



YEARLY STATUS REPORT - 2020-2021

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	DR D PACKIALAKSHMI
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04622520042
• Mobile No:	9994271893
• Registered e-mail	saradaeducation@gmail.com
• Alternate e-mail	saradaoffice20@gmail.com
• Address	SARADA NAGAR, ARIYAKULAM, MAHARAJA NAGAR POST
• City/Town	TIRUNELVELI
• State/UT	TAMILNADU
• Pin Code	627011
2.Institutional status	

• Type of Institution	Women				
• Location	Rural				
• Financial Status	Self-financing				
• Name of the Affiliating University	TAMILNADU TEACHERS EDUCATION UNIVERSITY				
• Name of the IQAC Coordinator	R SARULATHA				
• Phone No.	04622520042				
• Alternate phone No.	7598415215				
• Mobile	9944937428				
• IQAC e-mail address	sarulatha5674@gmail.com				
• Alternate e-mail address	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 Web link:	http://www.saradacollegeofeducation.com				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.37	2013	05/01/2013	04/01/2018
6.Date of Establishment of IQAC		10/09/2013			
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	

8. Whether composition of IQAC as per latest NAAC guidelines	Yes
<ul style="list-style-type: none"> Upload latest notification of formation of IQAC 	View File
9. No. of IQAC meetings held during the year	3
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
11. Significant contributions made by IQAC during the current year (maximum five bullets)	
One day State Level Webinar on 'Teacher Education for Rural Development' Teachers' Day celebration through Google meet Jointly Organize a Webinar on 'EYE CARE IN THE DIGITAL AGE' Youth Awakening Day celebration through Google meet National Level Webinar on 'Gender Equity: A Dare need of Developing Society'	
12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year	
Plan of Action	Achievements/Outcomes
To make Video lessons for student teachers	Done by Teacher Educator
Online classes for student teachers through Google meet	Successfully achieved
Online assignments and seminars through PPT	Done by Student teachers
Online Internal and Model Examinations	Successfully achieved
Online meeting regarding academic activities	Successfully done
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	

Name	Date of meeting(s)
TAMILNADU TEACHERS EDUCATION UNIVERSITY	05/08/2019

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	23/02/2022

Extended Profile	
1. Programme	
1.1	
Number of courses offered by the institution across all programs during the year	1
File Description	Documents
Data Template	View File
2. Student	
2.1	
Number of students during the year	81
File Description	Documents
Data Template	View File
2.2	
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	15
File Description	Documents
Data Template	View File
2.3	
Number of outgoing/ final year students during the year	48
File Description	Documents
Data Template	View File
3. Academic	
3.1	
Number of full time teachers during the year	13
File Description	Documents

Data Template	View File
3.2	13
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4. Institution	
4.1	11
Total number of Classrooms and Seminar halls	
4.2	2103030.00
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	15
Total number of computers on campus for academic purposes	

Part B
CURRICULAR ASPECTS
1.1 - Curricular Planning and Implementation
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process
<p>Curriculum delivery is a strategy by which a curriculum enables students to achieve their learning goals. The processes involved in curriculum delivery are teaching, learning support, advice, guidance, interaction, mentorship, participative and collaborative learning. curriculum is the academic material that is being taught through the act of instruction, typically involving a teacher presenting material to a group of students. Explore the significant role that both of these concepts play in implementing education. Our college is affiliated to Tamil Nadu Teachers Education University, Chennai, so we follow the curriculum designed by it. At the beginning of academic session the college prepares the academic calendar which consists of curricular, co-curricular and extracurricular activities for effective implementation and delivery of curriculum. We undertake following measures for effective delivery of the university curriculum at college level. There is a faculty wise time table committee which prepares the time table as per work load for the academic session. A comprehensive teaching plan is prepared by every department and teacher which includes the delivery of lectures, tutorials and practical. This program orients the students about: facilities and welfare schemes available, code of conduct and discipline, and extra-curricular activities. The faculty members take few lectures on the introduction of the curriculum. nit Tests are conducted periodically and its results is displayed and discussed with the</p>

students in the classroom. Periodical meetings of Staffs are held with the Principal to take review and discuss the curriculum delivery.

