



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		PHEK GOVERNMENT COLLEGE
Name of the head of the Institution		DR. VIZOVOL MEKRO
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		03865-223740
Mobile no.		9402716591
Registered Email		pgcphek@rediffmail.com
Alternate Email		vizovolmekro@gmail.com
Address		Bible Hill Colony
City/Town		Phek
State/UT		Nagaland
Pincode		797108
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	DR. MEDONGULIE ZATSU
Phone no/Alternate Phone no.	03865223740
Mobile no.	8837364224
Registered Email	mzatsu@rediffmail.com
Alternate Email	zmedongulie@yahoo.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://phekgovernmentcollege.com/
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://phekgovernmentcollege.com/wp-content/uploads/2020/03/Academic-Calendar-2018-19.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	2.18	2019	04-Mar-2019	03-Mar-2024

6. Date of Establishment of IQAC

07-Dec-2012

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Academic Development	17-Mar-2018 1	215
Research Methodology, Consultancy & Extension	26-Mar-2018 1	30

Service and Preparation for NAAC Assessment		
Entrepreneurship	15-Sep-2018 1	28
Social Etiquette of a Women	20-Sep-2018 1	67
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	RUSA	UGC,GOI	2018 0	3490625
Institution	RUSA	UGC,GOI	2018 0	831250
Institution	State Budget	Govt. of Nagaland	2018 0	385000
Institution	RUSA	UGC,GOI	2018 0	2800000
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	7
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
12. Significant contributions made by IQAC during the current year(maximum five bullets)	
Uploaded SSR.	
Conducted 11 seminars, workshops (International, Institutional, State level, District level).	

Renovated college buildings.

Planted about one hundred orchids and about five hundred tree saplings

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

Plan of Action	Achivements/Outcomes
To conduct International, State and Institutional workshops	Conducted 11 seminars/ workshops
To renovate the college buildings	Renovated college buidings
To shift IGNOU Study Centre, Phek hosted by the college, from the Old Campus to the Present Campus	Shifted to present campus on 13/05/2018
To set-up Orchidarium	Planted about one hundred orchids
To upload SSR in 2018	Uploaded NAAC Self Study Report on 14th August 2018
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14. Whether AQAR was placed before statutory body ?

No

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

Yes

Date of Visit

20-Oct-2018

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2019

Date of Submission

25-Jan-2019

17. Does the Institution have Management Information System ?

No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The college has a well-planned curriculum delivery and documentation mechanism in tandem with Nagaland University curriculum which in turn is at par with the UGC curriculum. It offers B.A and B.Sc. programs which is divided into core, elective, choice based credit paper (CBCP) and other enhancement programs. The curriculum of a core program in B.A has 62 credits and 50 credits in B.Sc. respectively. In every academic session, all the departments prepare lesson plans with reference to academic calendar to ensure effective curriculum delivery. In order to have an effective system of curriculum delivery, class rooms and laboratories are equipped with ICT facilities. Similarly, in addition to the conventional way of class room teaching, novels, dramas and documentaries are screened. Other class room oriented activities includes group projects, debate, quiz, group interactions, oral presentations and role play. The process of internal assessment involves the conduct of class tests, written assignments, presentations, project works, field studies, students' excursions, etc. The internal assessment of the students, once obtained and recorded is sent to Nagaland University for final compilation with the external examinations results. The college offer Choice Based Credit Paper (CBCP) on proficiency in English and other add-on programs which are open to both B.A and B.Sc. students. Feedbacks on overall performance of teachers on curriculum aspects are obtained from students in each semester. Students' performance record such as class attendance and internal examinations are periodically analyzed, assessed and remedial measure for improvement undertaken. In order to foster growth and progress of the college, it has an instituted academic oriented cells like mentoring, tutorial, career guidance and counselling cells. The tutorial and mentoring classes are conducted for the students who need improvement in backlog papers as well as other social related issues that might be hampering the mental progress of a student. The research and seminar committee organizes seminars, workshops and research related activities for both students and teachers. Faculty meetings are convened by the Principal for review of overall academic performance of the collage. Orientation program is annually conducted for the newly admitted students and guidance at the beginning of the academic session to familiarize them with the college academic calendar, curriculum structure and evaluation process.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NA	NA	01/01/2018	0	0	0

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	0	01/01/2018
BSc	0	01/01/2018
No file uploaded.		

