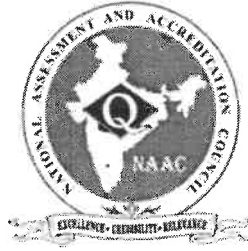


Submitted on 24/02/2021
2018-2019.



Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	SRI SARADA COLLEGE OF EDUCATION FOR WOMEN
Name of the head of the Institution	D PACKIALAKSHMI
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	0462-2520042
Mobile no.	9994271893
Registered Email	saradaeducation@gmail.com
Alternate Email	saradaoffice20@gmail.com
Address	SARADA NAGAR, ARIYAKULAM, MAHARAJA NAGAR POST,
City/Town	TIRUNELVELI
State/UT	Tamil Nadu
Pincode	627011

2018-19 -> Downloaded
Report Printout
24/02/2021

2. Institutional Status						
Affiliated / Constituent			Affiliated			
Type of Institution			Women			
Location			Rural			
Financial Status			Self financed			
Name of the IQAC co-ordinator/Director			R SARULATHA			
Phone no/Alternate Phone no.			04622520042			
Mobile no.			9944937428			
Registered Email			sarulatha5674@gmail.com			
Alternate Email			saradaeducation@gmail.com			
3. Website Address						
Web-link of the AQAR: (Previous Academic Year)			http://www.saradacollegeofeducation.com			
4. Whether Academic Calendar prepared during the year			Yes			
if yes,whether it is uploaded in the institutional website: Weblink :			http://www.saradacollegeofeducation.com			
5. Accrediation Details						
Cycle		Grade	CGPA	Year of Accrediation	Validity	
					Period From	Period To
1		B	2.37	2013	05-Jan-2013	04-Jan-2018
6. Date of Establishment of IQAC				10-Sep-2013		
7. Internal Quality Assurance System						
Quality initiatives by IQAC during the year for promoting quality culture						
Item /Title of the quality initiative by IQAC		Date & Duration		Number of participants/ beneficiaries		
One day State Level Seminar on		19-Mar-2019 1		140		

- Insufficient student strength in B.Ed. Course
- Purchase of new equipments and up gradation of existing facilities

OPPORTUNITIES:

- Students can excel in academics and sports
- Training on man making value based education
- Complete the course in one campus from LKG to Research
- 100% academic result


CHALLENGES:

- To provide all required within the college hours and difficult to find
- Increasing number of colleges.
- Early marriage of the students and subsequent follow up in completing the degree

5. Plans of institution for next year

- To increase the number of internet terminals
- To increase the Student strength
- To develop the Communication skill among students
- To increase outreach programme
- To introduce compulsory Library Reference\study hour
- To enhance research activities
- To encourage faculty members to publish papers in online e-journals
- Obligatory training on Physical Education, Sports and Yoga for all students
- To install Language Laboratory
- Smart Class Room

Name MRS.R.SARULATHA


 Signature of the Coordinator, IQAC
 SRI SARADA COLLEGE OF EDUCATION FOR WOMEN
 SARADA NAGAR, ARIYAKULAM,
 MAHARAJA NAGAR POST (P.O.)
 TIRUNELVELI - 627 011.

Name. DR.D.PACKIALAKSHMI


 Signature of the Chairperson, IQAC
PRINCIPAL
 SRI SARADA COLLEGE OF EDUCATION FOR WOMEN,
 SARADA NAGAR, ARIYAKULAM,
 MAHARAJA NAGAR (P.O.)
 TIRUNELVELI - 627 011.

- Pen drives are mostly used instead of CDs to the possible extent.
- The campus is kept clean of natural wastes, e-wastes and plastics through regular sweeping, wiping and cleaning of such waste.
- An initiative of college team to make a plastic free environment in and around the college campus.
- Regular checks are carried out by faculty members to minimize wastage of water and electricity.
- Seminars and discussions on current environmental issues
- Rain water harvesting devices and its practice in the entire campus
- Solar powered flood lights
- Safe disposal of Laboratory wastes
- Practice of Green, Red bins for waste disposal

7.5 Whether environmental audit was conducted? Yes ☒ No ☐

7.6 Any other relevant information the institution wishes to add. (For example SWOC Analysis)

STRENGTH:

- Campus provides a divine atmosphere which is ideal to express the inherent divinity in each individual.
- Students have a rich assemblage of talents of our classical arts viz, Bharatha Natyam and Carnatic Music expounding our ancient values.
- Students have enough command over Tamil, English and Sanskrit and can express themselves fluently in these languages on-stage.
- “PRAGNAVANI” - Multi disciplinary Research Journal from the sister institution creates opportunities for publication of research papers both by staff and students.
- Well - structured student monitoring system is followed by taking Special Care for Slow Learners (SCSL).
- Rural Society - oriented extension services and outreach programme.
- Focus on ethical and traditional values.
- Efficient feedback mechanism from students, parents, alumni and stake holders over the telephones, through direct and suggestion box.
- Aesthetic infrastructure facilities - clean green campus, auditorium, ideal classrooms, spacious computer labs, serene holy temple, green garden, and homely hostel are a few to mention
- IGNOU certificate course - Guidance and Counseling,
- Our College is functioning as IGNOU - Exam Centre.
- Daily practice of Yoga, meditation by student teachers.
- A large number of scholarships disbursed to students from marginalized and economically deprived section.
- Excellent collection of newspapers, books and journals in library.
- Well maintained campus and infrastructure.
- Environment friendly measures are undertaken.
- Stake holders identified the institution as safe and secure for girl children
- Management is ideal with rich values to instill values to the young modern women

WEAKNESS:

- Parents are living and seen GOD's for the student
- The students must understand the importance of p
- The blessings of the parents are needed for the students to flourish in life, to safeguard progenies and successive and for their harmony.