Meetings for the review of the teaching, planning of unit tests, seminars etc. are also conducted. Assignments and Webinars are given to the students under the supervision of the faculty. Guest lecturers of eminent faculty members from other institutions are arranged to give exposure of the current trends and the latest subject knowledge. ICT issued for effective teaching by the teachers of various departments. The faculty members encourage the students to read the reference books and take use of e- resources to update and enhance their subject knowledge. Students-Teacher - Guardian Scheme (Mentor-Mentee) is implemented for identifying problems of the students regarding academic, social and financial issues.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

An academic calendar is prepared by Principal at the beginning of each semester in line with the University's calendar consisting of various curricular, extra and co-curricular activities. The calendar is uploaded on college website, displayed on notice boards and is communicated to students through emails. It is updated and revised with respect to any changes suggested by the university. All the classes and examinations are planned as per the calendar, thus ensuring complete adherence. Compliance of Continuous Internal Evaluation with Academic Calendar.

Time-table is uploaded on the college portal (ERP) and displayed on notice boards. Detailed Examination schedule is announced. To maintain further compliance, exam sheets are checked. Internal viva and practical exams are conducted by respective departments before/after the pre university examinations. Question Paper Setting- The question paper of internal exams is prepared by concerned faculties and is approved by Principal. Exam sheets evaluation- The answer sheets are cross checked in each department to ensure transparent and unbiased evaluation. Assignments and Quiz- In addition to the tests, assignments and quizzes are also the part of Continuous Internal Evaluation. Assignments are provided to students on the scheduled dates mentioned in the academic calendar and solutions are submitted by students within three days.

Every teacher conducts regular class tests. University Exams- The tentative dates for university exams are indicated in the academic calendar. The final university exam schedule is also displayed on students' notice boards and sent to what's app group. Student feedback - At the end of academic session students submit their

feedback for each subject through online feedback forms maintaining complete anonymity. Amendments- Incase of unseen conditions, academic calendar is modified and revised as per the instructions of Secretary of the Institute only.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.
Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

D. Any 1 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	No File Uploaded

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

File Description	Documents
Any additional information	No File Uploaded

Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

Nil

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Environment and Sustainability and Human Values into the Curriculum. Sri Sarada College of Education for Women, Tirunelveli fosters a strong sense of commitment to matters that concerns social principles and sustainable practices. Hence, the curricula not only lay emphasis on knowledge acquisition, but also focuses on promoting women empowerment, environment sustainability, value education and professional ethics. There are courses taught to the students to strengthen the ethical performance in their future career. A course on Professional Ethics is offered as NME. Topics that deal with professional ethics, media ethics, bio-medical ethics, legal ethics, and business ethics are taught under different courses.

Gender

The College offers a course on Introduction to Gender Studies to II UG students to sensitize them on gender equity and women empowerment. Many programmes have gender related courses or modules, such as Gender Politics in India, Women Entrepreneurship, Women Writings, Women in Sports and Games, and Feminist Epistemology. There have been conscious and continuous efforts at incorporating environmental concern into the curriculum as well as in the core values of the Institution. A course on Environmental Studies is offered to all B.Ed students to develop the sense of awareness on environment. To realise the institutional core values, an Ecology and Environment of our college surroundings was always clean and greenery.

Science programmes offer a number of courses focusing on the functions of ecosystems,

Sustainable agricultural practices, sustainable energy sources and energy conservation, bio security measures, green manures and measures against pollution. Nature Club, ARISE and Outreach programmes involve in the awareness campaign and other activities on the use of non-conventional forms of energy, rain harvesting and planting of saplings.