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	0	01/01/2018

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Floriculture	15/05/2018	12
Mushroom Cultivation	15/05/2018	33
Proficiency in English	15/05/2018	40
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	NA	23
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained
<p>1. Feedback is sought from students in the following areas such as teachers subject knowledge, communication skills, classroom management, evaluation, regularity, course coverage and teachers guidance. The objective is to collect feedback to improve overall teachers performance if any and motivate teaching and learning processes, as well as to evaluate the performance of the teacher. This feedback is collected towards the end of the semester to see that the course is completed on time. Specifically, the IQAC analyze the feedback and submit the teachers report to the Principal for further necessary action which serve in the interest of the students community. 2. Teachers being an important part of curriculum design, implementation and growth, their feedback are significant in the progress and growth of the institution. Feedback is sought from teachers in the areas like curriculum, research activities, time span to complete the curriculum, availability of equipment, understanding of goals and objective of curriculum, whether program description accurately captures the types of duties a graduate can expect to perform in the work environment, whether program length is adequate in producing graduates with the required entry level knowledge and skill development in the field. Feedback was also sought on whether there was any course not relevant to the program, or any course that need to be strengthened or topics that could be added to the program. Adequacy of balance between theory and practice was also sought and appropriateness of the evaluation methods and on whether quality of text and reference books mentioned in the curriculum was adequate for program delivery. Opinion on whether the course presented within the program properly address</p>

courses pre-requisite and co-requisite was sought and whether there was any courses within the program that should be pre-requisite for other courses. Rate on quality of text and reference books mentioned in the curriculum and whether it was adequate for program delivery was sought. The objective of all this, is to generate some useful feedbacks to teaching and learning, strengthen the quality of education and to look for scopes to improve. Through the assessment of feedbacks, overall understanding of the course is made. The area that needed improvement is identified and addressed. To most of them there is clarity in course objective. It has been found that most of the teachers are satisfied with the course content. It has also been found that they are getting enough instructional hours to complete the syllabus but there a need to increase the availability of teaching resources and reference text in the institution. Teacher feedback is submitted to the Vice Principal in a sealed envelope and the same is studied and addressed for the improvement and growth of the college. The feedback are analysed and the Vice Principal personally meet any teacher where the need for further deliberation and understanding is necessary. The responses are sent back to the respective department to apprise them on how best the college can do for its improvements. The findings are also discussed in the IQAC and Staff

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA		300	224	224
BSc		150	36	36
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	260	0	38	0	0

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
38	30	51	13	0	2
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

Yes, the institution conducts personal as well as academic counselling through the mentoring program. Under the mentoring programme, teachers are allotted an average of 4-8 students as their mentees. This facilitates

open flow of communication between the mentor and the mentee and their overall needs are addressed. This is carried out with a view to encourage, advice and suggest ways for the students not only in the field of career building but to guide them in the job prospects, moral and personality development. The college also has instituted academic oriented cells like mentoring, tutorial, career guidance and counselling cells. The tutorial and mentoring classes are conducted for the students who need improvement in backlog papers. These cells frequently conduct mentoring and counselling session for the needy students and organise career-oriented workshops to assist and guide the students. The tutorial committee is designed to help and assist students who are weak in studies. The tutorial committee has been regularly conducting tutorial and remedial classes for students who have backlog papers. The committee also tries to identify students who are weak and need guidance. Remedial classes are held a month prior to the end-semester exam and are conducted at the end of regular class hours. Attendance of the teachers and students in the tutorial classes are maintained by the committee.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
260	38	6.84

