

SRI SARADA COLLEGE OF EDUCATION FOR WOMEN

TIRUNELVELI – 627 011



“The Annual Quality Assurance Report (AQAR) of the IQAC”

2015-2016

**The Annual Quality Assurance Report (AQAR)
of the IQAC**

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

AQAR for the year

2015-2016

1. Details of the Institution

1.1 Name of the Institution

**SRI SARADA COLLEGE OF EDUCATION
FOR WOMEN**

1.2 Address Line 1

SARADA NAGAR

Address Line 2

**ARIYAKULAM , MAHARAJA NAGAR
POST**

City/Town

TIRUNELVELI

State

TAMILNADU

Pin Code

627 011

Institution e-mail address

saradaeducation@gmail.com

Contact Nos.

0462-2520042

Name of the Head of the Institution:

Dr.D.PACKIALAKSHMI

Tel. No. with STD Code:

0462-2520042

Mobile:

9994271893

Name of the IQAC Co-ordinator:

Ms.S.GOMATHI alias

Mobile:

9487808713

IQAC e-mail address:

saradaeducation@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

SSCEW 12815

OR

1.4 NAAC Executive Committee No. & Date:

EC/62/&/078 dated 05-01-2013

1.5 Website address:

<http://www.saradacollegeofeducation.com>

Web-link of the AQAR:

<http://www.saradacollegeofeducation.com/AQAR>

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.37	2013	5 years
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

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

10-09-2013

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

- AQAR 2013-2014 submitted to NAAC on **10.09.2014** (DD/MM/YYYY)
- AQAR 2014-2015 submitted to NAAC on **30.09.2015** (DD/MM/YYYY)

iii. AQAR _____ (DD/MM/YYYY)
iv. AQAR _____ (DD/MM/YYYY)

1.9 Institutional Status

University State ☒ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☒

Autonomous college of UGC Yes ☐ No ☒

Regulatory Agency approved Institution Yes ☐ No ☒

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

Type of Institution Co-education ☐ Men ☐ Women ☒

Urban ☐ Rural ☒ Tribal ☐

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

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

1.10 Type of Faculty/Programme

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

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

Others (Specify)

1.11 Name of the Affiliating University (*for the Colleges*)

**TAMIL NADU TEACHERS
EDUCATION UNIVERSITY,**

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

0

DST-FIST

0

UGC-Innovative PG programmes

0

Any other (*Specify*)

0

UGC-COP Programmes

0

2. IQAC Composition and Activities

2.1 No. of Teachers

08

2.2 No. of Administrative/Technical staff

02

2.3 No. of students

2.4 No. of Management representatives

01

2.5 No. of Alumni

01

2.6 No. of any other stakeholder and
community representatives

01

2.7 No. of Employers/ Industrialists

02

2.8 No. of other External Experts

01

2.9 Total No. of members

17

2.10 No. of IQAC meetings held

10

2.11 No. of meetings with various stakeholders:

No.

12

Faculty

6

Non-Teaching Staff Students

2

Alumni

1

Others

3

2.12 Has IQAC received any funding from UGC during the year? Yes

☐

No

☒

If yes, mention the amount

0

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

Teaching Learning &

2.14 significant Activities and contributions made by IQAC

1. Special Coaching to improve Listening, Speaking, Reading, & Writing skills / Comprehension.
2. Moral Value Education Classes
3. Counselling services to student teachers
4. Well equipped Audio- Visual Class room
5. Telephone facility for student teachers
6. Staff salary is credited in bank (ECS Mode)
7. ATM facility in the campus for staff and students.
8. First Aid Kit / Health Care Centre
9. Grievance , Suggestion and Complaint box
10. Arrangement of Transport facility

2.15 Plan of Action by IQAC/Outcome:

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

<i>Plan of Action</i>	<i>Achievements</i>
<ol style="list-style-type: none"> 1. Faculty Development Programme 2. Special Schools Visit 3. First Aid workshop 4. Eye Camp 5. Field Trip 6. Periodical Tests 7. Educational Tour 	<p>Target achieved</p> <p>Target achieved</p> <p>Target achieved</p> <p>Target achieved</p> <p>Target achieved</p> <p>Target achieved</p> <p>Target achieved</p>

* Attach the Academic Calendar of the year as Annexure.

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

Management ☒ Syndicate ☐ Any other body ☐

Provide the details of the action taken

- Well equipped Audio-Visual room
- Counselling services
- ATM Facility
- Faculty Development Programme
- First-Aid workshop
- Eye Camp
- Field Trip
- Educational Tour

Part – B

Criterion – I

1. Curricular Aspects:

1.1 Details about Academic Programmes :

<i>Level of the Programme</i>	<i>Number of existing Programmes</i>	<i>Number of programmes added during the year</i>	<i>Number of self-financing programmes</i>	<i>Number of value added / Career Oriented programmes</i>
PhD	00	00	00	00
PG	00	00	00	00
UG	01	00	01	00
PG Diploma	00	00	00	00
Advanced Diploma	00	00	00	00
Diploma	00	00	00	00
Certificate	00	00	00	00
Others (IGNOU B.Ed)	01	00	00	00
Guidance & Counselling (CGC)	01	00	00	00
Total	03	00	01	00
Interdisciplinary	00	00	00	00

Innovative	1. Woollen Work 2. Crochet wire Knitting 3. Fur Doll Making 4. Bouquet Making 5. Beads and Stone work 6. Saree /choli designing 7. Oil Painting 8. Yogasana 9. MS Office	00	00	00
------------	--	----	----	----

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

(ii) Pattern of programmes:

<i>Pattern</i>	<i>Number of programmes</i>
Semester	00
Trimester	00
Annual	01

1.3 Feedback from stakeholders* Alumni ☒ Parents ☒ Employers ☐ Students ☒
(On all aspects)

Mode of feedback : Online ☐ Manual ☒ Co-operating schools (for PEI) ☒

Analysis of Feedback:

IQAC got feedback from Alumni, Parents, students and co-operating schools. Points are consolidated and are given below:

1.3 (a) Merits:

- Regular, systematic curricular and co-curricular activities.
- Proficient and well qualified teacher educators.
- Well organized practical training classes.
- Hands on training for preparation of audio-visual aids
- Power Point Presentation by the students.
- Training programmes, celebrations and competitions were organized to develop and expose the talents and potentials of student teachers.
- Effective Information System (Notice Board, online e-mail circulars)
- Calm, hygienic, safe, secured, sacred, green, and clean atmosphere.
- Spacious class rooms with ample seating, ventilation and lighting.
- Immediate health care provision through Health Care Centre
- Daily congregation prayer and classroom prayer before and after the class.
- Moral Value Education classes.

