

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

1. Details of the Institution

| | |
|--------------------------------------|--|
| 1.1 Name of the Institution | TETSO COLLEGE |
| 1.2 Address Line 1 | SOVIMA VILLAGE, 6 TH MILE, DIMAPUR |
| Address Line 2 | |
| City/Town | DIMAPUR |
| State | NAGALAND |
| Pin Code | 797112 |
| Institution e-mail address | www.tetsocollege.org |
| Contact Nos. | 03862-242484,242878 |
| Name of the Head of the Institution: | Dr. P.S. LORIN |
| Tel. No. with STD Code: | 03862-242484 |
| | 9436012837 |

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879) _____

1.4 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR201213.doc>

1.5 Accreditation Details

| Sl. No. | Cycle | Grade | CGPA | Year of Accreditation | Validity Period |
|---------|-----------------------|-------|------|-----------------------|-----------------|
| 1 | 1 st Cycle | B | 2.52 | 2013 | 2018 |
| 2 | 2 nd Cycle | | | | |
| 3 | 3 rd Cycle | | | | |
| 4 | 4 th Cycle | | | | |

1.6 Date of Establishment of IQAC : DD/MM/YYYY

1.7 AQAR for the year (*for example 2010-11*)

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)

- i. AQAR **20/02/2014**
- ii. AQAR NA
- iii. AQAR NA
- iv. AQAR NA

1.9 Institutional Status

| | | | | | | | | |
|--|-------------------------------|-------------------------------------|------------------------|-------------------------------------|---------|-------------------------------------|---------|--------------------------|
| University | State | <input type="checkbox"/> | Central | <input checked="" type="checkbox"/> | Deemed | <input type="checkbox"/> | Private | <input type="checkbox"/> |
| | | <input checked="" type="checkbox"/> | | <input type="checkbox"/> | | | | |
| Affiliated College | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> | | | | |
| Constituent College | Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> | | | | |
| Autonomous college of UGC | Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> | | | | |
| Regulatory Agency approved Institution | Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> | | | | |
| (eg. AICTE, BCI, MCI, PCI, NCI) | | | | | | | | |
| Type of Institution | Co-education | <input checked="" type="checkbox"/> | Men | <input type="checkbox"/> | Women | <input type="checkbox"/> | | |
| | Urban | <input type="checkbox"/> | Rural | <input checked="" type="checkbox"/> | Tribal | <input type="checkbox"/> | | |
| Financial Status | Grant-in-aid | <input type="checkbox"/> | UGC 2(f) | <input checked="" type="checkbox"/> | UGC 12B | <input checked="" type="checkbox"/> | | |
| | Grant-in-aid + Self Financing | <input checked="" type="checkbox"/> | Totally Self-financing | <input type="checkbox"/> | | | | |

1.10 Type of Faculty/Programme

| | | | | | | | | | |
|------|-------------------------------------|---------|--------------------------|----------|-------------------------------------|-----|--------------------------|----------------|--------------------------|
| Arts | <input checked="" type="checkbox"/> | Science | <input type="checkbox"/> | Commerce | <input checked="" type="checkbox"/> | Law | <input type="checkbox"/> | PEI (Phys Edu) | <input type="checkbox"/> |
|------|-------------------------------------|---------|--------------------------|----------|-------------------------------------|-----|--------------------------|----------------|--------------------------|

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.11 Name of the Affiliating University (*for the Colleges*)

NAGALAND UNIVERSITY

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

7

2.2 No. of Administrative/Technical staff

3

2.3 No. of students

2

2.4 No. of Management representatives

2

2.5 No. of Alumni

1

2.6 No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders:

| | | | |
|--------------------|--------------------------------|---------|--------------------------------|
| No. | <input type="text"/> | Faculty | <input type="text" value="4"/> |
| Non-Teaching Staff | <input type="text" value="1"/> | Alumni | <input type="text" value="1"/> |
| Students | | Others | <input type="text" value="1"/> |

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality Enhancement and the outcome achieved by the end of the year *

| Plan of Action | Achievements |
|---|--|
| <ul style="list-style-type: none"> ● Department Heads will prepare detailed annual reports by 15th November. The presentations from each department will be held in the month of December at an all staff meeting ● IQAC will have a more staff assigned to carry out and follow-up on activities related to career and counselling sessions. ● Research methodology workshops need to be conducted. And teachers will be encouraged to attend orientation programmes and pursue further studies so that the college can strengthen its research presence ● The College will look to consolidate its NAAC grade and seek improvements in activities it currently pursues | <p>Completed</p> <ul style="list-style-type: none"> ● IQAC was expanded to include more members involved in the maintenance and from NGO's ● Achieved, One teacher attended orientation and one was awarded her PhD this year ● The college reviewed the SSR and has made efforts to identify areas where it can improve. |