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
34	38	0	1	10

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	MEDONGULIE ZATSU	Assistant Professor	Ph.d
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	BA	SIXTH	19/04/2018	29/05/2018
BSc	BSc	SIXTH	19/04/2018	29/05/2018
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The college follows three methods of internal assessments viz, assignments, class tests and presentations. In subjects where paper presentations are not conducted, additional internal tests or home assignments are conducted. The college maintains a time table for conducting internal tests. Tutorial classes and mentoring programs are conducted on regular basis. Students are encouraged to solve previous years' university exam question papers to update and equip themselves with the latest examination pattern. Seminars and workshops are conducted frequently to encourage and motivate the students by the Career Guidance and Counselling Cell. Emphasis is also given to students' attendance, whereby, each student is required to attain 80 of monthly attendance in order

to qualify for the end semester examination. Feedback from the students and parents are taken, analysed and actions are taken accordingly.

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

The college follows the academic calendar prepared by the Nagaland University to ensure effective delivery of the same. There is a time schedule for onward submission of internally moderated marks to the Controller of Examination, Nagaland University. As such the institute adheres to the academic calendar for the conduct of examination and other related matters. The Examination Committee plans the tentative schedule for the conduct of internal examination for all the departments. The HoDs in consultation with their respective faculty members, fix the dates for the conduct of internal examination. The HoDs also ensures that all internal assessments are completed on time. The evaluated marks are then forwarded to the Examination Committee for verification and submission to the Controller of Examination of the university. Apart from the scheduled Nagaland University academic calendar, for timely execution of all academic related activities, the college internally has an academic calendar prepared by the IQAC.

2.6 – Student Performance and Learning Outcomes

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

<https://phekgovernmentcollege.com/wp-content/uploads/2020/03/Course-outcomes-PGC.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BA	BA	BA	39	29	74.36
BSc	BSc	BSc	8	5	62.50

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2.7 – Student Satisfaction Survey

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

<https://phekgovernmentcollege.com/wp-content/uploads/2020/11/Analysis-of-Students-Satisfaction-Survey-2018-19.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	365	Department of Science and Technology	4.94	4.94

[View File](#)

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Academic Development	The South Asianist the highlander, Edinburgh University, Scotland	16/03/2018
Entrepreneurship	Dept. of Industries and commerce, Chozuba, Phek	15/09/2018
A question of ownership	Barkweaver, Norway	25/09/2018

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
0	0	0	01/01/2018	0
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Skill Development Center	Skill Development Center	Ministry of Skill Development Entrepreneurship	Pradhan Mantri Kavshal Vikas Yojana	Short term Course	07/02/2018
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	History	1	5.7
View File			

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

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

Title of the	Name of	Title of journal	Year of	Citation Index	Institutional	Number of
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Paper	Author		publication		affiliation as mentioned in the publication	citations excluding self citation
0	0	0	2018	0	0	0
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
0	0	0	2018	0	0	0
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	68	0	0	171
Presented papers	0	4	0	0
Resource persons	0	0	0	18
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
World AIDS Day	Nagaland State AIDS Control Society	5	32
Observation of World Environment Day 2018	22 Assam Rifles	27	90
Life is your journey, Travel Drug Free	District Hospital Phek	10	260
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
0	0	0	0
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating	Name of the activity	Number of teachers participated in such	Number of students participated in such
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	agency		activites	activites
Commemoration of Dr. T. Ao Centenary Celebration	Department of Youth Resource and Sports Phek	Commemoration of Dr. T. Ao Centenary Celebration	5	12
Awareness trip	District Jail, Phek	Awareness trip	5	60
Invigorating Young Talents	All Nagaland College Students Union	Collegiate meet	5	21
4th International Day of Yoga	Department of Youth Resource and Sports Phek	Yoga	5	20
Sanitation drive	Phek Town Chakhesang Students Union	Sanitation drive	5	260
Mass Social Work	District Administration Phek town	Social work	35	260
Decoration of rostrum	District Administration Phek town	Decoration of rostrum	8	8
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Training of trainers on Entrepreneurship Development	Temjenmeren Jamir	Indian Institute of Youth Development (IIE), Ministry of Skill Development Entrepreneurship and Rajiv Gandhi National Institute of Youth Development, Sriperumbudur (RGNIYD), Ministry of Youth Affairs Sports, Government of India	5
Academic Development	37	Phek Government College	1
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact	Duration From	Duration To	Participant
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		details			
Training	Training of trainers on Entrepreneurship Development	Indian Institute of Youth Development (IIE), Ministry of Skill Development Entrepreneurship and Rajiv Gandhi National Institute of Youth Development, Sriperumbudur (RGNIYD), Ministry of Youth Affairs Sports, Government of India	19/03/2018	23/03/2018	Temjenmeren
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
The Kohima Institute, Kohima, Nagaland	01/06/2018	Faculty exchange, research, innovation	37
View File			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
79.5	79.5