The Context:

- Patha pooja is performed in their parents by the students
- The blessings of their parents form as a shield which protects them from all the evils and shower all the goodness to them.

The Practice:

- This practice is imparted to the students by making the third year students to perform patha pooja to their parents on an auspicious day.

Evidence of success:

- The parents overwhelmed by this gesture.
- The students also realize it they in turn advise their juniors to fellow this practice.
- Parent – children bondage is becoming strong and become self responsible, self confident and self disciplined

Problems encountered and Resources Required:

- The concept of respecting elders is dwindling now with the younger generation.
- So the importance of this practice to the students is emphasized.

7.4 Contribution to environmental awareness / protection

- Preparation of Vermi - compost.
- Cultivation of medicinal plants.
- Organic farming is in practice.
- Involvement of students in gardening to create aesthetic sense.
- Rain water harvesting devices and its practice in the entire campus
- The class rooms have proper ventilation and the natural illumination which reduces the use of electrical lighting.
- Usage of solar energy inside the campus reduces the dependence on conventional energy and conservation of electricity too.
- Usage of solar heater for provision of hot water for students and staff whenever needed.
- The vehicle users are instructed to park the vehicles at the entrance to sustain the dust-free environment.
- The students are instructed not to use polythene bags to the possible extent and to dispatch the same judiciously.
- Eco Friendly Paper cups and plates are used in canteen and during meetings.
- Uses of re-writeable CDs are insisted.
- Massive Rain water harvesting tank with campus drainage facility is available.
- Measures have been taken to reuse the waste water from the hostels for cultivating animal feeds, kitchen garden with banana plantations.

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

Title of the practice:

- 1. Improving Teaching – Learning Process**
- 2. Patha Pooja.**

Improving Teaching – Learning Process

Goal:

- To ensure the completion of syllabus according to the academic planner of each subject
- To encourage teachers to adapt to technological advancements including ICT adaption in class room teaching
- To improve pass percentage

The Context:

- The syllabus coverage in some cases is being hurried and towards the end of the year where information are being crammed at once. This sluggish coverage initially and hurried coverage later should be avoided giving enough time to student in comprehending the topic and assimilating the facts.
- Teachers use their knowledge of learning processes to determine which will be most effective to help the particular students in their classes learn successfully. The mismatch between the student teacher and the teacher in the use and comfort of handling varieties of tools available for teaching – learning needs to be bridged.

The Practice:

- Academic planner along with the calendar of events is uploaded on the website for information to students
- Informal feedback is obtained from students regarding the content delivery by teachers. The teaching – learning committee members and the class teachers hold frequent informal meetings and collect the information needed.
- Frequent assignments , tests and evaluation are conducted to improve performance in the Examination

Evidence of success:

- Some of the teachers have adapted modern pedagogic styles and ICT in their classes.
- Appropriately placed and timely completion of syllabus
- Increased attendance in the classes
- Improvement in Results

Problems encountered & Resource Required:

- The demand for ICT resources is increasing and paucity of funds has been the biggest impediment which may dampen the spirit of technology adaption by teachers

Patha Pooja

Goal:

One day Student Development Programme on	21-Mar-2019 1	135
One day State Level Seminar on	22-Mar-2019 1	138
One day State Level Seminar on	27-Mar-2019 1	145
View File		

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

3

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

Teachers Day Celebration Arts and Crafts Workshop Plastic Awareness Programme
Field out Reach Programme (Swachh Bharat) Lighting Ceremony

No Files Uploaded !!!

13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achievements/Outcomes
1. Maintenance of placement cell	Target achieved

2. Student welfare scheme	Target achieved
3. Strengthen the community based activities	Target achieved
4. Joy of giving	Target achieved
5. Crash courses	Target achieved
6. Periodical Tests	Target achieved
7. Educational Tour	Target achieved
8. Remedial classes for slow learners	Target achieved
9. Strengthening the feedback mechanism.	Target achieved
10. Anti-Ragging committee	Target achieved
View File	

14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
NCTE	26-Dec-2018

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

Yes

Date of Visit

11-Sep-2016

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2020

Date of Submission

01-Mar-2020

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

Management Information System The Management intimates the staff members to publish research papers and also provide financial assistance to them. The institution informs to pay half of the registration fee to the paper presenters. It announces the staff members who have completed their Doctorate in their field is honored with an increment of Rs.1000/ and a cash award of Rs.5000/ and a Kuthuvilaku and also gives in increment for Additional Qualification and

SET/NET for Faculty members. It sends the circular to faculty members who participated and presented papers in seminar / conference and workshop are provided with leave "OnDuty". The management initiates faculty members and students to present research project papers in the conferences/symposia. The management sends a circular to students and faculties to provide transport facilities for them to attend programmes outside the campus. The management informs welfare facilities such as Provident fund, Medical leave, Medical Facilities to the faculties. It initiates to promote active participation of the students in Club activities, Teachers day, Pongal celebration, and Interacultural competitions to make them as good citizens. It sends notification to conduct Alumni meet and PT. It stimulates the students to celebrate the national festivals like Independence Day, Republic Day, Gandhi Jayanthi, National Youth day, Teachers Day, Youth Awakening Day and etc. Curriculum transaction is taken place in the classroom through ICT tools. The management motivates the staff and the students to participate and present papers in various seminars and webinars in national and international level. Library rules are placed on the notice board and the Librarian give information regarding library resources to the students. Cocurricular activities like Cultural competitions are conducted in our campus to stimulate the students' inherent talents and their talents are identified, appreciated with awards and rewards. The college encourage the students to participate the intercollegiate competitions. The college collects feedback in a detailed proforma from the students, parents, stakeholders and wellwishers. The issues and complaints are being analysed and rectified subsequently. The placement committee organises the campus interview and the interested candidates attend the interview through Online. The selected candidates are appointed as a faculty in the school and they are adhering their duties sincerely and perfectly. The

