State College of Teacher Education

(Formerly, Nagaland College of Teacher Education)

Under UGC, 2(f) & 12(B), 1956 Act. Recognized by NCTE and Affiliated to Nagaland University
NAAC Accredited, 'B' 2011

Institution Track ID: NLCOTE14485

Year: 1st Jan.2014- 31st Dec.2014
The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

1. Details of the Institution

1.1 Name of the Institution

State College of Teacher Education

1.2 Address Line 1

Opposite SCERT-Kohima

Address Line 2

High School Area

City/Town

Kohima

State

Nagaland

Pin Code

797001

Institution e-mail address

Contact Nos.

+919436018426

Name of the Head of the Institution:

Dr. Rukhono Khate Iralu

Tel. No. with STD Code:

0370-2260068

Mobile:

+919436018426

Name of the IQAC Co-ordinator:

Elizabeth Walling

Mobile:

+919436011595

IQAC e-mail address:

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)* NLCOTE14485

1.4 **NAAC Executive Committee No. & Date:**
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

EC/56/A&A/129 dated 16-09-2011

1.5 Website address: http://nctek.online

Web-link of the AQAR: http://sctek.online/wp-content/uploads/2017/05/aqar2014.pdf

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	2.52	2011	5yrs.
2	2nd Cycle				
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC :   DD/MM/YYYY   November, 2007

1.8 AQAR for the year *(for example 2010-11)*   1st Jan.2014- 31st Dec.2014

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

   i. AQAR ___Year: 1st Jan. 2012 – 31st Dec. 2012_Submitted __ (26/04/2017)
   ii. AQAR___ Year: 1st Jan. 2013 – 31st Dec. 2013_ Submitted _ (26/04/2017)
   iii. AQAR_____Not Submitted_____ (DD/MM/YYYY)
   iv. AQAR_____Not Submitted_____ (DD/MM/YYYY)

1.10 Institutional Status

University   State ☐   Central ☐   Deemed ☐   Private ☐

Affiliated College   Yes ☑   No ☐

Constituent College   Yes ☐   No ☑

Autonomous college of UGC   Yes ☐   No ☐

Regulatory Agency approved Institution   Yes ☑   No ☐

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution   Co-education ☑   Men ☐   Women ☐

                   Urban ☑   Rural ☐   Tribal ☐

Financial Status   Grant-in-aid ☐   UGC 2(f) ☑   UGC 12B ☑

             Grant-in-aid + Self Financing ☐   Totally Self-financing ☐

1.11 Type of Faculty/Programme

Arts ☐   Science ☐   Commerce ☐   Law ☐   PEI (Phys Edu) ☐

TEI (Edu) ☑   Engineering ☐   Health Science ☐   Management ☐

Others   (Specify)   [.]

1.12 Name of the Affiliating University *(for the Colleges)*   [Nagaland University]

1.13 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)*   ☑ (CTE)

UGC-COP Programmes ☐

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2. IQAC Composition and Activities

2.1 No. of Teachers

| 4 |

2.2 No. of Administrative/Technical staff

| 1 |

2.3 No. of students

| 1 |

2.4 No. of Management representatives

| 1 |

2.5 No. of Alumni

| 1 |

2. 6 No. of any other stakeholder and

community representatives

| 3 |

2.7 No. of Employers/ Industrialists

| 1 |

2.8 No. of other External Experts

| |

2.9 Total No. of members

| 12 |

2.10 No. of IQAC meetings held : 1

2.11 No. of meetings with various   Stakeholders: | 1 | Faculty | 5 |

Non-Teaching Staff/ Students | 2 | | Alumni | Others

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

If yes, mention the amount | 3,00,000 |

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

- Five need-based seminars organised for students involving resource persons from outside.

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
• Orientation of teachers in practicing schools of Kohima town. • IGNOU general study centre to be shifted. • NAAC sub-committees to be Re-constituted.	• Three schools have been covered by 13 faculty. • Respective responsibilities appropriate to the different committees assigned and carried out. • IGNOU general study centre shifted. • 7 NAAC sub-committees Re-constituted.

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

2.15 Whether the AQAR was placed in statutory body   Yes [ ]   No [√]

Management [ ]   Syndicate [ ]   Any other body [ ]

Provide the details of the action taken

Nil

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	1	1		
UG	1			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	2			

Interdisciplinary				
Innovative				

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

Pattern	Number of programmes
Semester	2
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.

