



YEARLY STATUS REPORT - 2020-2021

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 its own campus?	Yes
• Phone no./Alternate phone no.	03865223740
• Mobile No:	9402716591
• Registered e-mail	pgcphek@rediffmail.com
• Alternate e-mail	vizovolvekro@gmail.com
• Address	Bible Hill Colony
• City/Town	Phek
• State/UT	Nagaland
• Pin Code	797108
2.Institutional status	
• Type of Institution	Co-education
• Location	Rural
• Financial Status	Grants-in aid

• Name of the Affiliating University	Nagaland University				
• Name of the IQAC Coordinator	Dr. Medongulie Zatsu				
• Phone No.	03865223740				
• Alternate phone No.	NIL				
• Mobile	8837364224				
• IQAC e-mail address	mzatsu@rediffmail.com				
• Alternate e-mail address	zmedongulie@yahoo.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://phekgovernmentcollege.com/wp-content/uploads/2021/05/AQAR-2019-2020.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://phekgovernmentcollege.com/wp-content/uploads/2020/03/Academic-calendar-2020-21.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.18	2019	04/03/2019	03/03/2024
6.Date of Establishment of IQAC			07/12/2012		
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	State budget	Government of Nagaland	2020	366000	
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
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
<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)	
<p>1. Conducted 1 National webinar and 2 institutional webinars. 2. Completion and commission of the New Science Laboratory Building on 20th November 2020. 3. Completion of 50 bedded girls' hostel in April 2020. 3. Painting of Academic Building and Science Block Building. 4. Started boys hostel. 5. Got permission to start NCC unit.</p>	
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year	

Plan of Action	Achievements/Outcomes
To conduct Seminars	Conducted 2 institutional seminars and 1 national seminar
Completion and commission of the New Science Laboratory Building	Inaugurated by Shri. Temjen Imna Along, Hon'ble Minister for Higher & Technical Education and Tribal Affairs, Government of Nagaland, on 20th November 2020
To paint Academic Building and Science Block Building	Painted in November 2020
To start boys and girls hostel	Boys Hostel Started
To start NCC Unit	Got permission to start
To focus on research publications	1 chapter in edited book by one Assistant Professor and resource person by one assistant professor in a webinar conducted by KROS College, Kohima.
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-Not yet submitted	18/02/2021

Extended Profile

1. Programme

1.1

23

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

File Description	Documents
Data Template	View File

2.Student

2.1 291

Number of students during the year

File Description	Documents
Data Template	View File

2.2 30

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 75

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 39

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 39

Number of Sanctioned posts during the year

Extended Profile

1. Programme

1.1	23
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2. Student

2.1	291
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	30
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	75
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3. Academic

3.1	39
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	39
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution	
4.1	19
Total number of Classrooms and Seminar halls	
4.2	19.77
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 accordance with the Nagaland University curriculum, the college has a well planned curriculum delivery and documentation mechanism. B.A and B.Sc programmes are offered which consist of Core, Elective, Choice Based Credit Paper (CBCP) and other vocational courses. At the beginning of the session, faculty meeting is held to plan out the academic routine for the year and all the departments map out the lesson plans and schedules for effective curriculum delivery. The students are briefed with the college academic calendar, curriculum structure, evaluation process through an Orientation program at the beginning of each new session. The college library is well equipped with facilities such as smart board, e-journals, e-books, scanning and printing, etc where both the teachers and the students can avail them. For well planned curriculum delivery, the classrooms and laboratories are built with proper ICT facilities. New laboratory building with updated practical equipments has been set up for the science programs. Apart from classroom teaching, other first-hand learning