institution sends a notice to the students regarding tour programme and intimates to students to get a permission letter from their parents. The management send a message to the students to get Transfer Certificate, Mark Statement, Provisional Certificate, Degree Certificate, fee details through WhatsApp, circular and phone calls.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Mechanism for well planned curriculum delivery and documentation The College follows the curriculum designed by Tamilnadu Teacher Education University, Chennai, Teacher educators' conducts academic planning meeting to plan and organize the schedule of lectures and distributes the syllabus among the faculty members. The faculty members are instructed by the principal to complete the syllabus within constructed time. If, for any reason, a faculty fails to finish his/her syllabus within the constructed time, she asked to arrange extra classes for her subject. For implementation of curriculum, teachers have included teaching methods such as presentation, demonstration, assignments, and seminars for effective teaching. With the guidance of Principal a senior Faculty Member draws up a detailed timetable which efficiently assure the units of time for academic and co-curricular purposes as for theory, practical, tutorial, ICT, life-skill, value education and add-on classes thereby ensuring a balance between the different types of engagement a student is expected to participate in. For effective curriculum delivery through a combination of time-tested and innovative methods: beginning with an entry-point assessment of the student's aptitude and expectations relating to the course. Faculty members take utmost care to complete the syllabus in time. Projects, demo classes, class tests and internal assessments comprise the formal evaluative processes, but students are encouraged to meet faculty beyond classroom hours for doubt-clearing and curricular discussions. Extra hours are devoted to taking remedial classes after completion of internal examinations to boost up students' preparedness before University examinations. With Principal and parent-teacher meetings are other forums where progress of the delivery of curriculum are regularly monitored and necessary course corrections are initiated. Since the institution specializes in the Education and life skill as the whole human society viewed as a research place in which students can observe, analyse and gain insight into various intricate aspects of their syllabus, much attention is paid to experiential learning like visits to museums, to prominent literary meets, and also are exposed to film shows to supplement class room teaching. The college is well equipped with audio-visual and other ICT facilities which are extensively used by teachers in day to day teaching to make delivery of the curriculum attractive to students. Interactive teaching is promoted through students' participation in group discussions, quizzes and seminars. Special lectures delivered by eminent scholars on topics related to the curriculum further intensify students' learning experience. The college receives regular updates of circulars through letters and emails from the university, regarding the changes or modifications in the curriculum. The Principal informs the concerned teacher about changes in curriculum and gives

them a copy of the same. The faculties receive all sorts of support from the university and college to understand the curriculum. Timely meetings are conducted and instructions are given for submission of Assignments and conducting Unit test and internal test are well planned and executed before final examination.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
0	0	Nil	0	0	0

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	0	Nil
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	0	Nil

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Vivekanda Academy of Cultural Studies (VBCS)	18/02/2018	70
View File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BEd	Internship	70
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	No

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?

(maximum 500 words)

Feedback Obtained

Alumni meet is an experience for both the institute and its alumni. Institutions want to re-connect to their alumni for numerous reasons and occasions. An organization's alumni are the reflection of its past, representation of its present and a link to its future. Alumni network has a real life benefit for current students. Our alumni are our most loyal supporter and our best ambassadors Alumni also donate their valuable time to offer career support to current students. Our alumni play an active role in voluntary programs like mentoring students in their area to expertise. They also play a significant role in contributing scholarships to deserving students. Alumni get in touch with students and share their expertise and best practices in a given field. Through this alumni meet our college gain the following benefits: to maintain and update the data base of all the alumni of the college and to interact with them, to utilize the rich experiences of old students of the college for the benefit and progress of the present students, to provide guidance to the present students in their endeavor for better employment and higher studies, to promote the campus placements through the old students working in reputed institutions, to get the valuable advices of the Alumni, to arrange seminars, workshops and also to arrange cultural and social welfare programs, to gather and maintain database of employment information and to assist the members in securing suitable jobs and to involve the members in the overall development of the College and Society.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BEd	Nill	100	125	57
View File				

2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	127	Nill	11	Nill	Nill

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
11	11	25	4	1	4
View File of ICT Tools and resources					
View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Mentoring System Each student is provided with a regular mentor as the College has been following the mentor-mentee system right from the beginning. The students are divided into groups and each group contains 10 -12 students. Each teacher is given a list of students whom they have to mentor. Mentors are assigned to monitor and guide students throughout their studies. The mentors meet the students periodically to discuss their performances and achievements. Student Enrichment activities such as Orientation programmes, Seminars and Workshops are conducted and also Student dominant techniques such as Quiz, debate, Group Discussion, Science Exhibition, Brain Storming sessions are organized by the mentors. Experts from various fields are invited to give Guest Lectures on various current topics and the mentors maintain feedback of sessions and different activities which help to reconstruct the activity and conduct it in new way. The mentor also invites gynaecologists to give a special talk on Women's Health. Mentors arrange Yoga classes to students to build strong mind for academically and physically. Students are encouraged to participate written quiz on "Women's Right" to have an awareness on Legal Rights for women. Value education classes are conducted to shape the young minds with spiritual thoughts and values. We issue The Daily Divine Digest (Tamil and English), ManavarukkuOru Sol, The Indian National Education and Mahabharata books to the students. Anti-ragging committee is functioning for the student's welfare. The principal takes special care and attention to the students who are staying away from home. The management, Principal and the Mentors coordinate with the parents regarding the progress of the students. The principal meets the students personally and guide them with their studies and extra-curricular activities and also, she provides advice relating to career guidance and personal problems. Mentors communicate with fellow faculty and promote mentees at the time of difficulty / opportunity to help them develop further in their areas of interest. Students meet all mentors of at least once a week for reviewing proper implementation of the system.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
127	11	1:11

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
3	3	Nil	3	Nil

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
No file uploaded.			