* Attach the Academic Calendar of the year as Annexure. **Attached**

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

The AQAR was placed for review to the Management committee and staff members.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

| Level of the Programme | Number of existing Programmes | Number of programmes added during the year | Number of self-financing programmes | Number of value added / Career Oriented programmes |
|------------------------|-------------------------------|--|-------------------------------------|--|
| PhD | | | | |
| PG | | | | |
| UG | 7 | | | |
| PG Diploma | | | | |
| Advanced Diploma | | | | |
| Diploma | | | | |
| Certificate | 4 | | | |
| Others | | | | |
| Total | 11 | | | |
| Interdisciplinary | | | | |
| Innovative | | | | |

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

| Pattern | Number of programmes |
|-----------|----------------------|
| Semester | 7 |
| Trimester | |
| Annual | |

1.3 Feedback from stakeholders* Alumni Parents Employers Students

(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Dependent on the university

1.5 Any new Department/Centre introduced during the year. If yes, give details.

No

Criterion – II

2. Teaching, Learning and Evaluation

| Total | Asst. Professors | Associate Professors | Professors | Others |
|-------|------------------|----------------------|------------|--------|
| 26 | 26 | | | |

2.1 Total No. of permanent faculty

2.2 No. of permanent faculty with Ph.D.

3

| Asst. Professors | | Associate Professors | | Professors | | Others | | Total | |
|------------------|---|----------------------|---|------------|---|--------|---|-------|---|
| R | V | R | V | R | V | R | V | R | V |
| 5 | 0 | | | | | | | | |

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

2.4 No. of Guest and Visiting faculty and Temporary faculty

2

2.5 Faculty participation in conferences and symposia:

| No. of Faculty | International level | National level | State level |
|------------------------------|---------------------|----------------|-------------|
| Attended Seminars/ Workshops | | | |
| Presented papers | | 2 | |
| Resource Persons | | | |

2.6 Innovative processes adopted by the institution in Teaching and Learning:

The Institution continues to encourage the use of ICT by making sure every teacher has a minimum typing speed, communicates via email and uses the projector to give one presentation

Exposure Class: Exposure classes where speakers from different industry, backgrounds or other institutes are brought in to speak to the students about topics beyond their syllabus.

2.7 Total No. of actual teaching days
During this academic year

150

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

1

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

0

2.10 Average percentage of attendance of students

80 %

2.11 Course/Programme wise distribution of pass percentage :

| Title of the Programme | Total no. of students appeared | Division | | | | |
|------------------------|--------------------------------|---------------|-----|------|-------|--------|
| | | Distinction % | I % | II % | III % | Pass % |
| General | 87 | - | | 28 | 25 | |
| History | 6 | - | | 4 | | |
| Sociology | 6 | - | 1 | 4 | | |

| | | | | | | |
|-------------------|---|---|--|---|---|--|
| | | | | | | |
| Political Science | 6 | - | | 4 | 1 | |

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

1. IQAC provides direction and the action plan to the different departments in the college.
2. Conducts training and seminars for staff.
3. Prepares evaluation and conducts surveys on a regular basis
4. IQAC is the central point of contact for documenting achievements, evaluations and contributions in the teaching and learning process

2.13 Initiatives undertaken towards faculty development

| <i>Faculty / Staff Development Programmes</i> | <i>Number of faculty benefitted</i> |
|--|-------------------------------------|
| Refresher courses | |
| UGC – Faculty Improvement Programme | |
| HRD programmes | |
| Orientation programmes | 1 |
| Faculty exchange programme | |
| Staff training conducted by the university | |
| Staff training conducted by other institutions | |
| Summer / Winter schools, Workshops, etc. | 1 |
| Others | |

2.14 Details of Administrative and Technical staff

| Category | Number of Permanent Employees | Number of Vacant Positions | Number of permanent positions filled during the Year | Number of positions filled temporarily |
|----------------------|-------------------------------|----------------------------|--|--|
| Administrative Staff | 3 | | | |
| Technical Staff | 2 | | | |

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

Training was conducted for the teachers on MLA techniques and research courses available

3.2 Details regarding major projects

| | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|---------|------------|-----------|
| Number | 0 | | | |
| Outlay in Rs. Lakhs | 0 | | | |