activities like educational field trip, study tours, projects are carried out. To enhance the learning process of the students, debate, quiz, group interactions, oral presentations, group projects and role plays are executed. Internal assessment usually start after about a month of commencement of classes in the form of class tests, assignments, seminar presentations, viva voice and is sent to the Nagaland University for final compilation with the external examination results. Students' performances are periodically examined through class attendance and internal examinations whereby remedial measures are taken when necessary. Instituted academic oriented cells like mentoring, tutorial, career guidance and counseling cells are catered to facilitate growth and development of the college. To foster the growth of both the students and teachers, the Research and Seminar Committee organizes seminars, workshops and research related activities. The Students' Union has its own functioning which helps them to nurture their skills and talents and also develop a sense of responsibility. Faculty meetings are occasionally convened by the Principal to review and discuss the overall performance of the college. To promote the interest of the students, the college encourages and organizes extra-curricular activities such as sports, social works, Freshers Social and Parting Social. For an effective curriculum mechanism, NCC, NSS, Red Ribbon Club, Red Cross, Literary and Performing Arts, Skill Development Club and Science Club are made accessible to the students. Due to the Covid-19 lockdown, the college shifted to online mode of teaching using apps like Zoom, Google Meet, Google Classroom, Whatsapp, Email, etc. Lectures were delivered via virtual meetings (live), sharing of recorded videos and audios, pdf notes with embedded audio, powerpoint presentations. Hence, the learning process wasn't interrupted. The curriculum is used in the best way to maximize students' learning and the college adopts a strength based approach to recognize, value and build on students existing knowledge and skills.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

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.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://phekgovernmentcollege.com/wp-content/uploads/2020/03/Academic-calendar-2020-21.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

2

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

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

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

00

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

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

00

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

00

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Environmental Studies

Environmental Studies (EVS), a compulsory paper for students of B.A. and B.Sc. 5th semester include issues relating to environment and sustainability in the context of global warming and resource management, water harvesting and solar energy sources. The paper also addresses human values and concepts on biodiversity, conservation and climate change.

Botany:

B.Sc. Botany 4th semester paper dealing with environment and sustainability includes the study on plant physiology, ecology and biodiversity. Another paper on environmental biology and phytogeography address various issues about the environment and the natural resources.

English

The topics offered in English papers for both B.A. and B.Sc. deals with wide issues and concepts on gender, human values and professional ethics. The studies include the works of William Shakespeare, Thomas Hardy, Easterine Iralu, Toni Morrison, Albert Schweitzer, Marcel Jusod, Jane Austen, Charles Dickens and Arthur Miller. The theme on professional ethics is taught in the CBCS paper 'Proficiency in English'.

Education

B.A. 3rd semester syllabus involves studies on gender equity, human values and development. B.A. 4th semester syllabus involves studies on social, moral, ethics and aesthetic values. On professional ethics,

B.A. 2nd semester syllabus deals with managerial behaviour at personal, social, cultural, political and institutional level.

History

B.A. 5th semester history syllabus includes a general understanding on social change and economic developments in modern

India including gender issues like emancipation and role of women in Indian National Movement. On issues relating to ethics, Gandhi's philosophy of non-violence and satyagraha are included.

Economics

The economics of environment is included in the B.A. 6th semester syllabus.

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

6

File Description	Documents
Any additional information	No File Uploaded
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

27

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

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)	View File
Any additional information(Upload)	No File Uploaded

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

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://phekgovernmentcollege.com/wp-content/uploads/2018/09/Feedback-report-2020.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

450	
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

10

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

2.2 - Catering to Student Diversity

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

To assess the learning levels of students, internal assessments are periodically done via tests, presentations and assignments. Tutorials, remedial classes and mentoring programs are then conducted to help slow learner's and further boost advanced learner's in their performance. Emphasis is also laid on students attendance with each required to maintain 80% of monthly attendance to ensure eligibility in the end semester examination. Feedback from students and parents are taken, analysed and follow-up of the same are made to achieve better results. Besides, sample questions and previous University question papers are solved to adept students with the examination pattern.

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

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

Number of Students	Number of Teachers
291	39

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

For enhancing learning experiences, the college ensures the application of student centric methods in the teaching learning process. Discussions and interactions are incorporated in day-to-day classroom teaching to foster active participation of students. Field trips and study tours are arranged to make learning experiential and engaging. Students make reports on such exposure trips, making analysis of existing problems and suggesting remedial measures to be undertaken. Literary and cultural events are organised to enable students discern their abilities and efficaciously engross themselves in novel learning experiences.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

Teachers combine traditional classroom teaching with Information and Communication Technology (ICT) to engage students more effectively and optimise the outcome of the teaching learning process. The ICT tools range from projectors to desktops and laptops, printers, scanners and online classes through Zoom, Google Meet and Google Classroom. There are seven ICT enabled classrooms, one each for the first, second and third year Arts stream and also for the department of Chemistry, Botany, Zoology and Physics. Faculty members give lectures using power point presentations and projectors. Online quizzes are also conducted using Google Classroom. Further, video conferencing with the help of Zoom and Google Meet applications are scheduled and video lectures are delivered. The library also offers access to e-

resources enabling students to reach out to a plethora of resources to enrich and update their knowledge base.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://phekgovernmentcollege.com/wp-content/uploads/2021/12/ITC-tools.pdf

