

Saint Mary's College, Shillong - 3
Annual Quality Assurance Report (AQAR) of the IQAC

Name of the Institution: Saint Mary's College, Shillong – 793003

Year of Report: 2010

Section A: Plan of action chalked out by the IQAC in the beginning of the year towards Quality Enhancement.

The plan of action chalked out by the college IQAC in the beginning of the year towards quality enhancement aims to accomplish the following:

1. Academic Calendar: The IQAC in consultation with the HODs of the different departments and the Coordinators of the different committees and clubs of the college prepared a detailed and effective academic calendar for the current year. A student handbook of the same is prepared for student knowledge.
2. Submission of RAR: To complete the preparation of the RAR and submit the same by the month of May to the NAAC Office Bangalore for the Reaccreditation process.
3. Scheduling of NAAC Peer team visit: To set tentative dates for the NAAC Peer team visit of the college and send the same to the NAAC office Bangalore for consideration.
4. Add-on Courses: In its efforts to improve and enrich the learning experiences of the students, the following add-on courses may continue to be conducted:

	Title of the Course	Duration	Organizing Department
(i)	Computer Awareness Programme	3 weeks	Computer Science
(ii)	Fundamentals of Mathematics	3 months	Mathematics
(iii)	Functional English	3 months	English
(iv)	Career and Personality Development	1 month	Education

5. Monitoring Student Attendance and Performance: To make mandatory for students to have a minimum 80% attendance and to conduct class tests and selection test before the student appears for the Board/ University Examination to ensure good performance.
6. Admission Process: Admissions may be conducted in a fair manner abiding by the Government Policies as well as conforming to the norms set by the University to which the college is affiliated.
7. Remedial Coaching Classes: To materialize the offering of Remedial Coaching Classes for the SC/ST, Minority and other intellectually weaker students.

8. Popular talks: Departments, Committees and Clubs may hold popular talks on relevant topics for enhancement and improvement of student learning.
9. MIS: To emphasized upon the Management about the importance of computerizing the administrative functions, admissions, examinations etc for effective dissemination of information.
10. Modern teaching aids: For effective learning, the IQAC puts up to the Management about the need to install computer with internet facilities and LCD projector in classrooms.
11. Marian Call: To continue the tradition of bringing out an annual college magazine 'Marian Call' as this serves as a platform for the students to showcase their talents and thoughts and also to highlight the college events.

Section B: Details in respect of the following

1. Activities reflecting the goals and objectives of the Institution

(i) Admissions: The College practices a fair admission process. As far as enrolment of students is concerned the College provides equal opportunities to students of different social and economic groups irrespective of their caste, creed and religion. The Admission Policy is in conformity with the Government Policy while at the same time adhering to the norms set by the University (NEHU) to which it is affiliated. The College also gives preference to

- First generation learners
- Students from economically backward areas
- Students with special needs
- Students from RNDM institutions

The admission process is under the supervision of the Admission Committee which is comprised of teachers from different academic streams.

(ii) Student Service Centre: A student service centre is especially created by the College to attend to the needs of the students. This centre serves as a link between the students and the college administration.

(iii) Student's Handbook: The student's handbook is issued out to each student at the start of each academic session. All details about the vision and mission of the college, its history, policies, programmes, names of teaching faculty and non-teaching staff, student charter, college anthem, academic calendar planned for the year are emphasized in the handbook.

(iv) Discipline: Discipline has been a consistent theme of the college and is viewed as an essential part of the learning process.

- The teaching and the non-teaching staff of the college carry out with their duties and responsibilities in a harmonious and co-operational manner ensuring quality and sustainability in all endeavours of the institution.
- There is a general order in the college throughout the day in the behavior and conduct of the students within the campus.

- The Discipline Committee constituted by the college looks after and maintains discipline, punctuality, regularity, cleanliness, self respect and respect for others, dress code etc. The Committee strictly prohibits using/chewing/selling of tobacco, betel nuts in the campus.

(v) Daily Assembly: The Daily Assembly is held in the College at the start of the day. This serves as a forum for bringing students together into one Marian family. A prayer and inspirational thoughts for peaceful co-existence are shared during the Morning Assembly. The students are also apprised of the current and forthcoming events of the college during the assembly.

(vi) Value Education: Value Education is at the heart of the philosophy of education in St. Mary's College. Classes are conducted on a weekly basis to ensure that the Marians grow as rational citizens and women of good character with compassion in their heart and with the mission in their life to carry out their responsibilities while always upholding their integrity.

(vii) Orientation Programmes: Orientation Programmes are organized for the students to make them aware about the spirit and values of the college. The programme includes fun and games which is aimed to instill unity and cooperation among the students.

(viii) Celebration of National Festivals and other important days: To inculcate love and pride of the country, functions are organized to commemorate the Independence Day, World AIDS Day and other days of significance. The Nature Club and the NSS organized tree plantation programmes and other competitions on World Environment Day (5th June) and urge the students to contribute positively towards protecting the environment.