Human Values

Sri Sarada College of Education for Women, Tirunelveli strongly believes in ingraining human values among students. "Fostering a sense of human rights founded on dignity, equity and justice" is one of its pedagogic strategies. Many courses that deal with ethics, human values, human rights and gender sensitization are offered to tone the students with strong moral compass

to instill the values of democratic decentralization and participatory democracy to promote the values of social and economic equality to help the students develop attitudes, behaviours and personality in accordance with the expected social norms and values to nurture human values of courage, integrity, charity, compassion for others and group cohesion to make the students understand the ideals of freedom, equal rights, liberty, social justice and human dignity. The students exhibited their humanitarian spirit at the time of Pandemic Situation. When people experienced unexpected difficulties during the outbreak of COVID19, a group of students and staff along with the Management provided robust pandemic relief services in health and counselling, family supports, and supply of food, mask, preparing and distributing Kaba Sura Kudineer and sanitizers to the communities in and around the college.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

48

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with	View File

approvals for these courses	
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	No File Uploaded

1.3.3 - Number of students undertaking project work/field work/ internships

48

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

D. Any 1 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

D. Feedback collected

File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

100

File Description	Documents
Any additional information	No File Uploaded

Institutional data in prescribed format		View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)		
2.1.2.1 - Number of actual students admitted from the reserved categories during the year		
1		
File Description	Documents	
Any additional information	View File	
Number of seats filled against seats reserved (Data Template)	No File Uploaded	
2.2 - Catering to Student Diversity		
2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners		
<p>The institution appraises the learning levels of every student right from the time she is admitted to the college through a planned and systematic orientation programme.</p> <p>Orientation Programme:Every year the institution organises Student's Orientation Programme for the newly admitted students. The annual information Calendar is provided to all newly admitted students at the beginning of the academic session. The annual calendar provides details about the code of conduct, events for the forthcoming year, staff and their functions etc. and a separate booklet is issued to them about the entire detail of the course and syllabus which is prescribed by the Tamil Nadu Teachers University. In this year, we conducted Orientation Programme through On-line mode and the principal explains the course in detail via Google meet.</p> <p>Advanced Learners:Advanced learners are provided several opportunities to develop their knowledge and skills. During the Lockdown period also, the institution encouraged the students to participate several activities such as</p> <ul style="list-style-type: none">• Encouraged to participate and present papers in various webinars and conferences.• They are encouraged to participate in various co-curricular activities such as online debates, Quiz, cultural competitions, etc.• Guiding and encouraging the students to participate in International, National and State Level webinars.		
File Description	Documents	
Link for additional Information	Nil	
Upload any additional information	No File Uploaded	

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
81	13

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

In the Pandemic Period, we organise the teaching learning methodology and activities through on-line process.

Experiential learning:Experiential learning is the process of learning through experience by doing and reflecting. We encourage students to practice various technical and non-technical skills through student seminars, student development programs, workshops and school internships. These activities are planned, conducted and monitored regularly by the faculty to ensure that students are practicing the required skills, reflecting on their experiences and improving their skills.

Participatory Learning:We always strive to enhance the learning experience of learners in class through various interactive and participatory strategies apart from traditional teaching. These strategies help the learners to become more interactive and enthusiastic in the teaching learning process. Students participate in various activities such as Seminar, Group Discussion, Think-Pair-Share (TPS), Flipped Classroom, Peer Instruction (PI), and the skill- based add on courses. Particularly, in this year, the students are encouraged to participate in activities through online where they can use their specialized technical or management skills, such as

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The role of Information and communication technologies (ICT) in teaching learning process ensure that students play an active role in the learning process. Faculty combines technology with traditional mode of instruction to engage students in long term learning. But, in the year 2020 due to pandemic, education has changed dramatically, with the distinctive rise e-learning, whereby teaching is undertaken remotely and on digital platforms also. Faculties engaged the online classes by using Microsoft Team

platform along with Digital Writer. All faculties used a digital writer for conducting their classes. Faculties used power-point presentations in their classroom teaching with the help of LCD's and projectors to make the class more effective and attractive. Seminar hall and Auditorium were digitally equipped where guest lectures, expert talks and various hands-on sessions were regularly organized for students. Faculties conducted online quiz for students during the teaching process through MS Team platforms. Recorded video lectures were provided to the students for their long-term learning and future references.

Online competitions: Various technical events and management events such as paper presentations, quiz, Debates etc. were being organized with the help of various Information Communication Tools.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

13

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

13

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

1

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

13

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

As per the guidelines of university, the internal assessment is carried out in the following pattern.