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Laboratories	Newly Added
Others	Newly Added
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
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NIL	Fully	NA	2018
NIL	Partially	NA	2018

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	3900	1950000	850	382000	4750	2332000
Reference Books	57	28500	23	11000	80	39500
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
0	0	0	01/01/2018
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	36	1	0	0	0	10	5	0	0
Added	2	0	0	0	0	2	0	0	0
Total	38	1	0	0	0	12	5	0	0

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

0 MBPS/ GBPS

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
4.95	4.95	7.1	7.1

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

So far the college does not have procedures and policies for maintaining and utilizing physical, academic and support facilities. Committees such as

library, games and sports committee are in place looking after the activities. There is a Record Keeper, Day Chowkidar and Night Chowkidar for maintaining the college properties.

[NA](#)

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Special Merit Scholarship, L Mefutiba Merit Award, Special Merit Scholarship for General Category Students	12	30400
Financial Support from Other Sources			
a) National	Post matric Scholarship	179	1361345
b) International	0	0	0

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Floriculture	15/05/2018	12	RUSA
Mushroom	15/05/2018	43	RUSA
Proficiency in English	15/05/2018	40	NA
Tutorial/Remedial Classes	05/02/2018	30	NA
Mentoring	16/07/2018	260	NA

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	One-day Workshop on career guidance	220	220	0	0
2018	One-day Exposure	80	80	0	0

Trip to
Industrial
Training
Institute,
Phek

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

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

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	0	0	NIL	0	0
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	11	BA	Economics, Political Science, English	IGNOU, Nagaland University, Kohima Law College, St. Joseph University	MA, LLB
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	0
SET	0
SLET	0
GATE	0
GMAT	0
CAT	0
GRE	0
TOFEL	0
Civil Services	0
Any Other	0

No file uploaded.

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Annual Parting Social-cum-PGCSU Induction Program	Institution	260
37th Freshers Day	Institution	250
Awareness Program organised by Red Ribbon Club	Institution	230
International Literacy Day Program	Institution	250
Annual Sports Meet Autumn Fest	Institution	280
EU/EGF Combined Pre-Christmas Prog	Institution	150

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	0	National	0	0	0	0
2018	0	Internatio nal	0	0	0	0

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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

There has been an active student participation and representation in various academic and administrative bodies/committees of the institution. There is an active students' Union with posts such as Vice-President, General Secretary, Women Co-ordinator, Sports and Cultural Secretary etc. In the various clubs, cells and committees of the institution, there are at least one or two student representatives along with the faculty in-charges. Each class also has two class representatives who are responsible for the respective classes. The Students' Union in consultation with the college authority, has organized all student-related activities of the institution such as Fresher's Day, Parting Social, Sports' Week, Literary and Cultural Day etc. The students have also participated actively in helping the institution in organizing any other collaborative activities or programmes with other departments. The students have participated actively in various capacities, both as student representatives and as members of the college fraternity, in all events/programmes of the institution. The Students' Union have played an active role in organizing and mobilising students for all college events. The student representatives of various clubs, committees such as Eco and Sanitation Club, Sports Club, have also coordinated with the faculty incharges in organizing and conducting various activities specific to each clubs, committees and cells. The overall participation and attendance of the students in all the annual functions of the college and other extra-curricular activities were ensured and

monitored by the Students' Union and student representatives.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