- Development of M.Ed. Curriculum along with Nagaland University.

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

M.Ed programme introduced.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
13	13	Nil	Nil	

2.2 No. of permanent faculty with Ph.D. | 1 |

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
1	-	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty | - | | -- | | 03 |

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended			
Presented papers	1	1	
Resource Persons			01

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

- Introduction of social networking app for information dissemination and sharing of resources.

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

Content transaction	Workshops	Practice Teaching	CCA	Exam Days	Total working days
127	12	34+10	29	20	232

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

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop | 05 |

2.10 Average percentage of attendance of students | 81.17% |

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Ed.	98	-	84.69	2.04	-	86.73
M.Ed.	18	-	94.44	--	--	94.44

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

- Continuous feedback is received from the student teachers on the basis of which the IQAC contributes suggestions to the faculty, student teachers and responsible committees.

2.13 Initiatives undertaken towards faculty development.

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	2
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.	3
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	30	Nil		6
Technical Staff	3	Nil		

Criterion – III

3. Research, Consultancy and Extension

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

- Some pertinent areas for research were identified as Teaching-learning, classroom communication, profiling of student teachers, evaluation system in B.Ed. programme etc and faculty members were encouraged to take up research work on them.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil			
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals	--	02	--
Non-Peer Review Journals			
e-Journals			
Conference proceedings		05	

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	Nil			
Minor Projects	Nil			
Interdisciplinary Projects	Nil			
Industry sponsored	Nil			
Projects sponsored by the University/ College	Nil			
Students research projects *(other than compulsory by the University)*	Nil			
Any other(Specify)	Nil			
Total	--			

3.7 No. of books published   i) With ISBN No. ☐ 1   Chapters in Edited Books ☐ 5

ii) Without ISBN No. ☐ 1

3.8 No. of University Departments receiving funds from : ***Does not Arise***

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

3.9 For colleges

(***Does not Arise***)	Autonomy		CPE		DBT Star Scheme	
	INSPIRE		CE		Any Other (specify)	

3.10 Revenue generated through consultancy   Nil

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	Nil	Nil	Nil	Nil	Nil
Sponsoring agencies					

3.12 No. of faculty served as experts, chairpersons or resource persons   5

3.13 No. of collaborations   International [   ]   National   1   Any other   3

3.14 No. of linkages created during this year   [   ]

3.15 Total budget for research for current year in lakhs :

From Funding agency   Nil   From Management of University/College   Nil

Total   Nil

3.16 No. of patents received this year

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

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
Nil						

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

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

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: *Does not Arise*

University level ☐ State level ☐

National level ☐ International level ☐

3.22 No. of students participated in NCC events: *Does not Arise*

University level ☐ State level ☐

National level ☐ International level ☐

3.23 No. of Awards won in NSS: *Does not Arise*

University level ☐ State level ☐

National level ☐ International level ☐

3.24 No. of Awards won in NCC: *Does not Arise*

University level ☐ State level ☐

National level ☐ International level ☐

3.25 No. of Extension activities organized : *Does not Arise*

University forum ☐ College forum ☐

NCC ☐ NSS ☐ Any other 11

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

- Orientation & Discussion for improvement of Teaching-Learning process with the different practicing schools.

- Extension service to Mokokchung College of Teacher Education for conduct of workshop on Educational Evaluation.

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total(Lak)
Campus area	3000			
Class rooms	5	2		
Laboratories	4			
Seminar Halls (*Furniture for Multipurpose hall)*	1		UGC	7,38,500
No. of important equipments purchased ($\geq$ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs) *(Computer & Print)*			UGC	4,05,400
Others *(Repairs & Renovation)*			UGC	96,000

4.2 Computerization of administration and library

Administration— Establishment of networking is under process

Library—Under process

4.3   Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	8911		58	43545	8969	
Reference Books						
e-Books						
Journals			2	8000	2	
e-Journals						
Digital Database						
CD & Video						
Others (specify) *News Paper*	4				4	6576

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	24	1	2	1	1	6	10	0
Added	3	0	1	0	0	1	0	0
Total	27	1	3	1	1	7	10	0

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

Nil

4.6 Amount spent on maintenance in lakhs :

i) ICT | 0.60

ii) Campus Infrastructure and facilities | 1.70

iii) Equipments | 0.50

iv) Others | 0.10

Total : | 2.90

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Providing information on different student support services during induction into the programme
- Initiating feedback from students in respect to teaching-learning, campus development, infrastructural facilities with follow-ups.

