



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		THOMAS JONES SYNOD COLLEGE
Name of the head of the Institution		Ryan Reid Kharkongor
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		03652-221459
Mobile no.		9863100777
Registered Email		tjscjowai@gmail.com
Alternate Email		ryanrkharkongor@gmail.com
Address		Iawmusiang, West Jaintia Hills District
City/Town		Jowai
State/UT		Meghalaya
Pincode		793150
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	private
Name of the IQAC co-ordinator/Director	Shri. Edmond Lamare
Phone no/Alternate Phone no.	03652220063
Mobile no.	8259967745
Registered Email	tjsciqac@gmail.com
Alternate Email	edilamare24@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://tjsc.in/images/IOAC/PDF-Report-of-AQAR-2018-19.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://tjsc.in/images/AcademicCalendar/Calender_2019.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	2.12	2018	01-Jul-2018	30-Jun-2022

6. Date of Establishment of IQAC

01-Apr-2014

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
Participation in NIRF	29-Nov-2019 1	1221
Feedback from Alumni	16-Mar-2020	164

	5	
Feedback from Parents	26-Feb-2020 5	150
Online Feedback from Students	21-Apr-2020 60	205
Meeting of IQAC	26-Nov-2019 1	11
Meeting of IQAC	09-Aug-2019 1	12
Submission of AQAR	19-Jul-2019 1	490
View File		

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
Thomas Jones Synod College	RUSA	RUSA	2019 730	20000000
View File				

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 :

2

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)

OneDay Workshop on Preservation of Vulnerable and Endangered Heritage

Computer Training Programme on "Management of Students' database" for teachers-in-charge of Examination and Office Staff on MySQL

Becoming an Institutional Member of Indian National Trust for Art and Cultural Heritage (INTACH)

Obtaining approval from the Governing Body of the College for sending 4 (four) teaching faculty for either Orientation / Refresher Course annually

[View File](#)

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

Plan of Action	Achievements/Outcomes
To organize sensitisation programme on Human Impact on the Environment for the students and community	Workshop on Preservation of Vulnerable and Endangered Heritage was organized
To make the Campus a Plastic Free Campus	Efforts are being made by the institution in this regard
Introduction of Add-on courses for students	Efforts to develop and work out the course content was entrusted to each department
Upgradation of IT Infrastructure and Physical Facilities in the College	The institution is able to enhance its physical facilities through the RUSA Project
Training Programme on "Computer Application" for Teaching and Non-Teaching Staff	Training Programme on MySQL was organised for the teachers-in-charge of Examination and the Office Staff
Workshop on Office Procedure for Teaching and Non-Teaching staff	The programme was not organised because of the difficulties in making arrangement with the resource person and in securing funding
Workshop on Life Skill for Non-Teaching and Support Staff	Unable to obtain funding for organising the programme
National Seminar on "Interface of Tradition with Modernity in North East India	Proposals were submitted to three funding agencies but was unable to secure any funding
Workshop on the Role of the Library for the Students and Community Development	Discussion was held with the staff of the Library but was unable to secure funding

[View File](#)

14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Governing Body, Thomas Jones Synod College, Jowai	02-Jun-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
Date of Visit	16-Apr-2018
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	24-Feb-2020
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 institution ensures effective curriculum delivery through meetings of its Academic Committee comprising of the Principal, Vice-Principal, Coordinator IQAC and all the Heads of Departments. Staff meetings are held before the beginning of each Academic Session to chalk out plans and activities for the academic session after which the Heads of Departments convene departmental meetings to allot and distribute sections of the syllabus among the teachers. The Heads of the various Departments also keep track of the progress of the syllabus to ensure timely completion of the same. Besides this, the Academic Committee regularly assesses and evaluates the progress of the syllabus for each subject.

