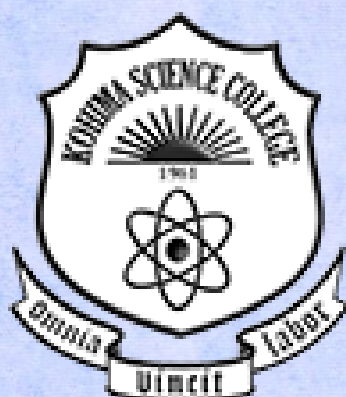# KOHIMA SCIENCE COLLEGE

(An Autonomous Government PG College)

JOTSOMA, KOHIMA, NAGALAND-797002

ANNUAL QUALITY ASSURANCE REPORT (AQAR)
(2017-2018)

Submitted to

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BENGALURU-560072

KOHIMA SCIENCE COLLEGE

(An Autonomous Government PG College)

JOTSOMA, KOHIMA, NAGALAND-797002

NAAC Accredited (2011): A Grade
NAAC Accredited (2017): A Grade

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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

Kohima Science College

1.2 Address Line 1

Jotsoma, Phezhu

Address Line 2

City/Town

Kohima

State

Nagaland

Pin Code

797002

Institution e-mail address

principal@kscj.ac.in

Contact Nos.

7005229569

Name of the Head of the Institution:

Dr. Lily Sema

Tel. No. with STD Code:

0370-2227026

Mobile:

9436005376

Name of the IQAC Co-ordinator:

Dr. Seyiekhrielie Whiso

Mobile:

9856127944

IQAC e-mail address:

iqackscj@gmail.com

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

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(SC) 24/A&A/25.2 dated 02/05/2017

1.5 Website address:

www.kscj.ac.in

Web-link of the AQAR:

http://www.kscj.ac.in/index.php/aqar

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	A	3.05	2011	Dec 01, 2016
2	2nd Cycle	A	3.42	2017	May 02, 2022
3	3rd Cycle				
4	4th Cycle				

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

01/05/2008

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

2017-2018

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 _11/06/2018_ (DD/MM/YYYY)
  ii. AQAR_____ (DD/MM/YYYY)
 iii. AQAR_____ (DD/MM/YYYY)
 iv. AQAR_____ (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*)	
UGC-COP Programmes			

2. IQAC Composition and Activities

2.1 No. of Teachers   19

2.2 No. of Administrative/Technical staff   03

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni   01

2. 6 No. of any other stakeholder and

    community representatives

2.7 No. of Employers/ Industrialists   01

2.8 No. of other External Experts

2.9 Total No. of members   24

2.10 No. of IQAC meetings held   4

2.11 No. of meetings with various stakeholders: No.   Faculty   01

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   ☐ NA

2.13 Seminars and Conferences (only quality related)

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

Total Nos. ☐ 2   International ☐ 1   National ☐ –   State ☐ –   Institution Level ☐ 1

 (ii) Themes

International: Interdisciplinary Research Prospects Institutional: Service Rules, API scores and examination systems

2.14 Significant Activities and contributions made by IQAC

a. A one-day International Workshop on Interdisciplinary Research Prospects was held on 23 October, 2017 with Dr Karlyn Eckman, Professor, Department of Forest Resources, University of Minnesota as the resource person.
b. Consequently in November the college signed an MoA with The Regents of the University of Minnesota, College of Food, Agriculture and Natural Resource Sciences, Saint Paul, Minnesota. Dr Dean Current signed on behalf of the University of Minnesota.
b. Decision was taken to start Honours in Computer Science, Masters Program in Chemistry, and Generic Elective in *Tenyidie* (vernacular) and NCC from July, 2019
c. Decided to apply for the *Colleges with Potential for Excellence Scheme* under UGC
d. Helped in hosting the students and faculty from Madhya Pradesh as part of the national *Ek Bharat, Shrestha Bharat.*
e. Initiated the Nagaland Innovative Expo.