5.2 Efforts made by the institution for tracking the progression

- Feedback on initiative taken by assigned faculty/committees during faculty meetings and informal discussions.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
103	18		

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men

No	%
42	34.71

Women

No	%
79	65.28

	Last Year						This Year				
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
02	0	72	0	0	74	0	0	121	0	0	121

Demand ratio= 10:1(*Pre-Service*)   Dropout % = 5

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

No. of students beneficiaries

5.5 No. of students qualified in these examinations : *Information not maintained.*

NET   SET/SLET   GATE   CAT

IAS/IPS etc   State PSC   UPSC   Others

5.6 Details of student counselling and career guidance

- Counselling given to student teachers with problems or with tendencies to dropout from the course.

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
Nil	Nil	Nil	Nil

5.8 Details of gender sensitization programmes

- International Women's Day celebrated where Resource Person was invited to speak on.

5.9 Students Activities

   5.9.1   No. of students participated in Sports, Games and other events: *Done at District level only*.

    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 : *Overall Champion*

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		
Financial support from government	37	3,63,155
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11   Student organised / initiatives : *(Only Institutional level)*

Fairs   : State/ University level [V] National level [ ] ernational level [ ]

Exhibition: State/ University level [V] National level [ ] ernational level [ ]

5.12   No. of social initiatives undertaken by the students   [2]

5.13 Major grievances of students (if any) redressed:

Grievances	**Redressed**
Lack of First aid facility	First Aid cell opened
Lack of proper working tables in the Science Lab.	Installation of Lab. Tables.
Lack of Transport facilities for student teachers.	College Bus service provided at minimum cost.

Criterion – VI
6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision : We envisage Quality education for all by preparing teachers to be competent Human facilitators of learning, promoting research and extension service and providing leadership in the educational system.

Mission : To organize activities to develop:

i) Understanding of the relationship between Philosophy and Education in the sociological perspective;

ii) Teaching competencies; receptivity to new ideas;

iii) Understanding of the nature and the need of the child and provide loving care and sustained interest and teaching-learning within the social, cultural and political context.

iv) Skills of planning, management and evaluation of the school system.

v) Sensitivity to the social concerns and the emerging demands of the educational system.

vi) Skills of Research and extension services.

vii) Leadership qualities.

viii) Skills and appreciate values of living together (learning to live together).

6.2 Does the Institution have a Management Information System

No

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

6.3.1 Curriculum Development

- Development of M.Ed. Curriculum along with Nagaland University.

6.3.2 Teaching and Learning

- Constant student feedbacks are considered for the Teaching-Learning process.
- Seminar, projects and workshops are conducted in every paper dividing the students in to groups.

6.3.3 Examination and Evaluation

- Student's performance in group work is monitored and assessed.
- Assignments/ projects given to the students are assessed for internal evaluation.

6.3.4 Research and Development

- Research topics were selected and given to the interested faculty members to carry out the research work.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Library period has been included in the daily time table for students.
- ICT room is manned by an in-charge so that it would be accessible through out college working hours.

6.3.6 Human Resource Management

- Among the B.Ed. Faculty, some are engaged in M.Ed. for maximised Resources utilization.
- Faculty sent for RC/OC/Workshop/Seminar/Resourcing to other institutions by internally adjusting classes to avoid interruption in the regular activities.

6.3.7 Faculty and Staff recruitment

- Done by the Government as it is the Appointing Authority in line with NCTE Norms.

6.3.8 Industry Interaction / Collaboration

Does not arise

6.3.9 Admission of Students

- 30% by Pre-service Candidate through Screening(Written test followed by Viva-Voice)
- Remaining 70% are Deputed by the Government.
- One seat each is reserved for BT/Differently abled/ Candidate from other states

6.4 Welfare schemes for

Teaching	Loan Facility/ Medical Reimbursement/ Leave.
Non teaching	Loan Facility/ Medical Reimbursement/ Leave.
Students	Scholarship/ Medical Leave.

6.5 Total corpus fund generated   8,85800

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	No		Yes	Faculty
Administrative	Yes	Deptt. HE	No	

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

For UG Programmes   Yes [ ]   No [√]

For PG Programmes   Yes [ ]   No [√]

NIL

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?

