



YEARLY STATUS REPORT - 2021-2022

| Part A | |
|--|--------------------------------|
| Data of the Institution | |
| 1.Name of the Institution | Tetso College |
| • Name of the Head of the institution | Dr. Hewasa L. Khing |
| • Designation | Principal |
| • Does the institution function from its own campus? | Yes |
| • Phone no./Alternate phone no. | 03862242484 |
| • Mobile No: | 8974021963 |
| • Registered e-mail | iqac@tetsocollege.org |
| • Alternate e-mail | klorin@tetsocollege.org |
| • Address | Sovima, 5th Mile |
| • City/Town | Chümoukedima |
| • State/UT | Nagaland |
| • Pin Code | 797115 |
| 2.Institutional status | |
| • Type of Institution | Co-education |
| • Location | Rural |
| • Financial Status | UGC 2f and 12(B) |

| | |
|---|---|
| • Name of the Affiliating University | Nagaland University |
| • Name of the IQAC Coordinator | Dr. Chikhosale Thingo |
| • Phone No. | 03862242484 |
| • Alternate phone No. | 03862242484 |
| • Mobile | 7005438835 |
| • IQAC e-mail address | iqac@tetsocollege.org |
| • Alternate e-mail address | admin@tetsocollege.org |
| 3.Website address (Web link of the AQAR (Previous Academic Year) | https://tetsocollege.org/services/igac/ |
| 4.Whether Academic Calendar prepared during the year? | Yes |
| • if yes, whether it is uploaded in the Institutional website Web link: | https://tetsocollege.org/downloads/academic-calendar/ |

5.Accreditation Details

| Cycle | Grade | CGPA | Year of Accreditation | Validity from | Validity to |
|----------------|----------|-------------|-----------------------|-------------------|-------------------|
| Cycle 1 | B | 2.52 | 2013 | 05/01/2013 | 04/01/2018 |
| Cycle 2 | B | 2.41 | 2019 | 28/03/2019 | 27/03/2024 |

6.Date of Establishment of IQAC**24/03/2011****7.Provide the list of funds by Central / State Government****UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,**

| Institutional/Department /Faculty | Scheme | Funding Agency | Year of award with duration | Amount |
|-----------------------------------|------------------|----------------|-----------------------------|--------------|
| Institute | NERC PLAN | ICSSR | 2021 | 24000 |
| Institute | NERC PLAN | ICSSR | 2022 | 24000 |
| Institute | NET | UGC | 2022 | 84309 |

8.Whether composition of IQAC as per latest NAAC guidelines**Yes**

- Upload latest notification of formation of IQAC

[View File](#)

| | | |
|---|---|--|
| 9.No. of IQAC meetings held during the year | 3 | |
| <ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? | Yes | |
| <ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report | No File Uploaded | |
| 10.Whether IQAC received funding from any of the funding agency to support its activities during the year? | No | |
| <ul style="list-style-type: none"> If yes, mention the amount | | |
| 11.Significant contributions made by IQAC during the current year (maximum five bullets) | | |
| 1. Strengthening the teaching-learning ecosystem. | | |
| 2. Addition of more classrooms to accommodate the increased student enrolment and setting up of additional IT enabled classrooms. | | |
| 3. Strengthening the Mentor-Mentee programme. | | |
| 4. Strengthening the research ecosystem, faculty development and encouraging more external collaborations. | | |
| 5. Improving documentation and systems, and streamlining processes such as conduct of regular meetings and updates amongst IQAC and all Departments in the institution. | | |
| 12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year | | |
| Plan of Action | Achievements/Outcomes | |
| 1. Strengthening the teaching-learning ecosystem | IQAC conducts regular scrutiny of the teaching-learning process through initiatives such as ensuring the timely completion of syllabus, conduct of internal assessment of students, incorporation of activities to improve student participation, uploads of lesson plans/syllabus/ study materials | |

| | |
|--|---|
| | <p>in relevant platforms such as google classrooms and other social media apps to ensure accessibility to all students etc.</p> |
| <p>2. New classrooms and IT enabled classrooms added</p> | <p>With the increased enrolment and courses, it has been ensured that the infrastructure of the college is also upgraded through addition of new classrooms and more IT enabled classrooms, with increased sitting capacity, better furnishings, LCD screens, projectors, speakers and mics, etc.</p> |
| <p>3. Strengthening the mentor-mentee programme</p> | <p>While the college has been offering the mentor-mentee programme for years, the setting up of more robust systems have been felt. Apart from identification of high performing, average performers and poor performers amongst the students and mentoring them, the IQAC also felt the need to extend the mentor-mentee programme towards helping students identify key areas for improvement, career counselling, stress management, etc. and how to resolve the issues brought forward.</p> |
| <p>4. Strengthening the research ecosystem and faculty development</p> | <p>IQAC has continued to encourage the involvement of faculties in research work, participation in seminars, conferences, etc. The college has increased the funding for faculty research work from 12,000 p.a to 18,000 p.a, where research allowance is provided to faculties for book publications, journal publications, etc. Faculties are also encouraged to participate</p> |

| | |
|--|---|
| | in various FDPs and Refresher courses to upgrade their skill set. |
| 5. Conducting regular IQAC meetings, IQAC related tasks | IQAC has ensured the conduct of regular meetings of its members for strategising, receiving inputs for improvements and resolution of issues. Composition of IQAC has also been completed as per the guidelines provided. The timely submission of AQAR has also been guaranteed through regular updates and meetings with Criterion incharges. |
| 6. Strengthening its media presence | The College continues to strengthen its media presence as this helps to share the values and achievements of the college as well as depict the college culture to the public. Tetso College Media team has active presence in Instagram, YouTube, Twitter, and Facebook. |
| 7. Encouraging external collaborations | Understanding the need and importance of external collaborations for widening the scope of learning and opportunities, the College has entered into MoUs with University of North Texas, HornbillTV, Heritage Publishing House, Unity College, C-Edge College, and have collaborations with University of Melbourne. |
| 13. Whether the AQAR was placed before statutory body? | Yes |
| <ul style="list-style-type: none"> Name of the statutory body | |
| | |

| Name | Date of meeting(s) |
|----------------|--------------------|
| Core Committee | 23/12/2022 |

14. Whether institutional data submitted to AISHE

| Year | Date of Submission |
|------|--------------------|
| 2022 | 19/12/2022 |

15. Multidisciplinary / interdisciplinary

Tetso College is a multidisciplinary PG college offering programmes from junior college (class 11&12) to the graduate level professional courses such as BBA, BCA, humanities and commerce streams, and postgraduate courses in English and Political Science, with a student demography across India. The College incorporates innovative approaches to enhance the thinking and learning abilities of students, thus enabling them to possess strong values and ability to handle challenges. With the National Education Policy 2020 in play, the College now offers various interdisciplinary programmes for the Undergraduate courses, providing students the opportunity to actively engage in different learning methodologies, leading towards their holistic development.