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
Spoken English and Communication Skills	0	09/09/2019	90	Employability	Personality Development, Communication and Writing Skills

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NIL	Nil
View File		

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
Nil	NIL	Nil

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

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
0	Nil	Nil
View File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	NIL	Nil
BCom	NIL	Nil
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained
The institution regularly collects feedback from students, alumni and parents through structured questionnaires through the IQAC. An online system of feedback collection was initiated during this academic year whereby structured feedback questionnaires were forwarded to the email ID of students. The result of the feedback with the suggestions is then submitted to the Principal. This was done with the purpose of enabling the institution to identify its strengths and weaknesses and so bring about an improvement in the overall development of the College.

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
-----------------------	--------------------------	---------------------------	--------------------------------	-------------------

BCom	Commerce	50	49	37
BA	Arts	660	778	490
View File				

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
2019	1221	Nil	37	Nil	Nil

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
37	20	2	8	Nil	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)

The institution has initiated a system of Students' Mentoring with the objective of bringing about an all-round development of the students. In this connection, Departments have arranged and organized meetings with their own respective mentees from time to time to find out the problems and progress of the student mentees. The reports of these meetings were then submitted to the Coordinator, IQAC which were then forwarded to the Principal for analysis.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1221	37	1:33

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
37	37	Nil	Nil	3

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
2019	Shri. Wandy E.H. Lamin, Dr. Dakyntuhimi G. Lyngdoh Smt.	Assistant Professor	University Level Award for Best NSS Unit of the year 2019

	Interesting Dkhar		
2020	Smt. Collin Bapui	Assistant Professor	Certificate of Excellence in Lecture IP
View File			

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
BCom	Bcom2	Fifth Semester/ Nov-Dec 2019	04/12/2019	01/06/2020
BCom	Bcom2	Fourth Semester/May 2019	17/05/2019	21/08/2019
BCom	Bcom2	Second Semester/May 2019	16/05/2019	21/08/2019
BA	BA2	Sixth Semester/May 2019	20/05/2019	02/08/2019
BA	BA2	Fourth Semester/May 2019	17/05/2019	04/09/2019
BA	BA2	Second Semester/May 2019	17/05/2019	05/09/2019

[View File](#)

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

Since the semester system has been newly introduced, the college has no specific reforms related to evaluation. However, according to the newly introduced Semester System, 25 marks is allotted as the Internal Assessment (IA) component out of the total of 100 marks. Although the University has not specified the number of Internal Tests to be conducted, the college in relation to evaluative reforms conducts two internal tests for 15 marks out of which the higher of the two is taken. Students are also given an assignment cum project work for 10 marks which they are expected to submit on a specific date before the end of the semester.

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

Before the commencement of each session the institution prepares an academic calendar which features all the important dates such as the conduct of internal tests, end semester examinations, and other important college events. The academic calendar regulates the academic affairs of the college from the start till the end of the year and is prepared in consultation with the information provided by the affiliating university.

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)

<http://tjsc.in/index.php/homepage-18/homepage-7/homepage-10>

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
BA2	BA	Arts	261	91	37.39
View File					

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)

<http://tjsc.in/images/IOAC/TJSC-Students-Satisfaction-Surve-2020-Evaluation.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	Thomas Jones Synod College, Jowai	25000	10000
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
NIL	NIL	

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
NIL	NIL	NIL	Nil	NIL
View File				

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
NIL	NIL	NIL	NIL	NIL	Nil
View File					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

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

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)
National	History	1	0
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
Hisotry	1
View File	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
0	0	0	Nil	0	0	Nil
View File						

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	2020	Nil	Nil	0
View File						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nil	2	7	Nil
View File				

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 Blood Donor Day	NSS	2	7

Cleaning Drive to observe Swachhta Pakhwada	NSS	5	100
Cleaning Drive to observe Swachhta Bharat Abhiyan	NSS	4	100
Walkathon to observe Fit India Campaign	NSS	5	73
Rally to observe Mega Swachhta Pakhwada	NCC	2	128
Trekking Cum Treasure Hunt	NCC / Meghalaya BN NCC	2	153
View File			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Voluntary Blood Donation	Promotion of Regular Participation in Voluntary Blood Donation	Blood Bank, Jowai Civil Hospital, Jowai, West Jaintia Hills District	7
View File			