(ix) Clubs, Committees and Cells: St. Mary's College boasts of a unified and committed community of teachers serving the needs of the students both in the curricular and co-curricular activities with a view to enhance the quality of education in the institution. Various Clubs, Committees and Cells have been constituted to enhance student learning experiences in the college.

(x) Gymnasium and Health facility: In order to achieve a sound mind in a sound body, the college offers a well equipped gymnasium and health clinic for the students.

(xi) IQAC Meetings: The IQAC held regular meetings to chalk out plans to ensure a holistic growth of the institution.

(xii) College Week: The College Week is an annual event in which the college gives an opportunity to the students to showcase their inherent talents and aspirations. Various competitions and cultural programmes are organized by the students during this fun-filled week.

2. New academic programmes initiated (UG and PG):

The College has started with the following Certificate Courses for the students

- A Career Oriented Course (COC) under UGC 2010-2011 on Foods, Nutrition and Food Management. Duration: 6 months. Eligibility : 10+2 (any stream)
- Functional English compulsory for B.A. 1st year. Duration: 3 months
- Career and Personality Development for B.A. 3rd year. Duration: 1 month
- Computer Awareness Programme for all Degree 1st year students. Duration: 3 weeks

- Certificate Course in Mathematics for BCA I, B.Sc I. Duration: 3 months

In addition to the courses mentioned above, the college has developed linkage with IGNOU (Indira Gandhi National Open University) in conducting the following Certificate and Diploma Courses and a Masters' Programme in the College campus:

- Certificate in Food and Nutrition (CFN)
- Certificate in Nutrition and Child Care (CNCC)
- Diploma in Nutrition and Health Education (DNHE)
- Diploma in Early Childhood Care and Education (DECCE)
- Master's programme in Dietetics and Food Service Management (DFSM)

3. Innovations in curricular design and transaction:

Many of the faculty members of the College are members of the Board of Under Graduate Studies (BUGS) of North Eastern Hill University to which the college is affiliated. The Syllabus of almost all subjects has been revised in 2009 by the concerned committees (BUGS) following the guidelines of UGC. In this respect, the teachers from the different Departments of the College have contributed significantly towards curricular design and transaction.

4. Inter-disciplinary programmes started:

The inter-disciplinary UG courses offered by the college are honours in Geography, Mathematics, Home Science and BCA.

5. Examination Reforms implemented:

Through a General Staff Meeting the college has decided to revert back to the previous system of conducting two internal examinations before the students are sent to appear for the final Board/ University Examinations.

As far as University/Board Examinations are concerned, the college follows the pattern set by the University/Board to which the college is affiliated.

6. Candidates qualified: NET/SLET/GATE etc.: 1

7. Initiative towards faculty development programme:

Faculty members are encouraged and permitted to take leave for further professional growth such as M.Phil, PhD, Refresher Courses, Orientation Courses, attending seminars, conferences, workshops etc. Some of those teachers who have availed of the opportunity are:

Sl. No.	Name of faculty	Department	Programme availed	Ongoing/ Completed
1.	Ms .E. Diengdoh	English	PhD	Ongoing
2.	Ms. J. Sutnga	English	PhD	Ongoing
3.	Ms. K. Deka	Home Science	PhD	Ongoing

4.	Dr. (Ms) W.J.Shylla	Education	PhD	Completed
5.	Dr.(Ms).Barikor Warjri	Home Science	PhD	Completed
6.	Ms. Rita Biswa	Political Science	Refresher Course	Completed
7.	Dr. (Ms) S. Das Gupta	Economics	Refresher Course	Completed
8.	Ms. Naomi C.Nonglait	English	Refresher Course	Completed
9.	Ms. Shailynti Lyngdoh	Economics	Refresher Course	Completed
10.	Ms. Saphimosha W. Blah	Philosophy	Refresher Course	Completed
11.	Ms. T. Syiemlieh	Botany	Refresher Course	Completed
12.	Ms. P.K. Nongkynrih	Political Science	Refresher Course	Completed
13.	Ms. I. Kharumnuid	Political Science	Refresher Course	Completed
14.	Mr. J.S.Rynjah	English	Orientation Course	Completed
15.	Ms.C. Kharsyntiew	Commerce	Orientation Course	Completed
16.	Ms.Bonani Paul	Computer Science	Orientation Course	Completed

The College also holds A Computer Literacy Programme for the faculty to promote the use of technology in teaching.

Teachers are also encouraged to participate in Seminars/Workshops/Conferences held by other institutions. In this respect, the teachers of the college have actively participated in various Seminars/Workshops organized within the state and outside.

8. Total number of seminars/workshops conducted: Nil

9. Research Projects a) Ongoing; b) Completed: Nil

10. Patents generated, if any: Nil

11. New collaborative research program: Nil

12. Research grants received from various agencies:

UGC grants were availed by three teachers in relation with Faculty Improvement Programme.

13. Details of research scholars:

The following teacher has registered for research in the year 2010:

a) Mr Sarat Chetri, Department of Computer Science

14. Citation index of faculty members and impact factor: Nil

15. Honors/Awards to the faculty: National and International: Nil

16. Internal resources generated:

From College fees:

- Day Shift = Rs. 2,09,95,275/-
- Morning Shift = Rs. 88,02,724/-

- Some revenue is earned when the college offers its campus as a venue for holding of civil services examinations.