16. Academic bank of credits (ABC):**17. Skill development:****18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)**

The college already offers courses that provides students knowledge about ancient India and Modern India as well as tribal, indigenous and traditional aspects, which contributes towards providing a sense of better understanding of where the country aspires to progress plus a window into the educational, political, and cultural facets of the country. Papers such as History Of India Upto The Mauryas, History Of India (Post Maurya to Delhi Sultanate, History Of India (1526 To The 19th Century), History Of North East India (1822-1972), Political History of the Nagas, Social And Economic History Of Modern India (18th-20th Century), Indian Nationalism, Development Of Education In India, Education In Modern India, Trends & Issues Of Contemporary Indian Education (OR) EDU-303 Structure & Issues Of Contemporary Education In India, Local Self Government In India,

Government & Politics Of Northeast India, etc., have been introduced to ensure the integration of Indian Knowledge system in the curriculum.

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

The college strives to offer the students numerous opportunities for development and growth; to create a system that equips our students to be more employment ready. Tetso has transitioned into an institution that has been working continuously to integrate technology in ways that will help improve the teaching-learning approach. Teachers are encouraged to use a variety of tools to make the learning experience more enriching. Assessments are carried out both offline and online with the help of different apps in the form of online quizzes, open book tests, debates, group discussions, presentations, case studies, etc. Students also have access to a larger repository of knowledge and material - college library, N-List, National Digital Library of India, Shodhaganga, etc. Additionally, Tetso College also encourages its students to go for various internships, community activities, industrial visits, etc, which further helps them develop a broader perspective. Events and activities are organised to showcase the skills and talents our students possess.

20.Distance education/online education:

Tetso College had incorporated the method of online education before the pandemic, making use of Google Classrooms for information dissemination such as sharing of study materials and various announcements important to students by their respective class teachers. Post Covid, the College continues to follow the blended learning mode for a few courses, where students and teachers are encouraged to use various online platforms and apps for smooth conduct of such classes. The College ensures that recorded online class videos were made available for all synchronous and asynchronous learners, teachers made sure that necessary study materials were provided to all students through various media - Google classrooms, whatsapp, emails, links of videos and websites, etc; tracking of attendance; conduct of tests, quizzes, assignments, group discussions. Number of trainings were and continues to be provided to students, faculties and staff regarding Digital Literacy and its usage.

Extended Profile

1.Programme

1.1

19

| | | |
|--|---------------------------|-------------|
| Number of courses offered by the institution across all programs during the year | | |
| File Description | Documents | |
| Data Template | View File | |
| 2.Student | | |
| 2.1 | | 1985 |
| Number of students during the year | | |
| File Description | Documents | |
| Data Template | View File | |
| 2.2 | | 950 |
| Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year | | |
| File Description | Documents | |
| Data Template | View File | |
| 2.3 | | 351 |
| Number of outgoing/ final year students during the year | | |
| File Description | Documents | |
| Data Template | View File | |
| 3.Academic | | |
| 3.1 | | 82 |
| Number of full time teachers during the year | | |
| File Description | Documents | |
| Data Template | View File | |
| 3.2 | | 11 |
| Number of Sanctioned posts during the year | | |

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

4. Institution

| | |
|--|-----------|
| 4.1 Total number of Classrooms and Seminar halls | 53 |
| 4.2 Total expenditure excluding salary during the year (INR in lakhs) | 110231440 |
| 4.3 Total number of computers on campus for academic purposes | 117 |

Part B**CURRICULAR ASPECTS****1.1 - Curricular Planning and Implementation**

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

Tetso College has a well-defined planning and implementation process for the effective delivery of the curriculum framed in accordance with Nagaland University (NU), to which it is affiliated. It follows both the Choice Based Credit System (CBCS) and NU Old syllabus under the Semester System. The College has integrated technology into its communication and teaching learning through the use of Google for Education, via its features such as Gmail (every teacher & student has a college account for swift communication), Google Classroom etc. The Managing Board along with the Deans prepare the academic calendar and class schedules for every semester in accordance with the university academic schedule, which comprises the date of commencement, last working day of the semester, dates for semester-end examinations, internal assessments for theory and lab courses, which is communicated to students through College Intranet, email/Google classroom and whatsapp groups.. Further, every department prepares its Objectives Key Results (OKR) calendar of events for every semester which is inline with the institution's academic calendar. Heads of Departments (HoD) along with the concerned department teachers allocates each semester papers (theory and Practicals) to the faculty members by considering their specialization, and expertise besides their preference and maintains a Lesson Plan. The concerned teacher prepares the Course Outcomes

(CO's) for each concern paper and maps it with Program Outcomes (PO's).

| File Description | Documents |
|-------------------------------------|---|
| Upload relevant supporting document | View File |
| Link for Additional information | https://drive.google.com/drive/folders/1o8-mrPayfEHLyYlqDIjjAzOTBtICj53?usp=share_link |

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

Each teacher prepares a comprehensive lesson plan and study materials such as lecture materials, a question bank, PowerPoint presentations, laboratory manuals, and uploads it to the institute website. The faculty then delivers the course as per the lesson plan using ICT tools and innovative teaching-learning pedagogy. In addition to the course delivery, model-based learning, group discussions, class participation or class presentation, assignments, project work, seminars, workshops, field visits and work, internships practical and viva, class test, remedial class, improvement tests are some of the institutional level Continuous Internal Evaluation (CIE) process and schedule created based on the college to adhere continuous internal assessments are conducted to bridge the curriculum gaps. The HoD/ Dean, teachers interact with students to review the effectiveness of course delivery at regular intervals. Further, the teacher identifies the slow and advanced learners based on their continuous internal evaluation. Remedial classes and counseling and mentoring support are provided for slow learners as additional support, and advanced learners are encouraged to pursue courses through SWAYAM, Coursera, etc to facilitate self-learning.

| File Description | Documents |
|--------------------------------------|---|
| Upload relevant supporting documents | View File |
| Link for Additional information | https://tetsocollege.org/downloads/academic-calendar/ |

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating

B. Any 3 of the above

University and/are represented on the following academic bodies during the year.
 Academic council/BoS of Affiliating University
 Setting of question papers for UG/PG programs
 Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
 Assessment /evaluation process of the affiliating University

| File Description | Documents |
|--|---------------------------|
| Details of participation of teachers in various bodies/activities provided as a response to the metric | View File |
| Any additional information | View File |

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

30

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

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

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

1

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

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

587

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

587

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

1.3 - Curriculum Enrichment

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

Gender Sensitization: Tetsocollege has a Women Cell, Sexual Harassment Cell and Minority Cell to provide, promote gender equity among students and dealing with related issues of safety and security of female students, staff and faculty. Major gender issues are focused and addressed through the activities like, essay and poster exhibitions, seminars, etc. The college campus is secured with CCTV and security guards. Separate Boys & Girls hostels (In-campus) for providing a safe environment to all student hostellers.

Environment and Sustainability: "Environmental Studies or Environmental Sciences" paper related to ecosystem, its balance & sustainability is an integral part of the curriculum of the fifth semester as prescribed by the University. The course enables creating awareness and developing the importance of the environment among students. The College N.S.S organizes various environment related programs including tree plantation, village cleanliness,

plastic free drive, Poster Competition, Debate Competition, etc.

Human Values and Professional Ethics: Tetso college , with a vision to create social awareness among the students, organises seminars, quiz, essay, photography, role play etc. initiated by various departments, clubs, units, and cells in collaboration with various NGO or, govt. bodies, helping to inculcate human values among students.