- Dress code (Uniform in conventional saree) in the college campus and hostels.
- Strict adherence of self discipline and punctuality (time discipline).
- Balanced diet in the hostel.
- Homely atmosphere and personal parental care system (Dossier)
- Yoga and physical health programmes are offered.
- Eco-friendly campus
- Additional Entrepreneurial certificate courses offered.
- Spacious playground.
- Service and broad minded management.

1.3 (b) Suggestions:

- More weekly, periodical tests.
- More guest lectures on innovative topics.
- For Canteen Stores Department.
- Transport facility.
- Parking area for Two wheelers
- Personality development programme
- Enrichment course for communication in English language.
- Extended library services, and internet facility & accessibility.

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

College is affiliated to Tamil Nadu Teachers Education University and follows the Rules and Regulations of the University. Immediately after the receipt of syllabi from TNTEU-BOS, IQAC convene meetings and suggest inclusion - deletion, information on duplication, shifting of papers/ units etc.

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

<i>Total</i>	<i>Asst. Professors</i>	<i>Associate Professors</i>	<i>Professors</i>	<i>Others</i>
11	08	02	00	01 (Librarian)

2.2 No. of permanent faculty with Ph.D.

04

1. Dr.D.Packialakshmi - Education.
2. Dr.P.Karpagam - Education.
3. Dr.V.M.Kavitha - Education.
4. Dr.Aruna Sankara Velayutham - Tamil.

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) During the year

<i>Asst. Professors</i>		<i>Associate Professors</i>		<i>Professors</i>		<i>Others</i>		<i>Total</i>	
R	V	R	V	R	V	R	V	R	V
1	--	1	--	--	--	--	--	2	--

1. Dr.Aruna Sankara Velayutham
2. Ms.C.Greeshma Krishnan

2.4 No. of Guest and Visiting faculty and Temporary faculty

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02

02

2.5 Faculty participation in conferences and symposia:

<i>No. of Faculty</i>	<i>International level</i>	<i>National level</i>	<i>State level</i>
Attended	00	11	11
Presented papers	02	11	01
Resource Persons	01	00	00

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

2.6 (a) Teaching:

- Over Head Projectors, Audio - Visual aids and LCD Projector are provided to encourage the faculty to adopt innovative pedagogy in teaching.
- Student Enrichment activities such as Orientation programmes, Seminars and Workshops are conducted.
- Experts from various fields are invited to give Guest Lectures on various current topics.
- Special care is taken to slow learners by conducting remedial classes and for fast learners towards vertical and horizontal progression.
- In Peer teaching in advanced learners are encouraged to assist the slow learners.
- Teachers get regular feedback from students and carryout necessary changes.

- Effective demonstration classes by subject experts, school teachers, Teacher educators are organized.
- Experts from District Science centre gave demonstration on “Uses of liquid nitrogen”.
- A film show was presented to the student teacher regarding Best Teacher.
- Various micro teaching skills were explained and demonstrated.

2.6 (b) Learning:

- Two terminal examinations and one model examination are conducted.
- Immediate Feedback on the answer scripts is given. Tips are given on how to present the answers precisely and clearly.
- Interested students are provided with provision for evening study hours and guidance.
- Student dominant techniques such as Quiz, debate, Group Discussion, Science Exhibition, Brain Storming sessions are organized.
- All Students take seminars.
- Participation of students in the “Math Mela” organized in Kallanai school.
- Students learned the micro teaching skills by participating in small groups.

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

204

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

- Self Evaluation is encouraged.
- Students have to undergo 4 weeks observation classes in various (Government and Private , Aided and Self-finance) schools.
- The internal assessment includes the average of two class test marks, one seminar marks and assignment marks (10+10+10=30).
- The University conducts theory examination for 70 marks. Students have to secure fifty percent to get a pass jointly in the External and Internal Examinations.

Internal Marks	Assignments 10	Seminar 10	Class Tests 10	Total Marks 30
External Marks	Theory 70			70

- Unit Tests, Class Tests, internal examination, Model examinations are administered.
- Performance of the students in Examinations is informed to the parents by sending progress report by post.
- Question Banks are provided for the benefit of the students.
- Mock Viva-Voce is conducted before the commencement of Practical Examination.
- Students attend Practical Examination for 200 marks in which their Records and Teaching aids are assessed by a panel of External Examiners.
- Students have to secure 50% both in theory and Practical.
- Photocopies of answer scripts are given by the University on demand by the students.
- The Institution is following a practice of cross verification at random by double valuation.

2.9 No. of faculty members involved in curriculum Restructuring/revision/

Syllabus development as member of Board of Study/Faculty/Curriculum Development workshop:

<i>Curriculum Restriction / Revision /Syllabus Development</i>	<i>Faculty Development Workshops</i>	<i>Curriculum Development Workshops</i>
04	00	00

2.10 Average percentage of attendance of students

98%

2.11 Course/Programme wise distribution of pass percentage:

<i>Title of the Programme</i>	<i>Total no. of students appeared</i>	<i>Division</i>				
		<i>Distinction %</i>	<i>I %</i>	<i>II %</i>	<i>III %</i>	<i>Pass %</i>
B.Ed	100	33	61	00	00	94

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

- Teachers are insisted to use ICT tools.
- Guest Lectures are arranged.
- Teachers have to teach by getting regular feedback from students
- Frequent tests (announced, surprise/ weekly and fortnightly) are given.
- Lessons are taught through interactive mode of Teaching.
- Students are kept as active participants.
- Efforts are taken to provide more computers with Internet facility.
- Students take seminars using PPT.
- Guidance and Counselling sessions are arranged (Academic / Psychological)
- Value Education is given. (On Epics)
- Students progress was periodically assessed.
- Mentor system is introduced ratio (1:10) with Dossier (Personal / Parental Care System)

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	05
UGC – Faculty Improvement Programme	15
HRD programmes	15
Orientation programmes	10
Faculty exchange programme	05
Staff training conducted by the university	00
Staff training conducted by other institutions	10
Summer / Winter schools, Workshops, etc.	15
Others (Needs based meets, Instructions, etc)	35

2.14 Details of Administrative and Technical staff

<i>Category</i>	<i>Number of Permanent Employees</i>	<i>Number of Vacant Positions</i>	<i>Number of permanent positions filled during the Year</i>	<i>Number of positions filled temporarily</i>
Administrative Staff	07	00	00	00
Technical Staff	01	00	00	00

Criterion – III

3. Research, Consultancy and Extension

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

Institution:

1. The Management sponsors financial assistance to the concerned faculty members for presenting and publishing research papers.
2. Half of the registration fee is paid by the management to attend National/ International seminar and Rs 500/- will be awarded as incentive for presentation of paper.
3. The Doctorate holders are honoured with Kuthuvillaku, a cash award of Rs.5000/- and an increment of Rs.1000/-.
4. The faculty members who participated and presented papers in seminar / conference and workshop are provided with leave “On Duty”.
5. The management provides TA to the teachers during school visits.
6. Faculty members give guidance to the students to present research project papers in the conferences/symposia.
7. Articles prepared by faculties and students are compiled in the Annual College Magazine.
8. One of our faculty members, is a recognized research supervisor for guiding Ph.D. (Education)
9. The IQAC has introduced Guidance Counselling, a certificate course.
10. The IQAC has taken initiative to introduce the M.A Education Programme & Basic English Certificate course in the academic year 2016-2017.
11. There is provision for computer and Internet facilities inside the college campus.
12. The college offers sufficient library, laboratories and a computer laboratory.
13. The college provides ICT facilities in the auditorium for the students.
14. The IQAC of the college conducts faculty enrichment programmes to enhance the quality in teaching, developing the personal skills as well as updating with the recent trends in the field of Education.
15. College invites reputed dignitaries from various fields and provides a platform to accomplish updated knowledge in their subjects.

3.2 Details regarding major projects:

	<i>Completed</i>	<i>Ongoing</i>	<i>Sanctioned</i>	<i>Submitted</i>
Number	00	00	00	00
Outlay in Rs. Lakhs	00	00	00	00

3.3 Details regarding minor projects:

	<i>Completed</i>	<i>Ongoing</i>	<i>Sanctioned</i>	<i>Submitted</i>
Number	00	00	00	00
Outlay in Rs. Lakhs	00	00	00	00

3.4 Details on research publications:

	<i>International</i>	<i>National</i>	<i>Others</i>
Peer Review Journals	00	01	01
Non-Peer Review Journals	00	00	00
e-Journals	00	00	00
Conference proceedings	01	10	00

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and Other organisations:

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	00	00	00	00
Minor Projects	00	00	00	00
Interdisciplinary Projects	00	00	00	00
Industry sponsored	00	00	00	00
Projects sponsored by the University/ College	00	00	00	00
Students research projects (other than compulsory by the University)	01	Management	10,000/-	10,000/-
Any other(Specify)	00	00	00	00
Total	00	00	00	00

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

Level	<i>International</i>	<i>National</i>	<i>State</i>	<i>University</i>	<i>College</i>
Number	00	00	02	00	01
Sponsoring agencies	00	00	00	00	Management

Organized by the
Institution

3.12 No. of faculty served as experts, chairpersons or resource persons 0

<i>Experts</i>	<i>Chairpersons</i>	<i>Resource persons</i>
01	07	02

3.13 No. of collaborations International 0 National 0 Any other 0

3.14 No. of linkages created during this academic year 41

Sl. No	Name of the Institution	Purpose
1.	Bishop Sargent School for the Mentally Retarded, Palayamkottai	Special School visit
2.	Florence Swainson Hr.Sec.School for the Deaf, Palayamkottai	Special School visit
3.	Annie Jane High School for the Blind, Palayamkottai	Special School visit
4.	District Science Centre, Tirunelveli	Enrichment & awareness programme/Competitions
5.	Sivanantha Gurukulam, Pathamadaai	Yoga Classes / Workshop
6.	St. John Ambulance, Chennai	First Aid Camp
7.	Veda Bharathi, Chennai	Staff & Student Enrichment Programmes

3.15 Total Budget for research for current year in lakhs :

Total From funding agency 0 From Management of 0.1 0
/College

3.16 No. of patents received this year:

Type of Patent		Number
National	Applied	00
	Granted	00
International	Applied	00
	Granted	00
Commercialised	Applied	00
	Granted	00

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year:

<i>Total</i>	<i>International</i>	<i>National</i>	<i>State</i>	<i>University</i>	<i>Dis</i>	<i>College</i>
00	00	00	00	02	00	00

3.18 No. of faculty from the Institution who are Ph. D. Guide and Education students registered under them:

Dr.D.Packialakshmi

0

0

Sl.No	Name of the Scholar	Designation	Institution
1.	Mrs.Anitha Mary.S,	Assistant Professor	James College of Education, Nagercoil.
2.	Mrs.Anitha Narayani,	Assistant Professor	James College of Education, Nagercoil.
3.	Mrs.A.Danuja,	Principal-in-charge	St. Angels College of Education, Nagercoil.
4.	Mrs.Brisilla,	Assistant Professor	Pope's College of Education, Sawyerpuram
5.	Mr.C.Murugesan,	Assistant Professor	Ruckmani College of Education, Kadayanallur
6.	Mrs.Beulah, ,	Assistant Professor	Pope's College of Education, Sawyerpuram

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

0

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF

SRF

Project Fellows

Any other

3.21 No. of students Participated in NSS events:

University level

0

State level

0

National level

0

International level

0

3.22 No. of students participated in NCC events:

University level

0

State level

0

National level

0

International level

0

3.23 No. of Awards won in NSS:

University level

0

State level

0

National level

0

International level

0

3.24 No. of Awards won in NCC:

University level

0

State level

0

National level

0

International level

0

3.25 No. of Extension activities organized

University forum

0

College forum

6

NCC

0

NSS

0

Any other

0

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

Sl. No	Programme	Organized by	Venue	No. of Beneficiaries
1.	Visit	Management	Nellaiyappar Temple, Tirunelveli	100
2.	Visit	Management	District Science Centre, Tirunelveli	100
3.	Quiz Competition	Makkal Karutholi Iyyakkam	Department of Culture, Govt. of India, Century Hall, Tirunelveli	103
4.	Voters awareness Campaign	District Collector	St. Ignatius College of Education, Palayamkottai, Tirunelveli	105
6.	Visit too Special Schools Students provided Financial Assistance	Management	Bishop sergeant School for Mentally Retarded, Palayamkottai., Tirunelveli Annie Jain High School for the Blind, Palayamkottai, Tirunelveli Flowernce Swainson School for the Deaf and Dumb, Palayamkottai, Tirunelveli	103
7.	Exhibition	Department of Physical Science	Physical Science Laboratory, Sri Sarada College of Education, Tirunelveli	200 (School & College Students)
8.	Yogasana for Womens Health	Conducted by “Sivanantha Gurukulam” -Pathamadaai	Auditorium, Sri Sarada College of Education, Tirunelveli	93
9.	Basics of Vedic Mathematics	Conducted by Speed Mathematics, Chennai	Auditorium, Sri Sarada College of Education, Tirunelveli	100

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

<i>Facilities</i>	<i>Existing</i>	<i>Newly created</i>	<i>Source of Fund</i>	<i>Total</i>
Campus area	5 acres	00	00	5 acres
Class rooms	10	00	00	10
Laboratories	05	00	00	05
Seminar Halls	03	00	00	03
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	01	02	Tuition Fee	03
Value of the equipment purchased during the year (Rs. in Lakhs)	0.35	1.0	Tuition Fee	1.35
Others (OHP, LCD, Computer, Camera, Etc..)	19	02	Tuition Fee	21

4.2 Computerization of administration and library

Computerization of our Library involves regular services such as Book Accessioning and Book Cataloguing, Book Circulation facilities are available.