17. Details of departments getting assistance/recognition under SAP, COSIST (ASSIST)/DST, FIST, and other programmes:

The DST had sanctioned an amount of Rs. 50 lakhs which had been phased out as installments for a period of 5 years. The computer science department and the different science departments have received assistance from DST.

18. Community services:

Striving towards inculcating a sense of responsibility and concern among the students for others, some of the efforts made towards contributing to the society are:

B.Sc Home Science Department:

- **Food & Nutrition Awareness Programme:** In collaboration with the Rotary Club, Shillong the department of Home Science conducted a vocational programme at Jongksha village in East Khasi Hills. Nearly 40 to 50 adolescent students attended the first day program on functions, sources & deficiency diseases of iodine. The following three days there were nearly 30 to 35 women joined the vocational program on simple stitching, garment making, embroidery, & making the best out of the waste. The nutrition awareness programs (nutrition during pregnancy, stages in pregnancy, pre-school nutrition, health & hygiene, conservation of nutrition during cooking) Each day the program's duration was 2-4 hours.
- **Each One Teach One (E1 T1) Program:** Organized & conducted by BSC III year (hons) students of dept. of Home Science, St. Mary's College, for 3 (three) months. This program is for the domestic helpers, orphans, street children. Each honors student should choose one client in her own residing place. The agenda (type of program, time & duration) should be planned and structured according to the needs of their respective clients.
- 16 (sixteen) BSC honors students trained 16 (sixteen) people in their own localities. On December 10th certificates were awarded to the trainees (clients) as well as the trainer (student) by the Vice Principal of the college.

Department of Education:

- **Voluntary Service at Jyoti Sroat School, Shillong:** The B.A.Final Year from the department of education rendered a voluntary service at Jyoti Sroat School, Shillong for one month from 16.10.10 -16.11.10. Jyoti Sroat School is a special school for the physically and mentally challenged children.

- The B.A Final Year Honours students of the department of Education participated in helping the physically challenged children of Bethany Society Shillong. The programme was undertaken from 22nd October 2010 to 21st November 2010. The aim of the programme was to reach out and do good service towards the differently abled children of the society. The B.A. Final Year students were assigned different tasks to help the children in their different school activities, like reading, writing, drawing, arithmetic and the basic use of computer.

The NSS Unit of St Mary's College:

- The NSS of the College comprising of Mrs. I Kharumnuid, Mr. W Dkhar and Mr. G Sinha along with 15 NSS Volunteers from the College attended the 1st State Level Observance of World Blood Donors Day with its theme "New Blood for the World", on 14th June at U Soso Tham Auditorium, Shillong. The NSS Unit of St Mary's College received a Memento of Appreciation for their efforts towards the cause of Blood Donation over the years.
- The NSS Unit of St Mary's College participated in the International Day against Drug Abuse and Illicit Trafficking by taking part in the Mass Rally which was flagged off from Fire Brigade on 26th June. Ms. E Lamare and Mr. G Sinha took the BA 1st and 3rd Years Morning Shift Students to this special event. The Chief Guest was Mr. Conrad Sangma. This Programme was organized by the Jingim Thymmai Foundation in collaboration with NEIDAC (North East India Drug Abuse Control).
- The Red Ribbon Club of the NSS unit of Saint Mary's College hosted and organized the observance of International Youth day 2010 on 12th August in collaboration with the Meghalaya Aids Control Society (MACS). The event was held at the Don Bosco youth centre, Laitumkhrakh and the theme was "Dialogue and mutual understanding". The occasion was graced by the Project Director Dr (Mrs) A. Jyrwa, Dr Hubert Dkhar (Head of department Pathology & I/C Blood bank, Nazareth Hospital) and Fr Celia, Director of Don Bosco Youth Centre, Shillong.
- The NSS unit of Saint Mary's College organized a programme for the observance of Sadbhavana Diwas on the theme 'Communal Harmony' on 3rd September. The NSS volunteers from the college presented various special items e.g., fusion dance, songs and presentations. The function was held at the College auditorium.

Department of Geography:

- Ms. Carvy L. Nongpluh faculty of the department of Geography gave a Radio Talk on "Global warming and Our Forest" broadcasted on 19-03-2010.

The Ranger Team of the College:

The Rangers of the College under the leadership of 4 ranger leaders (Teachers) namely Ms. Catherine M. Pyngrope as coordinator, Ms. Barikor Warjri, Ms. Naomi Nonglait and Ms. Balahun Kshiar have rendered service in different occasions both at the College and State level. 12 rangers including 2 ranger leaders (teachers) donated blood at the Nazareth Hospital, Shillong

and 15 rangers participated in the Pulse Polio Immunization programme of the State Government where they were sent to different localities to help administer the polio drops and also surveying households for the purpose. The 'Service to others' is the motto of the rangers of the college.

19. Teachers and Officers newly recruited:

The following two new teachers were recruited in 2010 against government sanctioned posts.