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

38

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

38

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

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

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

10

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

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**2.4.3.1 - Total experience of full-time teachers**

39

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

2.5 - Evaluation Process and Reforms

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

The college has a transparent and robust mechanism of internal assessment in terms of frequency and variety. Students are briefed during their orientation about internal assessments and pattern of examinations. The same is available on the college website and college prospectus and displayed on the notice board for students. Examination schedules are updated and teachers give detailed instructions about the mode of examinations be it tests, assignments or presentations. Changes in schedule or pattern, if any are immediately notified to the students. The internal assessment marks are also displayed on notice boards. For maintaining an effective assessment system, the college has an examination committee constituted solely for smooth conduct and transparency of examinations.

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

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

The college has an organised mechanism to deal with examination related grievances. The students can approach the Examination Committee directly or through their subject teacher to redress their grievances. Students may apply for reevaluation if they feel that the evaluation was not fair or marks given were unjust. This has to be done within a stipulated time as notified by the Committee. The Exam Committee caters to all types of complaints put up by the student community. In case a student is unable to appear for internal tests on account of some genuine reasons, repeat tests are conducted, provided the student submits application with proper documentation. There is also the provision for improvement tests for those who seek to perform better. After the evaluation of scripts, it is shown to students to give them an idea of their performance and also for clarification of doubts, if any. In carrying out all exam related affairs, the college strictly adheres to the guidelines and rules issued by the affiliating University, ensuring transparency and efficiency of the examination mechanism.

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

2.6 - Student Performance and Learning Outcomes

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

The institution has clearly stated learning outcomes of the programs (BA and BSc) and courses offered. Program outcomes are broad statements of accomplishments that each program aims to achieve at the attainment of the degree. The course outlines are statements of essential knowledge of the course offered, abilities and dept of learning that are expected of each student to possess at the completion of the course. Hard copy of the program outcomes

(BA and BSc) and course outcomes are outlined in the prospectus and readily accessible to all students and faculty. The same is available in the college website as well. The IQAC along with the Principal highlights the importance of the learning outcomes to the faculty. The students in turn are sensitised about the program outcomes during orientation programs at the beginning of every semester. The college offers 11 subjects, viz, English, Economics, History, Political Science, Education, Tenyidie, Physics, Mathematics, Zoology, Botany and Chemistry. Every teacher is entrusted with the task of conveying the learning outcomes of their respective papers. Further in all interactions with the students, the learning outcomes are outlined and promoted.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://phekgovernmentcollege.com/wp-content/uploads/2020/05/Prospectus-2020-Phek-Government-College.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.

Each course has an outlined set of outcomes to be achieved and a corresponding criteria of evaluation to assess the same. The level of attainment of outcomes is measured by students performance in internal tests, assignments, presentations and end semester examinations. The questions in internals and exams are framed to test the competence of students level of understanding of the learning outcomes. Besides, the assignments and presentations are all tasked to grasp the essence of the course outcomes. This process of continuous evaluation ensures that the courses are in line with the learning outcomes at all times. Further, the feedback system of the stakeholders- students, parents and alumni assists in measuring the degree of attainment of program outcomes. The feedback questionnaires are designed to provide information pertaining to the relevance of the course, course importance in terms of employability, skill attainment, expected competencies of the course and so on, thus helping the institute to weigh its learning outcomes.

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

2.6.3 - Pass percentage of Students during the year

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

75

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	https://phekgovernmentcollege.com/wp-content/uploads/2021/12/Result-2019-2020.pdf

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://phekgovernmentcollege.com/wp-content/uploads/2020/11/Student-Satisfaction-Survey-2020.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)

00

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

00

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

3

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

3.2 - Research Publications and Awards

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

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

00

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

2

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

Extension services carried out

Phek Government College 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.