Co-curricular and Extracurricular Activities: Tetso College celebrates days of National and International importance as Republic day, Women's day, Independence Day, Teacher`s day, International Yoga Day, Blood donation day, World mental Health day, Suicide Prevention etc, helping to nurture the moral, ethical and social values among the students.

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

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

3

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| Programme / Curriculum/ Syllabus of the courses | View File |
| Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses | No File Uploaded |
| MoU's with relevant organizations for these courses, if any | No File Uploaded |
| Number of courses that include experiential learning through project work/field work/internship (Data Template) | View File |

| | |
|---|------------------------------------|
| 1.3.3 - Number of students undertaking project work/field work/ internships | |
| 105 | |
| File Description | Documents |
| Any additional information | No File Uploaded |
| List of programmes and number of students undertaking project work/field work/ /internships (Data Template) | View File |
| 1.4 - Feedback System | |
| 1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni | B. Any 3 of the above |
| File Description | Documents |
| URL for stakeholder feedback report | View File |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload) | No File Uploaded |
| Any additional information(Upload) | No File Uploaded |
| 1.4.2 - Feedback process of the Institution may be classified as follows | C. Feedback collected and analyzed |
| File Description | Documents |
| Upload any additional information | No File Uploaded |
| URL for feedback report | Nil |
| TEACHING-LEARNING AND EVALUATION | |
| 2.1 - Student Enrollment and Profile | |
| 2.1.1 - Enrolment Number Number of students admitted during the year | |
| 2.1.1.1 - Number of sanctioned seats during the year | |

950

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| Institutional data in prescribed format | View File |

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

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

1813

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

2.2 - Catering to Student Diversity

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

The institution monitors the learning capacity of the students and identifies them according to their pace of learning in order to maintain their interest and provide a progressive level of challenge. They are identified as advanced, moderate and slow learners who are assessed from the initial commencement of the semester. For every new batch, Counseling and Orientation programmes are organized for the students along with their parents to brief them about the course they have chosen and get them familiarized with the institution, facilities, co-curricular activities, rules and regulations etc. Series of assessments such as tests, assignments, presentations, group discussions, debates are conducted to help differentiate the learners. To further help students on a more personal level, a Mentoring Program has been initiated by the Mentoring Cell where students can choose a mentor of their choice from among their teachers. A mentoring program involves an interactive session between a mentor and a mentee, which can be conducted either in-person or through virtual mode. The purpose of this meeting is for mentors and mentees to exchange information and work together towards achieving the mentee's professional goals. Strategies for the advanced and moderate learners include their

enrollment in short term online courses in SWAYAM and other online courses free of cost participation in webinars, inter/intra competitions and paper publications. For the slow learners, remedial classes are provided, frequent interaction with the students, simplified notes and reading materials are provided, academic and career counseling are also provided.

| File Description | Documents |
|-----------------------------------|---|
| Link for additional Information | https://drive.google.com/drive/folders/luxijU70_a6S83rDSQbjXGvUF5bzsWL7f?usp=share_link |
| Upload any additional information | View File |

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

| Number of Students | Number of Teachers |
|--------------------|--------------------|
| 1813 | 82 |

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

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The institution practices a student centric methodology which allows students to take responsibility to shape their own learning experiences and be active agents of change. The methodology that involves experiential learning, participative learning and problem solving are adopted in the form of curricular, co-curricular and extra-curricular activities. The teachers take the role as facilitators of their learning process by promoting discussion, debates, and space for open dialogue. Internships, Field trips, educational excursions, student exchange programmes and competitions such as debates, speeches, seminars and conferences are part of the academic programme. Students are encouraged to enroll themselves in various college units like NSS, NCC and clubs such as Debate Club, Reading Club, Drama Club, Music Club and more are available to cater to the diverse interests and abilities of the students. Important international, national and state events are observed by the Departments and Clubs to enrich their world knowledge. Under practical learning, various activities such as webinars/seminars/

festivals by various departments are held where students play active roles and explore their capabilities. Each department conducts an event that will be a supplement to their course. The College also has a Student Council Executive that simulates the Indian electoral process to elect their student leaders and provide a platform for them to learn and grow as leaders. Overall the teaching-learning pedagogy is aimed at participative learning in the way curriculum delivery is done at Tetso College through classroom group discussions, presentations, problem solving activities and self learning/reading. Link: 3TNewsletter

| File Description | Documents |
|-----------------------------------|---|
| Upload any additional information | View File |
| Link for additional information | https://tetsocollege.org/fest-events/ |

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

The institution highly endorses the use of ICT in the teaching and learning process to bring about qualitative changes. ICT has been strongly adopted in the overall functioning of the institution to streamline classroom and campus administration activities. WiFi connectivity has been provided with which students and teachers alike can use for their academic needs. Most of the classrooms are equipped with LCD projectors making the classes more interactive and engaging through its use instead of using traditional teaching methods. Furthermore, G Suite (Google for education) has been intensely used by teachers for effective teaching. The online learning for e-learning has been prioritized and has been a great supplement to the offline classes. Google Classroom is intensively used for the submission of assignments, relaying information, collecting study materials, conducting tests and also for interaction. ICT tools have enriched teachers but more so, it has benefitted the students as it facilitates a more student-centered approach where students can be responsible for their own learning. Following are the list of some ICT initiatives used by the teachers and students to enhance their skills and broaden their knowledge

1. SWAYAM On-line Courses
2. UG/PG MOOCs
3. e-PG Patshala
4. e-Content courseware in UG subjects
5. SWAYAMPRAKASHA
6. CEC-UGC YouTube Channel
7. National Digital Library
8. Shodhganga
9. e-Shodh Sindhu
10. Vidwan

Link: Tetso Website

| File Description | Documents |
|---|---|
| Upload any additional information | No File Uploaded |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | https://drive.google.com/drive/folders/1HQPsTOYJQhItpCI2Ps7NOpjTFxZygBX5?usp=share_link |

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

40

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

2.4 - Teacher Profile and Quality

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

82

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

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

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

26

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

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

2.4.3.1 - Total experience of full-time teachers

137

| File Description | Documents |
|--|---------------------------|
| Any additional information | No File Uploaded |
| List of Teachers including their PAN, designation, dept. and experience details(Data Template) | View File |

2.5 - Evaluation Process and Reforms

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

There is a standard process of internal examination in the college. Tetso college is affiliated to Nagaland University and therefore has a transparent and robust evaluation process in terms of frequency and variety. Students who are admitted for the concerned course are assessed continuously through various evaluation processes at college level. Continuous evaluation is made through group discussions, class Tests, assignments submission, and paper presentation. Class Tests are conducted as per the schedule given in academic calendar in aligned to Nagaland University norms. The performance of the students is announced on Student Intranet (College Website) and also on the concerned Google Classroom pages by the teacher. Detained list is prepared well in advance with a common criteria and penalties, if any grievances are observed in it, is being resolved either for medical reasons/emergency. The college, therefore, practices Internal Retest/Improvement Policy meant for students who, due to reasons beyond their control, were unable to write either one of the officially conducted class tests or

assignments. It allows for another final attempt to clear their internals and qualify to appear in the End Semester examination conducted by Nagaland University. A retest is applicable only for internal evaluation purposes and does not include the external examination. By adopting the criteria as per the direction of affiliating university, complete transparency is maintained in internal assessment tests. Personal guidance is consistently given to the weak performing students after their assessment.