Serial No.	Name and Qualification	Designation	Department	Date of Appointment
1	Ms. Yvonne Nongrum M.Sc., NET	Lecturer	Zoology	1.6.10
2.	Mr. Liston Marbaniang M.Sc., NET	Lecturer	Zoology	1.6.10

20. Teaching – non-teaching staff ratio:

The ratio of teaching – non-teaching staff is 14: 1

21. Improvements in the library services:

In 2010 the library has updated its services by using KOHA software which is an open source Integrated Library System used worldwide. The library OPAC has also been installed for easy and quick access to library resources by the faculty and students of the college. The membership of the library to DELNET was acquired on 21st April 2010 and the membership number is IM-1809.

22. New books/journals subscribed and their value:

- 10 new journals and magazines have been added at the cost of Rs. 21,083/- during 2010
- 1063 new books purchased during the year falls under the following categories:

i) Remedial courses = Rs. 2, 04,562/-

ii) Career oriented Courses = Rs. 22,775/-

iii) Others = Rs. 1, 87,418/-

Total value: Rs. 4, 14,755/-

23. Courses in which student assessment of teachers is introduced and the action taken on student feedback:

Since its inception, the Students' Feedback Committee comprising a group of faculty members headed by a coordinator has been annually submitting report on the feedback provided by the students by filling the prescribed NAAC formats.

The feedback covers assessment of the courses, of the teachers and teaching, teaching methods, evaluation methods, infrastructural facilities, library facilities etc.

The methodology followed in the collection, analysis and interpretation of the Students' Feedback data has been as follows:

- (a) NAAC formats are circulated to the Degree (Honours and General) students belonging to all the three years of all the streams, that is, Arts, Science, Commerce, Bachelor of Computer Applications and Home Science.
- (b) Then a sample is selected by random sampling method.
- (c) The data are then fed into the computer and analyzed using NAAC grade points.
- (d) The grade points thus obtained reflect the status of the college with respect to the areas mentioned above.
- (e) The report is then handed over to the Principal, to the departments (the portions relevant to the particular departments) to improve their functioning and to the library for perusal, necessary action, consultation and reference.

24. Feedback from stakeholders:

Questionnaires were issued out to the students, parents, alumni and employers to gather information and knowledge about the quality of education imparted by the college to its stakeholders. The Principal and the Head of departments accordingly act upon the feedbacks to ensure improvement.

25. Unit cost of education: The unit cost of education is calculated as:

- | | |
|---------------------|---|
| (i) With salary | a) Total expenditure = Rs. 74452682.19 |
| | b) Unit cost per student = Rs. 28592.00 |
| (ii) Without salary | a) Total expenditure = Rs. 3105435.00 |
| | b) Unit cost per student = Rs. 11926.00 |
| | Day Shift = Rs. 13,000/- |
| | Morning Shift = Rs. 10,000/- |

26. Computerization of administration and the process of admissions and examination results, issue of certificates:

The college administration is computerized. The process of admissions and internal examinations are made easy and fast through the use of computers. Being a UG college only the Final examinations are conducted by North Eastern Hill University, to which the college is affiliated hence the issue of certificates and details of Final Examination results fall within the purview of the said University.

27. Increase in the infrastructural facilities:

- a) The construction of an audio-visual room and the extension of the library began in October 2010.

b) Various equipments of the science laboratories have been increased and modernized to provide up to date hands on training to the students. The various upgradations of the science laboratories include:

- **Through DST assistance:**

Sl. No.	Description	Qty Issued by DST in 2010
1.	Binocular Microscopes	4
2.	BOD incubator	1
3.	Colorimeter	1
4.	Conductivity meter	1
5.	Dumpy level	1
6.	GM Counter, Geiger Counting System & Accessories	1
7.	GPS, Model : GPSMAP 76	1
8.	Hot air oven	1
9.	Hot Plate with magnetic stirrer	1
10.	Laminar air flow	1
11.	Laptop	1
12.	LCD Projector	1
13.	Mechanical Shaker	1
14.	Monocular Microscopes	7
15.	Oscilloscope	1
16.	pH meter	4
17.	Phoenix hardware with standard accessory set	1
18.	Refrigerator	1
19.	Rotary microtome precision	1
20.	Travelling Microscopes	2
21.	Trinocular Microscope with camera	1
22.	UV-VIS spectrophotometer	1
23.	Water bath(Double walled)	1
24.	Water distillation unit (Glass)	1
25.	Weighing Balance(Digital High precision)	2

- **Through College budget:**

Sl.No.	Description	Qty. procured
1.	LCD projector	1
2.	Spectrophotometer	1
3.	Weighing Balance (Digital High precision)	1
4.	Electrophoresis tank	1

5.	Desktop Computer	1
7.	Godrej Store wells	3
8.	OHP	1
9.	Gas Burners with regulators	5
10.	Cookers	10
11.	Cutleries, Dinner sets	3 dozens
12.	Refrigerator	1
13.	Newton's law of cooling apparatus	1 set
14.	Cell Eliminator (Daniel Cell & Leclanche cell)	4
15.	Meter Bridge	2
16.	Resistance Substitution Box	1
17.	Standard Resistances (1,2,5&10 ohm)	40
18.	DC Voltmeter	1
19.	Concave and Convex Mirrors	12
20.	Wall Thermometer	1
21.	Precision Thermometer	6
22.	Decade resistance box	1
23.	Meter Bridge with pencil Jockeys	3
24.	Potentiometer 4-wire with Pencil Jockey	4

Besides the procurement of the above mentioned equipments the college had added relevant Charts, Models, Permanent prepared slides & glass wares U shaped clips etc.