Inspite of the lockdown restrictions, the institution has tried

its best to contribute towards the people of Phek town and beyond in various ways such as:

1. The Red Ribbon Club, Phek Government College organised an online Slogan writing competition on 1st December, 2020. Mr. Kuduvo Kezo, Program Officer, District Aids Prevention Control Unit (DAPCU), Phek and Mr. Thoshusie Katiry, Nodal Officer, RRC, Phek Govt. College were assigned as the Judges of the online Slogan competition. The following RRC volunteers were declared as winners: 1st Khushboo, 2nd Hutazo and 3rd Vesuto. Consolation Prizes were given to Hukulu, Tshtelu, Vechilu, Sonali and Kuzoyi.
2. The volunteers of RRC of Phek Government College also participated in online quiz competition on HIV/Aids which was organised by Nagaland State Aids Control Society (NSACS).
3. The faculty members of the college also extended their services as co-ordinator, assistant co-ordinator and academic counsellors to the IGNOU Study Centre in Phek town.
4. 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.
5. Faculty members are also board members, life member and consultants in important academic boards, institutions and organizations.
6. Faculty members act as resource persons/judge/moderators in various student and public organized programs and functions.
7. Faculty members play the role of reviewers for important journals.

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.

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

12

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	View File

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

22

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

15

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

4

File Description	Documents
e-copies of linkage related Document	View File
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

4

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college has 19 classrooms, 1 library, 8 laboratories, 1 computer laboratory, 12 office rooms, 4 staff rooms, 1 multipurpose hall, 1 cafeteria, 1 girls hostel, 1 fifty-bedded girls hostel, 1 teachers' residential complex under construction, 5 residential quarters, skill development centre, IGNOU Study Centre, floriculture unit, mushroom cultivation unit, 2 poly houses, one 20,000 litres capacity water reservoir tank, rainwater harvesting facilities in three buildings, one 20 KVA silent generator, one 2 KVA generator, 3 invertors/power back up, two separate common rooms for boys and girls, 1 first aid room, CCTV in all the buildings, fire safety measures installed. The library has 6852 books, 80 reference books, e-books, magazines, newspapers, and automation of library is under process. The college has 13 printers, 7 photo copiers, 39 computers/laptops, 13 LCD projectors, 1 handy cam and 3 digital cameras. The new science laboratory of the college was inaugurated on 22 November 2020.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://phekgovernmentcollege.com/2020/11/23/inauguration-of-science-laboratory-building/

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

The college has a total area of 38 acres. It has a playground measuring 85x55 meters for conducting outdoor games and events. The volleyball court is located within the playground measuring 18x9 meters. The playground has the provision for conducting other track and field events. The playground is also used occasionally by other local organisations for conducting outdoor games. The college has one multi-purpose recreational hall for indoor games like table tennis, carom board, chess, etc. The hall is also used for interface activities such as seminars, workshops, cultural and literary activities. The college also has one amphitheatre for conducting cultural events and other social activities of the college. The frequency and user rate for these facilities are year-round.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://phekgovernmentcollege.com/2020/01/25/cultural-day-2019/

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

1

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

10

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://phekgovernmentcollege.com/2021/11/30/classroom-facilities/
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)

NIL

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

4.2 - Library as a Learning Resource

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

The automation of the college library with Integrated Library Management System (ILMS) is underway. The college has a compact library which is operated manually. It has a collection of 6852 books, 80 reference books, ebooks, magazines, newspapers and reports of the state government and other organisations. The college at present is working towards upgrading the library to make it the hub of knowledge-learning centre through the acquisition and dissemination of knowledge resources.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	https://phekgovernmentcollege.com/facilities/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

E. None of the above

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

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

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

Rs . 4 , 860

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

67

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

To ensure and to deliver quality education for overall academic progress and development, the institution has installed Wi-Fi internet connection (Reliance Jio). The college has a smart class room attached to IT&C room, college web management office. CCTV cameras are installed in the administrative and all the academic

buildings. The college has 13 printers, 7 photo copiers, 39 computers/laptops, 13 LCD projectors, 1 handy cam and 3 digital cameras. Teachers are entrusted with the maintenance of these facilities and equipments.

