

## 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

#### I. Details of the Institution

1.1 Name of the Institution	TETSO COLLEGE
1.2 Address Line 1	SOVIMA VILLAGE, 6 <sup>TH</sup> 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
Mobile:	9436012837

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 <sup>st</sup> Cycle	B	2.52	2013	2018
2	2 <sup>nd</sup> Cycle				
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

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

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



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

Autonomy by State/Central Govt. / University	<input type="text"/>		
University with Potential for Excellence	<input type="text"/>	UGC-CPE	<input type="text"/>
DST Star Scheme	<input type="text"/>	UGC-CE	<input type="text"/>
UGC-Special Assistance Programme	<input type="text"/>	DST-FIST	<input type="text"/>
UGC-Innovative PG programmes	<input type="text"/>	Any other (Specify)	<input type="text"/>
UGC-COP Programmes	<input type="text"/>		

## **2. IQAC Composition and Activities**

2.1 No. of Teachers	<input type="text" value="7"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="3"/>
2.3 No. of students	<input type="text" value="2"/>
2.4 No. of Management representatives	<input type="text" value="2"/>
2.5 No. of Alumni	<input type="text" value="1"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="1"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="1"/>
2.8 No. of other External Experts	<input type="text" value="1"/>
2.9 Total No. of members	<input type="text" value="18"/>
2.10 No. of IQAC meetings held	<input type="text" value="1"/>

2.11 No. of meetings with various stakeholders: No.  Faculty   
 Non-Teaching Staff  Students  Alumni  Others

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

Management Skills Seminar for Student Advisors and Student Council Office Bearers

2.14 Significant Activities and contributions made by IQAC

IQAC took the initiative to revise surveys for the students, mentorship was streamlined to have more of an effect

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"> <li>An update on the incentive policy for teaching staff so that performance and reward may reflect in a teachers monthly compensation instead of a one time bonus as was the case earlier.</li> </ul>	<p>A thorough study is being conducted on the feasibility and the practicality of implementing this system. If feasible then the plan will be come into effect from 2015-16. The team conducting the study and implementation will be led by Kvuulo Lorin.</p>

<ul style="list-style-type: none"> <li>• IQAC will conduct begin preparations for the next cycle of accreditation and review existing processes</li> <li>• IQAC is assisting the History Department in setting up a museum which will contain a photo gallery and traditional shawls and artefacts</li> <li>• Launching “Fastrack” a programme to teach the students skills related to sports like basketball, Volleyball, badminton, writing skills, speaking skills etc</li> </ul>	<ul style="list-style-type: none"> <li>• Preperation and a study of the SSR is in progress</li> <li>• The History Museum will be launched in by the end of 2015</li> <li>• The programme has been launched and is proceeding successfully</li> </ul>
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\* 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 IQAC was placed in among the Management committee and staff members.

## Part – B

### Criterion – I

#### I. 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	1		
PG Diploma				
Advanced Diploma				
Diploma				
Certificate	4			
Others				
<b>Total</b>	11			
Interdisciplinary				
Innovative			1	

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

Pattern	Number of programmes
Semester	8
Trimester	
Annual	

1.3 Feedback from stakeholders\* (On all aspects) Alumni  Parents  Employers  Students

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.

Yes, The Department of Economics has been set up and is now functioning with its first batch of students

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
31	31			

2.2 No. of permanent faculty with Ph.D.

3
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2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
0	0								

2.4 No. of Guest and Visiting faculty and Temporary faculty

2		
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended		20	
Presented papers		2	1
Resource Persons			

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

Fast-track programme to develop non-academic proficiency. A day set aside each month for students to learn about non curriculum related activities like Badminton, Volleyball, Basketball, Football, Cricket, Debate and Extempore, Drama, Photography etc.
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2.7 Total No. of actual teaching days during this academic year

192
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2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

1
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2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development

0		
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as member of Board of Study/Faculty/Curriculum Development workshop

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	42	1	4	29	-	
History	3	1	2	1	-	
Sociology	9	3	5	3	-	
Political Science	3	2	3	-	-	
Education	9	6	3	4	-	
English	12	3	7	3	-	
Accountancy	4	1	2	0	-	
Management	1	1	1	0	-	

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

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	
UGC – Faculty Improvement Programme	
HRD programmes	31
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	

Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	30
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	4			
Technical Staff	2			

### Criterion – III

## 3. Research, Consultancy and Extension

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

A research committee has been constituted and continues to assist in the publication of the journal. Departments have submitted proposal for Minor Research projects. Every department is pursuing research work in this aspect.