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 agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Street Plays	Theatre Club / Megha Health Insurance Scheme (MHIS)	Five Street Plays on the theme Megha Health Insurance Scheme	3	20
View File				

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
Guest Lecture	42	Institutional	1
Student Exchange with Lady Keane College, Shillong as per MoU signed	28	Institutional	1
Cultural Exchange with Lady Keane College, Shillong	28	Institutional	1

as per MoU signed

[View File](#)

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
0	0	0	Nil	Nil	0

[View File](#)

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
0	Nil	0	Nil

[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
4532493	3205571

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added

[View File](#)

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
---------------------------	--	---------	--------------------

KOHA	Fully	3.14.11	2016
------	-------	---------	------

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
	Text Books	7684	2448972	185	115044	7869
Reference Books	976	373820	Nil	Nil	976	373820
Journals	20	195168	Nil	Nil	20	195168
e-Journals	2	29175	Nil	Nil	2	29175
Library Automation	1	Nil	Nil	Nil	1	Nil

[View File](#)

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	Nil

[View File](#)

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	69	1	6	1	1	5	8	31	19
Added	0	0	0	0	0	0	0	0	0
Total	69	1	6	1	1	5	8	31	19

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

31 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
0	0

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

4250000

2460072

2247000

1878479

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)

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) The College has constituted a number of Committees for maintaining and utilizing physical, academic and support facilities. Physical Facilities: The College has adequate physical facilities like classrooms, Common Rooms for Boys and Girls, separate Department Rooms for faculty members, adequate Library and Administrative space. These facilities are all available for the benefit of the students and staff. The Campus and Infrastructure maintenance Committee has been constituted for the maintenance of these physical facilities. This Committee holds regular meetings to identify areas that require attention and report the same to the Principal who is responsible for initiating necessary action. Academic Facilities: The College has Committees like the Academic Committee, Admission Committee, Library Advisory Committee, etc. to facilitate the utilization and maintenance of academic facilities and resources available. Support Facilities: Facilities like Medical Care Unit, Canteen and Reprography meant for the use of students and staffs are also maintained through committees which are instituted by the College. The functioning of these committees is monitored by the Principal who keeps the Governing Body informed about all the important matters that need their approval.

<http://tjsc.in/index.php/homepage-21/homepage-21>

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	0	0	0
Financial Support from Other Sources			
a) National	2	344	0
b) International	0	Nil	0

[View File](#)

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
TSC camp for NCC Cadets at Jorhat, Assam	07/08/2019	1	12 Assam (I) COY NCC, Golaghat
CATC camp for NCC Cadets at Bishnupur, Shillong, Meghalaya	07/08/2019	6	2 Meghalaya BN NCC 42 Meghalaya, BN NCC
CATC camp for NCC	06/08/2019	5	2 Delhi ARTY, BTY

Cadets at Delhi, India			NCC
CATC camp for NCC Cadets at Umroi, Nongpoh, Meghalaya	25/07/2019	16	2 Meghalaya, BN NCC
CATC camp for NCC Cadets at JNV Mawphlang, Meghalaya	13/06/2019	28	61 Meghalaya Girls, BN NCC
Online Training on Basic of Covid-19 under iGOT	07/05/2020	20	Department of Personnel Training, Government of India
Campaign to prevent the spread of Covid-19	27/04/2020	15	Alamelu Charitable Foundation (ACF) supported by TATA Trusts
Training Programme on Capacity Building of Youth on Leadership Personality Development through Life Skills	13/01/2020	50	NSS Unit Thomas Jones Synod College Hundredfold Academy, Shillong
Student Mentoring System	01/08/2019	1221	Thomas Jones Synod College
View File			