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

4.3.2 - Number of Computers

39

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

4.3.3 - Bandwidth of internet connection in the Institution

E. < 5MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

19.77

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The Principal along with the college development committee constituting of the Vice Principal, IQAC Coordinator, RUSA Coordinator, Heads of Departments and President of Teachers Association supervises the overall procedures and policies of utilizing the various college facilities. The college also has internally constituted various committees and cells for maintaining and utilizing physical, academic and support facilities. Convenors and members of these committees and cells are from among the faculty. Members of these committees are from among the faculty. The heads of various departments also oversee the maintenance and care of their equipments and facilities. The complete inventory of all items in the college is maintained by the store keeper. The financial grants received from the state government and admission fees collected from the students under various budget heads are fully utilized for the same purpose. There is a committee which looks after the college IT&C infrastructure and other reprographic equipments. The college science laboratory is maintained by the lab assistants and bearers under the charge of the concerned departments. The library is maintained by the college librarian and library assistants. There is a library committee comprising of faculty members who oversees the overall maintenance and other needs of the library. Teachers are also entrusted to oversee the maintenance of the IT facilities. The college has regular sweepers, gardener and watchmen. The institution has a playground and multipurpose hall which is looked after by the students' body under the supervision of the sports club. Strict regulations are maintained for the safe keeping of all sports items. The NSS and eco and sanitation club of the college oversees the cleanliness and maintenance of class rooms and hygiene in the campus. Teachers and students have also been assigned to maintain cleanliness and beautification of the campus.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://phekgovernmentcollege.com/2021/05/08/procedures-and-policies-for-maintaining-and-utilizing-physical-academic-and-support-facilities-laboratory-library-sports-complex-computers-classrooms-etc/

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

215

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

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

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

2

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

C. 2 of the above

File Description	Documents
Link to institutional website	https://phekgovernmentcollege.com/courses-phek-government-college/
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

00

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

00

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

5.1.5 - The Institution has a transparent

B. Any 3 of the above

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

8

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

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

5.2.2.1 - Number of outgoing student progression to higher education

27

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

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

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

00

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.

00

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)

There is active student participation and representation in various administrative and academic activities of the institution. The Student Council of the institution is headed by the Principal who is also the ex-officio President of the Council. The Student Council executives include the Vice-President, General Secretary, Finance Secretary, Literary and Cultural Secretary, Press Secretary, Games and Sports Secretary and Women Co-ordinator of the college. Each year, the institution sets up an Election Commission for the election of the Student Council where the Student Council executives are elected by the students of the institution. In addition, there are two class representatives from each class to further assist the Student Council and the institution. 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. The Vice President of the Student Council is a nominee from student body in the Internal Quality Assurance Cell (IQAC) of the institution which plans and monitors measures to improve the overall quality of education in the college. The Student Council provides assistance to the institution to organize co-curricular and extracurricular activities such as Fresher's Day, Parting Social, Sports Week, Cultural Day, Seminars, Competitions, Field Trips, etc. To ensure that the college campus remains clean and picturesque, regular cleanliness drives are conducted by the administration and Student Council. The Student Council also facilitates to ensure the participation of the students in events and programmes which are organized by the institution and those which are organized by the institution in collaboration with other organization(s). The student council also advocates the concerns and issues raised by the students and such issues are highlighted by the Student Council to the college administration. During the ongoing pandemic situation the Student Council played a vital role in facilitating the smooth transition into On-line mode of learning-teaching by assisting the faculty and administration to communicate effectively with students living in remote areas.

File Description	Documents
Paste link for additional information	Nil
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**

6

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

The Phek Government College Alumni Association was formally constituted on 13th July, 2013. Since its inception, the Alumni Association has been playing a significant role in terms of how former students are provided a platform to share their concerns and resources- financial and non-financial- for the development of the college. Members of the association render motivational and career guidance talks and also contributes in cash and kind. The college is working hard to build a strong alumni base. Toward this end, the Phek Government Alumni Association is working fervently to mobilise and keep a track record of all its Alumni to solicit their help, services and guidance in all matters relating to the development of the college.

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

5.4.2 - Alumni contribution during the year

E. <1Lakhs

(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	
<p>The college strives:</p> <ul style="list-style-type: none"> • To transform students to be agents of change in the society. • To impart and hone various life skills to students and make them self-reliant. • To make the students socially and economically productive. • To promote scientific, analytic and critical temperament of the students. • To impart value oriented education and shape the students to be socially responsible citizens. • Networking with academicians, public leaders, civil societies, district administration, church leaders etc., towards inclusive and effective involvement in building a better society. <p>The Principal Is the Head of the institution, assisted by the Vice-Principal in managing the day to day administrative task. The IQAC Cell headed by the Principal, formulates the academic calender and activites for the college, which are then excuted by every department, clubs, cells and committees. The HoD's of every department supervises and coordinate their respective departments and represents the department in the meetings. The ministerial staffs, headed by the Senior Head Accountant, ensures the smooth functioning of the office.</p> <p>Along with the formal and academic disciplines, the college focus on vocational course and skill development trainings. Programs such as Mushroom Cultivation and Floriculture has being introduced in the college. The college also has a Skill Development Centre where students are given hands on training to develop the skills and talents of the students in areas which could generate self-employment oppotunities.</p> <p>The college also organizes seminars and symposiums to promote</p>	