#### 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			
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 (other than compulsory by the University)	0			
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

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number		1			6
Sponsoring agencies		UGC			College

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

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

3.17 No. of research awards/ recognitions received by faculty and research fellows Of the institute in the year

Total	International	National	State	University	Dist	College
0	0	0	0	0	0	8

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

- Swachh Bharat Campaign was conducted along with “Young Indians(Yi)” on the theme “Don’t Litter my highway” and on World environment Day
- NSS Conducts regular Campus Cleaning drives

## 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	<b>44,874</b>	0	na	44874
Class rooms	14	10	College	24
Laboratories	1	0		1

Seminar Halls	2	0		2
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		1		1

#### 4.2 Computerization of administration and library

Open Source Software Koha and D space have been integrated in the library. The library is undergoing full automation

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	2300	59000	1525*	100000	3825	690000
Reference Books	1768	2127	74	103	1842	2230
e-Books	10	97000	0	0	10	97000
Journals	15	15	0	0	15	15
e-Journals	11	6000	0	0	11	6000
Digital Database	1	0	0	0	0	0
CD & Video	45	62	0	0	45	62
Others (specify)	150	220	0	0	150	220

\*Certain Reference Books were shifted to the textbooks section

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	28	1	1	1	1	4	10	
Added	0	0	0	0	0	1	4	
Total	28	1	1	1	1	5	14	

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. Management training to Student Council

4.6 Amount spent on maintenance in lakhs :

i) ICT	.5
ii) Campus Infrastructure and facilities	3
iii) Equipments	.5
iv) Others	1
<b>Total :</b>	5

## Criterion – V

### 5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Student Support Services have banners and posters setup around the campus and also in the college social networking sites for students to meet the counsellors.

5.2 Efforts made by the institution for tracking the progression

Half yearly reports from the counsellors and all department heads

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
591			

(b) No. of students outside the state

(c) No. of international students

Men	No	%	Women	No	%
	354			237	

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
4	0	492	0	1	497	4		586		1	591

Demand ratio

Dropout %

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

NA

No. of students beneficiaries

#### 5.5 No. of students qualified in these examinations

NET	<input type="text" value="0"/>	SET/SLET	<input type="text" value="0"/>	GATE	<input type="text" value="0"/>	CAT	<input type="text" value="0"/>
IAS/IPS etc	<input type="text" value="0"/>	State PSC	<input type="text" value="0"/>	UPSC	<input type="text" value="0"/>	Others	<input type="text" value="0"/>

#### 5.6 Details of student counselling and career guidance

Every final year student is on resume writing and 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

### 5.7 Details of campus placement

	On campus		Off Campus	
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 develop professionally creative individuals who are committed towards lifelong excellence

6.2 Does the Institution has a management Information System

Yes.

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 four court badminton stadium

#### 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

#### 6.4 Welfare schemes for

Teaching	3
Non teaching	1
Students	2

6.5 Total corpus fund generated

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?

NA

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

NA

6.11 Activities and support from the Alumni Association

The Alumni Association works primarily in social media is being trained on the medium.

6.12 Activities and support from the Parent – Teacher Association

The parent teacher association has a yearly meeting where ideas are discussed and views exchanged.

#### 6.13 Development programmes for support staff

In house programmes and seminars are conducted for support staff

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

More greenery is planted and hostellers conduct social work at regular intervals. NSS conducts a yearly campus cleaning programme

### **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.

Introduced a working day countdown so that staff know how many working days are present before the start of the exams.

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

Hiring process has changed with a focus on hiring teachers pursuing PhD or already having a PhD as the norm.  
  
Research needs more impetus and accordingly every department has submitted research proposals

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

1. Fast track programme was introduced this year
2. Incentive system for teachers and staff was revised to better reflect performance

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

7.4 Contribution to environmental awareness / protection

Mass social work and poster campaign was conducted by the students

7.5 Whether environmental audit was conducted? Yes  No

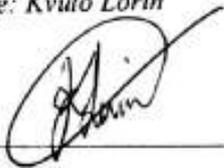
7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

NO

**8. Plans of institution for next year**

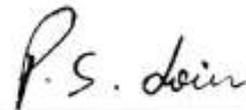
The college has the following plans in the following year:  
1. Ensure more widespread adoption of the College Library software  
2. Begin credit based courses on piano and tally  
3. Construct laboratories and classrooms for expansion

Name: Kvalo Lorin



Signature of the Coordinator, IQAC

Name : Dr. P. S. lorin



Signature of the Chairperson, IQAC

 PRINCIPAL  
TETSO COLLEGE

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**Abbreviations:**

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

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