided with laptop/desktop/printer for departmental work. Internal work of the departments like internal test and assignments are managed by the department itself. The departments are given same amount of autonomy in their day to day functioning; however they are expected to adhere to the guidelines of the university and the college.

The College practises decentralisation and participative management by giving powers and functions to different committees such as

1. Admission Committee

2. Examination Committee

3. Library Committee

4. Vigilance Committee (Anti-Ragging Cell)

5. Womens Cell Committee (Norombi Club)

6. Election Committee for students union election

7. Meghalaya Govt. College Teachers Association (MGCTA) Tura Unit

8.Alumni Association.

9.Grievance Redressal Cell.

10.Counselling Cell

11.IQAC

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://tgctura.edu.in/institutional-practices |
| Upload any additional information | View File |

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

In the IQAC meeting held on April 2016, a decision was taken for all the departments to conduct regular departmental meetings. The minutes of the meetings are recorded and kept for future reference and to ensure transparency. In these meetings important decisions are taken and plans are chalked out for different activities concerning the department. Allotment of classes, departmental routine, internal tests, assignments and various grievances of the students are discussed in order to find a solution. The discussions and resolutions taken in the departmental meetings are usually conveyed by the Head of the Department to the Academic Council.

The institution strategic plan is evident from the role of IQAC in the context of NAAC assessment. There are policies pertaining to the Science, Arts, Geography, IT departments in which each department make a perspective plan to be implemented and followed by the teachers and students. The college also follows the policies adopted by the State Government.

| File Description | Documents |
|--|---|
| Strategic Plan and deployment documents on the website | No File Uploaded |
| Paste link for additional information | https://tgctura.edu.in/iqac |
| Upload any additional information | View File |

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

The college is under the Education Department which is headed by the Minister of Education, Government of Meghalaya. The Principal Secretary leads the Department with the Secretary under him and the Director of Higher & Technical Education. Under the Director, we have Additional Director, Joint Director, Deputy Director and the Principal. The Principal is the head of administration of the college assisted by the Vice Principal, IQAC, Teaching and non teaching staff. TGCSU is a students body elected by the students for their own welfare. The Deputy Commissioner, West Garo Hills is the chairperson of the Advisory Committee and a Professor from the affiliating university and Officials from the Government departments are its members.

Recruitment: Teaching faculty is recruited by the state board (MPSC), and the office staff is recruited by the District Selection Board.

Promotional policies: Promotion of teaching faculties is done through seniority basis by the Government. UGC rules and regulations are followed for promotion to higher stages.

The Meghalaya Higher & Technical Education Service rules 2012:

All employees follow the service rules of the Government of Meghalaya.

Grievance redressal mechanism:

Students' grievances are addressed in the students' grievance cell.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://tgctura.edu.in/welcome-tura-government-college-west-garo-hills-government-meghalaya |
| Link to Organogram of the Institution webpage | https://tgctura.edu.in/organogram |
| Upload any additional information | View File |

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The institution is managed by the state government and all the permanent staffs enjoy equal rights as per the state government policies.

- General Provident Fund and Central Contributory fund are available for teaching and non-teaching staffs.
- New entrants to state government are availing New Defined Contributory Pension Scheme from 1st April 2010.
- Gratuity and leave encashment are availed by the teaching faculties and the administrative staffs at the time of superannuation.
- Maternity leave is available for six months for both teaching and non-teaching staffs.
- Medical re-imbusement is available for teaching and non-

teaching staffs as per the financial rule of the state government.

- House building loans are available for teaching faculty and staffs as per the bank rules and festival advances are also availed by the 3rd and 4th grade of the administrative staffs as per the government rules.
- Facilities of temporary withdrawal of General Provident Fund are availed by the faculties and staffs.
- Leave to teaching and non-teaching are available as per the government rules. .
- Study leave for higher studies after 5 years of minimum service is permitted, after availing NOC from the Government.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://tgctura.edu.in/welfare-measures |
| Upload any additional information | View File |

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

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

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) | View File |

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

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

0

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

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

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

16

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

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

The performance appraisal system for the teaching staff is under the guidelines as per the UGC rules for those drawing UGC scales. All teachers fill up a comprehensive Self-Assessment

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

Administrative staffs are promoted from 4th to 3rd grade departmentally by the Principal of the college according to their experience, subject to approval by Director, Higher and Technical Education.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://tgctura.edu.in/welfare-measures |
| Upload any additional information | View File |

6.4 - Financial Management and Resource Mobilization

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

As a fully fledged Government Institution, internal audits are conducted on regular basis by the Department of Audits under the Government of Meghalaya. The Government appointed Auditor, along with his team conducts and verifies the various documents relating to sanction and utilization of funds under various schemes. Utilization certificates for various grants received from State Governments, UGC and others are provided by the office and submitted to the concerned authorities from time to time.