250

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

40000

5.4.4 – Meetings/activities organized by Alumni Association :

Four meetings were organised by the Alumni Association in the year 2018. The meetings were held to address various issues pertaining to the development of the college and action plans of the Association. The constitution of the Alumni Association was enacted on 8th September, 2018.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

General Administrative Management and Academic Management The Principal is the administrative head of the institution. He is assisted by the Vice-Principal for managing the major administrative task and supervising faculty members, staffs and students. The college ministerial staffs execute ministerial duties to ensure the smooth functioning of the institution. The IQAC cell headed by the Principal formulates policies and plans which is executed by various clubs, cells and committees. The HoDs supervise and co-ordinate departmental activities, paper allocation and represents department in HoD meetings. For academic management, the IQAC has given due cognizance to improve and enhance the knowledge capabilities of the students. For this students monthly attendance are strictly maintained by the examination committee home assignment paper presentation and class tests are conducted prior to external examination in order to access the quality of the student. The IQAC has set-up about 37 cells and committees and activity engaged them for the all round development of the college by organising seminar, workshop, and orientation programme from time to time. Each teacher is assessed by the IQAC and students on different parameters where the reports are submitted to the head of the institution for corrective measures if necessary.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	Selection of students for undergraduate programme is on the basis of marks scored in their previous 102 exam.
Industry Interaction / Collaboration	<ul style="list-style-type: none">• MoU is signed with Kohima Institute,• Indianeers Skill Development Centre •

Pfutusro College	
Human Resource Management	With the establishment of Skill Development Centre, college students and non-college students as well are trained in developing their skills in various areas viz., electrician, carpentry, floriculture and front-desk receptionist to cater the need in private as well as public sectors.
Library, ICT and Physical Infrastructure / Instrumentation	The college has added 873 new books, Online References, 13 LCD Projectors, purchased 38 computers.
Research and Development	Various development projects are underway. • Mushroom Production Unit
Examination and Evaluation	Regular internal assessment through Assignment, Paper Presentation, Class Test and Project Works where, students are assessed not only on these criteria but also through strict maintenance of monthly attendance. For the smooth conduct and evaluation of all these, the exam committee is appointed among faculty members. Mentoring and tutorial cell are also constituted in order to improve the weak students in their academic performances.
Teaching and Learning	The college ITC has started basic diploma course in computer application. The skill development centre has already giving training to the students in various skill based areas such as electrician, floriculture, carpentry and meet Greet and front desk managers. It has already sent one batch of students to different cities to cater the needs as required by different industries.
Curriculum Development	Choice Based Credit System has been introduced in the undergraduate level in two areas viz., Mushroom cultivation and Proficiency in English. Moreover, the institution has introduced Coffee Plantation Course and the curriculum has been designed according to the relevance of local context.

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

E-governance area	Details
Finance and Accounts	<ul style="list-style-type: none"> • Banking (Grants, Salary transactions and correspondence to the Directorate Office and other concerned departments) • RUSA (Online transactions of funds, communication and correspondence) • Projects

Student Admission and Support	<ul style="list-style-type: none"> • Online applications of scholarships and transaction of scholarships directly through personnel accounts • Admission notification in website
Examination	Nagaland University (Examination Fees transactions , E-mail Correspondence, online submission of internal and external marks and submission of the same through CDs)

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	1. Dr. Vizovol Mekro 2. Dr. Medongulie Zatsu	NAAC New Accreditation Framework	Directorate of Higher Education Kohima	3000
2018	Temjenmeren Jamir	Training of Trainers on Entrepreneurship Development	Indian Institute of Entrepreneurship, Guwahati	4000

