

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.2015 – 30th June2015

The Annual Quality Assurance Report (AQAR) of the IQAC

**TRANSITION PERIOD BETWEEN 1YR AND 2YRS. COURSE.
(AS PER NCTE REGULATION 2014)**

Part – A

I. 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

Principalscte50@gmail.com

Contact Nos.

+919612158158

Name of the Head of the Institution:

Dr. Bendangyapangla

Tel. No. with STD Code:

0370-2260068

**TRANSITION PERIOD BETWEEN 1YR AND 2YRS. COURSE.
(AS PER NCTE REGULATION 2014)**

Mobile:

+919612158158

Name of the IQAC Co-ordinator:

Elizabeth walling

Mobile:

+919436011595

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHC0GN 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://sctek.online

Web-link of the AQAR:

<http://sctek.online/wp-content/uploads/2017/05/aqarJan2015June2015.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	1 st Cycle	B	2.52	2011	5yrs.
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th 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. 2015 -- 31st May. 2015

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1.9 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 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 Year: 1st Jan.2014- 31st Dec.2014 Submitted (26/04/2017)
- 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

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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

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

8

**TRANSITION PERIOD BETWEEN 1YR AND 2YRS. COURSE.
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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

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 *

Note: As there is a change of curriculum for B.Ed and M.Ed. course, in this six months all the faculty involved in curriculum development along with Nagaland University and other Teacher Education institutes.

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

2.16 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	19	19	Nil	Nil	

2.2 No. of permanent faculty with Ph.D.

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
	19	--								

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

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

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

- Paper less Resource material dissemination by faculty through respective course app.

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

Content transaction	Workshops	Practice Teaching	CCA	Exam Days	Total working days

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

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

2.10 Average percentage of attendance of students

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %

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

- Ensures Attendance of the students in both Theory (80%) and Internship (90%).
- Conducts Feedback wherever necessary.
- Engages Resource person from various field in special days celebrated in the institute.

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	
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	5
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	32	nil		8
Technical Staff	3			

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Criterion – III

3. Research, Consultancy and Extension

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

- The IQAC conducts regular meetings with the faculty and a selected number of topic according to the needs are distributed among faculty to take over.
- The IQAC also suggests the college authorities and governing bodies to sanction leaves and necessary funds for the faculties who involve themselves in the research and publication related activities.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
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	1	1	
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				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

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 : **Does not Arise**

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

3.9 For colleges Autonomy CPE DBT Star Scheme
Does not Arise 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	Nil	Nil	Nil	Nil	Nil
Sponsoring agencies					

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	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 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) : **Does not Arise**
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

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 Schools.
- Tree Plantation around the campus under the theme *Green Campus*

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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	3000			
Class rooms	7			
Laboratories	4			
Seminar Halls	1			
No. of important equipments purchased (≥ 1-0 lakh) during the current year.		2(LCD Proj.)	Students fees	72,600
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

Administration—Completed
Library—Under process

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	8969		63		9032	
Reference Books						
e-Books						
Journals			2	8000	4	16000
e-Journals						
Digital Database						
CD & Video						
Others (specify) <i>News Paper</i>					4	6576

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	27	1	2	1	1	7	10	0
Added	0	0	0	0	0	0	0	0
Total	27	1	2	1	1	7	10	0

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

Nil

4.6 Amount spent on maintenance in lakhs :

i) ICT	0.80
ii) Campus Infrastructure and facilities	0.80
iii) Equipments	--
iv) Others	0.60
Total :	2.2

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Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- The IQAC organised regular meetings with the students to enhance their awareness about student support services which are available in the college.
- Available support services are also notified for the benefit of the students.
- Information about these services are also displayed on the display board of the college.

5.2 Efforts made by the institution for tracking the progression

- Report collation and analysis on assigning task to individuals/groups

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men	No	%	Women	No	%

Last Year					This Year						
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total

Demand ratio

Dropout %

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

Does not arise

No. of students beneficiaries

5.5 No. of students qualified in these examinations: **Does not arise**

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

5.6 Details of student counselling and career guidance: **Does not arise**

No. of students benefitted

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
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: **Does not arise**

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: (*Inter College*)

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		
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	<input checked="" type="checkbox"/>	National level	<input type="checkbox"/>	International level	<input type="checkbox"/>
Exhibition: State/ University level	<input checked="" type="checkbox"/>	National level	<input type="checkbox"/>	International level	<input type="checkbox"/>

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

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Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION:

Impacting Social Uplift through Responsive, Relevant and Reflective Teacher Preparation.

MISSION:

Prepare Reflective, Humane Professionals as Catalysts of Change, Pro-actively engaged in Redefining Process and Practice of Education.

6.2 Does the Institution has a management Information System

No

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

6.3.1 Curriculum Development

- Number of times sits with other teacher education institution for development of new two years Curriculum.

6.3.2 Teaching and Learning

- Initiated with other teacher education for adopting new approach of Lesson plan (Constructivist Approach)

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

- A numbers of Research papers contributed by faculty fvor which constant support provided to faculty by providing required Tools, Software and information.

6.3.5 Library, ICT and physical infrastructure / instrumentation

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

6.3.6 Human Resource Management

- Classes are adjusted if any faculty in on leave or absent.
- Among the B.Ed. Faculty, some are engaged in M.Ed. for maximise use of Resources.

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 .. .

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

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

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

Nil

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 three times.
- Rain water preservation.
- Replacement of Filament bulb by LED bulb.
- 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.

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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.