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
2020	0	Nil	Nil	Nil	Nil
View File					

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
Nil	Nil	15

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	Nil	Nil	NIL	Nil	Nil
View File					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	1	Thomas Jones Synod College	Economics	RIIT, Jowai	PGDCA
2019	1	Thomas Jones Synod College	Economics	IGNOU, Synod College Centre	MA Economics
2019	1	Thomas Jones Synod College	Economics	Mahatma Gandhi University, Khanapara	MSW
2019	2	Thomas Jones Synod College	Economics	NEHU, Shillong Campus	MA Economics
2019	5	Thomas Jones Synod College	Education	NEHU, Shillong Campus	MA Education
2019	2	Thomas Jones Synod College	English	Don Bosco University, Guwahati	MA English
2019	3	Thomas Jones Synod College	English	NEHU, Tura Campus	MA English
2019	2	Thomas Jones Synod College	English	NEHU, Shillong Campus	MA English
2019	1	Thomas Jones Synod College	Political Science	Synod College, Shillong	MA Political Science
2019	1	Thomas Jones Synod College	Political Science	NEHU, Shillong Campus	MA Political Science
View File					

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	Nil
SET	Nil
SLET	Nil
GATE	Nil
GMAT	Nil

CAT	Nil
GRE	Nil
TOFEL	Nil
Civil Services	Nil
View File	

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

Activity	Level	Number of Participants
Arm Wrestling	Institutional	70
Table Tennis	Institutional	42
Draughts	Institutional	26
Chess	Institutional	12
Carrom Board	Institutional	50
Badminton	Institutional	24
Futsal	Institutional	80
Volleyball	Institutional	100
Basketball	Institutional	100
Football	University	18
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2020	NIL	Nil	Nil	Nil	Nil	NIL
View File						

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

The College has a Student Welfare Committee which holds regular meetings to discuss issues concerning the student community and important decisions taken are reported to the Principal for necessary actions. Besides this, the Committee is also given important responsibilities during important College events, the Annual College Week in particular. The members of the Student Welfare Committee also assist the Teachers in electing the Class Representative at the beginning of every Academic Session. Students are also members of different academic and administrative bodies, clubs and cells in the college.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Yes, the College has a registered Alumni association. It was established and registered in the year 2014. Since its establishment, the Association has held various meetings to discuss and identify areas where it can contribute to the development of the college. The Association also registers new members every year. Senior most teachers has also been included as advisors in order to help

the Association to identify and keep in touch with senior past pupils of the college.

5.4.2 – No. of enrolled Alumni:

102

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

0

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The College aims at promoting a system of participative management by following a decentralized form of internal management. Though the Principal is the head of the institution, the departments are given some amount of autonomy in their day to day functioning they are expected to adhere to the guidelines and the academic calendars of the University and the College. The heads of departments are also members of the Academic Committee of the College thereby making them part of the decision-making process. Besides this, the College has also instituted a number of Committees, Cells and Clubs with teachers being appointed as Coordinators. Though these committees, cells and clubs are given the liberty and autonomy to plan and organise different programmes within the college, they are expected to report to the Principal from time to time.

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

No

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	The College has an Admission Committee to formulate strategies and policies concerning the admission of students into the college. Screening tests are conducted and counselling is offered by respective departments.
Industry Interaction / Collaboration	The College is located in a relatively remote area with no major industries. However, efforts have been made in this direction.
Human Resource Management	The institution has 37 faculty members, 1 Computer assistant, 2 Librarians, 7 Office staff, 10 support staffs in the college. Although the role of each member of the faculty and staff is clearly specified, they are also expected to perform additional duties as Conveners, Coordinators and members of various committees, cells and clubs. These responsibilities are