| File Description | Documents |
|---------------------------------|---|
| Any additional information | No File Uploaded |
| Link for additional information | https://drive.google.com/drive/folders/1aW-Cs2R-ZC7RGEdcWu09R3GdSoXAK8fa?usp=share_link |

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

For transparent and robust for internal assessment, the following mechanisms are conducted by the Examination Committee. 1. The Exam Committee shares the Examination routine with the students via the Student Intranet and also conducts an Exam Orientation regarding the Exam rules and guidelines before the commencement of the exam for all students. 2. Invigilators are given a sufficient amount of time frame (min 7 days) to evaluate answerscripts. Each evaluator maintains a Top Sheet where the marks are entered. In addition, the marks are updated online in the mark entry excel where the marks are cross checked by the Head of the Department to ensure correct entry and rescrutiny (if required). 3. Internal marks are shared with the students via Google Classroom for transparency and answerscripts are returned to the students with feedback given by the examiner. 1:1 meetings are held with the students on their performance in the exam afterwards. 4. During exams, the use of electronic devices such as mobile phones, tablet devices, laptops, data storage watches ('smart-watches') with means for inputting or storing information are strictly prohibited. 5. Invigilator remains in Examination Hall throughout the period of the examination. 6. If the invigilator suspects that a candidate is involved in an irregular act during the examination or a candidate is caught redhanded, the invigilator confiscates the material(s) and penalties are meted out as per the University regulations.

| File Description | Documents |
|---------------------------------|---|
| Any additional information | No File Uploaded |
| Link for additional information | https://drive.google.com/drive/folders/1vkC6FOoHZrXrrY9PEdmSjOKlDiP9KYOy?usp=share_link |

2.6 - Student Performance and Learning Outcomes

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

Tetso College ensures that the teachers and students are made aware of the Programme Outcomes (PO) and Course Outcomes (CO) of any programme offered by the institution. This will contribute to standard learning outcomes from the students. The outcomes serve as performance indicators to help assess the teaching and learning practices. Programme Outcome set by different schools of the institution gives a broad overview of the curriculum design and relates the teachers and students about skills, knowledge and attitude that is intended to be achieved at the completion of the programme. While, Course Outcomes relates the teachers and the students about appropriate skills and concepts that they will be able to demonstrate at the end of the course. At the commencement of the programme the POs and COs are briefed to the students.

| File Description | Documents |
|--|---|
| Upload any additional information | No File Uploaded |
| Paste link for Additional information | https://drive.google.com/drive/folders/1xDiL2EgZi9tMHQJAgWCwevT4mfUN42Y3?usp=share_link |
| Upload COs for all courses (exemplars from Glossary) | View File |

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

Tetso College adheres to the curriculum given by the Nagaland University to which it is affiliated. It is assessed on the completion of syllabus through continuous evaluation (internal evaluation). Teachers are expected to complete the syllabus and even take revision classes if extra classes remain before the end of the semester. Remedial classes are also given to those students who need extra assistance to understand the course content. Continuous evaluation is done through tests, quizzes, written assignments,

presentation of papers, oral presentations, field work and so on. Marks are allotted for attendance and class participation as well which encourages them to be proactive in the classes. Attainment of Programme Outcome The institution uses student satisfaction surveys to measure the attainment of the programme outcomes. It provides necessary information pertaining to the relevance of the course, availability of the course material, and course's importance in terms of employability and so on which are pertinent questions and which help the institution measure its learning outcomes. Furthermore, extracurricular activities such as lectures on relevant topics, observation of certain important days are practiced to sharpen their knowledge. The programme specific outcomes is measured by taking the aggregate result of all courses in a given programme of an individual student, and then the average performance of all the students in a given programme. The attainment level of students' final result is computed by grading system as proposed by the affiliated University, Nagaland University.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | No File Uploaded |
| Paste link for Additional information | https://drive.google.com/drive/folders/lcQvN_xsveelBZ43d0on4y6ey0-y-0Gki?usp=share_link |

2.6.3 - Pass percentage of Students during the year

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

351

| File Description | Documents |
|--|---------------------------|
| Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template) | View File |
| Upload any additional information | No File Uploaded |
| Paste link for the annual report | Nil |

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may

design its own questionnaire) (results and details need to be provided as a weblink)

<https://tetsocollege.org/services/igac/>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

| File Description | Documents |
|---|------------------|
| Any additional information | No File Uploaded |
| e-copies of the grant award letters for sponsored research projects /endowments | No File Uploaded |
| List of endowments / projects with details of grants(Data Template) | No File Uploaded |

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

| File Description | Documents |
|---|------------------|
| List of research projects and funding details (Data Template) | No File Uploaded |
| Any additional information | No File Uploaded |
| Supporting document from Funding Agency | No File Uploaded |
| Paste link to funding agency website | Nil |

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

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

51

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

3.2 - Research Publications and Awards

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

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

3

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

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

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

4

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| List books and chapters edited volumes/ books published (Data Template) | View File |

3.3 - Extension Activities

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

Tetso College Dimapur had organized a number of extension activities

in the neighborhood community, sensitizing students to social issues for their holistic development, and impact thereof during the year.

Following are the extension activities undertaken by the college:

Name of the activity

Organizing unit/ agency/ collaborating agency

Year of the activity

Number of students participated in such activities

Mass Plantation Drive.

NSS Cell, Nagaland and 173 BN CRPF.

2021

15

Blood Donation Awareness Video.

Red Ribbon Club, Tetso College.

2021

8

Freedom Run.

NSS, NYKS, Youth Resources and Sports Dept., Nagaland.

2021

2

Swachh Bharat.

NSS, Tetso College.

2021

28

Leadership and Personality Development

through Life Skills.

NSS Cell, Nagaland.

2021

3

NSS Day Celebration at Ebenezer Orphanage

Home.

NSS Unit, Tetso College.

2021

15

NSS Pre- Republic Day Parade Camp.

East Zone NSS, Govt. of India, Ministry of Youth Affairs and

Sports.

2021

1

Virtual edition of National Youth Festival.

Ministry of Youth Affairs and Sports, Govt. of India and Govt.

of Puducherry.

2022

88

Awareness campaign on HIV/AIDS and TB.

RRC, Tetso College.

2022

60

International Women's Day.

NSS and RRC, Tetso College.

2022

7

NSS Special Camp.

NSS, Tetso College.

2022

30

Blood Donation Awareness Programme.

RRC, Tetso College/CIHSR.

2022

80

NSS Integration Camp.

NSS, Govt. of India, Ministry of Youtyh Affairs and Sports.

2022

1

Blood Donation Drive.

Ghaspani BN Assam Rifles/ CIHSR.

2022

8

Yoga Session.

Tetso NSS, NCC and YI.

2022

27

Blood Donation Camp.

Sovima Health Sub-Center Management Committee under

Nagaland Health Project, Govt. of Nagaland.

2022

20

Orientation Program.

NSS & RRC, Tetso College.