4.3 Library services:

	<i>Existing</i>		<i>Newly added</i>		<i>Total</i>	
	<i>No.</i>	<i>Value</i>	<i>No.</i>	<i>Value</i>	<i>No.</i>	<i>Value</i>
Text Books	5198	----	220	-----	5418	-----
Reference Books	758	-	48	-	806	-
e-Books	-	-	-	-	-	-
Journals	21	8600	03	3550	24	9350
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	23	-	07	-	30	-
Others (specify)	-	-	-	-	-	-

Sl.No	Name of the Journal	Frequency
1.	Journal of Educational Research & Extension	Quarterly
2.	Down to Earth	Fortnightly
3.	New Frontiers in Education	Quarterly
4.	Indian Journal of Psychometric Education	Bi-Annual
5.	Behavioural Scientist	Bi-Annual
6.	Indian Educational Review	Bi-Annual
7.	Journal of Indian Education	Bi-Annual

8.	Primary Teachers	Quarterly
9.	School Science	Quarterly
10.	Gurujothi Research & Reflections	Bi-Annual
11.	Edu Tracks	Monthly
12.	Research and Reflections on Education	Quarterly
13.	Frontiers in Education and Research	Bi-Annual
14.	New Horizons in Education	Bi-Annual
15.	English Today	Monthly
16.	Ariga Ariviyal	Monthly
17.	Resonance - Journal of Science Education	Monthly
18.	fy;tpapay; Muha;r;rp kyh;	Quarterly
19.	Journal of Modern Science	Bi-Annual
20.	Journal of Humanities / Social Science	Bi-Annual
21.	INIGO - Edu - Research	Bi-Annual
22.	DON BOSCO - Journal of Educational insights	Quarterly
23.	Research Journal of Indian Education	Bi-Annual
24.	Research Journal of Education	Quarterly
25.	Edu - Reach	-----

4.4 Technology up gradation (overall)

	<i>Total Computers</i>	<i>Computer Labs</i>	<i>Internet</i>	<i>Browsing Centres</i>	<i>Computer Centres</i>	<i>Office</i>	<i>Depart -ments</i>	<i>Others (Library)</i>
Existing	18	01	14	00	00	03	00	01
Added	00	00	00	00	00	00	00	00
Total	18	01	14	00	00	03	00	01

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

- Uploading the Database for students regarding Government scholarship.
- Students are encouraged to make use of Internet facility and to learn through open study resources. Eg: Saksat Portal.
- Arranged classes for providing basic computers skills.

4.6 Amount spent on maintenance in lakhs :

i) ICT

1.5

ii) Campus Infrastructure and facilities

8.0

1.0

iii) Equipments

iv) Others

138.

Total:

149

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The IQAC with the guidance of the Principal being the chairperson guides and monitors all activities for the smooth running and holistic development of the College.

- The Management and faculties make the student teachers to realize and understand the fulfilment of the vision of our college and all activities are directed by the right mission.
- The faculty member in-charge of a class is given responsibility to serve as counsellor to guide her wards towards right path and to take right decisions at right time in right manner.
- The democracy instilled among the student teachers by permitting them to select unanimously their Student Chairman, Secretary and Class Representatives.
- The Student who secure less mark or absent in the Continuous Internal Assessment (CIA) is given improvement tests prior to submitting the final consolidated marks to the University under the SCSL system. (Special Care for Slow Learners)
- Periodical/Need based staff counsellors' meetings are conducted by the Principal and IQAC Co-ordinator.
- Financial Assistance is extended to economically challenged students, parentless children and others.

Sl. No	Name	Concession Amount (Rs)
1.	Pothumpon.S	24,000/-
2.	Sasikala.V	18,000/-
3.	Gomathi .K	9,000/-
4.	Thamaraikani.C	18,000/-
5.	Ambiha.M	1,000/-

- Revisions are implemented based on students' feedback.

- Suggestion box for dropping suggestions, grievances and complaints (with or without name) is kept in office premises. It will be opened in the presence of the Principal by the Grievance Cell coordinator as soon as the drop-in observed their glass window cut. The contents in the representations are recorded and resolved suitably. A log register is also maintained.
- All possible sources for students' scholarships are obtained and delivered in time immediately after having received from the authorities.
- Life Training programmes (social, spiritual, cultural, moral and emotional) are provided through various academic forums and guest lectures.
- Seminars, Workshops, Conferences (apart from academics) are arranged for creating awareness on multifaceted social issues.
- The information in the College calendar is explained to students at the beginning of the academic year for their comprehension and cooperation throughout the year.
- An extensive Orientation Programme is conducted comprising college codes, syllabus, and campus activities of various forums, extension services and the life history of the forerunners.
- The freshers are oriented to professional education on their attitude, aptitude, communication skill, soft skill, self and social awareness etc., by appropriate resource persons.
- The Career Guidance cell (courses and careers) and the Placement Cell conduct training programmes (on interview techniques) for students and arrange Campus Interviews.
- The class teachers are the mentors who take the responsibility of their wards' academic progress and discipline.
- Add on courses help the students to be empowered and employed.
- Periodical meetings and discussions are held with faculty and student representatives.
- Remedial actions are taken based on the suggestions and grievances reported by the slow learners, Student went on ML/ OD, etc.
- The teachers' effectiveness in teaching is evaluated by the Secretary randomly by interacting with the student representatives, parents and alumni.
- Parents' suggestions / representations are genuinely considered, if any.
- The resident Amba and the Principal have regular and surprise visits to the classes to inspect the studious efforts.
- Disciplinary team consisting of all faculties looks after any issues, if any.
- The Examination Cell undertakes the responsibility of conducting two internals and two model examination for each academic year.
- The COE before each internal test orient the students about rules and regulations to be followed during examinations.