For the full credit paper,

1. Theory - 70marks
2. Task and assignment-1 - 15 marks (internal marks)
3. Task and assignment -2- 15 marks (internal marks)

For the ½ credit paper,

1. Theory - 35marks
2. Task and assignment -1 - 7.5 marks (internal marks)
3. Task and assignment -2 - 7.5 marks (internal marks)

Continuous Internal Assessment valuation of students is done by the faculty members through innovative teaching pedagogues and techniques. The college strictly monitors the attendance of the students and the admit card is provided to the students for Term - end examination. The students should fulfil the required minimum attendance. Three Internal assessment and model examination is conducted through online mode only.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

Usually, there are no grievances relating to the performance of the students in the Internal Examination. Generally, the college follows the CIE norms prescribed by the affiliating university (Tamil Nadu Teachers Education University). The college conducts CIE periodically for the theoretical aspects of pedagogical and educational subjects. Accordingly, every B.Ed. student has to take written test, assignments and seminars. In the case of practical aspects of B.Ed. curriculum, the teacher educators are continuously assessing the students' performance from the beginning till the end of the academic year by using the available structured evaluation proforma. The students are informed in the beginning of the academic year on the modes of CIE and the schedule of CIE in the academic calendar. The performance of students in CIE is analysed by the coordinator of the examination committee. The performance of the students in CIE is monitored by the principal and the necessary feedback is given to the concerned faculty members. The principal conducts review meetings to give necessary feedback for the improvement of students' performance.

File Description	Documents
Any additional information	View File
Link for additional information	http://www.saradacollegeofeducation.com

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The Institution has stated graduate attributes and learning objectives. To attain these attributes Programme outcomes (POs), Programme specific outcomes (PSOs) for all academic programmes are stated by the Institute as per guidelines of TNTEU. The Programme outcomes are aligned to the learning objectives. Following attributes are included in the Programme outcomes,

Knowledge outcomes

Skill outcomes

Values outcomes

Programme outcomes are designed to ensure complete and comprehensive learning about the program and courses as these are critical for the successful career of the student.

As per the University norms, the Course outcomes is designed with the following criteria : The course outcomes identify the minimum achievement required for success in the course. They are based on the principles of Blooms taxonomy including Knowledge, Comprehension Application, Analysis, Synthesis and Evaluation. For each programme, Programme outcomes and course outcomes are designed through the following process.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The Institution has evaluated the attainment of programme outcomes, programme specific outcomes and course outcomes during the year through internal exam, Model exam, assignment, presentation etc. These are also evaluated by the feedback of the parents, the teachers. In the process, the examination committee headed by the principal which includes all the faculties. The Exam committee will conduct internal meetings with faculties to ascertain content and pedagogical changes required based on their past experiences on meeting the objectives of the courses and also the programme outcomes. At the beginning of academic year, the principal will review and endorse the course outlines before it is circulated to the students. The Institution evaluated the attainment of programme outcomes, programme specific outcomes and course outcomes during the year through university examination, assignment, presentation, viva-voce examination etc. These are also evaluated by the feedback got by the students, the parents, the teachers and the alumni.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

48

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<http://www.saradacollegeofeducation.com>

RESEARCH, INNOVATIONS AND EXTENSION**3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year**3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year**

3

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during**

the year

0

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	No File Uploaded

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	No File Uploaded

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Nil

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

2

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

1

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning. viz., classrooms, laboratories, computing equipment etc.

The college is located in peaceful green surrounding of trees and flowering plants conducive for quality education.

There are 10 class rooms, 1 seminar hall, 3 laboratories, 1 staff room, 1 library, 1 Auditorium, Computer Lab with Wi-Fi facility is available.

College has 20 computers and related accessories for teaching as well as for practical purposes.

Our classrooms are suitable for traditional chalk and duster teaching as well as ICT enabled modern teaching facilities.

Basic amenities on college premises include separate staff and student parking, canteen, drinking water facilities, CCTV cameras for security, fire safety and hostel facilities.