2022

70

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

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

| File Description | Documents |
|---|------------------|
| Any additional information | No File Uploaded |
| Number of awards for extension activities in last 5 year(Data Template) | No File Uploaded |
| e-copy of the award letters | No File Uploaded |

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community

and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

18

| File Description | Documents |
|--|---------------------------|
| Reports of the event organized | No File Uploaded |
| Any additional information | No File Uploaded |
| Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template) | View File |

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

466

| File Description | Documents |
|--|---------------------------|
| Report of the event | View File |
| Any additional information | No File Uploaded |
| Number of students participating in extension activities with Govt. or NGO etc (Data Template) | View File |

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

6

| File Description | Documents |
|---|---------------------------|
| e-copies of linkage related Document | No File Uploaded |
| Details of linkages with institutions/industries for internship (Data Template) | View File |
| Any additional information | No File Uploaded |

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

4

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Tetso College is equipped with modern facilities, learning resources, necessary infrastructure for co-curricular activities to achieve excellence aligning to its vision, mission and values. The teaching - learning resources/infrastructure includes library, labs, computer hive, classrooms, conference room. This aspect is further supported with facilities such as free wi-fi, amphitheatre, auditorium, Tetso Arena for Badminton, Table Tennis, Gym & Zumba centre, Basketball courts, Volleyball court, hostels for both girls and boys, canteens, ICT enables conference rooms, auditorium, etc.

Classroom allocation for different papers are made during the preparation of Time Table. Teachers and students utilise the ICT

enabled classrooms, conference room and auditorium for conduct of presentations, Viva, Seminars, etc. All classrooms are equipped with LED TV, Projectors, white boards, proper lightings, fans, and necessary furnishings to ensure the learning experience of students is not impeded.

The College has professional employees for the electricity and water supply, masons, carpenters and IT engineers. The College has two (02) technicians for maintenance of hardware and software of the IT infrastructure. The computers labs are maintained periodically for any relevant updates. The computers and printers in the campus are maintained through M/s Synergy Services. Maintenance of 02 Generators (160 KVA and 30 KVA each) is done through M/s Kirloskar Service.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | https://drive.google.com/drive/folders/14CFH BKOLYM01_cUuwtm2EWCNA7r85mZE?usp=share_link |

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

Yes, the Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, zumba centre, etc. Apart from encouraging the students to aim for academic excellence, Tetso College also ensures that the students are given sufficient opportunities to develop their talents and skills through various co-curricular activities. Amphitheater and Auditorium for conduct of various cultural activities such as debates, drama, fests, fresher's day, celebrating yoga day and various competitions; Tetso Arena for indoor sports such as badminton, table tennis, carrom, chess, Zumba, gym, Outdoor Basketball Court and Volley Court are available.

The college annually conducts sports week; and variety of cultural activities and fests are organised every semester by different departments/clubs/cells. However, on account of the pandemic, sports week could not be organised but the institute still maintained the need to conduct online activities that helped to highlight and bring to fore the talents of our students.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | https://drive.google.com/drive/folders/14CFH BKOLYM01_cUuwtm2EWCNA7r85mZE?usp=share_link |

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

15

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

15

| File Description | Documents |
|---|---|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | https://drive.google.com/drive/folders/1EyPg RYtrn64SJY2OmmXrt0CHUN1KBoPy?usp=share_link |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | View File |

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

53895995

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

4.2 - Library as a Learning Resource

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

Tetso College Library has become fully automated in the year 2017. The Library is located on the third floor of the Administration Block (Tech Square). The Library collection includes more than 12,000 books, 9 journals, 18 magazines, 150 CDs. During the last five years more than 5000 books were brought. The library has 15 different locations and the collection of books covers a wide range of subjects from English Literature, Economics, Social Science, Mathematics, Linguistics, Management, Commerce, Psychology, Competitive Exams etc. All new arrivals of book materials are displayed on the display stand for a period of two weeks. The library has a separate section for reference collection, a spacious reading hall, with 3 air conditioners. Number of 60-80 users can be accommodated in the reading room. It is automated with Integrated Library software, KOHA open-source integrated library system (ILS), used world-wide by public, school and special libraries. The books are classified according to Dewey Decimal classification 23rd edition. OPAC(Online Public Access Catalogue) service is also provided. Students are allowed to borrow books with their college identity card. Apart from the printed books the library has access to NLIST which is a part of e shodhsindhu consortium of INFLIBNET, where the users are given awareness on how to register, to access, browse and download e- books, e- journals, databases etc. User Orientation is provided at the beginning of every semester regarding the various facilities, services and resources available in the library.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for Additional Information | https://tetsocollege.org/services/library/ |

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

A. Any 4 or more of the above

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

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

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

1641140.66

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

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

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

36

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| Details of library usage by teachers and students | View File |

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

At the start of every academic session, a review and inventory requirements of IT facilities including wi-fi, ICT tools, budget allocations, upgrades or replacements of the existing equipments as well as upgradations or improvements to the existing infrastructure is carried out based on the suggestions from the Board of Directors,

Heads of the Departments, IQAC, IT technicians and System Administrator. The College has adequate class rooms and computer labs with internet connectivity for facilitating teaching and learning process. Internet accessibility through Wi-Fi with adequate bandwidth is made available for all academic and administrative purposes. The College makes efforts for efficient utilization and updation of latest ICT. There is open access of Wi Fi connectivity for all student and staff members of the college. Departments of the college are also provided laptops and other related accessories, whenever needed. Students are also made aware of the different educational sites.

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

4.3.2 - Number of Computers

119

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

4471883.2

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

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

Yes, the institute maintains a systematic process for the maintenance and utilisation of various facilities such as labs, library, Tetso Arena, conference rooms, auditoriums, and classrooms.

1. Library - Tetso College Library maintains a computerised information system to record the online and offline booking of books, returns and renewals. Additionally, manual registers are also placed nearby the entry to record the footfall of students and staff utilising the library facilities.

2. Classrooms - At the beginning of every semester, Deans of the various schools plan out the allocation of classrooms for each batch of students and the respective subjects. These are then entered into the time-table wherein students are provided all necessary information such as Discipline and semester, Classroom Number, Subject code, Teacher's name.

3. Conference room, Auditoriums and ICT enabled classrooms - Teachers and non-teaching staff are required to book such rooms in advance by entering the details of the programme, dates, purpose, department/club/cell requiring the service, additional facilities required such as sound system, mic, projector etc., in a Google Sheet shared by the Maintenance team with all the staff.

4. Tetso Arena - It offers various sports facilities to the students, staff and event outsiders on the basis of membership, wherein details of all members and individuals utilising the facilities are recorded in a computerised information system.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | https://drive.google.com/drive/folders/1-yFaYPN7MyW-zZF1AGZm0TZ3q_0zr2VG?usp=share_link |

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

189

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

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

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

37

| File Description | Documents |
|--|---------------------------|
| Upload any additional information | No File Uploaded |
| Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template) | View File |

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

B. 3 of the above

| File Description | Documents |
|---|---|
| Link to institutional website | https://drive.google.com/drive/folders/1IlegA3-CsF5C5new5JZG0acyiw8GZt0L?usp=share_link |
| Any additional information | No File Uploaded |
| Details of capability building and skills enhancement initiatives (Data Template) | View File |

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

1005

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

1005

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

5.1.5 - The Institution has a transparent

B. Any 3 of the above

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

4

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

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

5.2.2.1 - Number of outgoing student progression to higher education

9

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

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

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

1

| File Description | Documents |
|-------------------------------------|---------------------------|
| Upload supporting data for the same | View File |
| Any additional information | View File |

5.3 - Student Participation and Activities

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

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

8

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

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Yes, the Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities in the following ways:

1. Student Council - This body has been created to provide students the opportunity to develop their leadership skills and provide a platform for them to voice their opinions be it in terms of teaching and learning aspects or co-curricular activities. These council members are elected to the positions of General Secretary, Asst. General secretary, Coordinators and Asst. Coordinators (for sports, literary, arts and culture) and Finance Secretary.