- The invigilators - Hall superintendents (appointed with roster system) are reminded of their duties.
- The Students' Wing interacts with the Students' Council members and disseminates information to the students on various support services.
- Parents Teachers Students Colloquium plays a major role in tracking the students' performance both academically and extra-academically in co-curricular and extra-curricular programmes on consultation with the parents and teachers concerned.
- The wide system of governance in the hostel comprising devoted and dedicated Warden along with Assistant Warden and student representatives has resulted in transferring the hostel into a family, a home away from home
- To improve communication skill in English, an orientation course for five days is conducted for the freshers.
- A series of guest lectures are given on national epics with the intention of infusing the youth to be aware of our rich ancient culture.
- Involving the children in all our exertions for experimenting the qualities of leadership viz. Loyalty, erudition, all round ability, self discipline, enthusiasm, cooperation, sustenance, responsibility, organizing ability and innovation, is in practice.
- Training for preparation of household products like soap oil, phenol, incense sticks, liquid blue, ink and Rose milk are given to students.
- Coaching classes for UG degree holders are conducted for enabling the student teachers to prepare for various competitive examinations namely TET, TRB, CTET, etc including PSC and CSE. Similar guidance is given to PG degree holders towards NET/SET
- Inter disciplinary teaching; team teaching and experiential teaching are followed as innovations in teaching methodology.
- Students have contributed many articles, pictures, verses, short stories, puzzles etc for compiling the college magazine. It is made available in the library of the college.
- Motivating the students to utilize the learning resources available in the library.
- Students from each discipline are stimulated to prepare PPTs on the basis of their subjects/optionals and present them to the students of other disciplines.
- Certificate course on Computer Skill is made obligatory for all the students..
- Language Laboratory is utilized to train the students of all disciplines to improve their spoken English.
- Inculcation of National epics and patriotism is effected by celebrating National functions
- Role in enhancing students' involvement in College activities and thus facilitates inclusive education.
- Students with talents in cultural events and winners are honoured with prizes and certificates.

- Spiritual Retreat sessions are conducted. Students realised the importance of values.
- Study materials, handouts are given to the students by respective teachers.
- One day workshop on “Preparation of innovative Teaching aids “was organised.
- Students are motivated to utilize the learning resources available in the library. Extended library services are given to students to complete assignment seminar.
- Question banks are available in the library for students and teachers.
- Guidance and assistance are given to students for presenting papers and for publishing articles in magazine/journals of repute including an inter disciplinary journal published by the sister institution.
- Our students participate and presente papers in various seminars and workshops. Some of our students have won prizes.
- Eye camp was conducted. Staff and students participated and benefited through the camp.

5.2 Efforts made by the institution for tracking the progress:

- Development and application of quality bench marks/parameters for various academic and administrative activities of the institution.
- Quality Care Council meeting is held as a part of Academic Progress Review activity.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
93	00	00	00

(b) No. of students outside the state

0

(c) No. of international students

00

Men

No	%
-	-

Women

No	%
93	93

<i>Last Year</i>						<i>This Year</i>					
<i>General</i>	<i>SC</i>	<i>ST</i>	<i>OB C</i>	<i>Physically Challenged</i>	<i>Total</i>	<i>General</i>	<i>SC</i>	<i>ST</i>	<i>OB C</i>	<i>Physically Challenged</i>	<i>Total</i>
03	14	-	83	--	100	04	11	-	78	-	93

Demand ratio = 1 : 2

Dropout % = 7%

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

- IQAC offers training to the students to face interviews and succeed in competitive examinations.
- Motivating the students to attend the TET, TRB, CTET and other competitive examinations.
- Coaching on Soft Skills and Communication Skills development.
- Conducting Quiz Programme and Group Discussion to the students.
- Motivating to participate in intercollegiate seminars and paper presentations.
- Instructing and developing the students through Mock Interview and Group Discussion to improve their soft skills.
- Insisting to avail the books on competitive examinations in the library.

No. of students beneficiaries

100

5.5 No. of students qualified in these examinations

NET	02	SET/SLET	0	GATE	0	CAT	0
IAS/IPS etc	0	State PSC	0	UPSC	0	Others	06

5.6 Details of student counselling and career guidance:

Students Counseling:

- Counseling forum ease the grievances regarding their personal, inter-personal, financial and educational issues, there by developing in them ideal perspective of life.
- Students are counseled regarding self discipline, importance of studies, respect to the parents and teachers, public behaviour, individual and social responsibility, prayer, time management and resource management etc.,
- The class teachers are appointed as counselors to guide their wards in right path and to take right decision. The girl who is easily approachable and sympathetic besides good at learning is selected as the class leader for each class.
- General counseling is given by experts.
- Counselling on various social issues such as Awareness on voting, Awareness on HIV, Consumer Awareness, Practices on Health and Hygiene are rendered
- A series of lectures on the national epics are arranged to expose the rich ancient Indian culture.
- Spiritual counseling is offered by the members of the monastery.
- Continuous Moral Education moulds the youngsters towards the College's vision of generating ideal women.

- Regular counseling with individual attention and career guidance has improved the calibre of students.

Career Guidance

- The Career Guidance and Placement Cell provide comprehensive services in the area of training, options regarding Higher Studies, Internships and full time placement
- Trainings are given to the students in life-oriented skills and empower them for life of self reliance and poise.
- Alumni are given preferences for employment in this institution.

20

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
06	60	20	28

5.8 Details of gender sensitization programmes

Sl.No	Name of the Programme	Organized by	Venue	No.of Beneficiaries
1.	AIDS Awareness Documentary Film	Joint Directorate of Collegiate Tirunelveli	Auditorium	100
2.	Health and Hygiene Awareness Programme	Red Ribbion Club	Auditorium	100
3.	AIDS Awareness Programme	Red Ribbion Club	Auditorium	100
4.	Special Lectures on Importance of being a women	Secretary, Sri Sarada College of Education for Women, Tirunelveli	Assembly Hall	107
5.	An ideal family - Special Lecture	Secretary, Sri Sarada College of Education for Women, Tirunelveli	Assembly Hall	107
6.	Child & Women Health Care	Management	Auditorium	107
7.	Womens Rights	Management	Auditorium	107
8.	International Womens Day	Management	Auditorium	107

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	<i>Number of students</i>	<i>Amount in Rs.</i>
Financial support from institution	05	70,000
Financial support from government	08	3,72,000
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students:

People of nearby villages are made awareness about Basic personal and environmental hygiene, Basic Education, Adult education, Energy conservation, Social /Communal Harmony, Peace and Non-violence, Water Conservation, Organic Farming, Patriotism, Cultural Integration, Traditional Values, Ethics, etc. Our staff and students visited three special schools and offer donation for special children.

5.13 Major grievances of students (if any) redressed:

Modern Class room with LCD and Public Addressing system.

Criterion – VI

6. Governance, Leadership and Management:

6.1 State 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 produce value based and socially responsible teachers with initiative and integrative nature.
- 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 encourage and enlighten the students for excellence in higher education and research.
- 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.