2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BEd	BEd	2	06/06/2019	26/09/2019
View File				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The institution follows the university examination pattern in conducting the

internal and model examination. The faculty informs and elaborates the syllabus, its objectives and paper patterns to students at the beginning of the session.

The faculty members provide extra guidelines, mentoring and counselling to students. Thus, the system provides ways and means to ensure its credibility and reliability. Internal Exam Time Table is mentioned in the college calendar and is intimated to the students by placing it on the notice board, a week in prior. It helps them to prepare the exam in advance. The following are the evaluation processes implemented by the college: • Internal Assessment Tests • Unit Test and Class Test • Seminars • Class Presentations • Model Examinations • Group discussion • Assignments. The students who have failed or unable to attend the Internal and model examination are instructed to write the test within a week. Immediate feedback and suggestions for improvement are given after paper valuation. Poor performers are identified and individual attention is paid. Academic status is conveyed to parents periodically. Teacher Educators and the school mentors have put their efforts to improve the student-teachers teaching competency. Students' performance in the participation of extra-curricular activities, extension programmes, leadership abilities and values are being assessed continuously. Students have to undergo 16 weeks intensive teaching practice in various Government and Govt. Aided schools. The internal assessment included the average of three internal exam marks, one seminar marks and assignment marks (10101030). The University conducts theory examination for 70 marks. Students have to secure fifty percent to get a pass both in the External and Internal Examinations. Mock Viva-voce is conducted before the commencement of Practical Examinations. Students attend Practical Examination for 250 marks in which their Records and Teaching aids are assessed by a Panel examiner appointed by the institution.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The institution has its own handbook (academic calendar) where all necessary informations are comprehensively provided. The handbook is updated annually. It portrays the administrative structure and academic structure. It contains the College Vision and Mission, the College Emblem, the names of the members of the administrative committee, faculty members, clubs, cells and committees, nonteaching staff, details of the departments, college -rules and regulation of colleges, extract of the University rules and regulations for the examinations, facilities, services and salient features of the college, academic calendar, space for regularity record and notes. The institution prints and issue academic calendar for ready reference in the hands of students and teacher which also includes the list of holidays and tentative schedule of examination (both internal and university examination) as per the university calendar.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://www.saradacollegeofeducation.com>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
12815	BEd	Nil	70	70	100
No file uploaded.					

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://www.saradacollegeofeducation.com>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	0	Nil	Nil
No file uploaded.				

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
One day State Level Seminar on "Impact of Plastic Wastes on the Contemporary society"	Education	19/03/2019
One day Student Development Programme on "E-Resources and Style of Writing"	Library Science	21/03/2019
One day State Level Seminar on "Influence of Society and Culture in Child Development"	Education	22/03/2019
One day State Level Seminar on "Challenges in Teaching Mathematical Knowledge, Reasoning, Structure and Language"	Mathematics	27/03/2019
One day State Level Seminar on "Fixing Challenges in LSRW Skills"	English	28/03/2019
One day State Level Seminar on "Understanding the Tamil Literature"	Tamil	05/04/2019

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
0	0	0	Nil	0
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
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0	0	0	0	0	Nill
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
0	Nill

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	English	1	Nill
International	English	1	Nill
View File			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
English	1
English	1
English	1
English	1
View File	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
0	0	0	Nill	0	0	Nill
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
0	0	0	Nill	Nill	Nill	0
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	Nill	Nill	Nill

Attended/Seminars/Workshops	Nil	5	Nil	Nil
No file uploaded.				

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Art Craft Workshop	Nil	11	127
View File			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Swachh Bharat	Swachh Bharat Mission Special outreach Programme	Filed Outreach Bureau Ministry of Information and Broadcasting Tirunelveli	2
View File			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Say No to Plastic	Managment	Sat No to Plastic	11	127
Swachh Bharat	Ministry of Information and Broadcasting, Tirunelveli	Swachh Bharat	2	2
View File				

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
0	0	0	0
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact	Duration From	Duration To	Participant

		details			
Internship	Practice Teaching	Government School	01/09/2018	31/12/2018	70
View File					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
0	Nil	0	Nil
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
20	25

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with Wi-Fi OR LAN	Nil
Others	Existing
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
View File	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
0	Nil	0	2021

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	5669	1382553	99	22896	5768	1405449
Reference Books	811	258807	11	16393	822	275200
Journals	23	9350	Nil	4880	23	14230
CD &	30	Nil	7	Nil	37	Nil

Video									
View File									
4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc									
Name of the Teacher		Name of the Module		Platform on which module is developed		Date of launching e-content			
0		0		0		Nil			
No file uploaded.									
4.3 – IT Infrastructure									
4.3.1 – Technology Upgradation (overall)									
Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	21	1	1	0	0	4	7	15	0
Added	0	0	0	0	0	0	0	0	0
Total	21	1	1	0	0	4	7	15	0
4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)									
2.2 MBPS/ GBPS									
4.3.3 – Facility for e-content									
Name of the e-content development facility					Provide the link of the videos and media centre and recording facility				
0					Nil				
4.4 – Maintenance of Campus Infrastructure									
4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year									
Assigned Budget on academic facilities		Expenditure incurred on maintenance of academic facilities		Assigned budget on physical facilities		Expenditure incurred on maintenance of physical facilities			
6		6.5		2		2.5			
4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)									
<ul style="list-style-type: none"> • Library is imbedded with the latest Open-Source Integrated Library system (ILS) • Barcode System has been implemented in the Library for easy access • Reference Service, Referral Service, Newspaper Clipping Service, Current Awareness Service, and Reprographic Service are the services provided to the user community. • The library has an Advisory committee which holds meeting at regular intervals for supervising, advising, assessing needs and taking measures for overall development and the smooth running of the library. • Computer is installed in the library for cataloguing system and also to facilitate the activities in the library. • Stable Internet facility is also provided in the library. • Teaching faculty and students can directly select and suggest books. • Proper seating arrangements are maintained in the library 									

for reading purpose. • Stock verification is done regularly. • Uploading the Database for students regarding Government Scholarship. • Student Development programme on "E-Resources and Reference Management Tool" is organised. • Internet access is available for students and teachers in the college. • Faculty members have access to internet through the systems available in the library and office. • Browsing and Photocopying facilities are provided in the library. • Students are encouraged to make use of Internet facility and to learn through open study resources. Eg: Saksat Portal. • Arranged classes for providing basic computer skills.