	rotated among the staff from time to time.
Library, ICT and Physical Infrastructure / Instrumentation	The Library resources and facilities are updated from time to time. The institution also upgrades its ICT and physical infrastructure on a regular basis.
Research and Development	The institution encourages teachers to undertake major and minor research projects through various supporting agencies. Besides, the institution has also earmarked a certain amount as seed money for carrying out minor research projects by the faculty of the college.
Examination and Evaluation	Examination and Evaluation under the semester system is divided into two components. The first, i.e., the Internal examination comprising of 25 marks is conducted as per the academic calendar of the institution, and the second, i.e., the External examination comprising of 75 marks is conducted as per the academic calendar of the affiliating University. The teachers are wholly involved in the evaluation of the internal examination, and they also participate in the evaluation of external examination as and when the University demands.
Teaching and Learning	To improve the quality of teaching-learning, the institution has made ample efforts in order to upgrade Library resources, educational facilities for faculty and students, arrangement of more special Guest Lectures, study tours, students' group discussion and paper presentation and tutorial classes. Besides, the IQAC also conducts an annual feedback system from the students in order to help improve teaching-learning quality.
Curriculum Development	The curriculum is developed by the affiliating University. However, some faculty of the college are appointed by the University as members of the Board of Studies to suggest and make necessary changes to the curriculum.

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

E-governance area	Details
Planning and Development	The College has not yet implemented e-governance in the area of Planning and Development.
Administration	The College has not yet implemented e-governance in the area of

	Administration.
Finance and Accounts	The institution has made it compulsory for all students to pay all their fees in the Bank. Moreover, the salary of all the teaching and non-teaching staff of the college has been directly credited by the college into their accounts through the Bank.
Student Admission and Support	The Admission of students is still carried out physically, hence, e-governance has not been implemented in this area.
Examination	With the semester system, the affiliating University has made it compulsory for all institutions to register their students into the OASIS portal of the University. In this regard, the entry of names of students and marks obtained by them in the Internal Assessment has been regularly entered into the OASIS portal.

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
2019	Dr. Dakyntuhimi G. Lyngdoh Shri Edmond Lamare	UGC Training of Teachers Programme on Student Induction	NIL	7075
View File				

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)
2019	First Aid Medical Training	NIL	04/09/2019	04/11/2019	2	Nil
View File						

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	Number of teachers	From Date	To date	Duration
--------------	--------------------	-----------	---------	----------

professional development programme	who attended			
NSS Programme Officers Training Programme	1	02/02/2020	08/02/2020	7
Capacity Building of Youth on Leadership Personality Development through Life skills	1	13/01/2020	17/01/2020	5
Pre-Commissioned NCC Course for ANO	1	16/12/2019	14/03/2020	89
Refresher course	3	11/11/2019	24/11/2019	14
NCC ANO and CTO Training Seminar	1	09/07/2019	12/07/2019	4
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
37	Nil	15	7

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Employees Providential Fund	Employees Providential Fund	0

6.4 – Financial Management and Resource Mobilization

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

6.4.1 Institution conducts internal and external financial audits regularly (within 100 words each) The accounts of the institution are audited annually by the auditors from the Khasi Jaintia Presbyterian (KJP) Synod Mihngi, which is the sponsoring body of the college for the period from January to December. These audited statements are scrutinised by the Governing Body before they are forwarded to the sponsoring body for their necessary information. In addition to this, the institution also conducts an external audit by a Chartered Accountant. There have been no major audit objections except for a few minor suggestions made by the auditors.