6.2 Does the Institution has a Management Information System

Yes.

- In Administration
 - Class Test Time Table
 - Staff Time Table/Workload
 - Classes' deputation / CIA – Hall Superintendent allocation
 - Generation of Transfer Certificate
- Admission
 - Admission forms issue/Registration
 - Preparing Merit List
 - Preparing Selection List/waiting list as per norms
- Students Data
 - Students personal/academic details
 - Attendance Entry
 - Monthly attendance / Lack of attendance
 - Students fees details
 - Scholarship related database
- Continuous Internal Assessment Examination /Evaluation/Progress Report.
- Feed back of Student , Parents, Alumni
- College Notice Board
- Floor wise Notice Board
- Student Chairman, Secretary and Department leaders are nominated unanimously
- Grievance box for presenting suggestions / complaints if any, is kept in the campus.
- Internal Quality Assurance cell, Planning and Evaluation Committee, Admission Committee, Examination Committee, Library Advisory Committee , Students Welfare and Extra Curricular Activities Committee, Career Guidance and Placement cell, Red Ribbon Club, Consumer club, PESSY, (Physical Education Sports Science and Yoga), Scholarship Committee, Students Grievance cell, Disciplinary Committee, College Website Committee, Literary Association, Magazine Committee and Anti-Ragging Committee , Science Club, Hobby Cell, LISA (Library of Information Science Association)are formed.

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

6.3.1 Curriculum Development:

- The institution is affiliated to Tamil Nadu Teachers Education University following the academic syllabus prescribed by the University .
- Our college develops curricula for Value Based Education, Yoga and Entrepreneurial certificate courses.

- Addition, modification, deletion and shifting of contents in the syllabi are proposed 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.

6.3.2 Teaching and Learning:

Sl. No	Name of the Programme	Place	Beneficiaries
1.	Group Discussion	Seminar Hall	93
2.	Demonstration Class	Department Class Rooms	93
3.	Demonstration on Micro Teaching	Department Class Rooms	93
4.	Maths Mela	Govt. Hr.Sec.School, Kallanai, Tirunelveli	22
5.	Peer Teaching	Department Class Rooms	93
6.	Team Teaching	Seminar Hall	93
7.	ICT	ICT Resource Centre	93
8.	Seminar / Workshop / Conference	Institutional / other colleges	93
9.	Special Coaching for Slow learners	Department Class Rooms	93
10.	Special Care towards advanced learners	Department Class Rooms	93
11.	Interaction Session	Seminar Hall	93
12.	Workshop on “Basic Food and Nutrition “	Auditorium	93
13.	Workshop on “ Innovative Teaching Aids “	Auditorium	93
14.	Basic Literacy on essential Mathematics	Auditorium	93
15.	Periodical Assignments	Department wise	93
16.	Orientation Course	Auditorium	93
17.	Orientation Programme on Soft skill, leadership quality, communication skills	Auditorium	93
18.	Report Writing on Different roles of a teacher	Auditorium	93
19.	Brain storming session	Department Class Rooms	93
20.	Programmed Learning	Department Class Rooms	93
21.	Analysis of Study habits	Internship schools	93

The following Entrepreneurial Courses are provided:

- Fur doll Making
 - Crochet Wire Knitting
 - Bouquet Making
 - Woollen Work
 - Beeds and Stone work
 - Saree / Choli designing
 - Yogasanam
 - Oil painting
 - MS -office
- Each course in its own way provides a holistic development of the individual student in an integrated manner.
 - Every Year “Edu- Fest” our Fine Arts Forum, conducts various competitions to cull out the hidden talents of the students.

6.3.3 Examination and Evaluation:

- Every year two “Continuous Internal Assessment Tests”(CIA) , Hand Written Assignment practices, Model Examinations are conducted to evaluate the student progress.
- Tracking students’ academic progression using Progress Card is sent through post for seeking the parents attention.
- As a remedy on the feedback of parents, tuitions and extra classes are arranged for slow learners and students who went on Medical grounds.
- Parents Students Teachers Colloquium is arranged 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
- COE - CIA Examination Committee plan the schedule for Terminal Examinations and Model Examination.
- Question papers from other Universities (M.K. University, IGNOU) are made available in the library.

6.3.4 Research and Development:

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

- For Minor research projects, Teachers are motivated to undertake Research / Case Studies and to contribute papers in the National/ International conferences.
- The Cell urges the faculties to apply for the Major/Minor Research Projects in collaboration with other institutions/ our sister institutions.
- The students of all disciplines are initiated to undertake Individual/Group Projects though not included in the University curriculum
- Students are trained for paper presentation through power point mode.
- Students are encouraged 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 motivates the staff members to apply for various funding agencies for organising seminars/conferences/workshops.
- Periodicals Research oriented Journals and Magazines are subscribed in the Library.

6.3.5 Library, ICT and physical infrastructure / instrumentation:

- Library is using Open-Source Integrated Library system(ILS)
- Barcode System has been initiated in the Library for easy access
- Following Library improvement Suggestion Register & Book purchase Suggestion Register to get Students’ opinion for betterment.
- Reference Service, Referral Service, Newspaper Clipping Service, Current Awareness Service, Reprographic Service are the services provided to the user community.
- Students prepared a report on Educational programmes conducted by television channels.
- Various social networks in teaching and learning are used.
- Students prepared a communication module for a topic of their discipline.
- Students prepared a multimedia package.

6.3.6 Human Resource Management:

- The democratic approach of the management has resulted in the elated efficacy in managing the human resources. Thus the faculty members, supporting staff, the students and the workers are inseparable elements of the institution.
- The collaboration between the teaching and the supporting staff is a vital energy behind every success
- In order to improve the performance of the members of teaching faculty, Faculty Development Programmes (FDP) such as orientation programmes, workshops and training programmes are organized.
- IQAC conducts formal Induction Programme for newcomers towards the understanding of the college and for creating bondages 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.
- Awareness programmes are conducted regarding Physical health, Mental Health, Human Rights, Consumer Rights, Voting, Eye Donation, Blood Donation etc .
- RRC arranged Guest Lecture for creating awareness about HIV.

6.3.7 Faculty and Staff recruitment:

- Maintain the student and staff ratio as directed by the NCTE.
- The college has a competent staff selection committee consist of the Administrator, Secretary, Principal, Senior faculty and its decisions are the base for appointment
- Advertisements inviting applications from qualified candidates are published in newspapers
- At the time of selection, the management gives priority to merit and teaching calibre
- Fair chances are provided to qualified alumni of this college as well as our sister institutions.