In the year 2016-17, funds sanctioned by the Government under Equity Initiative through RUSA, have been utilised to benefit the college as a whole. The Utilization Certificate of the same has been submitted by the college and audited by the concerned authority of the Government of Meghalaya.

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

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

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

0

| 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

Being a fully fledged Government institution, the necessary financial Grants are provided by the State Government, which is looked after by the Head of the institution i.e., the Principal along with the Head of the Office staff for the proper maintenance and utilisation of the funds. Apart from the funds funded by the Government, the institution also mobilizes the funds it collected from the students at the time of admission through Session fees.

The fee structures at the time of admission are taken as follows:

1. Admission fees: Rs. 40/-
2. Tuition fees: Rs. 480/-
3. Session fees: Rs 1500/-

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://tgctura.edu.in/admissions-2022 |
| Upload any additional information | View File |

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The Internal Quality Assurance Cell (IQAC) of Tura Government College was constituted on 12th July, 2011. Its members are selected for a period of two years. The goal of the IQAC is:

- To develop a quality system for conscious, consistent and catalytic programmed action to improve the academic and administrative performance of the college
- To promote measures for institutional functioning towards quality enhancement.

To achieve this goal two methods are being followed:

MAINTENANCE OF TEACHERS ATTENDANCE

The attendance of the Teachers are maintained on a register by every department. It helps in monitoring and maintaining regularity of teachers attending the college. Maintaining attendance register has encouraged teacher's competency and sincerity thereby building a healthy environment in the institution.

MONTHLY DEPARTMENTAL MEETINGS

Team meetings are important in discussing important agendas and planning the future course of action within the concerned departments. Different Departments conducts meetings which are convened by the Heads of the Department. Topics of discussion usually consist of teaching, student counselling, curriculum and activities of the department. The minutes of the meetings convened are well recorded and submitted to the IQAC. With regular meetings, the faculty in the departments are well informed and provided opportunity for performance feedback.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://tgctura.edu.in/iqac |
| Upload any additional information | View File |

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

The college constituted the IQAC in the year 2011 with the aim of improving the quality assurance and enhancement in the institution, as well as reviewing different aspects including teaching-learning. It is responsible for planning, guiding and monitoring Quality Assurance (QA) and Quality Enhancement (QE) in the college.

Apart from the coordinator the IQAC also include members who meet regularly to assess the system, thus fulfilling the NAAC guidelines. For a better teacher-student interaction, the college maintain an Attendance Register for both teachers and students, which are frequently reviewed by the IQAC Through the IQAC, the college has spearheaded cleanliness campaigns and conducive environment for quality teaching and learning. Some incremental improvements of IQAC for the preceding five years with regard to quality enhancement can be listed as follows: Implementation of CIE system Feedback from stakeholders viz, students and teachers Mentor-Mentee Implementation of ICT Implementation of e-governance

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://tgctura.edu.in/programmes-advanced-learners-and-slow-learners |
| Upload any additional information | View File |

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality

D. Any 1 of the above

audit recognized by state, national or international agencies (ISO Certification, NBA)

| File Description | Documents |
|--|---------------------------|
| Paste web link of Annual reports of Institution | Nil |
| Upload e-copies of the accreditations and certifications | View File |
| Upload any additional information | View File |
| Upload details of Quality assurance initiatives of the institution (Data Template) | View File |

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

As per the UGC guidelines Section 3.2 (15), the institution has established a women's cell named "Norombi" to cater to the security and sound existence of the female students. The inaugural function for Norombi was held on 10th December, 2021.

Its aims and objectives are to address on gender related problems and issues, to conduct career guidance programmes and also to help prepare young women emotionally, physically and mentally enabling them to face challenges in the future.

To celebrate the International Women's Day on 8th March, 2022, a small get together was organized along with a basketball match and tug of war competition for the female faculties of the institution which was attended by the faculty and the students.

Response:

- The college provides equal opportunities for learning without bias against any gender.
- Security measures are taken to ensure the safety of the students within the campus.

- CCTV's are installed.
- A Vigilance Committee, Counseling Committee and Grievances Redressal Committee are active catering to the all-round needs of the students whether educational or relating to their personal problems.
- Separate common rooms, restrooms and hostels are provided for the male and female students.