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
1	The BSc Generic Electives syllabi and MSc Open Courses syllabi to be redesigned to accommodate students from other disciplines who may opt for them.	To this end a revision of the syllabi was done in November-December 2017
2	Start Honours in Computer Science, Masters Program in Chemistry, and Generic Elective in *Tenyidie* (vernacular) and NCC	From this academic session the college is introducing the said programs
3	To conduct a college-level one-day seminar on service rules with focus on API, and leave rules. This was important especially for the fresh teachers of the college.	Seminar was held on 26 October, 2017 with a retired official from the P&AR, Govt. of Nagaland as the resource person.
4	Faculty visit and signing of a Memorandum of Agreement with the University of Minnesota, USA for interdisciplinary research and faculty and students exchange.	A one-day International Workshop on Interdisciplinary Research Prospects was held on 23 October, 2017 with Dr Karlyn Eckman, Professor, Department of Forest Resources, University of Minnesota as the resource person. Consequently in November the college signed an MoA with The Regents of the University of Minnesota, College of Food, Agriculture and Natural Resource Sciences, Saint Paul, Minnesota.
5	Study the new Student Satisfaction Survey pro forma from the UGC-NAAC through the Department of Higher Education. In this new feature of assessment students are not only required to assess teachers but also the administrative section, IT, and the library.	This new questionnaire *in toto* has been given to students in May, 2018. Only students having 75% and above attendance were given the questionnaire.
6	To apply for the *Colleges with Potential for Excellence Scheme* under UGC	The document is ready and is waiting to go through the affiliating university.

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body   Yes ☐   No ☑

Management ☐   Syndicate ☐   Any other body ☐

Provide the details of the action taken

NA

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	07	01		
UG	11	01		
PG Diploma				
Advanced Diploma				
Diploma	01			
Certificate	01			
Others				
Total				
Interdisciplinary				
Innovative				

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

Pattern	Number of programmes
Semester	UG & PG
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.

a. Introduction of units to cater to the local/contextual situation
b. Rearrangement of some units was done to make it wieldier
c. One Skill Enhancement theory paper has been converted to
   Practical

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

a. Honours program in Computer Science
b. Masters program in Chemistry
c. Generic Elective in *Tenyidie* (vernacular) and NCC

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
83	60	23	-	6

2.2 No. of permanent faculty with Ph.D.

24

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
4	4	-	-	-	-	7	-	11	4

2.4 No. of Guest and Visiting faculty and Temporary faculty 1 1 13

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	15	8	55
Presented papers	1	2	2
Resource Persons	-	-	1

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

Use of smart board, ICT, audio visual methods, field activities, tutorials, mentoring, etc.

2.7 Total No. of actual teaching days

   during this academic year

> 160

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

> Double valuation

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

> 83 | 83 | 83

2.10 Average percentage of attendance of students

> 83.5 %

   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.Sc. general	26	23	65	-	-	65
B.Sc. honors	273	38	71	1		72

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

a. Through feedback of teachers performance obtained from the students in the form of questionnaires (Students satisfactory survey).
b. Mentoring of every student by the teachers.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	3
UGC – Faculty Improvement Programme	1
HRD programmes	0
Orientation programmes	0
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
Others	80 (Staff training conducted by own institutions)

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	11	-	-	3
Technical Staff	63	-	1	10

Criterion – III

3. Research, Consultancy and Extension

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

Conducted a "one day international workshop on Interdisciplinary
   research prospects'' on 23rd October 2017.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	----	03		Nil
Outlay in Rs. Lakhs	----	545.01		

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	02		Nil
Outlay in Rs. Lakhs		08.6		

3.4   Details on research publications

	International	National	Others
Peer Review Journals	9	2	----
Non-Peer Review Journals	----	----	1
e-Journals	----	----	----
Conference proceedings	----	----	----