6.3.8 Industry Interaction / Collaboration:

Memorandum of Understanding are signed with the following

- The Institutions under the Management of Sri Ramakrishna Tapovanam.
- High Schools & Higher Secondary Schools in and around Tirunelveli & Tuticorin Districts.
- GUIMAX Academy.
- 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.

6.3.9 Admission of Students:

- College strictly follows the norms of admission as suggested by the Tamil Nadu Teachers Education University
- The college was established to serve people of the 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 Government Norms

- Besides quality education, Sarada Hostel is a home with life training, peace, divinity and disciplined atmosphere. The parents are greatly impressed and admit their children in our college.

6.4 Welfare schemes for

Teaching & Non Teaching	<ul style="list-style-type: none"> • 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 • The Management encourages the staff members to upgrade their Educational qualification.
Non teaching	<ul style="list-style-type: none"> • 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.
Students	<ul style="list-style-type: none"> • Government Scholarships • Financial 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 • A “Old Student Library” has been initiated in our college and the books are issued to needy

	<p>students</p> <ul style="list-style-type: none"> • 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
--	--

6.5 Total Corpus fund generated

-

6.6 Whether annual financial audit has been done

Yes

☒

No

☐

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

<i>Audit type</i>	<i>External</i>		<i>internal</i>	
	<i>Yes/no</i>	<i>Agency</i>	<i>Yes/no</i>	<i>Authority</i>
Academic	Yes	Education Experts	Yes	Principal
Administrative	Yes	Sri Rama Krishna Tapovanam, Trichi	Yes	Secretary

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

For UG Programmes

Yes

☒

No

☐

For PG Programmes

Yes

☐

No

☐

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

Not Applicable.

6.10 What efforts are made by the University to promote autonomy in the affiliated /constituent colleges?

Not Applicable

6.11 Activities and support from the Alumni Association

- Learning materials and teaching aids are donated by alumni for college.
- Information about job opportunities in various institutions are sent to our college .
- Members of alumni gave Guest Lectures/ motivation and counselling .
- The college has an active Alumni Association wherein members hail from multifaceted multifarious fields
- Knowledge sharing by alumni through Association meetings
- ‘ Old Student Library’ has been initiated and the books are issued to needy students

- Alumni served as judges for cultural competitions.

6.12. Activities and Support from Parents Association

- Feedback is obtained from the parents in a structured format and rectifications are implemented
- 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.
- Parents meet now and then to communicate the areas their children are excelling in and their academic progress
- Parents express their opinions and suggestions for further development of the institution during meetings.
- Organise a one-to-one dialogue with parents whose children need further support and counselling 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).

6.13 Development programmes for support staff

- An Orientation Programme in Office Administration was conducted
- Motivating them to take higher studies
- Free computer literacy programme is given for the support staff of the college.

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

- Solar Power is perceived as one of the solutions for the energy crunch and solar lamps to save electrical consumption has been installed in the campus.
- Management of solid waste generated in hostel mess, college canteen etc., through Vermi-composting.
- Motivated to minimize the percentage of plastic usage.
- Eco Club organised various environmental awareness programmes.
- Planting of trees in the campus is an activity oriented towards afforestation.
- Drainage of water into fields for cultivating cattle feeds.
- Recharging of ground water, is in practice by Rain Water Harvesting in the campus Campus garden is used for the purpose of worship by establishing sacred grooves near the temple.
- Means and methods for a clean and safe environment in the campus are suggested.
- Our students prepared a case study report on "Effects of Pollution" and suggested remedial measures.

Criterion - VII

7. Innovations and Best Practices

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

Innovative practices are one of the privileges enjoyed by any self financing college. In fact all that is done would be ranked as innovative initiatives. The management, faculty and students feel that it is their responsibility to initiate activities for the holistic development of

the college. The following initiatives were taken to enhance knowledge skills and employability.

- A. Staff initiated innovative programmes
- B. Student initiated innovative programmes
- C. Management initiated innovative programmes

(A) Staff initiated innovative programmes:

The feeling of oneness and sense of belongingness to the *almamator* is enshrined with all faculty and each and everyone have a hand in hand in all initiatives done towards the development of the college.

- ✓ Some of our senior staff initiates to inculcate moral values by enumerating the life history of characters from real life and from great epics as role model personalities.
- ✓ Staff representatives of various forums arrange lectures through lecturers from other colleges.
- ✓ Initiated to develop linkages through intercollegiate events / competitions.
- ✓ Team teaching, Inter disciplinary teaching, experiential learning are the various innovative approaches followed in the methodology of teaching.
- ✓ Peer Team Teaching of the students under the guidance of the faculty is encouraged.
- ✓ Implementation of the newly gained knowledge through Faculty Development Programmes and usage of OHP, PPT, LCD and Audio-visual Aids avoids monotony in teaching. They try to transfer their newly gained knowledge, happiness and warmth to the students which in turn help them to gain both academic and extra-academic proficiency.
- ✓ Our faculty members serve as a strong bridge between the society and the institution.
- ✓ The College celebrations, functions and meetings are conducted by the students under the guidance of the staff. This improve largely and replicate the same in real life situations.
- ✓ Healthy practices like dining together, food management, watering the plants, walking bare foot inside the campus are followed.
- ✓ Our students are encouraged to write and display education related quotes in our institution.
- ✓ Our students are motivated to be aware of our environment and to carryout the Eco-friendly practices in day-to-day life.

B. Student initiated innovative programmes:

- ✓ All the students are asked to do a power point presentation on their own to improve the quality of method of teaching and learning.
- ✓ College conducted a one day exhibition in all the fields of Education. It had been a memorable and worthy day for the students and also to those external institution college.

- ✓ In order to motivate and orient the freshers, college has been conducting the “Communicative English Course” for five days.
- ✓ The Teacher Educators are insisted to give appropriate counselling to the students.
- ✓ The Students are instructed to make use of the facilities in the library In this regard we have got a situation of growing number of students visiting the library every day.
- ✓ Students prepared an album on “Communicable diseases” in their locality.
- ✓ Students prepared a Teaching Competency Assessment Scale.
- ✓ Students conducted a survey on “Continuous and comprehensive assessment practices followed in schools”.
- ✓ Students prepared a detailed report about the uses of medicinal plants in our campus.
- ✓ Students prepared a picture album about the best practices in various schools.
- ✓ Students prepared a scrap book on “Issues related to Environment”.
- ✓ Students prepared a time line chart on the Environmental policies and programmes of our country.