Year

Title of the Programme

Duration/Date of the Programme

Number of Participants

2021

Innuagral Fucntion of "NOROMBI" (Women Cell)

10thDecember 2021

Faculty and students

2022

International Women's Day Programme

Basket Ball Match for Lady Lecturer's

8thMarch 2022

Faculty and students

| File Description | Documents |
|--|---|
| Annual gender sensitization action plan | https://tgctura.edu.in/sites/default/files/7.1.1%20Annual%20Gender%20Sensitisation%20Report%20%20Norombi.pdf |
| Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information | Nil |

| | |
|--|------------------------------|
| 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 |
| <p>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</p> | |
| <ul style="list-style-type: none"> ◦ In order to maintain cleanliness in the College campus, Teachers were given in-charge for supervising the overall cleanliness of the college along with sweeper/cleaners/Grade IV staffs. ◦ Dustbins are kept in every corner (important places) of the college building and around the campus so that litters and waste are not thrown carelessly. ◦ Dustbins are emptied by sweepers every alternate days to garbage trucks of Tura Municipal Board which in turn, transport it to the permanent dumping site at Rongkhon Songgital , Tura. ◦ The College does not use hazardous chemicals or material for teaching purposes. The liquid waste from the science labs were carefully washed with water before draining out to the underground disposal pit so that it may not be hazardous to the environment and public health. ◦ As E-waste management is one of the greatest challenges the world today is facing and as such, the college gave special attention to it. Damage electronic waste is kept in a store room so that some parts which can be reuse, resale, recycle, etc. are in safe custody. <p>Apart from these practices College does organize "Cleaning Drive" on regular basis with the volunteers from NCC,NSSto keep the campus clean and healthy.</p> | |

| File Description | Documents |
|---|---|
| Relevant documents like agreements/MoUs with Government and other approved agencies | View File |
| Geo tagged photographs of the facilities | https://tgctura.edu.in/sites/default/files/7.1.3%20geotagged%20photos.pdf |
| Any other relevant information | View File |

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

D. Any 1 of the above

| File Description | Documents |
|---|---------------------------|
| Geo tagged photographs / videos of the facilities | View File |
| Any other relevant information | View File |

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**

| File Description | Documents |
|--|---------------------------|
| Geo tagged photos / videos of the facilities | View File |
| Any other relevant documents | View File |

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

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

| File Description | Documents |
|---|---------------------------|
| Reports on environment and energy audits submitted by the auditing agency | 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 | View File |
| Details of the Software procured for providing the assistance | View File |
| 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).

Programmes and activities undergone includes:

1. World HIV/AIDS Day was celebrated on 1st December 2021 in Collaboration with District Legal Services Authority, West Garo Hills Meghalaya.
2. NSS Tura Government College Unit, Tura in collaboration with IQAC and Beautification Committee conducted Cleaning drive on 3rd, 10th and 17th March 2022 at Tura Government College, Tura campus. Cleaning drive was also conducted on 26th April 2022 and 13th May 2022 at William Point, Tura.
3. NCC Unit Tura Government College also organized and participated in various programmes and events during the year 2021-2022 (Documents).
4. Other Diversities:

1. Department of History, Geography, Education and Botany organized Educational Tour, Exposure trips, Field Trips and Study Tours in the year 2021-2022.

2. Department of Garo organized Seminar on "Garo Folk song" for Vth Semester students on 30th November 2021.

3. Talent Hunt Programme for Radio Jokeys was organized for the students by AIR, Tura in Collaboration with Tura Government College, Tura for the Radio Show on 2nd December 2021.

| File Description | Documents |
|--|---------------------------|
| Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution) | View File |
| Any other relevant information | View File |

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

- Tura Government College is committed in sensitizing students and employees as constitutional

awareness for citizens towards their fundamental Rights and duties.

- In order to sensitize students, faculties and employees of the Institution to the constitutional obligation, the College regularly undergoes various programmes and activities, thereby focusing inculcating values for being responsible citizens as reflected in the Constitution of India.
- Unfurling National Flag in the campus is done every year by the Principal, TGC, Tura on 26th January and 15th August.
- NCC wing of TGC, Tura, participate every year on 26th January and 15th August has been awarded as the best contingent almost every year.
- NSS unit organizes cleaning drive not only in the College campus but also in Public places in conformity with the mission "Swatch Bharat" where the teachers and students take part actively.
- Blood Donation, Charity Work, Counselling Programmes for Juvenile Inmates, Awareness Programme for NOKMAS on Environment Issues was organized by the College and the NSS unit.
- International Yoga Day is being observed every year.
- Teaching Faculty of Tura Government College, Tura were appointed as Executive Magistrate/Overall In-charge in fighting against COVID-19 Pandemic and to take measures accordingly as a responsible citizen of India.