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

KJP Synod Mihgni	1500000	Administrative
View File		

6.4.3 – Total corpus fund generated

178486679

6.5 – Internal Quality Assurance System

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

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

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

0

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

0

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

Submission of AQAR Obtaining Institutional Membership of Indian National Trust for Art and Cultural Heritage Sending Teaching faculty for faculty Development Programmes
--

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
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
2019	General Orientation and Department Orientation Programme for newly admitted students	18/06/2019	18/06/2019	18/07/2019	490
2019	Training Programme on MySQL	10/10/2019	10/10/2019	18/10/2019	6

[View File](#)

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
Anti-Ragging Awareness programme	30/07/2019	30/07/2019	159	109
Awareness Programme on "Prevention of Sexual harassment"	08/08/2019	08/08/2019	216	90

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	Nil
Ramp/Rails	Yes	Nil
Rest Rooms	Yes	Nil

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
2019	1	Nil	18/06/2019	1	Interaction of NCC Cadets with Group Commander Commanding Officer of 2 Megh. BN NCC	To help students understand better about the opportunities available to them when they join the NCC.	107
2019	1	1	15/07/2019	1	Pollution Awareness Campaign	To sensitise the students about the problem of rampant spread of	64

						pollution with the objective of reducing human footprint on the ecosystem.	
2019	1	1	12/08/2019	1	Celebration of International Youth Day	Extempore Speech was organized on the Theme, "Transforming Education"	70
2019	1	1	26/10/2019	1	Study Tour to Mawphlang Sacred Groves	To infuse into the students the urgent need of environmental preservation, especially in this century when natural resources are fast depleted and deforestation has become a major environmental problem.	30
2020	1	1	05/06/2020	1	World Environment Day	During the National Lockdown as a result of the gradual spread and threat of Coronavir	50

us,
online conference
was
organised
to remind
the
students
of the importance
of the environment
in our
daily
lives as
well as
to
encourage
them to
plant
trees

[View File](#)

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

Title	Date of publication	Follow up(max 100 words)
College Prospectus	03/06/2019	The College publishes its College Prospectus annually at the beginning of every Academic Session. This Prospectus is made available to newly admitted students through the Office of the college. It contains all the necessary information about the college, the admission process, the various courses offered, and departments in the college, the semester system, the various committees, cells and clubs, as well as the code of conduct of students.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Yoga Exercise on the theme Yoga for peace and harmony	21/06/2019	21/06/2019	75
Participation in Independence Day Parade	15/08/2019	15/08/2019	21
Observation of	03/09/2019	03/09/2019	250

International Youth Day Against Drugs Abuse Illicit Trafficking			
Participation in Pre-Republic Day Parade	06/09/2019	06/09/2019	4
Observation of Rashtriya Ekta Divas	31/10/2019	31/10/2019	200
Participation in Republic Day Parade	26/01/2020	26/01/2020	42
View File			

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

1. Rain Water Harvesting
2. Maintenance of Trees and Plants in the College campus
3. Paperless Internal Correspondence
4. Establishment of Eco-Club
5. Cleaning Drive within and around the College campus

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Institutional Best Practices: Best Practice 1 Title: Spreading Awareness and Outreach through Theatre (a) Goal: To educate the society and spread awareness on pertinent issues and matters that affect society like Domestic Violence, Legal Rights, RTI, Cleanliness, Drug Abuse, etc., either on our own initiative or in collaboration with various Government and Non-Governmental Agencies through theatre. This activity also generates awareness among students themselves and also helps build and cultivate important values like unity, team spirit, sense of responsibility and discipline and inculcates life-skills like acting, writing, and production and to develop students' creative and critical thinking and reasoning power. (b) The Context: The College is located in the heart of Jowai city which is also an important market place where people from all walks of life converge for various social and economic activities. Hence, a large number of people come from the nearby village and are, therefore, unaware of a number of social evils that are prevalent in the society. It is in this context the College decides to undertake an important task of generating awareness among the people through its outreach programmes conducted through the Theatre Club. (c) The Practice: Street Plays and Short Skits on important and relevant issues of the day are performed in important public locations such as the markets, Hospitals, and community halls to create awareness on pertinent issues such as the ill-effect of Tobacco and Drugs, and the importance of cleanliness in daily lives. (d) Evidence of Success: The Club receives recognition of its contribution through Certificates and Mementoes and its activities are highlighted in the local news. The Club is also often contacted by Government agencies like the Deputy Commissioner's Office, District Legal Services Authority, Health Department, Office of the District Election Officer, Municipal Board and NGOs. (e) Problems encountered and Resources required: One of the major problems encountered by the institution is Students' time management. The institution also requires adequate props and resources to make these programmes more effective and far reaching.