The college had also undertaken various renovation activities in its effort to upgrade the science laboratories. The renovation activities include installation of wash basins, cupboards with marble top, gas pipe lines, sinks etc.

A tissue culture room had been added to the existing laboratory of Botany department. Blackboards have been replaced by whiteboards in all the classrooms.

28. Technology upgradation:

- i). The Computers in the various departments have been upgraded with the latest configuration.
- ii) The college has WIFI connection and internet facilities are provided in all the computers of the college.
- iii). Individual password based access has been provided to each department.
- iv). E-Mail id for individual staff members has been created under the domain smcs.ac.in.
- v). Centralized printing facility has been made for administrative staff.

- c) Participation in the Pre-Christmas Party for the Underprivileged children

32 Activities and support from the Parent-teacher Association:

The college does not have any organized official body in the name of Parent-Teacher association.

1. The Principal along with the HODs meets the parents of the first year students at the start of the academic session and apprises the parents about the rules and regulations of the college. Suggestions made by the parents are given a serious thought and actions are considered to enhance the learning experiences of the students.
2. Signing of Undertaking is also a process of keeping parent closer to the Institute.
3. One parent is a member of the Governing Body.
4. One member of Anti-ragging cell is also a parent.
5. The Principal and the teachers seek meeting with the parents of students whose performance in internal examinations held have not been satisfactory so as to keep the parents informed about the welfare of their wards.

33. Health Services:

First aid room with one trained nurse is available from 9.30 am - 3.30 pm. Dr. Nivedita (Sen) Dutta Choudhury from Mediciner, Laitumkhrah is available on call. Nazareth hospital and Woodland hospital is within a range of less than a furlong. The room has requirements- necessary for first aid.

The college has a gym with facilities of Yoga and aerobics. Yoga classes are held on Monday, Wednesday and Friday morning 7-8 am. Aerobics on Tuesday, Thursday and Saturday at 3-4pm.

34. Performance in sport activities:

- a) The College Basketball Team participated in the Inter College Basket Ball Tournament organized by Lady Keane College in connection with the Platinum Jubilee Celebration from 23rd – 28th Aug 2010. It bagged the second place and Ms. L. Warjri was awarded the trophy for the best player of the tournament.
- b) The College Basketball Team was invited by the Student Union of Shillong College to participate in a friendly match to commemorate the silver jubilee celebration on 25th Aug 2010.
- c) The College Basketball Team participated and emerged victorious in the U-19 Basketball Tournament organized by Meghalaya Basketball Association (MBA). Ms. J. Marbaniang was the top Scorer of the Tournament.
- d) The College organized the following inter – class sports and games-
 - (i) Basket Ball
 - (ii) Cricket
 - (iii) Badminton
 - (iv) Table Tennis
 - (v) Carom Board

35. Incentives to outstanding sportspersons:

The outstanding sportspersons' of the college are honoured with citations. Further, all the expenses for preparation and participation in the various sports meet are met entirely by the College.

36. Student achievements and awards:

a) Successful students are felicitated through ceremonies conducted by the Felicitation Committee of the college. Meritorious students are awarded with mementoes and certificates are given to each successful student.

University Final Year Results :

UG Course	Appeared	Cleared	Failed	Pass Percentage	No. of students who secured rank in the University Merit list
B.H.Sc III	22	22	Nil	100%	10
B.A.III	343	312	31	90.96%	16
B.Sc III	34	34	Nil	100%	9
B.Com III	9	9	Nil	100%	Nil
BCA III	9	9	Nil	100%	Nil

Higher Secondary School Leaving Certificate Board Examination Results:

Course	Appeared	Cleared	Failed	Pass Percentage	Top Ten Rank in the MBOSE Merit List
XII Sc	129	95	34	73.64%	
XII Arts	365	335	30	91.78%	4 th , 5 th , 6 th & 9 th
XII Com	65	61	4	94.85%	

They brought laurels home.