2. Class Representatives - Every class is represented by a Class Representative and an Assistant Class Representative who assists the teachers in maintaining the discipline and decorum of the classroom as well as ensuring feedbacks and suggestions from the students are also heard and addressed by the teachers.

3. Clubs/Units/Cells/Committees representatives - Tetso College also has a variety of Clubs, Cells, Units and Committees such as NSS, NCC, Red Ribbon Club, Book Club, Business Club, Literary Club, IIIPR Cell, etc, where students are encouraged to participate in its functioning and conduct of activities enabling them to bring out their capabilities and potentials to fore.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://drive.google.com/drive/folders/1VGSCuAUsaGa33ibvpGXecTuj3CpQkmU-?usp=share_link |
| Upload any additional information | No File Uploaded |

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

24

| File Description | Documents |
|--|---------------------------|
| Report of the event | View File |
| Upload any additional information | No File Uploaded |
| Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template) | View File |

5.4 - Alumni Engagement

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

The college has a Tetso Alumni Network that was formally established on 18 January, 2020. The main aim of setting up this network is to ensure the continued engagement of alumni in various activities such as conferences, meetings, lectures, etc and to provide them an opportunity to take active part in the progress and development of the College. The goal of the Alumni Network is to connect the students with our Alumni family, encourage a professional network and to help students think about the transition after graduation.

The College aims to organise on-campus activities and get-togethers in the coming years to further strengthen the existing Network.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

| File Description | Documents |
|-----------------------------------|------------------|
| Upload any additional information | No File Uploaded |

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Our Mission: "To empower people towards life-long excellence".

Our Motto: "Strive for Excellence".

The governance of the institution is reflective of the above.

The empowered team of the college involves the Principal, Director, Deans, Convenor/Coordinator of different committees, Teaching faculty, IQAC Committee, non-teaching and supporting staff, student council, student representatives, alumni, and board members. The Principal along with the Core committee monitors the mechanism regarding administration and academic process, ensuring the proper functioning of the policies, rules, and action plans of the college. Various committees such as Career Counselling and Placement Cell, Examination Committee, sports committee, library committee, cultural and literacy committee, anti-ragging committee, NSS, NCC, disciplinary committee, scholarship committee, and grievance redressal committee function actively. For academic performance, meetings with the Dean, HoDs, and faculty of various departments are done. The Principal continuously monitors the progress of various activities department-wise and HoD's of each department present a Semester Progress Report at the end of each semester. The prospective plans are implemented by the Principal along with the Director. It deals with the finance received for various grants and amounts received from other sources for the overall development and maintenance of the college.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://tetsocollege.org/about/our-mission-vision/ |
| Upload any additional information | No File Uploaded |

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

The College is committed to promoting decentralization and culture of participative management which can be observed as follows:

1. The Governing Board - The College governing body is the apex

decision-making and sanctioning body of the institute. It has representatives from teaching and non-teaching staff, individuals, and experts from external agencies responsible for all decisions and policies aligned with the College's vision and mission.

2. IQAC- IQAC initiates, plans, conducts, and supervises various activities that are necessary to increase the overall quality standards in the College. It frames modalities to collect data and information on various aspects of institutional functioning, collects feedback and suggestions from stakeholders for quality improvements, prepares the Annual Quality Assurance Report (AQAR), etc.
3. The Management body: It comprises the Principal, Director, Director of Facilities, Deans, and HoDs. This body looks into various teaching, learning, and administrative matters such as decision-making for curricular and academic aspects, admission procedure, disbursement of university materials, budgets from payroll to the maintenance of the physical plant, supervising maintenance personnel, tracking College, etc.
4. Faculty members are given representation and responsibilities in various academic, administrative, and other non-statutory committees for transparency in administration. Link

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://tetsocollege.org/about/faculty/ |
| Upload any additional information | No File Uploaded |

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Tetso College has effectively implemented the strategic plans as follows:

1. **Human Resource Management:** The College has implemented online platforms for managing and archiving human resource data.
2. **Admission of Students:** The College follows a systematic admissions and induction programme where every student is

taken through an orientation programme.

3. **Curriculum Development:** The curriculum plans are drawn as short-term and long-term goals from different aspects of the functioning of the college in the form of OKRs.
4. **Teaching and Learning:** A balance of collaborative, differential, inquiry-based, blended learning methods with emphasis on skills and values in technology-driven classrooms is followed.
5. **Examination and Evaluation:** The College follows well-structured internal and external evaluations for all its courses.
6. **Research and Development:** IQAC along with HoDs ensure that the content and publications of journals and books are in progress by all Departments.
7. **Library, ICT and Physical Infrastructure/Instrumentation:** A well-equipped library with references and textbooks, journals, magazines, newspapers as well as a mini museum and a reading lounge area.

| File Description | Documents |
|--|---------------------------|
| Strategic Plan and deployment documents on the website | View File |
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

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

The institutional bodies have a multi-level training and orientation program for each level of responsibility conducted through the Human resources and training department. The organizational structure of the institution has been clearly defined broadly into administration, accounts, finance, maintenance, and academics with each department adopting the OKR (objective & key results) method for tracking.

Service rules and leaves are clearly defined through the College and staff internet and is accessible internally with each school managing its own intranet pages.

The College mission is clearly displayed in and around the college, on the college website, and in college publications and literature.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://drive.google.com/file/d/1vHKcjqOujA2BIDjmSWiGBNANCuy3sJMN/view?usp=share_link |
| Link to Organogram of the Institution webpage | https://tetsocollege.org/about/about-the-college/ |
| Upload any additional information | No File Uploaded |

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

Tetso College maintains its Staff Intranet where information relevant to the teaching and non-teaching staff are maintained. The Staff Handbook is also accessible to the staff.

Tetso College has effective welfare measures for teaching and non-teaching staff as follows:

1. Employee Medical Insurance.
2. Saving Allowance.
3. Maternity and paternity benefits as per norms.
4. Broadband Allowance.
5. Research Allowance.
6. Laptop Allowance.
7. Conveyance Allowance.
8. House Rent Allowance.
9. All the non-doctoral staff members are encouraged to get enrolled for a part-time Ph.D. Program.

The following facilities are also provided to employees for efficient functioning:

1. Sick Leave.
2. Earned Leave.
3. Study Leave.
4. Psychological counselling
5. Wi-Fi facility.
6. Workspace
7. Canteen
8. Pantry
9. Sports facilities
10. Zumba Class.
11. Identity cards.
12. Mini departmental store in the campus.