Does not arise

6.11 Activities and support from the Alumni Association

Nil

6.12 Activities and support from the Parent – Teacher Association

Does not arise

6.13 Development programmes for support staff

Nil

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

- Cleanliness drives are conducted two times a year.
- Tree saplings availed from forest dept. For plantation in the campus.
- There is observation of earth day / world environment day every year.
- Student teachers are sensitized on the importance of ecology through workshop/ seminars.
- Recycling of bio non-degradable materials through work experience workshop.

Criterion – VII

7. <u>Innovations and Best Practices</u>

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

- Initiation for modification of the Lesson Plan format for B.Ed. Section involving all STEIs.

Ref: Meeting Minutes; dated: 25th April. 2014.

- Team/ Collaborative teaching introduced at M.Ed. level.

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

- M.Ed. Programme Introduced.
- Multipurpose hall completed and furnished with required furniture and equipments.
- Modified Lesson plan format introduced.
- All the committee under IQAC activated and tasks distributed.
- IGNOU general study centre shifted.
- Formal Release and Joining order for internship introduced.
- Resources from various field invited on the special event days celebrated in the institute.

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

- Taking consensus of all STEIs for bringing about changes/development in the B.Ed. programme.

*Provided the details in ANNEXURE III

7.4 Contribution to environmental awareness / protection

Nil

7.5 Whether environmental audit was conducted?   Yes ☐   No ☑

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

S = Efficient management; Availability of ICT resources; Online Resources,

    Linkage with NGOs.

 W= No fund for research projects; Inadequate infrastructure and faculty.

O= Provision for expansion of infrastructure; Utilisation of resources from alumni.

T= Indifferent attitude and poor funding by government to teacher education; Non

expansion of faculty strength.

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

- Re-Construction of Institutional Web Page
- All class rooms to be fixed with LCD projectors.
- Inter College Sports meet.
- Social network/app for information dissemination.
- Paper less Resource material dissemination.
- Social work to be conducted.
- Voluntary extension service to be provided to practising schools.

Name _Mr._ Sandip Ratna_____   *Name _____ Mr. Hekishe Sema_____*

_____   _____
Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

_____***_____

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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ACADEMIC CALENDAR (2014)
(1st Semester)

1. **Admission** — 22nd – 24th Jan 2014 (In-service)
    27th – 29th Jan. '14 (Pre-service)
    30th – 31st Jan. '14 (Waiting list)

2. **Entry-Behaviour Testing** — 3rd Feb. 2014. (Opening day)
    In-charge :   1. Runi
                   2. Khonuo

3. **Induction** — 4th Feb. (Tue), 2014
    In-charge :   1. Dr. Bendang
                   2. Alem

4. **Orientation to the courses** — Vice Principal

5. **Introduction to CCA** — Methodology Professor

6. **Election of Office bearers & Club formation** — 10th Feb. '14.
    In-charge :   1. Sandip
                   2. Elizabeth

7. **Faculty Development Program** — In-charge :   1. Sandip
                                                     2. Khriezonuo

8. **International Women's Day** — 8th March   In-charge :
                                                 1. Mr. Sandip

9. **Sports week.** — 26th – 27th March 2014
    In-charge :   1. Dr. Bendangla Alem   ? Std in
                   2. Mrs. Dzüvimenuo Eli /Charges

10. **Picnic** — 29th March (Sat) 2014

11. **Talk on** — 1. Consumer Rights
    2. HIV/AIDS
    3. Effects of Tobacco, Drug Abuse &
       Human trafficking
    4. RTI
    5. Environmental issues :
    (19th April, 2014 & 3rd May, 2014)
    In-charge : Dzüvi & Alem
    6. Disabled Day 16th March'14.
    In-charge :   1. Mrs. Khriezonuo
                   2. Mrs. Runi

2. Workshop on work Experience   –   4th & 5th April, 2014
In-charge : Mrs. Khriezonuo

13. Workshop on Low-cost Teaching Aid
& Chart making   –   17th – 18th April, 2014
In-charge : Elizabeth

14. Workshop on Educational Evaluation   –   28th – 30th April, 2014
In-charge :   1. Dr. Bendang
2. Rose Mary

15. School Coordinators' Meet   –   In-charge : Vice Principal
(March end)

16. Introduction to Community Work   –   (before Summer Break)
i/c : Vice Principal

17. First Semester Examination   –   June, 2014

18. Summer Vacation   –   June, 2014

ACADEMIC CALENDAR
(2nd Semester)