- Pre-counselling session for newly admitted students.
- Publication of paper and publicity.

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

- Inter college sports meet conducted.
- Social networking app like Telegram rigorously used for paperless resource material dissemination.

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

- Voluntary Extension service to practicing Schools on teacher orientation.

****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 = Resources from alumni; Availability of ICT resources; Online Resources,
Linkage with NGOs.
W= No fund for research projects; Inadequate infrastructure
O= Provision for expansion of infrastructure.
T= Less publications

8. Plans of institution for next year

(Transition Period BETWEEN 1YR AND 2Yrs. Course;AS PER NCTE REGULATION 2014)

- Implementing new curriculum.
- Use of constructivist approach of Teaching Learning in the class room.
- Bring changes in Lesson plan format according to NCTE 2014 Regulation.
- Implementing new criteria for Internships.
- Identify and implement Social Responsible activities.

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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Annexure II

Academic Calendar:

**State College of Teacher Education, Kohima
Minutes of the Faculty Meeting
At the SCTE-K, Auditorium**

Date: 22nd May 2015

Faculty Members Present:

a. Mr Hekishe Sema	Vice- Principal
b. Ms Alemla Longkumer	Asst. Prof
c. Ms. Elizabeth Walling	Asst. Prof
d. Mr. Sandip Ratna	Asst Prof
e. Ms. Rose Mary Achumi	Asst. Prof
f. Ms. Thronlem Jorlem Konyak	Asst. Prof
g. Ms. Rokuonuo Usou	Asst. Prof
h. Ms. Temsutula Longkumer	Asst Prof

The Principal Dr. Bendangla welcomed all the faculty members.

Ms. Elizabeth in the devotion shared about the footsteps we take in our life. Basing on Ephesians 5:15 and Psalm 101:2 she encouraged the faculty members to walk carefully, to evaluate ourselves and ask God to guide and control us wherever we may be.

Review of Last Meeting Minutes

- a. Admission for both B. Ed and M.Ed to be conducted in the first week of June.(1st-5th June)
- b. Draft of the fee structure for M.Ed has already been requested from the Dept. of Higher Education.
- c. Prospectus- Since Prospectus for the Session 2015-16 had already been given out to the student trainees, the faculty decided not to issue a new Prospectus for this year. Instead information with regard to the new academic session will be printed in a small booklet form and distributed to them.

DISCUSSION

1. Admission for both B.Ed and M.Ed will be from June 1st to 5th. It was also decided to give 10 more days i.e till 15th June 2015 for the in-service teachers.
2. The following non teaching staff were selected to help during the admission process:
 - a. Asüle , Florence and Narola ----- B.Ed Admission
 - b. Novizo and Senuo ----- M.Ed Admission.
3. A Notice asking the student trainees to submit their Migration Certificate within 3 months from the day of their admission to be posted on the Notice Board.
4. Decided to write to the concerned Departments and inform them that no in service teacher trainees will be considered/entertained after the start of the session (1st July 2015).
5. Mr. Sandip Ratna will be in charge for the up gradation of the SCTE website.

Title of the Practice:**Voluntary Extension service to the Private Practicing Schools.****Objectives of Practice:**

1. To establish a strong bond between the institution and the practicing schools.
2. To orient the private practicing school teachers on the skills of teaching and the current educational trend and practices.
3. To motivate untrained teachers to undergo teacher education courses.

The context:

About 80-90 percent of the teachers in the private schools are untrained and the college felt that they should be helped through extension service. Every year the college engages about 23-25 schools in and around Kohima town for B.Ed Practice Teaching programme, 60% of which are private schools. These schools have been extending their help accommodating the student teachers for practice of teaching for the last many years. It had been observed that these schools lack trained teachers, coupled with problem of frequent change of teachers. The college thus decided to extend its free help by way of orienting the teachers of these schools.

The practice:

The following 5 schools were contacted for deciding on convenient dates for orienting its teachers, which was spread over a period of two months (Feb.- Mar.)

1. Baptist higher secondary school ,Kohima.
2. Grace higher secondary school ,Kohima.
3. Mount carmel school, Kohima
4. Khedi Baptist higher secondary school , Kohima
5. Bethel higher secondary school, Kohima.

Based on the reply received from the schools on the dates and areas of their requirement, dates were scheduled for each school. The IQAC of the college then called for a meeting of the faculty to decide on the topics to be taken up during the orientation programme. After having identified the topics/ areas most essential for the teachers, 4-5 faculty members were assigned to each school. In each school it was decided that the team would follow a common structure which were broadly classified as follows:

1. Methodology of teaching Social Sciences, Science, English and Mathematics.
2. Teaching skills.
3. Classroom management.
4. Problems of Adolescence etc.

At the end of each orientation feedback was availed through questionnaire.

Evidence of success:

The teachers of the schools expressed that they were immensely benefited which was evident from the many questions raised during discussion session on various aspects of teaching-learning. The attendance of the teachers also indicated that the programme was interesting and educative. Home tasks given to the teachers were done with sincerity and they showed interest in the activities, for instance, demonstration of skills given in the class. Many questions were asked in the area of evaluation, classroom management and language teaching. After the completion of the programme too some teachers expressed their gratitude and shared problems seeking advice through phone which indicated that the programme had an impact on the teachers.

Problems encountered and Resources required:

One of the problems was the shortage of time in orienting the teachers. The schools could spare one/two days only as they had already started their sessions. Some schools did not have PPT facility which hampered the effective presentation of the topics.