3.3 Details regarding minor projects

| | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|---------|------------|-----------|
| Number | 0 | | | |
| Outlay in Rs. Lakhs | 0 | | | |

3.4 Details on research publications

| | International | National | Others |
|--------------------------|---------------|----------|-------------|
| Peer Review Journals | | | |
| Non-Peer Review Journals | | | |
| e-Journals | | | In progress |
| Conference proceedings | | | 1 |

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

| Nature of the Project | Duration Year | Name of the funding Agency | Total grant sanctioned | Received |
|--|---------------|----------------------------|------------------------|----------|
| Major projects | 0 | | | |
| Minor Projects | 0 | | | |
| Interdisciplinary Projects | 0 | | | |
| Industry sponsored | 0 | | | |
| Projects sponsored by the University/ College | 0 | | | |
| Students research projects <i>(other than compulsory by the University)</i> | 1 | | | |
| Any other(Specify) | 0 | | | |
| Total | 0 | | | |

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
 DPE DBT Scheme/funds

3.9 For colleges

Autonomy CPE DBT Star Scheme
 INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

| Level | International | National | State | University | College |
|---------------------|---------------|----------|---------|------------|---------|
| Number | | | 1 | | 3 |
| Sponsoring agencies | | | College | | College |

3.11 No. of conferences

organized by the Institution

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College
 Total

| Type of Patent | | Number |
|----------------|---------|--------|
| National | Applied | 0 |
| | Granted | 0 |
| International | Applied | 0 |

| | | |
|----------------|---------|---|
| | Granted | 0 |
| Commercialised | Applied | 0 |
| | Granted | 0 |

3.16 No. of patents received this year

3.17 No. of research awards/ recognitions received by faculty and research fellows

| Total | International | National | State | University | Dist | College |
|-------|---------------|----------|-------|------------|------|---------|
| 0 | 0 | 0 | 0 | 0 | 0 | 1 |

Of the institute in the year

3.18 No. of faculty from the Institution
who are Ph. D. Guides
and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
 National level International level

3.24 No. of Awards won in NCC:

University level State level
 National level International level

3.25 No. of Extension activities organized

University forum College forum
 NCC NSS Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Awareness Campaign for HIV/AIDS conducted on 22nd May 2014. The students also participated in a video shoot for NSACS promotional video which will be aired across the state and country
- Students donated blood on four occasions this year
- Students served as volunteers in the Red Ribbon Club Superstar campaign on the theme “Music for Zero on 28th October

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

| Facilities | Existing | Newly created | Source of Fund | Total |
|---------------|----------|---------------|----------------|-------|
| Campus area | 44,874 | 0 | na | |
| Class rooms | 14 | 0 | | |
| Laboratories | 1 | 0 | | |
| Seminar Halls | 2 | 0 | | |

| | | | | |
|---|---|---|--|--|
| No. of important equipments purchased (\geq 1-0 lakh) during the current year. | 0 | 0 | | |
| Value of the equipment purchased during the year (Rs. in Lakhs) | 0 | 0 | | |
| Others | | | | |

4.2 Computerization of administration and library

The process is ongoing and the software is undergoing upgrades

4.3 Library services:

| | Existing | | Newly added | | Total | |
|------------------|----------|--------|-------------|-------|-------|----------|
| | No. | Value | No. | Value | No. | Value |
| Text Books | 2000 | 500000 | 300 | 90000 | 2300 | 5,90,000 |
| Reference Books | 1000 | 300000 | 10 | 10000 | 1010 | 310000 |
| e-Books | 10 | 3000 | 0 | 0 | 0 | 3000 |
| Journals | 15 | 3000 | 0 | 0 | | 3000 |
| e-Journals | 3 | 3000 | 0 | 0 | | 3000 |
| Digital Database | 15 | 10000 | 0 | 0 | | 10000 |
| CD & Video | 45 | 22500 | 0 | 0 | | 22500 |
| Others (specify) | 1412 | 550000 | 0 | 0 | | 550000 |

4.4 Technology up gradation (overall)

| | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Departments | Others |
|----------|-----------------|---------------|----------|------------------|------------------|--------|-------------|--------|
| Existing | 28 | 1 | 2 | 1 | 1 | 4 | 3 | |
| Added | 8 | 0 | 0 | 0 | 0 | 1 | 7 | |
| Total | 36 | 1 | 2 | 1 | 1 | 1 | 10 | |

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

Conducted training on MS office applications

4.6 Amount spent on maintenance in lakhs :

i) ICT

.5

3

ii) Campus Infrastructure and facilities

iii) Equipments

.5

iv) Others

1

Total :

5

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC created a system where teachers send certain students to meet the college counsellor. Posters and social media was also used to highlight student support services

5.2 Efforts made by the institution for tracking the progression

Half yearly reports from the counsellors and all department heads.