<http://www.saradacollegeofeducation.com>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	0	0	0
Financial Support from Other Sources			
a) National	Adi Dravida Welfare Scheme	12	450000
b) International	0	Nil	0
View File			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Bridge Course	03/08/2018	57	Institution
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	District Employment	1	1	1	1
View File					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nil	Nil	Nil

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
6	50	22	5	20	10
View File					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	1	B.Ed	Mathematics	Alagappa University, Karaikutti	M.Sc Mathematics
2019	1	B.Ed	English	St. Johns College, Palayamkottai	M.A. English
2019	1	B.Ed	English	Sadakathul lah Appa College, Rahamatha Nagar	M.A.English
2019	1	B.Ed	Tamil	STC College Perumal Puram	M.A. Tamil
2019	1	B.Ed	History	STC College, Perumal Puram	M.A History
View File					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Nil	Nil
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Running 400mts	Institutional	4
Running 200mts	Institutional	8
Running 100mts	Institutional	8
Discus Throw	Institutional	10
Art from Waste	Institutional	21
Rangoli	Institutional	8
View File		

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
No file uploaded.						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Activity of Student Council Student Council is a group of elected and volunteer students get opportunity to acquire the sort of communication, planning and organisational skills which will be of benefit to them in their future lives. It enabled students to take responsibility for projects, and to demonstrate that they can manage and bring such projects to successful conclusion. Moreover, the contribution made by a Student Council to the development of college policy in a number of areas can have significant benefits for students and the college. Student Council set its own objectives some general objectives were, enhance communication between students, management, staff and parents, promote an environment conducive to educational and personal development, promote friendship and respect among pupils, support the management and staff in the development of the school, represent the views of the students on matters of general concern to them. Team spirit was the feeling of pride and loyalty that exist among the members of a team. Our college Student Council comprises student Chairman, Vice-chairman, Secretary, Joint Secretary and members from each major. Students nominate them. They serves as members in Library Committee. They also contribute their active participation in the preparation of college magazine. Their various participation and involvement in different activities enrich their social responsibility.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

No Data Entered/Not Applicable !!!

5.4.3 – Alumni contribution during the year (in Rupees) :

No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :

No Data Entered/Not Applicable !!!

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The Research and Development Cell categorizes means to facilitate and monitor the research prone activities of the college. • For Minor research projects, Educators are motivated to undertake Research / Case Studies and to contribute papers in the National/ International conferences. The Cell desires the faculties to apply for the Major/Minor Research Projects in collaboration with other

institutions/ our sisterinstitutions. • The students of all disciplines are commenced to undertake Individual/Group Projects though not included in the Universitycurriculum • Students are trained to present paper by making power pointpresentation. • Students are motivated to participate in various Research Development activities both theoretical andapplied. • Special incentives are given to the staff for presenting papers in National/International Conference and for Publishing in the reputedjournals • The Cell encourages the staff members to apply for various funding agencies for conducting seminars/conferences/workshops. • Periodicals Research oriented Journals and Magazines are subscribed in theLibrary. • The democratic approach of the management has resulted in the euphoric efficacy in managing the human resources. Thus the faculty members, supporting staff, the students and the workers are devoted elements of theinstitution. • The collaboration between the teaching and the supporting staff and their contribution play a vital energy behind every success. • In order to improve the performance of teaching faculty, Faculty Development Programmes (FDP) such as orientation programmes, workshops and training programmes areorganized. • IQAC conducts formal Induction Programme for fresher towards the understanding of the college and for creating bondage between the seniors and the new facultymembers. • Responsibilities and accountability of faculty are clearlydefined. • Regular training programmes on the use of computers and latest technologies are given to the non-teaching staff by the expertise from sisterinstitutions. • Social Awareness programmes are conducted regarding Physical health, Mental Health, Human Rights, Consumer Rights, Voting, Eye Donation , Blood Donation etc . • Carrer Guidance Programmeis conducted by District Employment office, Tirunelveli. • Essential increments for staff are given at variouslevels.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	<ul style="list-style-type: none"> • College strictly follows the norms of admission as suggested by the Tamil Nadu Teachers EducationUniversity • The college was established to serve people of the rural region especially for those living Below Poverty Line (BPL) and hence students with average marks are also considered at the time of admission, however explicitly adheres GovernmentNorms • Besides quality education, Sarada Hostel is a home with life training, peace, divinity and disciplined atmosphere. Homely environment is maintained in the Hostel.
Industry Interaction / Collaboration	<ul style="list-style-type: none"> Memorandum of Understanding are signed with the following • The Institutions under the Management of Sri RamakrishnaTapovanam. • CBSC Schools Matriculation Schools in TirunelveliTuticorin Districts.(Innovative School Visit) • District Science Centre, Tirunelveli •