analytical thinking and research activities. Experts from the college as well as from outside the state and the country are invited as resource persons to these programmes. The college has strong networking with other academic and research institutions, government administrative officials, politicians, public leaders and civil societies. This is helping the college to grow substantially in the last few years.

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

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

The institution follows an inclusive policy of shared responsibility and utilization of human resources by ensuring maximum involvement of teachers and students. The Vice-Principal assists the Principal in the overall management of the college.

The college has constituted a total of 39 independent committees/clubs/cells with their own responsibilities and powers to look into the functioning and growth of their respective committees/clubs/cells.

The heads of departments are given independent charge and authority in matters related to their respective departments.

The ministerial staffs carry out their delegated responsibilities under the supervision of the senior head assistant.

An elected student body of the college is entrusted with maintenance of discipline and decorum among the students.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Principal along with the faculty members collectively discuss and develop strategic plans for the college. To execute these, the college has instituted different cells, committees and clubs to meet these needs and challenges. Each committee are assigned specific responsibilities and are expected to achieve the same within a given time frame. The committees are manned by a convener and other faculty members and student representatives. Meetings are held periodically whereby, each committee chalks out their objectives and target plans for each academic session. Accordingly, the various strategic plans are executed. These various cells and committees have been consistently and effectively contributing to the development of the college in a systematic manner.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
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 being a Government undertaking works according to the rules and procedures laid down by the State Government and the Department of Higher Education, Government of Nagaland. Regarding the Appointment and Service rules of the employees, the college follows the rules laid down by the State Government and the department and governed as per the rules laid down by the UGC.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://phekgovernmentcollege.com/administration/
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	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File
6.3 - Faculty Empowerment Strategies	
6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff	
<p>The college is an institution of the Higher Education Department of the Government of Nagaland and governed by rules and regulations as laid down by the UGC. Being a government institution, the staffs are extended appreciable welfare benefits, some of which are mentioned below:</p> <ol style="list-style-type: none"> 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.

The faculty and staff of the college have also constituted welfare schemes to address events such as hospitalisation, marriages, deaths, retirements, etc.

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

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

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

0

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

3

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

21

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
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 Department of Higher Education, Government of Nagaland has evolved a mechanism to assess college teachers and non-teaching staff through Annual Performance Assessment Report (APAR). Under this, the faculty is assessed by the Principal, the Principal by

the Deputy Commissioner of the district, and the non teaching staff by the senior head assistant. Eventually, all these are transmitted to the Directorate of the Higher Education Department. Under APAR, teachers are not only assessed in their teaching methodology but also their overall performance in other areas such as extension services, paper publications, research, seminars, conferences or workshops. In short, APAR monitors teachers' performances, while he or she serves in a particular institution. For purpose of placement and promotion of the teachers, the Academic Performance Indicators (API) is in place. The IQAC of the college looks into this matter meticulously before submission to the Directorate. Teachers are also assessed by students on various parameters such as their teaching skills, knowledge of the subject, motivation, interaction outside the class, completion of syllabus regularity in the class and their communication skills. Such questionnaires are framed and given to students for their feedbacks. After which, detailed report is submitted to the IQAC. The head of the institution monitors the performance of the non-teaching staff as well. The Principal convenes meetings with ministerial and other staffs of the college at regular intervals, and their performances are assessed. Through a mechanism of effective supervision and consultation, the quality of the institution is ensured and maintained.

6.4 Financial Management and Resource Mobilization

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

6.4 - Financial Management and Resource Mobilization

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

1. Annual audit of the overall income and expenditure of the institution is done by auditors from the office of the Accountant General.