The following students have been listed in the merit list of the University/Board Final Year Examination 2010:

Sl. No	Name	Examination	Position in the top ten Board/University Merit List
1	Tiewphylla War	Class 12 Arts	4 th
2	Ibaiakhamti L Myrboh	Class 12 Arts	5 th
3	Eusibia T Kharsyiemiong	Class 12 Arts	6 th
4	Miriam W Ryndem	Class 12 Arts	9 th
5	Sashirenla Ozukum	B.A. Sociology Honours	3 rd
6	Apritoli Shohe	-do-	4 th
7	Evajuree Dkhar	-do-	5 th
8	Lugracia Mary Shullai	-do-	6 th
9	Suniti Tiwari	BCA Honours	1 st

10	Bindiya Thapa	-do-	6 th
11	Natasha Lalmuankimi Haunar	B.A. Philosophy Honours	3 rd
12	Homu Haokip	-do-	6 th
13	Dafiela Alimabel Warjri	B.A. Economics Honours	1 st
14	Ibabphira Sohtun	-do-	2 nd
15	Siatluangpuii	B.Sc. Clinical Nutrition & Dietetics	1 st
16	Pamchiu Vashi	-do-	2 nd
17	Phinbet Arti Kharbyngar	-do-	3 rd
18	Theiris Bhoi	-do-	4 th
19	Themngamlak	-do-	5 th
20	Manisha Teronpi	-do-	6 th
21	Sudha Kumari	B.Sc. Zoology Honours	7 th
22	Grace Elessia K Donn	B.A. Education Honours	1 st
23	Kerdalari Dkhar	-do-	4 th
24	Lapdianghun Nongrum	-do-	6 th
25	Genevieve Ngasainao	-do-	7 th
26	Eshter Simte	B.Sc. Chemistry Honours	5 th
27	Baroihun War Shymbin	B.A. Geography Honours	1 st
28	Rituparna Dutta Choudhury	-do-	2 nd
29	Ibanbetlin Kharbyngar	-do-	3 rd
30	Lalengtlingi	-do-	6 th
31	Vinika K Aomi	B.Sc.H.Sc.Honours	1 st
32	Pelekkhrienuo Kire	-do-	2 nd
33	Marine Gail Russel Diengdoh	-do-	3 rd
34	Dabianghun Suchiang	-do-	4 th
35	La-inshap Phanwar	-do-	5 th
36	Wansiewdor War	-do-	6 th
37	Plieladmi Manner	-do-	7 th
38	Prismila Syiemlieh	-do-	8 th
39	Nisha Wahlang	-do-	9 th
40	Remlalfaki	-do-	10 th

The other achievements of the students in the various co-curricular /extracurricular competitions are:

a) Dakyntiew Basaiawmoit of B.A. Second Year Sociology Honours won the First Prize at a debate competition organized by the NCC Girls Battalion at Umroi Camp.

b) Jaqueline Nongsiej of B.A. Second Year, History Honours won the second prize for the poster competition organized by St. Edmund's College, Shillong to commemorate World Environment Day on 5th June 2010.

c) Lakmenhun Lyngdoh and Lutmon Maria Lamin B.Sc. Third Year, Zoology Honours won the best team prize in the inter-college debate competition organized by the Zoology Department, St. Anthony's College, Shillong. Lakmenhun Lyngdoh was also awarded the best speaker in the competition.

d) The department of Sociology awards prizes to those students for their regularity in attendance.

- e) During the college week held during September various competitions are organized for the students and awards are given out to the winners on the grand finale of the occasion.
- f) The College Choir led by Ms. E.Diengdoh won the Second Prize in the singing competition at St.Edmund's College,Shillong on 5th June 2010 during the World Environment Day Celebrations.
- g) Marquina Tham Final Year B.A. English Honours won the Thrid prize in the Meghalaya Peotry Competition on 13th November 2010.
- h) Georgia Wahlang of B.A. First Year English Honours won the Second prize in the poster campaign on the topic 'Climate Change: Potential Environmental Apocalypse'.

37. Activities of the Guidance and Counselling unit:

- After receiving the U.G.C.grant for assisting counselling and development courses in the college, the institution has appointed Ms. Emma Jyrwa as a professional counselor from 10th of August 2010. Ms. Jyrwa is a qualified family therapist. She has completed her Masters course in psychological counselling from Montford College, Bengaluru. Ms. Jyrwa is available for counselling sessions in the campus for three days a week i.e. Tuesday, Thursday and Saturday from 1pm-to 4pm.
- The representatives of Global Reach interacted with the students on the 26th August 2010 to keep them informed about career opportunities that can be availed abroad.
- New Delhi Institute of Management met the Final Year students on 28th September 2010 and enlightened them about the opportunities and career prospects of studying Management at the Institute.

38. Placement services provided to students:

The Placement cell of the college encouraged the B.Sc and BCA students to attend the WIPRO recruitment camp at St. Anthony's College, Shillong and at St.Edmund's College, Shillong on the 10th July 2010 and 21st July 2010 respectively.

39. Development programmes for non-teaching staff:

The non-teaching staff are encouraged to participate in computer literacy programmes as well as in activities that concerns their professional improvement.

40. Good practices of the institution:

Quality education, good and healthy practices have practically widened the vision and dimension of the college. The following are some of the good practices of the institution:

- The greatest success of the College is not only its ability to provide a milieu where both the elite and the under privileged, rich and poor, high and low grow together, but also to transmit to the students community 'preferential love for the poor'.