13. Generator (power back-up)

14. Staff quarter for teaching and non-teaching staff.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://drive.google.com/file/d/1SFRF5oA4L1jnB8bmFkchbJ2yikOmeiTT/view?usp=share_link |
| Upload any additional information | No File Uploaded |

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

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

3

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

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

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

10

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

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

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

22

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

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

Performance appraisal systems for Teaching staff practiced in Tetso College are:

1. Internal Career Advancement Scheme (CAS) - For Teaching Faculties.

2. Performance improvement Plan (PIP) – For Teaching Faculties.
3. Employee assessment form – Non-Teaching staff.

Internal Career Advancement Scheme (CAS): CAS is conducted for every teaching faculty after completion of 1 year from the date of joining of the Employee.

CAS form includes the below-mentioned categories:

Category 1 – Teaching, Learning, and Evaluation related activities.

Category 2 – Co-curricular, Extension, and Professional Development activities.

Category 3 – Research and Academic contributions.

Performance improvement Plan: To make performance expectations clear to the employee, document and put into process the same and ensure timely feedback and assess the performance of the employee accordingly.

Employee assessment Form: Performance appraisal for non-teaching staff is an employee assessment form that is issued annually to every employee as per the date of joining. Employee assessment consists of the following parameters:

1. Key Responsibilities Areas.
2. Achievement and responsibilities.
3. SWOT Analysis.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://drive.google.com/file/d/1pFKUE0TMq4ExMx8BuUG3YOWEYSOK3S-h/view?usp=share_link |
| Upload any additional information | No File Uploaded |

6.4 - Financial Management and Resource Mobilization

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

The College has a mechanism for internal and external audits. There are internal audit mechanisms which is an ongoing continuous process in addition to the external auditors who verify and certify the entire corpus income and expenditure and the capital expenditure of the College each year. Qualified internal auditors from external resources have been appointed along with a team of finance staff and they are responsible for a thorough check and verification of all vouchers and bills of the transactions that are carried out in each financial year. Likewise, an external audit is also carried out on an elaborate scale each financial year. The reports and outcomes are thoroughly assessed by the College management and the College IQAC, whereby the shortcomings if found, are addressed in a systematic and transparent manner. Minor errors, if pointed out by the audit team, are immediately corrected, and rectified and precautionary steps are taken to avoid the recurrence of such errors in the future. These audits have helped in improving the academic and administrative processes of the College with regard to teachers' appraisal, student activities, departmental funds, the addition of equipment, books, and journals, and infrastructure among other areas of expenditure and income.

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

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

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

0

| File Description | Documents |
|---|------------------|
| Annual statements of accounts | No File Uploaded |
| Any additional information | No File Uploaded |
| Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template) | No File Uploaded |

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

The institution is advised by Sapient Wealth Advisors & brokers Pvt limited for effective investment and saving strategies and also to help build its endowment along with saving strategies for mobilization of department funds.

The Institution conducts regular staff rewards & recognition, team-building activities, and also scholarship and financial aid that covers up to 100% of the college fees and hostel/transport fees as well.

The College receives funds from the following sources:

1. Fees collected from students.
2. Government scholarships.
3. Project funds received from funding agencies such as UGC, ICSSR, etc.
4. Renting of the College infrastructure for conducting Government Exams and other exams (NET, NPSC, NSSB exams).
5. Funds received in cash or kind from well-wishers.

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

6.5 - Internal Quality Assurance System

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

The IQAC has immensely contributed to the implementation of quality assurance strategies and processes at all levels. The members of IQAC meet quarterly. The institute IQAC prepares, evaluates, and recommends the following for approval:

1. Annual Quality Assurance Report (AQAR).
2. Self-Study Reports of various accreditation bodies (NAAC, NIRF, UGC 12b)
3. Performance Based Appraisal System (PBAS) for Career Advancement Scheme (CAS)
4. Stakeholders' feedback.
5. Action Taken Reports.
6. New Programmes as per National Missions and Government Policies.

Documentation and maintenance of records: IQAC has streamlined the processes of documentation and data collection about the activities undertaken by the departments, clubs, committees etc., and systematically collects and maintains the records in the form of online and offline files. The IQAC also develops best practices and strategies for improving the functioning of the different organs of the college from time to time and as per changing requirements.

Feedback System: IQAC has developed an online proforma of student feedback to gather information from the students about the courses of their study, their objectives, relevance, availability of learning resources, teaching methodology and so on. The College has already introduced and implemented an online feedback system and has been receiving student's feedback for the past few years.

Display and Discussion of the Internal Answer Scripts: Tetso college to advance the quality of teaching, learning, transparency in evaluation and to advance the concept of meaningful learning introduced a system of displaying class test answer scripts taken internally and discussing the answer scripts with the students.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://tetsocollege.org/services/igac/ |
| Upload any additional information | View File |

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

The IQAC, Tetso College reviews and takes steps to improve the quality of the teaching-learning process on a regular basis. The College prepares the Academic Calendar in advance so that it can be strictly followed. All newly admitted students are compulsorily required to attend a 3-Day Orientation program where they are made aware of the College Mission, Vision, teaching-learning process, evaluation process under the Semester System, core courses, various co-curricular activities, discipline, attendance policy, and culture of the Institute. All the freshers are also given a guided tour of the campus and the various facilities by the seniors. Students are appraised of the timetable, Programme structure, and syllabi of the courses before the semester resumes.

Important announcements are made through the intranet and attendance and conduct of classes are monitored by the Deans, HoDs, and class teachers of various classes. Students are also free to approach the Director and the Principal for feedback and suggestions through their class representatives. The teaching-learning processes are reviewed, and improvements are implemented, based on the IQAC recommendations. The major initiatives taken over the last five years include the following:

- Google Classroom.
- Automation of Admission Processes.
- Online fee payment.
- Green initiatives in Campus - tree plantation, solar panels.
- Application for NIRF, IPR certifications in addition to IQAR and AAC.
- Graduation Day Ceremony.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://drive.google.com/drive/folders/1sVkegyIqjj6SzA33vtrTp0uJgoQGnt16?usp=share_link |
| Upload any additional information | No File Uploaded |

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

B. Any 3 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The College community promotes an environment of gender equity among the students, both for the teaching and non-teaching staff. It believes in providing equal opportunities to all individuals irrespective of gender, tribe, caste, language or creed. Tetso College has a Women Cell, and Sexual Harassment Cell that are responsible for creating awareness about various gender related issues and organising activities that can build and enhance the confidence and capabilities of the students and staff as well. Numerous activities were organised by the College through the departments/cell/clubs for the promotion of gender equity, such as

celebration of Women/s Day, DotTalk webinar series on gender and sports, oratory competition on violence against women on United Nations International Day for the Elimination of Violence against Women, talks on women in the field of technology, etc. The college also offers counseling sessions which are handled by the female faculties of Psychology Department.

| File Description | Documents |
|--|---|
| Annual gender sensitization action plan | Nil |
| Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information | https://drive.google.com/file/d/1AZeI0LkZEIrlVp-5J6LzbvBqO3lB74wD/view?usp=share_link |

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

B. Any 3 of the above

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

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

The College maintenance department strives to implement a waste segregation practice that segregates its waste between i) wet and biodegradable, ii) plastic and non biodegradable waste. Sovima village within which the main college campus is located is procuring a waste disposal truck to introduce a waste disposal system for its community members to ensure a hygienic and clean environment. E-waste management is sorted by the concerned IT and media Department and taken to a third party for proper disposal. The Department is in the process of signing an MoU with E-circle. (<https://mynagaland.online/listing/e-circle/>) to address e-waste, hazardous chemicals and even radioactive waste management.