	<p>District Employment Office , Tirunelveli • Experts are invited to address/ train/guide in workshops, seminars, conferences, social meets, National Celebration and Alumni Meet to the possible extent. • Head of institutions from various schools have come over here have given special lectures on various topics. • In collaboration with various schools in and around Tirunelveli Tuticorin Districts, the students avail them for Intensive Teaching Practice. • In Collaboration with Sarada institutions, students have undergone model teaching and observation classes.</p>
Human Resource Management	<p>• The democratic approach of the management has resulted in the euphoric efficacy in managing the human resources. Thus the faculty members, supporting staff, the students and the workers are devoted elements of the institution. • The collaboration between the teaching and the supporting staff and their contribution play a vital energy behind every success. • In order to improve the performance of teaching faculty, Faculty Development Programmes (FDP) such as orientation programmes, workshops and training programmes are organized. • IQAC conducts formal Induction Programme for fresher towards the understanding of the college and for creating bondage between the seniors and the new faculty members. • Responsibilities and accountability of faculty are clearly defined. • Regular training programmes on the use of computers and latest technologies are given to the non-teaching staff by the expertise from sister institutions. • Social Awareness programmes are conducted regarding Physical health, Mental Health, Human Rights, Consumer Rights, Voting, Eye Donation , Blood Donation etc . • Career Guidance Programme is conducted by District Employment office, Tirunelveli. • Essential increments for staff are given at various levels.</p>
Library, ICT and Physical Infrastructure / Instrumentation	<p>• Library is imbedded with the latest Open-Source Integrated Library system (ILS) • Barcode System has been implemented in the Library for easy access • 'Library improvement Suggestion Register' 'Book purchase</p>

Suggestion Register' are made easier to get feedback and needs of the students.

- Reference Service, Referral Service, Newspaper Clipping Service, Current Awareness Service, and Reprographic Service are the services provided to the usercommunity.
- Students prepared a report on Educational programmes conducted by televisionchannels.
- Numerous social networks in teaching and learning are used.
- Students prepared a communication module for a topic of their discipline.
- Students prepared a multimedia package.
- The library has an advisory committee which holds meeting at regular intervals for supervising, advising, assessing needs and taking measures for overall development and the smooth running of the library.
- Computer is installed in the library for cataloguing system and also to facilitate the activities in the library.
- Stable Internet facility is also provided in the library.
- Teaching faculty and students can directly select and suggest books.
- Proper seating arrangements are maintained in the library for reading purpose.
- Stock verification is done regularly.

Research and Development

The Research and Development Cell categorizes means to facilitate and monitor the research prone activities of the college.

- For Minor research projects, Educators are motivated to undertake Research / Case Studies and to contribute papers in the National/ International conferences. The Cell desires the faculties to apply for the Major/Minor Research Projects in collaboration with other institutions/ our sister institutions.
- The students of all disciplines are commenced to undertake Individual/Group Projects though not included in the University curriculum.
- Students are trained to present paper by making power point presentation.
- Students are motivated to participate in various Research Development activities both theoretical and applied.
- Special incentives are given to the staff for presenting papers in National/International Conference and for Publishing in the reputed journals.
- The Cell encourages the staff members to apply for various funding agencies for conducting

	<p>seminars/conferences/workshops. • Periodicals Research oriented Journals and Magazines are subscribed in theLibrary.</p>
Examination and Evaluation	<p>• Every year our academic assessment is made by four "Continuous Internal Assessment Tests" (CIA) and Two Model Examinations for first year, Two "Continuous Internal Assessment Tests" (CIA) and Two Model Examinations for Second year are conducted to evaluate the student's progress. • Periodical Hand Written Assignment practices are also assigned for the students. • Students' academic progression report is forwarded to the parents through post in order to improve students' progress. • Given recapitulation to the students based on the feedback of parents. In addition to that tuitions and extra classes are arranged for slow learners and students who went on Medical grounds. • Parents Students Teachers Colloquium is organized to track student progression as well as to care and share other representations. • Besides the Internal Tests, Class Tests and surprise Tests are also given to evaluate students' progress frequently. • COE - CIA Examination Committee proposal the schedule for Terminal Examinations and Model Examination. • Question papers from other Universities (M.K. University, IGNOU) are archived in the library for reference.</p>
Teaching and Learning	<p>Sl. No Name of the Programme Place Beneficiaries 1. Group Discussion Seminar Hall 127 2. Demonstration Class Department Class Rooms 57 3. Demonstration on Mini Teaching Department Class Rooms 57 4. National conference on "Gandhian principles and practices" Sri Sarada College for Women, Tirunelveli 135 5. Peer Teaching Department Class Rooms 127 6. Team Teaching Seminar Hall 127 7. ICT ICT Resource Centre 127 8. Seminar / Workshop / Conference Institutional / other colleges 127 9. Special Coaching for Slow learners Department Class Rooms 127 10. Special Care towards advanced learners Department Class Rooms 127 11. Interaction Session Seminar Hall 127 12. Workshop on " Arts and crafts" Auditorium 127 13. Periodical Assignments Department wise</p>

	127 14. Bridge Course Department Class Rooms 57 15. Rally on plastic awareness College campus 127 16. Brain storming session Department Class Rooms 127 17. Graduation Ceremony Auditorium 93 18. Miniteaching practice Department Class Rooms 57 19. Innovative School visit Tirunelveli 57 20. Career Guidance programme Auditorium 57
Curriculum Development	<ul style="list-style-type: none"> • The institution is affiliated to Tamil Nadu Teachers Education University following the academic syllabus recommended by the University. • Our college progresses curricula for Value Based Education, Yoga and Entrepreneurial certificate courses. • Addition, modification, deletion and shifting of contents in the syllabi are suggested and passed on to the University for Suitable Amendments if any. • Orientation programme and Guest Lectures are arranged for our staff members on curriculum development.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	<p>The academic calendar is designed and developed with space and time for all academic and allied activities. The annual plan and development of the academic calendar year 2017-2018 had been discussed and printed for the implementation with a scope for modifications according to the demands.</p> <p>The policies and programmes with record to academic and administrative aspects are made available in public domain. Further the planning and development proposal had been monitored periodically for the total Implementation.</p>
Administration	<p>Communication From the academic bodies such as NAAC, NCTE, UGC, TNTEU affiliating University and Administrative office are shared by email to all the staff members and students with hierarchical system from the top management through the principal reach the faculty members through the IQAC and OS 1. Staff Time Table / Workload 2. CIA Time Table 3. Generation of Transfer certificate 4. Communication of University by mail. 5. Submission of reports to the office or IQAC by mail.</p>
Finance and Accounts	Internal and external financial audit