- The daily Morning Assembly serves as a secular forum for bringing together students into one family. Inspirational thoughts merge with announcements of national and international events are shared during the assembly.
- The weekly Value Education/ Catechism / Scriptures / are organized with teachers playing the role of guide, friend and counselor. The Value Education Classes serve to inculcate a spirit of secularism, an atmosphere of cooperation, understanding, democracy and professional ethical behavior among the students to enable them to become good inspiring citizens of the country.
- The dress code of the college advises the students to dress respectably and decently befitting a 'Marian'.
- Teachers play a committed role in helping and advising erring students to reform and contribute positively to the society.
- Students are reminded to imbibe and cultivate the habit of thriftiness such as switching off lights when classes are over, using their free periods as time to enrich themselves in the library or browsing the internet, love for cleanliness such as picking on papers or any other rubbish that may be found in the campus etc.
- The Students' Council of the college serves the following functions:
 - a) To represent the students as a direct liaison between them, the administration and the teachers
 - b) To inform the students in any matter concerning their welfare
 - c) To provide an open forum for all students' views
 - d) To protect students' interests
 - e) To provide orderly direction to students undertaking different activities and to help them learn leadership skill
 - f) To take a major role in the meticulous organization of the various extra curricular activities held in the college.
 - g) To participate actively during the Admission process.

41. Linkages developed with National/International academic/research bodies:

In its effort to increase opportunities for its students the college has established a linkage with Indira Gandhi National Open University (IGNOU) and has set up an IGNOU Programme Centre in the campus. This Centre runs the Certificate, Diploma Courses and a Master's programme. The Courses offered are:

- Certificate in Food and Nutrition
- Certificate in Nutrition and Child care

- Diploma in Nutrition and Health Education
- Diploma in Early Childhood Care and Education
- Masters programme in Dietetics and Food Service Management.

42. Any other relevant information the institution wishes to add:

World Environment Day:

a) The Nature Club of the College organized a poster campaign, debate and quiz competitions among the students of the college to create awareness and to enthuse a spirit of involvement in conserving the environment on the World Environment Day the June 5th, 2010.

b) The NSS Unit of St Mary's College organized a "Tree Plantation Programme" in the Oakville Campus as part of the World Environment Day. NSS Volunteers from the BA 1st and 2nd years as well as of the B.Com took part in the programme.

Scientific Club Activities:

1. The members performed experiments to check the adulteration in turmeric, mustard oil. The experiments were performed in the lab of the department; some samples were found to be contaminated.
2. An experiment was also carried out to measure the amount of protein content in the different milk samples brought by the students from different sources. The result was that different milk samples shows different protein content.
3. An educational trip for the members was organized. They visited NESAC (North East Space Application Centre), Umiam, where the scientist briefed the students on the activities of the organization. There was a useful and productive interaction between the members and the scientist and the members benefitted immensely lot from the visit.
4. The members also visited ICAR, Barapani. They were given details on the various types of vegetation which found there. They were taken to the poultry farms and were enlightened on, and given demonstrations of, the concept of integrated farming. The students gained useful information from this visit.
5. The students visited the Industrial Complex in Barapani. They were taken on a tour to the cement plant and the flour mill.
6. On 12th November, 2010 a popular talk on "Remote Sensing" was organized at the college auditorium for the degree students. Mr. B.B. War Asst. Engineer Meghalaya Pollution Control Board was the resource person.

Exposure Programmes :

- a) A one-day programme on "Entrepreneurship Development" was organized by the Commerce Department on 19th June 2010 in the College Auditorium. The faculty, in its statement stated that

one of the main aims of the programme was to expose the students to developing entrepreneurial skills and allied activities. Resource persons from the Rajiv Gandhi Indian Institute of Management (RGIIM), Shillong and Khadi and Village Industries Commission (KVIC), Shillong, were invited to share their expertise with the participants.

- b) The NCC cadets of the college attended a twelve day Military Hospital Attachment Camp in the Military Hospital, Shillong from 12th July to 24th July 2010. They were accompanied by their Care Taker Officer (CTO) Miss Marybell Wankhar. Theory classes were in the Training School and practical classes were held in the Family Wards 1 and 2. The cadets gained immense knowledge about First Aid Treatment to be given to victims in cases of burns, snakebites, drowning, shock, unconsciousness, poisoning, fractures etc. They were taught nursing, bed making, bandaging wounds and cuts and measuring blood pressure and temperature. The cadets also attended classes on Balanced Diet and Nutrition.
- c) As part of the Extension programme the History department of the college organised a guest lecture on 'Career Options in Archival Studies' on the 23rd of August 2010. The History honours students from other colleges namely Sankardev College, Shillong and Seng Khasi College, Shillong also attended the lecture. The resource person was Ms D Kharjana (Archivist) from the State Department of Archival Studies.
- d) The History department also organized a guest lecture for the benefit of the History honours students on the topic 'British Relations with the tribes of Arunachal' on the 28th of August 2010 with Dr A K Thakur of the Department of History(North East Hill University) as the resource person.
- e) St. Mary's College Sports Club in collaboration with NEEDS (North East Educational and Development Society) organized a tree plantation programme in the college on the 2nd September 2010. The programme was attended by NEEDS Director Mr. Gideon Kharkongor, Program Coordinator Mr. Edward Thma, Project Manager Mr. Richard Syiem and NEEDS member Mr. Abraham Nongbet. The students were represented by the college basketball team and Geography Honours students.
- f) The Departments of Physics, Chemistry and Mathematics organized an exposure trip to the ICAR Barapani on 30th September, 2010.
- g) The Students Interactive Academic Committee organized :
- A popular talk on 1st of October 2010 for the students of B.A. 3rd year and B.Com 3rd year. Dr. Rahul Chakraborty, a scientist from SAIF; the scientific research wing of NEHU, was the Speaker for the programme. His topic for the day was "TRACE ELEMENTS AND HUMAN HEALTH".
 - A Popular Talk on "Caves: The Hidden Treasures of Meghalaya" by Mr. B. D. Kharpran Daly, on the 2nd September 2010.