3.5 Details on Impact factor of publications:

Range 1-6   Average ---   h-index ---   Nos. in SCOPUS 7

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 (in lakhs)	Received
Major projects	2017-2018	DBT	89.67	49.19
	2017-2018	MHRD Govt. of India under RUSA	227.34	164.00
	2017-2018	DBT	228.78	
Minor Projects	2017-2018	Art & Culture Department	2	2
	2017-2018	DBT	2.2	2
Interdisciplinary Projects	----			
Industry sponsored	----			
Projects sponsored by the University/ College	----			
Students research projects *(other than compulsory by the University)*	----			
Any other(Specify)	----			
Total	----		549.99	217.19

3.7 No. of books published   i) With ISBN No.   2   Chapters in Edited Books   1

                    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	----	1	----	----
Sponsoring agencies					

3.12 No. of faculty served as experts, chairpersons or resource persons   1

3.13 No. of collaborations   International   ___   National   4   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   545.79   From Management of University/College   ----

Total   545.79

3.16 No. of patents received this year

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

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

3.18 No. of faculty from the Institution
who are Ph. D. Guides   3
and students registered under them   3

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   03   Any other   ---

3.21 No. of students Participated in NSS events:

University level   ---   State level   ---

National level   9   International level   ---

3.22 No. of students participated in NCC events:

University level	---	State level	118
National level	13	International level	---

3.23 No. of Awards won in NSS:

University level	---	State level	---
National level	1	International level	---

3.24 No. of Awards won in NCC:

University level	---	State level	---
National level	2	International level	---

3.25 No. of Extension activities organized

University forum	---	College forum	---		
NCC	2	NSS	1	Any other	---

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

- 10-day annual training camp was conducted by 1 Nagaland (G) Bn NCC under the aegis of NCC group Hq. Kohima from June 19 to 29, 2017 at Kohima Science College, Jotsoma, Nagaland. The camp emphasized on all round development of cadets personality, they were also trained in weapon handling, drill and military subject and also in national integration and other nation building activities like Swatch Bharat Abhiyan. The participants would also observe International day of Yoga on June 21. A total of 535 girl cadets along with 12 associate NCC officers from all districts of Nagaland attended the camp.

- Blood donation camp was held at Naga hospital Authority Kohima on 23 rd September 2017, This event was organised by the NSS wing of the College, 8 students dontated blood to the blood bank of the hospital.

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	133.75 acre (Academic complex: 6.17 acre)	-	-	133.75 acre (Academic complex: 6.17 acre)
Class rooms	87	10	College Development Fund	
Laboratories	19	10		
Seminar Halls	1	-		1
No. of important equipments purchased (≥ 1-0 lakh) during the current year.		2		
Value of the equipment purchased during the year (Rs. in Lakhs)		51,92,829	RUSA, L.D.F, P.G fund	
Others		5,17,000	RUSA, L.D.F, P.G. fund	

4.2 Computerization of administration and library

> Library is computerized and administration is partly computerized.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	12985		296	4,62114	17,281	
Reference Books	1335		10	46,735	1345	
e-Books	4456		198			
Journals	25		5	9,900	30	
e-Journals	Nlist					
Digital Database						
CD & Video	45		5			
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	129	3	2	1		11	118	
Added	23					1	22	
Total	152	3	2	1		12	140	

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

> SWAYAM (Online course) is introduced by the college.

4.6 Amount spent on maintenance in lakhs :

   i) ICT   1,40,000

   ii) Campus Infrastructure and facilities   10,00,000

   iii) Equipments   2,94,800

   iv) Others   5,81,680

                                    Total :   20,16,480

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> a. The *Handbook for Students* is given to all the students at the time of their admission into the college.
> b. At the beginning of the first semester an orientation program is organised specifically aimed at creating awareness of the facilities and support services.
> c. Updates in the notice board

5.2 Efforts made by the institution for tracking the progression

> Through mentoring information is gathered from the mentees

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1033	135	-	-

(b) No. of students outside the state

10

(c) No. of international students

-

Men

No	%
638	53

Women

No	%
568	47

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
16	13	778	04	-	811	30	04	1119	15	-	1168