| File Description | Documents |
|---|---|
| Relevant documents like agreements/MoUs with Government and other approved agencies | No File Uploaded |
| Geo tagged photographs of the facilities | https://drive.google.com/drive/folders/19d1rJf373WlFhv_CXi3MHQXorxk6xOHL |
| Any other relevant information | No File Uploaded |

| | |
|--|-------------------------------------|
| 7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus | A. Any 4 or all of the above |
|--|-------------------------------------|

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

| | |
|--|------------------------------|
| 7.1.5 - Green campus initiatives include | |
| 7.1.5.1 - The institutional initiatives for greening the campus are as follows: <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian Friendly pathways 4. Ban on use of Plastic 5. landscaping with trees and plants | C. Any 2 of the above |

| File Description | Documents |
|--|---------------------------|
| Geo tagged photos / videos of the facilities | View File |
| Any other relevant documents | No File Uploaded |

| | |
|---|-----------------------------|
| 7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution | |
| 7.1.6.1 - The institutional environment and energy initiatives are confirmed through the | E. None of the above |

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

| File Description | Documents |
|---|------------------|
| Reports on environment and energy audits submitted by the auditing agency | No File Uploaded |
| Certification by the auditing agency | No File Uploaded |
| Certificates of the awards received | No File Uploaded |
| Any other relevant information | No File Uploaded |

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

C. Any 2 of the above

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

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

The College strongly believes in diversity of culture, religion,

peaceful coexistence and harmony within the college community and amongst all stakeholders. It collaborates with external agencies to conduct awareness programmes, conducts and promotes activities related to mental health and wellbeing, sensitisation of tribal issues, cancer awareness, language and human rights issues. These programmes and events are taken up by the Clubs, Units and Departments as part of their OKR's (Objective Key Results) chalked out at the beginning of the semester. In order to promote inclusivity, the College through its various departmental activities or has organised programmes such as The Quest for Emancipation: Intellectual Traditions among the Dalits and Tribes in India an ICSSR Sponsored Online National Seminar, Roundtable Symposium on World Justice Day, Leading Together Dialogue 2021: DIALOGUES ON WOMEN & LEADERSHIP IN INDIA & AUSTRALIA in collaboration with the University of Melbourne, observed World Mental Health Day, World Alzheimer's day, etc.

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

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

The Departments within the College focus on molding and building character amongst its students to become ethical, upright and model citizens. The College encouraged its students and staff to organise various activities to celebrate the 75th Independence Day under the theme Azadi ka Amrit Mahotsav. Tetso College NCC Unit was part of the team that visited families of martyrs and handed tributes. The Tetso Business Club observed 'HAR GHAR TIRANGA' distributing 50 flags to Students, Teachers, Staff, Police, Business owners and strangers. Under the aegis of the Electoral Literacy Club, Tetso College, students observed National Voters' Day by virtually attending the Online District Level Function under the theme 'Making Election Inclusive, Accessible and Participative' organized by the district administration on 25th January 2022. The Department of Linguistics, Tetso College observed International Mother Language Day 2022 on 21st February 2022 with Dr. Gregory D. S. Anderson, Director of Living Tongues Institute, delivering a special online lecture for the students. During the pandemic, a special project undertaken was the Journal of the Plague Year which was introduced

with the intention to document lives, garner support and help, and to build a better understanding of the human condition during the crisis.

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

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

B. Any 3 of the above

| File Description | Documents |
|--|---------------------------|
| Code of ethics policy document | View File |
| Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims | No File Uploaded |
| Any other relevant information | View File |

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

The institution gives importance to observation of national and international commemorative days, events and festivals. Some of them relevant to the context were:

1. Roundtable Symposium on World Justice Day by Department of Political Science on 21/02/2022.
2. International Mother Language Day 2022 celebration by

Department of Linguistics on 21/02/2022.

3. Psychology Department organised an event to observe World Alzheimer's day on 09/21/2021.
4. National Education Day 2021 organized by the Department of Education in collaboration with C Edge on 11/11/2021.
5. International Women's Day Celebration by Women Cell, Tetso College on 03/08/2022.
6. World Hepatitis Day observed by Tetso College Red Ribbon Club in collaboration with CIHSR on 20/07/2022.
7. World Brain Day observed by Psychology Dept on 22/07/2022.
8. International Day of Yoga on 21st June 2022.
9. World Health Day on 7th April 2022.

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

7.2 - Best Practices

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

1. **Adoption of Online/Hybrid Learning: Upgradation of Google for Education to the premium version to enhance our online delivery capabilities.** This led to uninterrupted teaching and learning throughout the pandemic. One distinctive practice was Class Recordings of all online lectures to allow asynchronous learners access to learning at their own pace. To enable teachers to seamlessly record and conduct their classes a monthly broadband allowance was introduced during the pandemic.

2. **Promotion of Research and Faculty Development: A monthly Research**

allowance was introduced to encourage the faculty to publish or make paper presentations in conferences and seminars. The Innovation, Incubation and IPR Cell of Tetso College was established on 15th March 2021. The Cell focuses on ensuring idea generation, innovation and support and guidance on IPR modalities and submits reports for the Atal Ranking of Institutions on Innovations Achievements (ARIIA). To provide a platform for our faculty to engage in research, share and discover new knowledge, monthly webinars are conducted through the DOT Talks platform of Tetso College.

Link: Dot Talks

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

7.3 - Institutional Distinctiveness

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

The College strives towards achieving its mission 'To empower people towards lifelong excellence'. To fulfill this, Tetso believes in nurturing and educating the students not only through classroom learnings but along with the incorporation of various extra curricular activities empowering students in their holistic development. It encourages its teachers to employ distinctive teaching methods to make learning more interesting. Various activities in the form of observation of different national and international occasions, community services, internships, fests and sports, etc are undertaken to enrich the students.

The College continues to maintain a question paper bank that helps serve the entire student community from class 9 to PG at bit.ly/dottalksQB. Our placement cell organised pooled campus drives beyond the college community. It also tied up with Tata Consultancy Services (TCS) to conduct an online Youth Employability Training for students in Nagaland to help them be job ready by the time they graduate.

The importance of research and development has continued to be emphasised on and this effort can be witnessed through the DOT Talks and Columns that the College runs with the help of Students, staff and Morung Express.

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

7.3.2 - Plan of action for the next academic year

The mission of Tetso College is to empower people towards lifelong excellence and the College vision is to create a positive impact in the world. With this mission and vision, the following plan of action is strategized for the next academic year:

1. Addition of new courses and programmes: BSW and BPEd programmes and plan and prepare proposal for introduction of Science stream for approval in the subsequent years.
2. Improvements/upgradation of infrastructure: Completion of 450 seating capacity indoor auditorium with state of the art facilities, additional conference rooms and multimedia classrooms.
3. Enhance research initiatives: Conduct of national level funded seminars and projects via ICSSR, DONER etc.
4. Strengthen the Tetso Alumni Network: Since the College already has multiple ongoing collaborative projects brought to us and run by alumni such as Clefnote Academy, ALS IAS Coaching Academy,
5. Increase collaboration with external agencies through signing of MoUs to provide exposure to students and staff.