Gandhimathi amman temple and krishnar temple are situated in our college campus.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Our college Auditorium is very spacious enough to conduct cultural programs. we conduct many seminars and workshops which helps our students to acquire knowledge.

Yoga day is celebrated regularly, with online celebration for the past two years, yoga demonstrated by experts.

We concentrate on our student physical health by conducting sports events.

Available sports infrastructure is optimally used for physical education lectures and practices, inter college competitions by students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

Nil

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

2

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

7,04,837

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Our Sarada library is computerized and bar- coded . Open access system is followed in our Library. The library ha about 6000 book, including a collection of Reference books for competitive examinations like UPSc,TNPC,NET,SET,TET,Banking also. The library has Book bank,Question bank Reprographic service with several activities aimed to inculcate reading habit in students,instill critical thinking and to enhance presentation skills.

File Description	Documents
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Upload any additional information	View File
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

E. None of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4567

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	No File Uploaded

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

96

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

IT facilities are regularly updated. Devices using the internet have increased in college. Online payment facilities for fee payment have been added. The process of admission, salaries, and scholarships is computerized.

The college has a dynamic website providing all the necessary information.

The management has been substantially augmenting the infrastructural support to update the IT facilities in the college. Wi-Fi was installed in the entire college.

During lockdown institution has upgraded its teaching to online mode using Google meet.

20 computers, 3 projectors installed in our college.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

15

File Description	Documents
Upload any additional information	View File
Student - computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

C.10 - 30MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

187,362

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	No File Uploaded

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex,

computers, classrooms etc.

Staffs request for required maintenance work to be done to the principal. Principal then presents the proposal before the college management, who takes the final decision on priority basis. Principal assigns the work to the concerned personal. Regular maintenance work in the college takes place immediately, while longer projects are executed during vacation.

Stock checking is carried out annually, and stock books are maintained by the different register. Library provides reprography facility. Weeding of old books, binding, pest control and other maintenance measures are undertaken periodically.

2 personnel on a daily wage basis maintain cleanliness and upkeep of physical infrastructure. The upkeep of the physical infrastructure and equipments done through contracts on required basis where required.

The maintenance of electrical item is voluntarily carried out by regularly.

Coordinated effort of management, principal and the college staff on the various committee for academic and administrative planning has resulted in achievement and strengthening of infrastructure for excellent academics, research, co and extracurricular activities.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

6

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	No File Uploaded

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc

provided by the institution / non- government agencies during the year

6

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non-government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

C. 2 of the above

File Description	Documents
Link to institutional website	http://www.saradacollegeofeducation.com
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

D. Any 1 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

14

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

7

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event

should be counted as one) during the year.

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

In 2020 - 2021 The college was mostly run in an online mode Made due to the Pandemic With less presence of students on campus. However the representative council was duly consisted And the involvement of Student was ensured In various activities.

Teachers day celebration, Gandhi Jayanthi celebration, Dr. Abdulkalam birthday celebration, Eye care in the digital age, Saraswati Puja celebration, School internship, Annaiyar Jayanthi celebration, Youth Day celebration, Republic day celebration, Independence Day celebration, State level webinar Attended, workshop On hardware FDP attended.

More activities Organized in students included 2020 and 2021 To promote students Participated Various curricular and Co curricular activities And motivate to be part Of academic Administrative bodies And Committees of the institutions.

File Description	Documents
Paste link for additional information	http://www.saradacollegeofeducation.com
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded

Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	No File Uploaded
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5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The Institution does not have registered Alumni Association.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision:

Our College aims at the integral formation of competent, committed and value based prospective teachers with discipline and dedication to evolve them as Nirai Nangaiyar (The Perfect Women).

Mission:

- To motivate Faculties and Students for higher education and research.
- To develop and produce the teachers befittingly with physically fit, emotionally balanced, spiritually and culturally serene mentors.
- To propagate moral and spiritual values.
- To accomplish the all round development of the will, emotion and cognition of the students through circular, co-curricular and extra-curricular activities.
- To incorporate value-added, Vocational and technical courses in its Curriculum.
- To reach the un-reached in intellectual, traditional and cultural facets.
- To instill love of the motherland and an eager intent to invigorate her through active service.
- To inculcate a sense of unity and respect for all religions coupled with firm adherence to one's own religion.
- To continue to enhance its extension activities and outreach Programmes.