Best Practice 2 Title: Community Service through the Extension Activities Committee (a) Goal: The aim of this practice is to engage with the community in the District and to identify areas where the College can create a positive impact that will benefit the community and society and to inculcate in the students the spirit of generosity and selfless service. (b) The Context: The Primary aim of the

College is to provide education to the youth and prepare them for a bright future. However, the college also realises that it cannot exist in isolation and only in pursuit of this single goal. The college depends upon the community for its existence just as the community needs the college for educating its youth. It is in this context that the college has decided to build a symbiotic relationship with the community which will benefit both the community and students. (c) The Practice: The Extension Activities Committee has been constituted in the College which comprises of the NSS, NCC, RRC and Eco-Club. This committee oversees and supervises the functioning of these units and identifies the areas where they may bring about a positive change in the community and the environment. The units under this committee work together and collaborate on various projects through which the institution wishes to make a difference and inculcate a sense of societal responsibility in the students. These projects are always carried out in consultation with the stakeholders like the District Administration, the Village Council and the Community. (d) Evidence of Success: Through the Extension Activities Committee the NSS has provided assistance to the Dr. Norman Tunnel Hospital, Jowai in carrying out a Cleaning Drive within the Hospital premises. In collaboration with the Tourist Driver Association the Extension Activities Committee has also conducted a cleaning drive at Iawmusiang market. The NSS unit of the College has also adopted another village where it organized a Special Camp. The NCC unit of the College has also adopted one of the tourist spot within Jowai. The RRC has conducted a Blood Donation Camp where students and staff of the college have donated blood. (e) Problems encountered and Resources required: One of the major problems encountered is the time constrain, as the students have to focus more on academic matters. Another problem encountered is that such efforts are sometimes viewed with certain amount of suspicion due to the mindset of the people in the rural areas. As a result of financial constrain, the institution had to depend basically on the funds received from the NSS and RRC for the conduct of these programmes.

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

<http://tjsc.in/images/Institutional.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

The primary objective of the institution is to provide students with education of a high standard of scholarship and learning and to inspire them for selfless and dedicated service in any parts of India as responsible citizens of the country. In this respect, teachers as well as the students has a major part to play. The priority objective of the teachers is to guide the students in the quest for knowledge and facilitate the curricular and co-curricular development of the students. Tutorial classes, Library visits, field visits, and various extension activities were organized from time to time. The institution also aims at developing the all-round capabilities of students. In this aspect, students are encouraged to be part and parcel of the various committees, cells and clubs in the institution as well as partake in the various activities organized by them. The institution through the Annual College Week held every year provides students not only with opportunities to develop and express their special talents and abilities, but also to develop their organizational skills as the College is almost wholly managed and planed by the Student Welfare Committee along with the guidance of a few of the teachers. This is done with the view of developing leadership skills among the students. The institution tries to create a positive impression on the community by organizing various extension activities through the NSS, NCC, RRC, Theatre Club and Eco-Club.

Provide the weblink of the institution

<http://www.tjsc.in>

8.Future Plans of Actions for Next Academic Year

The following are the Plans of Action which the IQAC intends to achieve in the next Academic Session 2020-2021): 1. To organise Seminar/Conference/workshop on Intellectual Property Rights (IPR) 2. To organise a National Seminar 3. To organise a Development programme for both the Teaching and Non-teaching staffs. 4. To organise programme for the Students regarding the use of e-resources 5. To organise field projects for students to enable and enhance their research skills.