Demand ratio   Dropout %   10

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

None

No. of students beneficiaries   Nil

5.5 No. of students qualified in these examinations

NET   1   SET/SLET   GATE   CAT

IAS/IPS etc   State PSC   14   UPSC   4   Others   2

5.6 Details of student counselling and career guidance

a. Organised program on career guidance for the M.Sc students in collaboration with the Kohima Institute.
b. Organised program on careers in astronomy in collaboration with IUCAA, Pune.
c. Organised program on Entrepreneurship in collaboration with Entrepreneur Associates, Nagaland and Sustainable Development, Nagaland.

No. of students benefitted   1100

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	20	1	

5.8 Details of gender sensitization programmes

None

5.9 Students Activities

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

State/ University level | 1 | National level | 1 | International level | |

No. of students participated in cultural events

State/ University level | 248 | National level | 76 | International level | |

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

Sports : State/ University level | 1 | National level | 1 | International level | |

Cultural: State/ University level | 20 | National level | 6 | International level | |

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	11	61,625/-
Financial support from government	945	1,22,85,000/-
Financial support from other sources	1	6,000/-
Number of students who received International/ National recognitions	1	50,000/-

5.11   Student organised / initiatives

Fairs   : State/ University level | 5 | National level | | International level | |

Exhibition: State/ University level | 1 | National level | | International level | |

5.12   No. of social initiatives undertaken by the students | 6 |

5.13 Major grievances of students (if any) redressed: _____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

> **Vision:** To develop the college into a research driven education hub of national and international repute.
>
> **Mission:** Kohima Science College, Jotsoma (KSCJ) started with the mission to encourage and impart science education in the year 1961. It is a premier college in the state of Nagaland, where science education occupies the central focus. With the changing time, the college has charted its own mission to respond to the emerging needs of the contemporary society by expanding its focal areas without losing its focus on science education as the central mission of the college. We are continuously striving to fulfil our mission in the following identified areas:
>
> a. To utilize academic autonomy to develop and maintain high academic standards in accordance with the national framework and changing academic and social benchmarks.
> b. To be an enabling agency for the students to develop their potentials to the fullest and become productive and responsible citizens of the contemporary society and the country.
> c. To promote and strengthen skill based courses in the curriculum.
> d. To promote student-centric technology enabled teaching and learning along with the core conventional methodology.
> e. To promote original and quality research with an emphasis on interdisciplinary approach.
> f. To encourage and support the faculty members to enhance their academic proficiency in accordance with the contemporary benchmark.
> g. To encourage a sense of teamwork and community service amongst the students and faculty members.
> h. To foster institutionalize innovative and best practices in the workplace by using transparent and decentralized working environment.

6.2 Does the Institution have a Management Information System

> Yes. The college has an examination committee that looks after admission, attendance, continuous internal assessment, staff meeting notices, routines, exam duty rota, and the end semester examinations. Information is disseminated through SMSs thus cutting down on the use of paper.

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

6.3.1 Curriculum Development

Choice Based Credit System (CBCS) curriculum is taught at both the Undergraduate and Postgraduate level. The curriculum has been designed incorporating topics in relevance with the local context.

6.3.2 Teaching and Learning

a. Department of Chemistry will be offering PG courses from the academic session 2018-2019.
b. Department of Computer Science will be introducing honours course from 2018 session.
c. Department of Tenyidie (Vernacular) will be introducing Generic Elective course from 2018 session.
d. Department of Computer Science will be starting one year course in Diploma in Computer Applications and Networking in collaboration with NEILIT, Kohima.
e. The college has a plan to introduce the Massive Online Open Courses (MOOC) in the coming years in the curriculum.