File Description	Documents
Paste link for additional information	http://www.saradacollegeofeducation.com
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

For effective management of college participation of students, various decentralized subunits have been created by the college authorities. Among them, two best practice of decentralized governance are 1. Admission committee 2. Examination committee. To manage the examination related activities such as conducting internal examination, invigilation duty, valuation of answer scripts and entry of marks etc., This unit is managed by a group of teachers. This examination unit had undertaken the work for printing of question paper, procurement of answer sheets. This unit also manages form fill up work and distribution of admit cards to the students. The examination unit is well equipped with desktop computers, printers and internet facilities. The college is also having a separate admission cell. This unit is headed by principal and supported by 2 senior assistant professors. This unit manages all the admission related activities of the B.Ed students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Our College Management believes in setting up perspective plan for excellence in academic and infrastructural development. This is drawn in the form of long term and short term goals in different aspects of college functioning. Although the college has been realize most of its perspective plans, noteworthy is the augmentation and renovation of infrastructure and increase in laboratory equipment and library resources. Our college has 10 classrooms, 1 seminar hall, 4 laboratories, 1 library, 1 technology hall, auditorium, playground and a computer lab with 15 computers with internet facilities.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The organizational structure of the college facilitates its smooth functioning. Our College Administrative Body and Governance is comprised of our College management, Secretary, Principal and Academic Director. After discussion it decides the academic policy keeping in view the national policies in higher education, existing priorities and local needs. Regular feedback is also obtained from the alumni, students, parents and faculty members. The Principal, committee / cell in-charges and office staff, monitor and work together for the effective implementation of these policies.

File Description	Documents
Paste link for additional information	http://www.saradacollegeofeducation.com
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Our college has well-defined welfare measures for the staff.

Teaching and Non-teaching staff:

- Our management sanctions Medical leave of 7 days per year with salary for teaching and non-teaching staff.
- Provident Fund, ESI, Maternity leave are in practice.
- 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.
- Staff club is run by the teaching staff, wherein teaching and non-teaching staff are gifted with a respectable amount in ..

cash to mark the occasion of one's marriage / house warming ceremony etc., as a token of love and respect.

- The management recognizes the services rendered by the teaching staff for producing university ranks/ centum result in a special way by complimenting cash awards.
- RO-Drinking water system is available in the staff room, library, canteen and hostel.

Non-teaching staff:

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

File Description	Documents
Paste link for additional information	http://www.saradacollegeofeducation.com
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

2

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File

	Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

2

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

As per the direction of UGC and NCTE, our college has a performance appraisal system. Annual Proformas are submitted by the Teachers/Librarian/Office/Cell-incharge to the IQAC which help in collation and cross checking of the information. Every teaching and non-teaching staff has to submit confidential reports to the Principal. Performance of Teachers is also assessed through student feedback, taken at the end of every academic session. Daily Notes Diary is also maintained by the individual staff and submitted to the Principal at the end of every month.

File Description	Documents
Paste link for additional information	http://www.saradacollegeofeducation.com
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Institution conducts internal and external financial audits: management committee is the body to monitor the effective financial resources. The funds are optimally used and standardized procedures are adopted to scrutinize the utilization of the same statements of expenditure and utilization certificates are checked

by concerned agencies on time. Management adopts a systematic procedure control of expenses and usage of funds. The college accounts are internal and external audit. Audit is done annually. All the transactions are checked by the financial consultants and auditor appointed by the management. No major irregularities were found

External audit: it is done by a Chartered Accountant appointed by the management, once in a year. External audit is done by the scheduled accountants of Sri Ramakrishna Tapovanam, Tirupparaithurai regularly. Mr. Ramanujam, Chartered Accountant conducts the external financial audit in yearly. Internal audit: Daily expenditure is prepared by the office staff and verified by the Principal and superintendent checks monthly cash ledgers. Accounts relating to various agencies are properly accounted, vouched and verified and check by the principal.