2. Internal Audit is performed by the Internal Audit Committee.

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

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

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

Being a government institution, the principal source of funding for maintenance and expansion of the college is the Government of Nagaland. It looks after salary and other allowances for teachers and nonteaching staffs. It also grants funds for other infrastructural development of the college. The college administration plans out the requirements and costs for maintenance and development which is transmitted to the Higher Education Department for needful action. Another source of major funding to the college is through the RUSA scheme of the MHRD. The college prepares project reports and action plans which are submitted to the state RUSA Project Director. The college also highlight the needs and requirements of the college in the District Planning and Development Board meetings. Through this, the college has been allotted substantial financial grants to meet some of its requirements. The college also maintains good relations and strong networking with the administration, politicians and other departments who have so far proved to be of great help.

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

6.5 - Internal Quality Assurance System

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

The IQAC has given due cognizance to improve and enhance the knowledge capabilities of the students as well as the teachers. IQAC initiatives have resulted in the institutionalization of quality assurance practices at two levels: a) Teacher-centric b) Student-centric. For teachers: In order to upgrade and enhance the knowledge and teaching skills of the teachers, the college organises workshops/seminars as well as departmental seminars on relevant issues on a regular basis. Teachers are also encouraged to take up research and other academic activities for presentations and publications in journals and books, attend orientation and refresher courses, short term courses, etc. Teachers are also encouraged to extend service towards the society as resource persons, consultants, trainers, judges, etc. Use of ICT facilities is emphasized by the institution as an important component of teaching and learning, so such facilities have also been installed in almost all the classrooms and teachers are encouraged to make optimal use of these tools to augment their teaching. For students: The IQAC has instituted several measures to monitor the students' overall performance, particularly with regard to academic progress and attendance records. Their academic performance and attendance are continuously monitored and displayed every month. Each student has a mentor who also monitors the academic performance and attendance of the mentee and ensures that the student is not lagging behind in studies or regularity in the class. Students' attendances are subjected to strict rules and regulations. Students failing to attain 75% in their attendance are not allowed to sit for the end-semester exam. Similarly, malpractices during exams are strictly dealt with. The institution also has an effective mechanism of ensuring quality education through a system of feedbacks. The Parent-Teacher Association has their annual meetings in which the performances and progress of the students are discussed and remedial measures suggested. The IQAC also conducts teachers' assessment by the students every semester and the reports are submitted to the Principal and Vice

Principal for corrective measures.

File Description	Documents
Paste link for additional information	https://phekgovernmentcollege.com/category/naac/
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 IQAC, headed by the Principal, undertakes the primary task of ensuring that the teaching learning process and outcomes are in tandem with the goals and requirements of the institution. The IQAC along with the HoDs of the departments have sittings at periodic intervals to review the performance and activities of the respective departments. The institution follows the curriculum framed by the Nagaland University and as such class tests, assignments, and paper presentations form the basis of internal assessment of the students. Remedial/tutorial classes are arranged for weaker students. After the final declaration of result, review discussions are conducted to assess the performance of each department and necessary actions are incorporated.

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

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

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://phekgovernmentcollege.com/wp-content/uploads/2020/03/IQAC-meeting-2020.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institution is committed towards promoting gender equity through the conduct of various activities such as seminars, health camp etc. A 50-bedded girls' hostel was also completed in 2020. However, the institution could not conduct any such activities during the academic year 2020 on account of the covid-19 pandemic and the consequent lockdown imposed by the government.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://phekgovernmentcollege.com/?s=specific+facilities

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

D. Any 1 of the above

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

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

The college is committed toward creating and maintaining a clean and green environment, and adopts a comprehensive approach towards preserving the ecosystem and promoting an eco-friendly campus. Proper steps are taken for the efficient management and disposal of waste.

Solid waste management: The college has the added advantage of being located in a plastic-free town and therefore, the solid wastes are mostly biodegradable. These wastes are collected in compost pits and the decomposed products are utilized to manure the flower gardens in the campus. These activities also form part of environmental science studies in the college.

Liquid waste management Liquid: Wastes in the college are disposed off through proper drainage and sanitation system. The college has sufficient and separate toilets for the faculty, staffs and students. Toilets are fitted with drainage pipes and septic tanks.

Hazardous chemicals and radioactive waste management:

Chemical wastes are also disposed off through specially-made drainages. The college does not use radioactive compounds, hence no radioactive wastes are generated.