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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Research Methodology , Consultancy and Extension Service and Preparation for NAAC Assessment		26/03/2018	26/03/2018	42	0

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration

UGC Sponsored Summer School in Basic Sciences, NEHU, Shillong Meghalaya	1	04/07/2018	24/07/2018	21
Two- Week Capacity Building Programme for Young Faculty in Social Science, Nagaland University, Meriema Campus.	1	08/05/2018	21/05/2018	14
Orientation Course, UGC HRDC, Mizoram University	4	28/06/2018	25/07/2018	28
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
38	38	30	30

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p>1. Three years study leave with full pay for teachers to undergo PhD program. 2. Medical treatment fees are borne by the government for the staffs and their dependents as well. 3. Pension benefits are extended. 4. Maternity leave of six months. 5. Teachers are permitted to attend career advancement programs at any time of the year. 6. Housing and associated facilities as well as HRA are provided. 7. Provision of T.A/D.A as and when permissible. 8. Employees are extended various kinds of leave such as casual leave, medical leave, earned leave, etc.</p>	<p>The faculty and staff of the college have also constituted welfare schemes to address events such as hospitalization, marriages, deaths, retirements, etc.</p>	<p>1. Scholarships for SC ST 2. Special Merit Scholarship 3. L. Mefutiba Merit Award 4. Special Merit Scholarship for general category students</p>

6.4 – Financial Management and Resource Mobilization

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

Institution conducts internal and external audits but not regularly.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NGOs, Churches, Individuals	2074500	College Development and library upgradation
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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Directorate of Higher Education, Government of Nagaland		
Administrative	Yes	Directorate of Higher Education, Government of Nagaland		

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

1. Meetings and Orientation Programmes

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

NA

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

1. Established Skill Development Centre, 2. Inauguration of IT and C centre and 3. Mushroom Production Unit

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Academic Development	17/03/2018	17/03/2018	17/03/2018	215

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Social Etiquette of a Woman	20/09/2018	20/09/2018	40	27
Importance of Women Education	20/09/2018	20/09/2018	40	27
Free Medical Camp	28/09/2018	28/09/2018	48	32

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

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

7.1.3 – Differently abled (Divyangjan) friendliness

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

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	0	1	24/08/2018	1	Health camp-cum-blood donation	Health awareness	260
2018	0	1	11/09/2018	1	Red Ribbon Club Blood Donation	Blood donation	90

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Teachers-Students Synergy for Green Campus	19/05/2018	This handbook has been published by the institution to instil

values of caring for the environment. It also inculcates in the students a sense of responsibility to protect and improve national environment as enshrined in Article 51 A of the Indian constitution

A Handbook for Students	25/05/2018	This handbook has been published by the institution to guide the students in academic matters such as course outcomes, examination and evaluation procedures, admission procedures, add-on courses etc. It also introduces to the students the various mechanisms of ensuring quality education in the institution. The handbook contains information regarding the various cells and committees, as well the various scholarships instituted by the college. It lays down the rules and regulations, and the code of conduct for the students
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7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Cleanliness drive with PTCSU	15/09/2018	15/09/2018	260
International Literacy Day on the theme 'Reconnecting Indigenous Culture'	08/09/2018	08/09/2018	230
Health camp-cum-blood donation	24/08/2018	24/08/2018	260
Parakram Parv	29/09/2018	29/09/2018	210
Red Ribbon Club Blood Donation	11/09/2018	11/09/2018	90
Social Etiquette of a Woman	20/09/2018	20/09/2018	67
Importance of Women Education	20/09/2018	20/09/2018	67
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Plantation of trees and plants as part of best practice 2. Tobacco-free campus 3. First fully LED lighted institution 4. Rainwater harvesting 5. Compost pit