6.3.3 Examination and Evaluation

Continuous Internal Assessment (CIA) of student's performance is done through tests, assignments, project works, field works, attendance, seminars, end semester exam, etc. in both the UG and PG programs. For even semesters one examiner is appointed but for the odd semesters two different examiners are appointed for evaluation in order to test the uniformity of the evaluation. Answer scripts are not allowed to be marked or commented so as to maintain uniformity during evaluation. Appointment of external examiners for practical exams from May 2018 onwards.

6.3.4 Research and Development

a. In the last one year 3 teachers have been awarded Ph.D. degree. Eleven teachers are pursuing Ph.D. degree.

b. Ongoing Major Research Project - 3

c. Minor Research Project- 2

6.3.5   Library, ICT and physical infrastructure / instrumentation

a. 306 books added to central library
b. 741 number of books added in the last one year to departmental libraries.
c. 17 ICT enabled classrooms.
d. Ramps for PWDs have been built.
e. Meteorology Data Collection instrument has been set up in ten stations.
f. Plant Growth Chamber installed.
g. Autoclave installed.

6.3.6   Human Resource Management

None

6.3.7   Faculty and Staff recruitment

Faculty recruitment is done through competitive written exam and interview conducted by the Nagaland Public Service Commission (NPSC) with NET or Ph.D. as requirement at the entry level.

6.3.8   Industry Interaction / Collaboration

None

6.3.9   Admission of Students

a. Students admission to both Undergraduate and Postgraduate program is done through entrance test and selection is done based on merit.
b. From the 2018 June session, entrance exam would not be conducted for admission of students to undergraduate courses. The students will be selected based on the marks obtained during the class 12 exams.
c. For admission of students to post graduate programs entrance test would still be conducted.
d. State Government quota for PWDs (3%) is followed.

6.4 Welfare schemes for

Teaching	-
Non teaching	-
Students	-

6.5 Total corpus fund generated

NA

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	-	-	-	-
Administrative	-	-	-	-

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?

a. External examiners are invited for final semester exams.
b. Supplementary examinations are introduced for 5th and 6th semesters for UG and 3rd and 4th semesters in PG.

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

Alpha-2 project for a 50 bedded girls hostel has been initiated and expected to be completed soon.

6.12 Activities and support from the Parent – Teacher Association

None

6.13 Development programmes for support staff

None

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

a. "College Green Campus Committee" has been formed with the Principal as the Chairperson.
b. Tree plantation drive is carried out from time to time.
c. About 700 tree saplings were planted in and around the campus coinciding with the World Environment Day.

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.

> 1. **Library smart card**: The library card serves as a membership card. A person who holds the card has borrowing or other privileges associated with the issuing library. The library card also serves as a method of identification.
> 2. **Inflib registration number:** Inflibnet is involved in modernizing libraries in India and connecting them as well as information centres in the country through a nationwide high speed data network using state-of- art technologies for the optimum utilization of information. Keeping with the trend the institution has given registration card to all the students and faculty members of the college.
> 3. **Ramp for PWDs:** As per section 44, 45 & 46 of PwD Act, 1995 the Institution has taken certain measures for providing easy accessibility for persons with disabilities in a non- discriminatory manner. The ramp has accessibility to almost all the departments.
> 4. **Online payment of fees through SB Collect**: To save time and energy for students and to make it more convenient and hassle free, paying fees online through SB Collect using ATM/ debit/ Credit Cards/ Internet Banking of any bank has been introduced.
> 5. **Girls Hostel for M.Sc. students:** A 30 bedded Girls hostel for M.Sc. students was commissioned this year funded by the UGC.