E-waste management: The institution produces very little or no e-waste since it keeps a proper maintenance of all its equipments.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	https://phekgovernmentcollege.com/?s=geo+tagged+pictures+of+waste+management
Any other relevant information	No File Uploaded

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

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

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

C. Any 2 of the above

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

E. None 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	No File Uploaded

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

C. Any 2 of the above

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

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

The institution strives to be a place where cultural, socio-

economic diversities flourish. The institution includes students from different ethnic communities and tribes from Nagaland and neighbouring states. Admission is open to foreign nationals and 5% of seats are reserved for SC/OBC/differently abled students. Scholarship is also provided to meritorious students who are from socio-economically weak backgrounds. Scholarship is also given to meritorious students from the general category.

All national holidays are observed in the college along with the rest of the country. An annual cultural day is also celebrated in the college. Fresher's Day and Parting social are also conducted annually.

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

The institution emphasizes on the development and promotion of patriotic values, awareness of fundamental rights and duties as responsible citizens of the country. The institution encourages its students to take part in activities related to awareness of rights and duties. The institution observes hoisting of the National Flag during Independence Day and Republic Day, and singing of the National Anthem. The teachers and students of the institution also render their services every year to the district administration for preparation of the official function during Independence Day and Republic Day- in the decoration of the rostrum and also act as comperes for the formal celebrations.

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

7.1.10 - The Institution has a prescribed code of conduct for students, teachers,

D. Any 1 of the above

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

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 institution in keeping with the spirit of national unity and integration, observes all the birth and death anniversaries of great Indian personalities. The institution observes hoisting of the National Flag during Independence Day and Republic Day, and singing of the National Anthem. The teachers and students of the institution also render their services every year to the district administration for preparation of the official function during Independence Day and Republic Day- in the decoration of the rostrum and also act as comperes for the formal celebrations. Teachers' Day which is commemorated in honour of S.Radhakrishnan, is also celebrated in the college. The institution observes all national holidays.

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	No File Uploaded
Any other relevant information	View File

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) Promotion of skill development

Promotion of skill development is a highly valued best practice of the institution. 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 Club activities focus on the production and promotion of 100% handcrafted products besides other skills such as carpentry, cooking, tailoring, electrification etc.

However, owing to the Covid-19 pandemic and the successive lockdowns imposed by the government, the institution had remained closed for almost the entire academic session. As such, the annual activities related to the promotion of skill development could not be conducted.

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 congruence with the best practice, the institution has strived to maintain the institution as a green campus during the 2020-2021 academic session inspite of the limitations posed by the Covid-19 pandemic. A number of social works were conducted for the beautification of the college campus. Usually, 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. The students engaged in cleaning the natural surroundings of the campus and the whole administrative blocks and buildings within the college premises. All these activities are conducted on a regular basis as part of the institution's best practice. However, during the session 2020-2021, many of the activities could not be carried out with the usual frequency as the pre-pandemic days.

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

7.3 - Institutional Distinctiveness

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

Phek is a district in Nagaland which is predominantly inhabited by the Chakhesang 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.

Inspite of the lockdown restrictions, the institution has tried its best to contribute towards the people of Phek town and beyond

in various ways such as:

1. The Red Ribbon Club, Phek Government College organised an online Slogan writing competition on 1st December, 2020. Mr. Kuduvo Kezo, Program Officer, District Aids Prevention Control Unit (DAPCU), Phek and Mr. Thoshusie Katiry, Nodal Officer, RRC, Phek Govt. College were assigned as the Judges of the online Slogan competition. The following RRC volunteers were declared as winners: 1st Khushboo, 2nd Hutazo and 3rd Vesuto. Consolation Prizes were given to Hukulu, Tshtelu, Vechilu, Sonali and Kuzoyi.
2. The volunteers of RRC of Phek Government College also participated in online quiz competition on HIV/Aids which was organised by Nagaland State Aids Control Society (NSACS).
3. The faculty members of the college also extended their services as co-ordinator, assistant co-ordinator and academic counsellors to the IGNOU Study Centre in Phek town.
4. 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.
5. Faculty members are also board members and consultants in important academic boards, institutions and organizations.

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.

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

1. To apply for Permanent Affiliation with Nagaland University and 12b of theUGC Act.
2. To conduct National Seminar through Funding Agencies.
3. Up-gradation of library.
4. To start girls hostel.
5. To start NCC Unit.
6. Completion of mushroom spawns production building.
7. To focus on research publications.
8. Blacktopping of college campus from Deo Nukhu Hall to Principal's quarter.
9. To organize workshops and seminars.