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Promotion of Skill Development Promotion of skill development is a highly valued best practice of the institution. Phek town is located in the rural fringes of the state of Nagaland. Its indigenous inhabitants also fall under the backward tribe category. As such, the institution also functions under many social, economic and infrastructural constraints. However, the college relies on its strong human resource base and social capital in the form of active students, teaching and non-teaching staffs, and interconnectedness with the community at large. As part of the promotion of skill development, students engage in different activities. They are given ample opportunities to develop, hone and sharpen their skills. Toward this end, the college has institutionalised the promotion of skill development through various activities which are conducted by the Skill Development Club of the college in consultation with the IQAC. The Skill Development Club is supervised by faculty in-charges and student representatives who organize and conduct such activities. To further augment the skills and knowledge of the students, resource persons from concerned departments are invited for talks and workshops from time to time. The various activities of the Skill Development are an annual affair and the students' participation in the same are significantly large. The Club activities focus on the production and promotion of 100 handcrafted products besides other skills such as carpentry, cooking, tailoring, electrification etc. The products crafted during club activities are put on sale to generate fund which are utilized for more activities. In this way, financial requirements for the activities for skill development are met, albeit in a small way. As an attempt to preserve the rich traditional craftsmanship, students are encouraged to develop and improvise on their skills in making indigenous products. Every year, they are asked to submit their handcrafted indigenous products. Usually, students submit their products in large numbers. These are handcrafted products such as wood carvings, decorative pieces, 'daos' and knives, wooden spoons and stools, weaved items such bags and stoles, knitted items etc. The three best products are selected for cash awards and citations. This is aimed at encouraging the students and boosting their morale. The different products are exhibited for display and sale for the public during late letter days' celebrations in the district such as Independence Day and Republic Day. Also, for the purpose of displaying and promoting the skills of the students, the institution organizes 'Exhibition-cum-Sales Day' at regular intervals. As and when the opportunity arises, students or even faculty members are sent for trainings in skill development which are conducted by the state or central government. All these draw the attention of the students as well as the public to the institution as not only a place of academic learning but also as a place which imparts life skills. Apart from the promotion of indigenous skills, Students are also taught other skills such as tailoring, gardening, electrification, handiwork etc. This best practice of the college will be supplemented in a significant way with the establishment of the Skill Development Centre, the preparations for which are underway, including the approval by MHRD. The skills to be imparted in the centre include tailoring, carpentry, front desk management, electrification and aquaculture. The program will be extended not only to the students but to anyone who wish to join. Once the Centre is established, not only the students but also the local youths will be benefited immensely.

2. Teacher-Student Synergy for a Green Campus The teacher-student synergy towards promoting a green campus is a practice which is unique not only to the institution but also in the context of

India's Higher Education. The campus is located in a 38-acre land, on a hillside surrounded by lush green vegetation. This provides an excellent scope for developing a green campus. Over the years, this practice has translated into the students not only taking care of the cleanliness of the campus, but also taking care of the flowers, plants and trees and nurturing them. In this practice, students are assigned different duties and responsibilities. Usually, responsibilities are assigned class wise. Each group of students have 3-4 teacher in-charges. Under this practice, the campus is demarcated into different sections and each section is maintained by the respective classes along with the teacher in-charges. This arrangement is for a whole semester or an academic session and is re-arranged in the subsequent semesters. The different demarcated areas such as the administrative building, science block, flower gardens, Deo-Nukhu Hall, Skill Development Centre, Floriculture and Mushroom cultivation unit etc., are assigned to each class for cleanliness, maintenance of resources, plantation of trees, and different varieties of plants and flowers. The students also undertake the daily task of cleaning the toilets in the morning before classes. On days assigned for social work, all the students as well as the teaching and non-teaching staffs engages in cleaning the classrooms, laboratories, the college buildings and the adjoining lawns. In keeping with the pursuit of promoting a green campus, the NSS and the Eco and Sanitation Club of the college regularly organizes cleanliness drive in and around the campus. All throughout the seasons, the college buildings and their surroundings are kept clean and hygienic. Plants and flowers are regularly pruned and weeds removed. To sensitise the students about the importance of the preservation of the environment and its natural resources, the college also annually observes the World Environment Day and other such commemorative days. The college organizes such events in collaboration with other departments and organizations as and when required. To foster healthy competition and infuse a sense of enthusiasm, competitions in various categories are held such as best photography, best class (including the teacher in-charges), painting competition etc.