C. Management initiated innovative programmes:

- ✓ The management looks after the basic needs of the students and staff. As a result, the students and staff are gifted with the contented mind. This leads to the successful implementation of innovative ideas.
- ✓ Any unexpected expenditure of the staff is also taken care by management through easily repayable loans.
- ✓ Staff enjoy the benefits of Maternity leave and Medical leave.
- ✓ The management encourages the intellectual development of the students and staff by permitting them to attend various conferences / seminars/workshops/orientation programmes conducted in various colleges On Duty.
- ✓ Faculty Development programme (FDP): This is a refresher course which helps the teachers to deal with students with various learning disabilities and also helps the staff to develop professionally as an efficient role model teacher.
- ✓ Management arranges transport facilities for staff and students to attend programmes outside the campus.
- ✓ Half of the registration fee will be paid by the management to attend National / International seminars and Rs. 500/- will be awarded as incentive for presentation of papers in the journals of repute.

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

S.No	Planned / Proposed	Executed / Performed
1.	To apply for M.A Education and Basic English course.	Applied for M.A Education and Basic English course.
2.	To introduce Guidance and Counselling, a certificate course.	Target achieved
3.	To conduct faculty enrichment programmes/	Two faculty enrichment programmes conducted.
4.	To start Continuous Moral Education (CME) classes for students.	Target achieved
5.	To engage staff and students in more extension activities within the campus	Target achieved
6.	To start Eco club	Target achieved
7.	To arrange a Field trip to Botanical garden / Food industries.	Processing is going on
8.	To conduct C.T Camp	Target achieved
9.	To arrange regular morning and night study for hostel students	Target achieved
10.	To buy one new bus for Transport facilities.	Target achieved
11.	To add more reference books and CDs in the Library	Processing is going on

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

Title of the practice:

1. Forever Organic

2. Bare Foot walk

1. Forever Organic

Goal:

Day-by day the fertility of soil and the usage of organic manure is decreasing. To enhance the fertility in the natural way and to produce organic product is the need of the hour.

"All the fertile areas of this planet have at least once passed through the bodies of earthworms."
-Charles Darwin. The aims of **Forever Organic** are:

- to bring awareness among the student community regarding the importance of natural fertilizer
- to regain the lost fertility of the soil
- to produce organic manure
- to make optimum utilization of available resources inside the college campus

The Context:

Organic farming is an alternative agricultural system which originated early in the 20th Century in reaction to rapidly changing farming practices. Organic agriculture continues to be developed by various Organic Agriculture organizations today. It relies on fertilizers of organic origin such as compost, manure, green manure etc.

In the current scenario, organic agriculture can be said to be practiced by more than 100 countries in the world. The policy makers are also promoting organic farming for reasons like – sustaining rural economy, improving soil health, creating good environment etc. In India, organic farming has been in practice for decades.

Organic farming is of great importance and there are a number of benefits of organic farming. The food items that are grown by the methods of organic farming are tastier and healthier. The most important nutrients that humans get from fruits, vegetable and other food items are – calcium, protein, carbohydrates, vitamins etc. Organic farming preserves the nutrients of the food item, which makes us healthier. Hence, the food produced from organic farming results in healthy people, which lead to the healthy country.

The Practice:

The following are the steps taken to practice organic farming in our campus.

- Regular watering of plants
- Bio-degradable wastes are dumped in a pit
- Practice of earthworm culture

Evidence of success:

- Feedback of the students
- Our campus garden itself serves as the testimonial of success.
- Healthy food are produced from organic manure

Problems encountered & Resource Required:

- Managing the organic and inorganic waste
 - Allotting time from regular academic activities
-

2. Bare Foot walk

Goal:

Earthing means walking barefoot on soil, grass or sand (meaning: any natural surface). [Early studies](#) are showing that the health benefits come from the relationship between our bodies and the electrons in the earth. The planet has its own natural charge, and [we seem to do better](#) when we're in direct contact with it.

The aims of walking bare foot are as follows:

- To give respect to the learning place
- To bring awareness regarding the science behind our culture
- To reap the health benefits in walking bare foot
- To encourage the healthy practice of walking bare foot in daily activities

The Context:

Walking creates physical and emotional rhythms. Unlike running, which is by definition rushed and high impact, walking is gentle, nourishing and gives the person space. It gives an opportunity to work through the day's events. In addition, even a light stroll releases endorphins. Most importantly, the person [breathe deeply](#).

As one walk, breathing starts to synchronize with his motion. The person could experience a sense of expansion and freedom. Ultimately, walking becomes more than just exercise; it becomes a form of healing, removing one's stress and replacing it with wellbeing on every level.

The Practice:

The following are the steps taken to practice bare foot walking in our campus.

- Walking barefoot inside and outside the classroom
- Separate footwear stand outside every classroom for placing students footwear
- Arranging the footwear in proper order in the foot wear stand
- Periodic monitoring by the faculties
- Faculties themselves set as an example by walking barefoot inside the campus
- Separate footwear stand outside staff room for placing faculties footwear

Evidence of success:

- Feedback of the students
- The practice has become a habit
- Dust free and clean classroom environment

Problems Encountered & Resource Required:

- Initial inhibition for some students
- A foot wear stand.

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.
- Students organized an Essay competition for protecting and safe guarding our Eco- system.
- 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 despatch the same judiciously.
- Eco Friendly Paper cups and plates are used in canteen and during meetings.
- Use 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.

- Pen drives are mostly used instead of CDs to the possible extent.

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.
- Seminars conducted helped the students to improve their self- confidence and self-motivation.
- “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.
- Faculty development programme.
- IGNOU certificate course - Guidance and Counselling,
- Our College is functioning as IGNOU - Exam Centre.
- Daily practice of Yoga, meditation by student teachers.

WEAKNESS:

- Difficult to get research projects from Funding Agencies .
- Unable to get funds for conducting conferences

OPPORTUNITIES:

- To introduce M.Ed programme.
- To enhance qualitative and proficient research output.
- To serve as social / academic engineers.

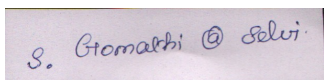
CHALLENGES:

- Struggle to avoid dropouts because of various issues.
- Nullifying the failures.
- More placements.

8. Plans of institution for next year

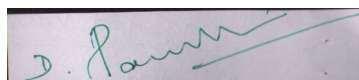
- To conduct NAAC sponsored National Conference
- To conduct Citizenship Training Camp for students.
- To conduct Question papers setting workshops.
- To arrange Meditation and Photography Videography classes..
- To conduct workshop / Seminar / Conference / Inter collegiate competitions at intercollegiate level - state level - national and international level to the possible extent depending on the financial support on sponsors.
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Name MS.S.GOMATHI ALIAS SELVI



Signature of the Coordinator, IQAC

Name. DR.D.PACKIALAKSHMI



Signature of the Chairperson, IQAC