1. Re-opening   –   1st July 2014
2. Micro-Teaching   –   2nd – 13th July   In-charge : Mrs. Khriezonuo & Rose
3. Lesson Planning   –   4th – 6th August 2014 in-charge : (Methodology professors)
4. Block Teaching   –   8th, 11th, 12th, 13th, Aug. (4 days)
In-charge : Mrs. Khriezonuo & Rose
5. Practice Teaching   –   August – September 2014
(1st phase 18th – 29th) (2nd phase 1st – 15th Sept. '14)
i/c - 1.   Khriezonuo   1. Vice-Principal
2.   Khonuo   2. Sandip
6. Teacher's Day   –   5th September, '14
7. Final Practice Teaching   –   6th – 8th Oct. '14
8. World Education Day   –   11th Nov.'14   i/c Mrs. Runi
9. Final Examination   –   December, 2014.

Principal
State College of Teacher Education
Kohima.

BEST PRACTICES(1)

Title of the practice: Taking consensus of all STEIs for bringing about changes/development in the B.Ed. programme.

Objectives of the Practice:

1. To make other STEIs aware of the aspects in the B.Ed. program which required changes before the formal review of the curriculum by the university.
2. To pull in ideas from all the STEIs for the changes to be made.
3. To make all the STEIs participate in the process of enhancing quality in Teacher Education program.
4. To develop clarity among faculty members of all STEIs of the changes made for uniform and smooth implementation in their institutions.
5. To establish unity and rapport among the faculty members of the STEIs.

The context:

Teacher preparation program, its quality and transaction are crucial for improving the overall quality of education. The college being the first and the oldest institution established in the state had always been striving towards excellence with the responsibility of taking initiatives in organizing various programs for the faculty of the STEIs amidst numerous problems. During supervision of the lessons delivered by the student teachers during the practice of teaching it was observed that, the lesson plan format had some discontinuity and the student teachers had some problems in using it. There were other problems of non-uniformity related with supervision and evaluation and writing of post-lesson reflections. This needed discussions and taking consensus of all the STEIs. The college therefore organized a workshop on 'lesson planning' on 25th of April 2014 which was attended by faculty members of all the STEIs.

The practice:

First, sharing of observations made by the faculty members (supervisors) during supervision was done in a feedback/ discussion session in the institution after the culmination of practice teaching program. Based on certain common observations made by the supervisors a few points were noted for discussion and improvement. Since a common lesson plan format was in use in all the STEIs, the college felt the need of taking consensus of all STEIs for improving the lesson plan. A workshop was organized specifically for making changes/improvement in the lesson plan format.

Two formats of lesson plan were taken up for discussion. The teacher educators from all the STEIs shared their views on the different aspects of the lesson plan , keeping in mind the necessary elements as well as ensuring logical sequencing of teacher activities.The final format of lesson plan was developed on the consensus of all. It was also decided to maintain a diary by each student teacher to record his/her reflection on each lesson taught from the ensuing academic session.

Constraints-

To organize the workshop in the midst of the B.Ed. programme many adjustments were to be made. It was to be timely, that is, before the start of the practice teaching session. There was financial constraint as well.

Evidence of success:

All the STEIs immediately responded to the call for workshop and there was good attendance particularly the faculty of methodology papers. A thorough discussion could be held on every aspect of the plan in which all the members participated. Several improvements were made on the lesson plan format which was further forwarded to the University for Approval. The modifications made on the lesson plan format were accepted by the university Board of Professional Studies (B.Ed.) and was implemented from 2014. The success of this practice was also indicated by the suggestion brought by the members to form a Forum of Teacher Educators. A decision was also taken that all the STEIs would prepare model lesson plans using practical/activity approach and meet for further discussions before the end of 2014 session. These all indicated that the practice was a success.

Problems encountered and Resources required:

Although the STEIs were all willing to meet time to time to share and discuss matters relating to the transaction of the curriculum, being a one year course, time could not be spared. STEIs located in districts other than Kohima could not depute their entire faculty in the middle of the academic session and also due to financial constraints.

A college Guest house would be of great help to organize such programmes more meaningfully.

Notes:

To ensure and maintain uniformity of practices of teachers in schools across the state , it is necessary for TEIs to adopt common transactional strategies of teacher preparation. Hence, such practice is adopted. In addition to maintaining such close networking among STEIs in the state, it is equally important to also establish linkages with STEIs of states across the country. This will help bring about a considerable level of uniformity in teacher preparation practices across the country