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

<https://phekgovernmentcollege.com/wp-content/uploads/2020/03/Institutional-Best-Practices-1.pdf>

7.3 – Institutional Distinctiveness

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

Phek is a district in Nagaland which is predominantly inhabited by the Chakesang and Pochury tribes both of which also falls under the 'Backward Tribe' Category. Phek Government College is located in Phek town which is also the District Headquarters. It has the unique distinction of being the only college in a town with a population of nearly 18,000. As such, the college has a dual role to play. On the one hand, it caters to the burgeoning educational needs of a rising young educated population of Phek town, and adjoining towns and villages. It also acts as a catalyst for community development through community extension services by the faculty members as well as the students. Community extension services by the institution have taken many forms wherein the teachers as well as the students, either collectively or in their individual capacities, have rendered their best towards the upliftment of the society. During the course of many years, the institution has significantly contributed towards the people of Phek town and beyond in various ways such as:

1. Assisting the district administration in the decoration of rostrum on red letter days such as Republic Day and Independence Day. Teachers are also annually asked to comper the official ceremonies on such days.
2. The faculty

members of the college also extend their services as co-ordinator, assistant co-ordinator and academic counsellors to the IGNOU Study Centre in Phek town. 3.

Health awareness camps are also organised in the college which not only benefits the students but also the community at large through dissemination of health information and awareness by the students to their families, neighbourhood etc. 4. Organizing social works in and around the town such as cleanliness drives, plantation of trees etc. 5. Faculty members have delivered talks and lectures in students' conferences in the town and villages on various issues ranging from environmental protection, climate change to issues pertaining to employment, career prospects and topics of social relevance. 6. The institution also contributes to the smooth conduct of democratic processes of the nation and the state by extending services of its teachers and staff as master trainers, presiding officers and polling personnel in the Parliamentary and Assembly elections. 7. Faculty members are also board members and consultants in important academic boards and institutions. 8. Students of the institution have also rendered their services to the Nagaland State Legal Services as Para Legal Volunteers. 9. Solidarity has also been extended to social causes for the promotion of peace and justice in the community. For instance, students show their solidarity every year during Black Pochury Day in remembrance of those who suffered injustice. 10. The institution also actively participate and collaborate with the district administration and other concerned departments for any constructive and socially relevant programs and activities. 11. During exigencies, the institution has responded to the needs of the local community. For instance, teachers from the college have taught in the local Government Higher Secondary School when it faced an acute crunch of teachers in the school. As the only institution of higher education in the district headquarters, the college is committed towards not only reaching out to the local community but is also committed towards creating a support system which would enable a substantive transformation of the society. While it contributes to the community, the institution also feeds on the vast support networks that it receives from the local community in the pursuance of its values, mission and goals. The institution foresees itself to be a place where academic knowledge is not merely imparted, but also where individuals/learners will be able to make sense of the world they live in. The institution has capitalized on the strong community-based society to promote a holistic education.

Provide the weblink of the institution

<https://phekgovernmentcollege.com/wp-content/uploads/2020/03/PGC-institutional-Distinctiveness.pdf>

8.Future Plans of Actions for Next Academic Year

1. To start classes in IT and C. 2. To apply Permanent Affiliation with Nagaland University and 12 B of the UGC Act. 3. Coffee plantation and Introduction of coffee plantation as Add-on Course. 4. Focus on Research Publication and Seminar Presentation. 5. To install Swayam prabha. 6. Conduct seminar/ workshop and also apply for funding. 7. To improve drainage system.