is made by designated chartered accountants earmarked by the management. Students may pay the fees to the college by e-mode or by DD or Cash mode. Students pay their exam fee by online mode. Employee Provident Fund (EPF) and Employee State Insurance Corporation (ESIC) payments are generated through online. Salaries for all employees are credited by ECS payment system. ATM is available in college campus. The management is aiming to have a bank or an extension counter of a bank.

Student Admission and Support

College strictly follows the norms for admission as instructed by the Tamil Nadu Teachers Education University, Chennai. The requisition should be made to the principal mentioning the qualifications and percentage of marks in major and Ancillary Subjects in the U.G Degree. The College ensures publicity and transparency in the admission process in all possible ways as given below: 1. Admission notifications are published in Tamil daily news paper, banners at vital points in the city. Publicity is also given through Pamphlets 2. The College Website has information about the course structure, Evaluation methods, Co-curricular and extracurricular programmes, Extension Activities and other special features. The applications are also available in the college website with the provision for downloading. 3. Female candidates who have secured minimum OC-50 Marks, BC-5Marks, MBC-43Marks, SC-40Marks in part III-Major AND Ancillary subjects in the U.G Degree could seek admission for the B.Ed course. 4. Graduates and Postgraduates with any one of the following major subjects: Tamil, English, Mathematics, Physics, Chemistry, Botany, Zoology, Commerce and History are eligible for the B.Ed admission. B.E students can do B.Ed in Physical Science or in Mathematics. 5. A Certificate of marks obtained from the University or the college must be enclosed along with the filled-in application form for the proof of marks in part IV(Main and Ancillary) of U.G Degree, if the marks are given in grades. 6. The SC/ST and handicapped candidates with a pass in the above mentioned subjects are eligible for

	admission 7. The marks obtained by the candidates in part III and part IV IN the U.G Degree will be considered for admission.
Examination	Every year our academic assessment is made by three continuous Internal Assessment Tests (CIA) and two model Examinations for first year. Two continuous Internal Assessment Tests (CIA) and two model Examinations for second year are conducted to evaluate the students progress.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Nill	Nill	Nill	Nill	0
No file uploaded.				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
3	3	1	1

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
• Our Management permits Medical leave of	• Financial aid is provided to the children	• Government Scholarships • Financial

7 days per year with salary for teaching and non teaching staff • Provident Fund, ESI, Maternity leave are given • Practice of encashment of un-availed CL by the faculty member is a welcoming feature of the Management. • Personal loans are given to staff at times of emergency • The management appreciates the services rendered by the teaching staff for centum result in a special way by complimenting cash awards. • RO-Drinking water system is available in the staff room, library, and canteen and hostel. • The Management motivated the staff members with increment to upgrade their Educational qualification. • Duty leaves with Registration fee are given for faculty members for question paper setting, external examiner, paper assessment. • Duty leaves are given for faculty members for attending orientation, refresher courses, seminars and workshops. Maternity leaves are given for faculty members.

of the supporting staff for education at our sister institutions. • The supporting staff members are encouraged with increment to upgrade their Educational qualification. • Practice of encashment of un-availed CL by the staff member is a welcoming feature of the Management.

Assistance through Endowments • Parents -Teachers -Students Colloquium • Cash Award for University Rank Holder • Value Based Books for prize winners • The students are encouraged to attend intra mural and inter collegiate competitions/conferences • The Career Guidance Forum provides training for students to enhance their employability • Arranges bus passes in collaboration with the Transport corporation (TNSTC) Arranges transport facility at times of necessity/ emergency.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Institution conducts internal and external financial audits regularly The management committee is the apex body to monitor effective and efficient use of financial resources. The funds are optimally used and standardized auditing procedures are adopted to scrutinize the utilization of the same. The audited statements of expenditure and utilization certificates are submitted to the concerned agencies on time. Management adopts a systematic policy for the control of expenses and usage of funds. The college accounts are subjected to internal and external audit. Audit is done annually. All financial transactions are checked by the financial consultants and internal auditors appointed by the management. No major irregularities were found in the audit. External Audit: It is done by a Chartered Accountant appointed by the management, once in a year. External audit is done by the scheduled chartered accountants of Sri Ramakrishna Tapovanam, Tirupparaithurai. Our college conducts external audits regularly.MR.Ramanujam, Chattered Accountant doing the external financial audit

in yearly. Internal Audit: Daily accounts prepared by the office staff are verified by the Principal/Bursar. Office superintendent checks monthly cash ledgers. Accounts relating to funds from various agencies are properly accounted, vouched and verified in the office and checked by the principal.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nill	0	0
No file uploaded.		

6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Educational Experts	Yes	Principal
Administrative	Yes	Sri Ramakrishna Tapovanam, Thirupparaaidurai	Yes	Secretary

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

- At the time of admission it is mandatory for the parents and are oriented on all academic programmes and student support services offered on campus.
- Organise a one-to -one dialogue with parents whose children need further support and counseling services to enhance their performance.
- Parents' suggestions have been implemented. (Few special facilities at the hostel, introduction of skill oriented programmes to improve language proficiency of students, etc).