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

Sl. No	Point	Action Taken
1.	Regional Seminar on National Resources, Skill manpower and Development of North East	Conducted on 30th April, 2018
2.	Regional workshop on Astronomy and Astrophysics sponsored by IUCAA, Pune	Conducted on 5th & 6th April, 2018
3.	International workshop on Interdisciplinary Research and signing of MoA with University of Minnesota, USA	Conducted on 23rd October 2017. Signed MoA in November
4.	Colleges with Potential for Excellence (CPE) scheme	Document is prepared
5.	Construction of academic building	Ongoing (36 classrooms)
6.	Honors in Computer Science	2018 academic session
7.	M.Sc. Chemistry	2018 academic session
8.	Generic Elective in Tenyidie & NCC	2018 academic session
9.	Reformat mentoring modalities	Done
10.	Guest house renovation	Ongoing

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

1. **Title of the Practice**: Supplementary Examination after publication of the results.
2. **Objective of the practice:**
   i) To give opportunity to students who fail in the end semester exam and reappear for the same exam immediately.
   ii) To help such students clear their arrears without wasting another year.
3. **The Context:** In the normal scheme of thing a student who fails a paper can take the exam in that paper only after one year in the corresponding semester examination. This not only results in the student losing a year or more but also piles on the stress of accumulated backlogs. Supplementary exam helps in solving this problem faced by the students. A crucial one year loss is averted.
4. **The practice:** Supplementary exams are conducted one month after the declaration of the end semester exam. A student who fails in the last exam can reappear those papers, in which he/ she has failed, in the supplementary exam. This is not an improve examination. A student can appear in any number of papers. However supplementary exam is offered only in the 5th and 6th semester in the case of undergraduate courses and 3rd and 4thSem for Post Graduate courses. The exam and declaration of the results are completed within two weeks after declaration of results of the regular end semester examination. The candidate needs to pay an additional semester fee to cover the extra cost incurred by the college and the gain of one year (opportunity cost). A candidate can appear supplementary exam 2 times after the main exam.
5. **Evidence of success:** This system allows students to catch with their peers and prevents the loss of a year or years. It also helps the student take the exam when the subject is still fresh in their minds. While some students may have failed in the first attempt because of laziness or sheer negligence, there are also student who fail owing to reasons beyond their control like illness, death in family or NCC/ NSS camps. In this system students can move on to the next semester without the strain of a backlog.
6. **Problems Encountered and Resources required:** This system adds additional strain on the examination branch. The Controller of Examination office has to find space and time to schedule the examination. Some students complain about high exam fees so it has to be told to them that they are saving a year. Additional stationary, man power for question setting, invigilation duty, examining and paper correction are some other problems.

1. **Title of the Practice**: Nagaland Innovation Expo
2. **Objective of the Practice**: The Nagaland Innovation Expo was conceptualized with an aim to identify and promote the innovative talent among the students within Nagaland. It can allow the students to present their originality, find ways to achieve greater refinement and share the products to utilize for greater benefit of the society.
3. **The Context:** The enormous creativity among the students which often go unnoticed because of the absence of a platform to demonstrate and harness it. There was a need to open an avenue to promote these innovative ideas and an opportunity to perform.
4. **The Practice:** The first NIE was held in Kohima Science College, Jotsoma on 14th April 2018. It was organized by the Students Union, KSCJ and sponsored by the Department of Science and Technology, Kohima, Nagaland and the Department of Higher Education, Nagaland. The chief guest at the event, Shri. Mhonlumo Kikon, Advisor for IT, Science & Technology and New & Renewable Energy, Government of Nagaland acknowledged the program and announced that the government would support the initiative and make it as an annual affair in Nagaland.

The program was a great success with turnout of participants from schools in Kohima and KSCJ. Eleven participants displayed and demonstrated their innovation models for competition which included concept models in the field of Agriculture, Chemical science, Environmental science, Life sciences, Mathematics and Physics.

Evidence of success: The model on "CV security" won the 1st first prize developed by Vikekho Yakhro and Chathavilie Peseyie, "Water absorbent tendency of moss for seed germination and agricultural techniques" by Zenwang Konyak won the 2nd prize and "Plant growth enhancer" by Peihauding Reunim won the 3rd prize. The event generated a sense of achievement for the participants and greater appreciation for the Students Union, KSCJ for taking the brave initiative to organize it, which in itself is an innovation.