Programmes and activities undergone includes:

- Few Lecturers from Tura Government College, Tura were appointed as Executive Magistrate/Overall In-charge in fighting against COVID-19 Pandemic and to take measures accordingly vide Government's order No. DDMA/WGH/COVID-19/2020/254, Dated, Tura the 5th May, 2020.
- World AIDS Day was observed on 1st December, 2021 along with District Legal Services Authority, Meghalaya, and West Garo Hills.

| File Description | Documents |
|--|---------------------------|
| Details of activities that inculcate values; necessary to render students in to responsible citizens | View File |
| 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

A. All 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 | No File Uploaded |
| Any other relevant information | View File |

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

The college takes an active role in inculcating the spirit of nationalism through organizing a flag hosting programme every year on the 26th January ie Republic Day and 15th August ie Independence Day. The head of the Institution along with the teaching and non teaching staff as well as the students take active participation on such national festivals.

- On 2nd October, Gandhi Jayanti the institution along with the NSS always conduct Cleaning Drive in the college

campus with the teachers as well as non teaching staffs and the students.

- On 5thSeptember to mark the birth anniversary of Dr S Radhakrishnan the Student Union organized the day as Teachers Day every year.
- For promoting good health the institution through NSS organize and celebrateInternational Yoga Day.
- Every year the Institution organised a Pre Christmas celebration before the winter vacation.
- World HIV/AIDS Day:Tura Govt. College, Tura with teaching faculty and students observed World HIV/AIDS Day on 1st December 2021 in Collaboration with District Legal Services Authority, West Garo Hills Meghalaya.
- Tura Government College attend the programme of Death anniversary of Pa Togan Nengminza at Sisobibra, Williamnagar, East Garo Hills, Meghalaya on 12thDecember, 2021.

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

7.2 - Best Practices

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

1. Title of the practice:BOOK BANK FACILITY

Objectives:

To bring equality in higher education by providing students from low income access to books and helpreach their full potential as independent learners.

Context :

Many students belonging to economically weaker sections seek

and get admission in the institution. To facilitate and help such students Book Bank is established so that they don't have to purchase expensive books.

Practice:

Students who are enrolled as members are issued books from the book bank.

Evidence of success:

Many student completed their studies.

Problems encountered :

Due to less numbers of books many students cannot avail the facility.

2. Title of the Practice: Fostering Inclusiveness in Higher Education

Objectives:

To prepare divyangjan for the future through education.

Context:

The College is known for carrying out its vision by catering to all section of the society including divyangjan.

Practice:

Besides 4% reservation PWDs, physical facilities like ramps, wheelchairs, lift are available including equipments like Braille Software. College also facilitates scribes for visually impaired students during examination.

Evidence of Success:

All divyangjan have even completed their studies.

Problems encountered and resources required:

- o No medical facilities and doctors.
- o No specialized and vocational programmes.
- o No separate restroom.

| File Description | Documents |
|--|---------------------------|
| Best practices in the Institutional web site | View File |
| Any other relevant information | View File |

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

Tura Government College has always been well known as the training ground for future leaders because of all the opportunities provided to them like the student's governance, NCC and NSS wings. The student's governance like Tura Government College student's Union (TGCSU), NCC and NSS wings contribute a lot to the welfare of the college. We have many politicians, administrators, engineers, doctors, teachers who were the product of this college and are serving the society in their different capacities.

The college in order to fulfil its vision takes active measures by displaying the objectives and programmes of vision and mission at every entrance of the college buildings. The management implements all the decision taken in the IQAC meeting with stake holders for the enhancement of quality assurance and sustenance in all areas of academic performance of this institution. Several seminars were organized like soft skill development, personality development, value education, career guidance and counselling to equip in the students the knowledge, skills and attitudes enhancing their creative ability and to prepare them in their future endeavour to become a responsible, effective and productive member of the society.

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

7.3.2 - Plan of action for the next academic year

Future Plan for the next academic year

1. Norombi (Women Cell) has planned to observe International Women's Day Celebration by organizing activities like

games and sports. The Cell is also looking forward to conduct one day workshop on the importance of health and hygiene. Members have also decided to held one day food fest cum flower show exhibition.

2. The Institution has decided to organize professional Ethics programmes for students, teachers, administrators and other staffs.
3. The Institution has also decided to conduct awareness /Orientation progamme on Code of Conduct every year for first semester students.
4. To make the College Divyanjan-friendly, barrier free environment Criteria vii committee members has also decided to propose to purchase seinage including tactile path, lights, display boards and signboards.
5. National events to be observed in the College. NSS/ NCC are to take the initiative.
6. Foundation day of the College to be observed every year on 9thSeptember.