File Description	Documents
Paste link for additional information	http://www.saradacollegeofeducation.com
Upload any additional information	No File Uploaded

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The main source of funds of our college is from our college management and from the collection of student's fees only.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Due to the outbreak of covid-19, many webinars (State level and National level), Gandhi Jeyanthi, Youth Day, Republic Day celebrations, quiz programmes were conducted through online mode (Google meet). Annaiyar Jeyanthi Celebrations, Sirappu Vazhipadu were conducted in our college campus and special speeches were delivered by our teaching staffs.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Our college has undergone the 1st cycle of accreditation in 2013. IQAC, through discussions and recommendations, identifies the need of improvement towards teaching-learning and prepares a plan of action for upcoming session. 14 of our students got placements in various schools during the outbreak of covid-19 and pandemic situation.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://www.saradacollegeofeducation.com
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The college strives for excellence by providing a multifaceted educational programme that enables the students to have a harmonious development of the Hand, the Heart and the Head. To accomplish the all round development of the hand, the heart and the head. To accomplish the all round development of the will, emotion and cognition of the students through curricular, co-curricular and extra-curricular activities. The institution develops the self-concept of the student teachers through cultural competitions and extension lectures. It helps to mould them physically, mentally, morally, socially and spiritually fit as Nirai Nangaiyar- the perfect women. Our institution is a women institution. There is no gender equity here. Women's empowerment begins with education, which helps them to adapt to difficulties, face their traditional roles, and alter their lives.. Women are the important members of the society. No country can move on the path of progress without the contribution of her, women. Women therefore, are needed to be educated. Educations of women are more important than men. Nowadays women are succeeding in all the fields. Our institution encourages and motivates our girls to take part in all the activities conducted inside the campus and outside. Our college has arranged a lot of seminars. Through that we acquire knowledge and skills.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Awareness about waste pollution and difficulties in disposal is spread students through talks on environment conservation and they are encouraged to create least waste, and properly dispose it.

The common solid waste is leaf litter, which is allowed to decompose in place to enrich the soil quality.

Other regular anthropogenic solid waste is collected in dustbins placed at strategic locations, brought together and taken away periodically by the waste collection agency of the municipal body.

Other solid waste is collected at the vocation and sold to scrap vendor, adding to revenue.

Wash rooms waste are directed to a septic tank while effluents from laboratories are directed into separate underground tanks and prevented from escaping into the environment.

Sanitary napkins are disposed of by an incinerator in the Restrooms, and no other biomedical waste generated.

E-waste is sold periodically if not usable or reparable and depending on its quantity, to scrap dealers who deal especially in e-waste, for safe recycling.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

A. Any 4 or All of the above

File Description	Documents
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Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The harmonious development of the Hand, the Heart and the Head is what is wanted for a fully educated young generation of women each of whom will be a 'kamadhenu' which is a cow of plenty and plentitude.

The girl who enter the portals of this temple of learning should leave it as "Nirai Nngaiyar" (the perfect women) enlightened with excellence in education and research.

The vision of the college will be accomplished by infusing spiritual, ethical and moral values in the minds of the students of all disciplines.

In our college, we provide an inclusive environment for the students from various cultural, regional and socioeconomic background. Every year, we celebrate samathuva pongal, sakthi pooja, annaiyar jeyanthi with the co-operation and active participation of all the students.

Every day we conduct prayer which include Verse reading, Daily Divine Digest, Thought for the day, News, Thirukkural. Everyone participate in the above program conducted in prayer in turn with full interest.

In our Institution, we conduct programs which promote the tolerance and harmony towards diversities.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Sri Sarada college of Education for Women sensitizes the student and employees of the institution to the constitutional obligations about values, rights, duties and responsibilities of citizens which enables them to conduct as a responsible citizen.

To equip students with the knowledge, skill and values those are necessary for sustaining one's balance between a livelihood and life by providing an effective, supportive, safe, accessible and affordable learning environment. There elements are included in the value system of the college community.