5. **Problems Encountered and Resources Required:** The continuation of the NIE as an annual event is an aspiration of the KSCJ Students Union and administration. There are certain loopholes that needed to be considered to make the NIE a common platform to attract greater participation and for continued success of the event. Although there was good number of participants, many colleges and schools within Nagaland could not participate because it coincided with only about a month ahead of the deadline. An appropriate timing and announcement of event date with minimum of five to six months duration for preparation could provide greater opportunity for participation and wider coverage in the future.

7.4 Contribution to environmental awareness / protection

> *College Green Campus Committee*
> As per the directive of the Directorate of Higher Education a committee called *College Green Campus Committee* is formed with the Principal as Chairperson, Vice Principal and all the HoDs of the department, grade III representative, and a grade- IV representative, General Secretary of Student Union, Head Assistant as member secretary.

7.5 Whether environmental audit was conducted?   Yes ☐   No ☑

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

> None

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

> i)   Commission of new academic block.
> ii) New library building funded by RUSA to be commissioned
> iii) 50 bedded hostel constructed with contribution and donation from the Alumni.

Name: Dr. Seyiekhrielie Whiso   *Name: Dr. Lily Sema*

_____   _____

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

_____***_____

Annexure – 1

ACADEMIC CALENDAR 2017

Sl. No.	Event	Date	Day
1	Commencement of Even Semester	01/02/2017	Wed
2	Parting Social	11/03/2017	Sat
3	Submission of all Even Semester (B.Sc. & M.Sc.) Internal Assessment Marks	08/05/2017	Mon
4	Publication of Qualified List for all Even Semester (B.Sc. & M.Sc.)	12/05/2017	Fri
5	Form Filling for all Even End Semester Examinations (B.Sc. & M.Sc.)	15/05/2017 to 17/05/2017	Mon to Wed
6	Preparatory Leave for Even Semester Examinations (B.Sc. & M.Sc.)	15/05/2017 to 21/05/2017	Mon to Sun
7	B.Sc. & M.Sc. Even End Semester Examinations (Theory & Practical)	22/05/2017 to 10/06/2017	Mon to Sat
8	Commencement of Classes for Class XII	03/04/2017	Mon
9	Class XII Weekly Tests	01/05/2017 onwards	Mon
10	Commencement of Odd Semester	17/07/2017	Mon
11	Students' Union Election	03/08/2017 to 05/08/2017	Thu to Sat
12	Freshers' Social	12/08/2017	Sat
13	Submission of all Odd Semester (B.Sc. & M.Sc.) Internal Assessment Marks	23/10/2017	Mon
14	Publication of Qualified List for all Even Semester (B.Sc. & M.Sc.)	27/10/2017	Fri
15	Form Filling for all Odd End Semester Examinations (B.Sc. & M.Sc.)	30/10/2017 to 01/11/2017	Mon to Wed
16	Preparatory Leave for Odd Semester Examinations (B.Sc. & M.Sc.)	30/10/2017 to 12/11/2017	Mon to Sun
17	B.Sc. & M.Sc. Odd End Semester Examinations (Theory & Practical)	13/11/2017 to 02/12/2017	Mon to Sat
18	Class XII Selection Test	23/10/2017 to 03/11/2017	Mon to Fri
19	Conduct of English Listening and Speaking Test (Class XII)	20/10/2017 to 21/10/2017	Fri to Sat
20	Selection Test Result for Class XII	09/11/2017	Thu
21	Form Filling for Class XII	10/11/2017 to 11/11/2017	Fri to Sat
22	National Education Day	11/11/2017	Sat
23	Class XII Practical Examinations	04/12/2017 to 06/12/2017	Mon to Wed
24	Win Fest	07/12/2017 to 12/12/2017	Thu to Tue