6.5.3 – Development programmes for support staff (at least three)

- An Orientation Programme in Office Administration was conducted.
- Management motivated them to take higher studies.
- Free computer literacy programme is organised for the supporting staff of the college.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

Application Submitted for Four Year Integrated Course , (ITEP) , Teacher Education Programmes Register TeachR for Ranking Process. MoU signed for our Sister Concerns under the same Managment for Staff Exchange, Students Exchange, Resources Exchange and to conduct Programmes in Collboration
--

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
View File					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES
7.1 – Institutional Values and Social Responsibilities
7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Womems Day	08/03/2019	Nill	135	Nill
Nation Wide Awareness creation and Promotion on Legal Rights of Women	24/11/2018	Nill	57	Nill

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Percentage of Power requirement of the College met by the renewable energy sources Sewage water treatment plant was installed in the college campus to recycle the used water to watering the plants in the campus. Vermicomposting pit is used to generate organic manure for all the plants in the campus

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	No	Nill
Provision for lift	No	Nill
Ramp/Rails	Yes	Nill
Braille Software/facilities	No	Nill
Rest Rooms	No	Nill
Scribes for examination	No	Nill
Special skill development for differently abled students	No	Nill

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff

community

No Data Entered/Not Applicable !!!

No file uploaded.

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Academic Hand Book	01/08/2018	http://saradacollegeofeducation.com/calendar

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Legal Rights	24/11/2018	Nil	57
Swachh Bharat	13/11/2018	Nil	57
Lighting Ceremony	27/02/2019	Nil	70
View File			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

The vehicle users are instructed to park the vehicles at the entrance to sustain the dust-free environment. The students are instructed not to use polythene bags to the possible extent and to dispatch the same judiciously. Eco friendly paper cup and plates are used in canteen and during meetings. Solar powered flood lights. Practice of Green, Red for waste disposal.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Improving Teaching - Learning Process Goal: • To ensure the completion of syllabus according to the academic planner of each subject • To encourage teachers to adapt to technological advancements including ICT adaption in classroom teaching • To improve pass percentage
The Context: • The syllabus coverage in some cases is being hurried and towards the end of the year where information are being crammed at once. This sluggish coverage initially and hurried coverage later should be avoided giving enough time to student in comprehending the topic and assimilating the facts. • Teachers use their knowledge of learning processes to determine which will be most effective to help the particular students in their classes learn successfully. The mismatch between the student teacher and the teacher in the use and comfort of handling varieties of tools available for teaching - learning needs to be bridged. The Practice: • Academic planner along with the calendar of events is uploaded on the website for information to students • Informal feedback is obtained from students regarding the content delivery by teachers. The teaching - learning committee members and the class teachers hold frequent informal meetings and collect the information needed. • Frequent assignments, tests and evaluation are conducted to improve performance in the Examination
Evidence of success: • Some of the teachers have adapted modern pedagogic styles and ICT in their classes. • Appropriately placed and timely completion of syllabus • Increased attendance in the classes • Improvement in Results
Problems encountered
Resource Required: • The demand for ICT resources is increasing and paucity of funds has been the biggest impediment which may dampen the spirit of technology adaption by teachers
2.Mathru Pooja Goal: • Parents are living and seen GOD's for the student • The students must understand the importance of p • The blessings of the parents are needed for the students to flourish in life, to safeguard progenies and successive and for their harmony. The Context: • Mathru pooja is performed in their parents by the students • The blessings of their

parents form as a shield which protects them from all the evils and shower all the goodness to them. The Practice: • This practice is imparted to the students by making the third year students to perform Mathru pooja to their parents on an auspicious day. Evidence of success: • The parents overwhelmed by this gesture. • The students also realize it they in turn advise their juniors to follow this practice. • Parent - children bondage is becoming strong and become self responsible, self confident and self disciplined Problems encountered and Resources Required: ? The concept of respecting elders is dwindling now with the younger generation. So the importance of this practice to the students is emphasized

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://saradacollegeofeducation.com>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

• Campus provides a divine atmosphere to express the inherent divinity in each individual. • Students have a rich congregation of talents to our classical arts like, BharathaNatyam and Carnatic Music illuminating our ancient values. • Students have enough mastery over Tamil, English and Sanskrit and can express themselves fluently in these languages onstage. • "PRAGNAVANI" - Multi disciplinary Research Journal from the sister institution creates opportunities for publication of research papers both by staff and students. • Well - structured student monitoring system is followed by taking Special Care for Slow Learners (SCSL). • Rural Society - oriented extension services and outreach programme are initiated. • Focus on ethical and traditional values. • Efficient feedback mechanism is followed to get feedback from students, parents, alumni and stake holders over the telephones, through direct and suggestion box. • Aesthetic infrastructure facilities - clean green campus, auditorium, ideal classrooms, spacious computer labs, serene holy temple, green garden, and homely hostel are a few to mention. • IGNOU certificate course - Guidance and Counselling is prescribed. • Our College serves as IGNOU - Exam Centre. • Daily practice of Yoga, meditation is done by student teachers. • A large number of scholarships distributed to students from marginalized and economically deprived section. • Enormous resources like newspapers, books and journals are available in library. • Well maintained campus and infrastructure. • Environment friendly measures are undertaken. • Stake holders identified the institution as safe and secure for girl children. • Management is ideal with rich values to instill values to the young modern women.

Provide the weblink of the institution

<http://saradacollegeofeducation.com>

8.Future Plans of Actions for Next Academic Year

- To increase the number of internet terminals - To increase the Student strength - To develop the Communication skill among students - To increase outreach programme - To introduce compulsory Library Referencestudy hour - To enhance research activities - To encourage faculty members to publish papers in online e-journals - Obligatory training on Physical Education, Sports and Yoga for all students - To install Language Laboratory - Smart Class Room