The students are inspired by participating in various programs on culture, traditions, values, duties and responsibilities by inviting prominent people. The institution conducted awareness

programmes like voter's day program, Flag day, Women's day, youth day, annaiyar jeyanthi day etc. involving students.

The college establishes policies that reflect core values. Code of conduct is prepared for staff, students and everyone should obey.

The college organizes various programmes from time to time for the promotion of constitutional value, rights, duties and responsibilities of citizens. Our college designs various activities to create awareness about the national identity and symbols Moreover, these are aimed to familiarize its stakeholders about fundamental duties and rights.

Hence, College ensures that the constitutional values, rights, duties and responsibilities of citizens are promoted and saved.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff
4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Various national and international commemorative days are observed and celebrated. Speeches by staff and principal on national festivals - Independence and reading of the preamble to the constitution recapitulate and enhance national pride. There are also many cultural events including dance, skits and songs which

reflect our national pride and pave way for introspection and realization of our obligation towards the nation

Other commemorative days such as Gandhi Jayanthi Celebration(02.10.2020), Youth Awakening Day celebration through Google meet (15.10.2020), Annaiyar Jayanthi (05.01.2021), Youth Day Celebration (12.01.2021), Republic Day celebration (26.01.2021), Spiritual Retreat(08.02.2021 to 10.02.2021) and Independence Day Celebration(15.08.2021).

ALL the above activities were held online in 2020 - 21 due to pandemic conditions.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best practice: 1

Online Teaching and Learning process

Objectives

- To ensure that the teaching learning practice goes on effectively in an online world during the pandemic by responding quickly and appropriately.

The Context

- There was an urgent need to rethink education as regular teaching was disrupted and the majority of the teaching learning process becomes online. Teacher has been forced to rethink their teaching pedagogies to accommodate online learning. Doing practical work in an online mode has been one of the most difficult obstacles. Other activities, such as internships, seminars and fieldwork, had to be moved online as well. Admission and administration also became online.

The Practice

- Training for ICT skills
- Developing innovative teaching pedagogies appropriate to online mode
- Enhancing communication during lockdown
- Developing tools for assessment (Online assignment and seminars)

Evidence of Success

- In March 2020 itself all classes and other activities such as webinars and exams became online
- All the students were quite satisfied with the online mode
- Daily Divine Activities

Objectives

- To provide opportunities to learn about Hindu heritage and culture.
- To foster awareness of maintaining good health through religion.
- The Context:
 - Prayer is considered to be an integral part of our tradition and culture.

The Practice

- Prayer is conducted in a separate worship place.
- Every morning, duration of 20 minutes is allotted for prayer.
- Prayer is conducted by our students.
- Evidence of success:
 - Helps to bring peace of mind to the students.
 - Regulates physical and mental health of students.
 - Daily chanting of Mantras energizes body and mind of students.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

A carefully nurtured legacy of values and a nationwide stakeholders spectrum representing cross sections of society make the institution iconic.

Marvellous ambience coupled with vibrant learning atmosphere and disciplined work culture ensures all round development of the students. Excellent infrastructure for academics, co- curricular development.

A rich computerized and bar-coded open access system is followed in our library. Our dynamic website effectively reach out to our stakeholders. Wholehearted use of ICT by teacher has facilitated a modern learning approach since the COVID-19 pandemic.

Students' participation in planning, collaborating, executing and managing activities in all spheres generates a learner-centered environment, positive attitude, leadership qualities, oneness,

sportsmanship, and self-awareness, leading to personality development.

Guidance and employment for students is sought through networking with other institutions, Alumni.

Consistently high result in examinations and laurels brought by student participation in academic and cultural event reflect success of our Institution.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

- To increase the number of internet terminals
- To increase the Student strength
- To develop the Communication skill among students
- To conduct employability oriented certificate course at college level.
- Increasing the number of faculty development programme.
- To increase activities of cells, increase placements.
- To encourage faculty members to publish papers in online e-journals
- Special care is to be provided to bright students to get more marks.
- Technological up gradation, of new computer laboratory by networking, purchase of new computer and networked UPS, upgrading college server, up gradation of CCTVsystem
- To increase MOU's