Principal
Kohima Science College
Jotsoma, Nagaland

Annexure – 2

ACADEMIC CALENDAR 2018

Sl No	Event		Date	Day
1	Resumption of Even Semester		01/02/2018	Thu
2	Supplementary Examinations (B.Sc.)		20-02-2018 to 24-02-2018	Tue to Sat
3	Parting Social		07/04/2018	Sat
4	Submission of Internal Assessment Marks	BSc 6th Sem	21/04/2018	Sat
		BSc 2nd & 4th Sem	25/04/2018	Wed
		MSc	05/05/2018	Sat
5	Publication of Qualified List	BSc 6th Sem	25/04/2018	Wed
		BSc 2nd & 4th Sem	28/04/2018	Sat
		MSc	08/05/2018	Tue
6	Form Filling for End Semesters Examinations	BSc 6th Sem	26-04-2018 to 27-04-2018	Thu to Fri
		BSc 2nd & 4th Sem	30-04-2018 to 01-05-2018	Mon to Tue
		MSc	09-05-2018 to 10-05-2018	Wed to Thu
7	Preparatory Leave for End Semesters Examinations	BSc 6th Sem	22-04-2018 to 29-04-2018	Sun to Sun
		BSc 2nd & 4th Sem	29-04-2018 to 06-05-2018	Sun to Sun
		MSc	06-05-2018 to 13-05-2018	Sun to Sun
8	B.Sc. & M.Sc. Even End Semesters Examinations (Theory & Practical)		01-05-2018 to 26-05-2018	Tue to Sat
9	Commencement of Odd Semesters		02/07/2018	Mon
10	Students' Union Election		02-08-2018 to 04-08-2018	Thu to Sat
11	Freshers' Social		11/08/2018	Sat
12	Submission of all Odd Semester (B.Sc. & M.Sc.) Internal Assessment Marks		06/10/2018	Sat
13	Publication of Qualified List for all Even Semester (B.Sc. & M.Sc.)		13/10/2018	Sat
14	Form Filling for all Odd End Semester Examinations (B.Sc. & M.Sc.)		15-10-2018 to 17-10-2018	Mon to Wed
15	Preparatory Leave for Odd Semester Examinations (B.Sc. & M.Sc.)		14-10-2018 to 21-10-2018	Sun to Sun
16	B.Sc. & M.Sc. Odd End Semester Examinations (Theory & Practical)		22-10-2018 to 10-11-2018	Mon to Sat
17	Semester Break		11-11-2018 to 18-11-2018	Sun to Sun
18	Commencement of Even Semester		19/11/2018	Mon

Principal
Kohima Science College
Jotsoma, Nagaland

Annexure – 3

Teacher Evaluation by Students

Sl No.	Parameters (with Salient Features)	Below Average 1	Average 2	Good 3	Very Good 4	Excellent 5
1	**Teaching-Learning Process** (if the teacher is fully prepared, fair, punctual, unbiased in evaluation, encourages discussion and student participation, inspiring, conducts periodical assessment)	2%	9%	14%	54%	21%
2	**Subject Content** (Entire syllabus is covered in detail, provides guidance in academic and non-academic matters, refers to latest development in the field)	3%	7%	15%	52%	32%
3	**Use of Teaching** Aids/Teaching Methods (if non-traditional methods of evaluation used, shows evaluated scripts to the students, effective use of the white/green board)	-	-	4%	66%	30%
4	**Helping Attitude** (if teacher is friendly, helpful, provides study materials, impartial irrespective of ethnicity, religion, gender, pays more attention to the academically weak, helps in realizing career goals)	2%	9%	17%	52%	18%
5	**Laboratory Performance** (Regularly checks log/note books, available during the whole duration, instructs/demonstrates effectively, follows open-ended approach, conducts lab seminars, discussions)	-	8%	12%	58%	22%
6	**Class Control** (Effective control, addresses inappropriate behaviour effectively, invites opinions, role model, inspires students for ethical conduct)	-	3%	47%	41%	9%