- h) The Political Science Department of the college organized a Career Option Lecture on “Civil Services in India: Recent Trends and Issues” for the Honours students of the Department on the 29th October 2010. Ten students were also invited from different colleges around Shillong. Mr. Toki Blah, former IAS and Member State Planning Board, Government of Meghalaya, was the resource person.

The Khasi department of the college conducted a paper presentation for the Second Year honours students on, “Ka sengkhan sengpyrkhat (Philosophy)” on 19th November 2010 to encourage creativity among its students on the knowledge of Khasi Drama and Khasi Novel.

- i) The faculty of Physics Department conducted an experiment on ‘Assessment of Radon Concentration’, a mini project in collaboration with a team of research scholars under Dr. Atul Saxena, Department of Physics, North Eastern Hill University, and Shillong.
- j) The faculty of the Zoology department accompanied the Final Year B.Sc students to Fossil Park, Lawbah, Mawsynram for the on the spot study of the fossils found in the area on 12th December 2010.

Grievance Redressal Cell: The College has a functional Grievance Redressal Cell which addresses the problems and complaints of its teachers, non-teaching staff and students. The Principal of the college is kept informed about the grievances and effective measures are taken up in this regard.

Performance assessment of teachers: The College adopts the UGC self- appraisal format for teachers in order to provide a scope to realize the relative strengths and weaknesses of individual teachers. This procedure gives an opportunity for teachers to improve their performance and further their academic and professional competence.

Presentation of Papers:

- a) Dr (Ms) Sutapa Sengupta, Head of the department of Geography attended an International Seminar organized by Department of geography, University of Delhi and College of Asia and Pacific, Australian National University, New Delhi, March 3-5 2010 and presented paper and chaired one technical session on “**Moving Bodies: Gender, Space and Migration**”. The title of the paper she presented is “**Literacy and Development: A Study of Positionality of Women’s Education in North East India and Meghalaya**”.
- b) c) Ms Susmita Das, faculty of the department of Geography participated at an International Seminar and presented a paper (Co- author with Baiantimon Blah) entitled “**Forest Protection and the Ever Changing Man: Does the Two Meet**”.

As Resource Persons:

- a) Dr. (Ms) Sutapa Sengupta attended a workshop organized by North East India Institute for Educational Research and Training (An NCERT Undertaking) Shillong October 20-22, 2010 and was the resource person to train the Teacher Educators of SCERT and DIET of North East India on “**Examination Reforms with Reference to Question Paper Setting and Evaluation Patterns**”.

b) Ms. Indari Warjri faculty of the Department of English served as a Resource Person in the Indira Gandhi National Open University on the following topics:

- “Effective English Teaching” at IGNOU Centre, PGT on the 20th July 2010.
 - “Phonetics” for an IGNOU, B Ed Workshop on 26th July, 14th August and 19th September 2010 at CTE (PGT) College, Shillong.
- c) Dr.(Ms) Saifun Nessa Head of the Department of Sociology of the college guided two students for M.Phil from Kamraj University, Madurai on Correspondence Programme.

Faculty Participation: The profile submitted by individual departments’ shows that the teachers of the college attended various enriching programmes organized by other institutions.

Section C: Outcomes achieved by the end of the year:

- a) The RAR was timely submitted to the NAAC office at Bangalore, India.
- b) The NAAC peer team visited the college in November 2010.
- c) Remedial classes: Remedial Classes were conducted by the various departments of the college for the SC/ST/OBC and other minority students.
- d) Sexual harassment Cell: A sexual harassment cell comprising of teachers, nonteaching-staff and student members was constituted.
- e) Anti-ragging cell: An Anti-ragging Cell comprising of teachers and students to prevent student harassment in the college.
- f) The Committees, Clubs and Cells set up by the college have been active in their roles and have organized various programmes aimed to provide a holistic growth of the students.

Section D: Plans of the HEI for the next year:

- To emphasize on developing a research culture among the faculty for further academic growth.
- To organize a workshop for the faculty on the importance of ICT in imparting a student -centered learning environment and training to promote the use of ICT by the faculty.
- To further upgrade the infrastructure of the college.
- To organize Seminars/ Workshops/ Conferences/Lectures on relevant topics.
- To encourage participation of students and faculty in programmes to uplift the challenged section of the society.

- To organize exposure programmes for student benefit and to strengthen the Career and Guidance Cell.
- To explore possibilities of linkage with other institutions and industries for career advancement of the students.
- To encourage teachers to undertake Minor/Major research projects.