Inclusion of all activities in the newsletter

| UG | PG | Ph. D. | Others |
|-----|----|--------|--------|
| 490 | | | |

5.3 (a) Total Number of students

(b) No. of students outside the state

9

(c) No. of international students

0

| | |
|-----|-----|
| No | % |
| 296 | 61% |
| No | % |

| | |
|-----|-----|
| 194 | 39% |
|-----|-----|

Men

Women

| 2012-13 | | | | | | 2013-14 | | | | | |
|---------|----|-----|-----|-----------------------|-------|---------|----|-----|-------|-----------------------|-------|
| General | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | O B C | Physically Challenged | Total |
| - | 1 | 429 | 6 | - | 436 | - | 1 | 482 | 6 | 1 | 490 |

Demand ratio

Dropout %

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

NA

No. of students beneficiaries

0

5.5 No. of students qualified in these examinations

| | | | | | | | |
|-------------|---|-----------|---|------|---|--------|---|
| NET | 0 | SET/SLET | 0 | GATE | 0 | CAT | 0 |
| IAS/IPS etc | 0 | State PSC | 0 | UPSC | 0 | Others | 0 |

5.6 Details of student counselling and career guidance

Every final year student is on resume writing and is is instructed on the use of email. Seminars are conducted and notices detailing admission and job vacancy information are posted on the notice boards

No. of students benefitted

200

5.7 Details of campus placement

| | |
|------------------|-------------------|
| <i>On campus</i> | <i>Off Campus</i> |
|------------------|-------------------|

| Number of Organizations Visited | Number of Students Participated | Number of Students Placed | Number of Students Placed |
|---------------------------------|---------------------------------|---------------------------|---------------------------|
| 1 | 100 | 3 | 50 |

5.8 Details of gender sensitization programmes

The college counsellor conducted classes regarding the above topic in the class

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

| | Number of students | Amount |
|--|--------------------|---------|
| Financial support from institution | 5 | 20000 |
| Financial support from government | 400 | 2000000 |
| Financial support from other sources | 0 | 0 |
| Number of students who received International/ National recognitions | 0 | 0 |

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: None

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

The Mission of Tetso College is to train, educate and develop professionally competent individuals who are committed towards life long excellence

6.2 Does the Institution has a management Information System

Yes. The college MIS information will be upgraded significantly in the coming days

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

Feedback from the students and result analysis

6.3.2 Teaching and Learning

Surveys are conducted annually

6.3.3 Examination and Evaluation

Reports from the subject teachers for each batch of papers a teacher corrects is always sought

6.3.4 Research and Development

Teacher assessment has been expanded to include research and development steps taken by the teachers

6.3.5 Library, ICT and physical infrastructure / instrumentation

More computers were added to library and infrastructure has been supplemented by the addition of a new boys hostel.

6.3.6 Human Resource Management

New positions have been added in the level of a maintenance manager, teaching faculty and more grade IV staff.

6.3.7 Faculty and Staff recruitment

A more systematic recruitment process is now being followed which tests aspects of grammar and writing skill.

6.3.8 Industry Interaction / Collaboration

Collaborations with industry and placement agencies is being looked at.

6.3.9 Admission of Students

Cut-off marks for admission are being raised. Students who fail to meet the cut-off marks are not allowed to take admission

| | |
|--------------|---|
| Teaching | 3 |
| Non teaching | 1 |
| Students | 2 |

6.4 Welfare schemes for

6.5 Total corpus fund generated

4 Crores

6.6 Whether annual financial audit has been done

Yes

No

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

| Audit Type | External | | Internal | |
|----------------|----------|--------|----------|-----------|
| | Yes/No | Agency | Yes/No | Authority |
| Academic | N | | N | |
| Administrative | N | | N | |

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes

Yes

No

For PG Programmes

Yes

No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

6.11 Activities and support from the Alumni Association

6.12 Activities and support from the Parent – Teacher Association

6.13 Development programmes for support staff

6.14 Initiatives taken by the institution to make the campus eco-friendly

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

**Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

8. Plans of institution for next year

Name: Kvuolo Lorin

Name : Dr. P. S. lorin

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Annexure I – Tetso College Academic Calendar for 2014