

SRI SARADA COLLEGE OF EDUCATION FOR WOMEN

TIRUNELVELI – 627 011



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

2016-17

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

2016-2017

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 SELVI

Mobile:

9487808713

IQAC e-mail address:

saradaeducation@gmail.com

1.3 NAAC Track ID (For ex. MHC0GN 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> 2016-17.doc

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)

- i. AQAR 2013-2014 submitted to NAAC on **10.09.2014** (DD/MM/YYYY)
- ii. AQAR 2014-2015 submitted to NAAC on **30.09.2015** (DD/MM/YYYY)
- iii. AQAR 2015-2016 submitted to NAAC on **01.10.2016** (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

1.9 Institutional Status

University	State	<input checked="" type="checkbox"/>	Central	<input type="checkbox"/>	Deemed	<input type="checkbox"/>	Private	<input type="checkbox"/>
Affiliated College	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>				
Constituent College	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Autonomous college of UGC	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Regulatory Agency approved Institution (eg. AICTE, BCI, MCI, PCI, NCI)	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>				
			NCTE					
Type of Institution	Co-education	<input type="checkbox"/>	Men	<input type="checkbox"/>	Women	<input checked="" type="checkbox"/>		
	Urban	<input type="checkbox"/>	Rural	<input checked="" type="checkbox"/>	Tribal	<input type="checkbox"/>		
Financial Status	Grant-in-aid	<input type="checkbox"/>	GC 2(f)	<input type="checkbox"/>	UGC 12B	<input type="checkbox"/>		
	Grant-in-aid + Self Financing	<input type="checkbox"/>	Totally Self-financing	<input checked="" type="checkbox"/>				

1.10 Type of Faculty/Programme

Arts	<input type="checkbox"/>	Science	<input type="checkbox"/>	Commerce	<input type="checkbox"/>	Law	<input type="checkbox"/>	PEI (Phys Edu)	<input type="checkbox"/>
TEI (Edu)	<input checked="" type="checkbox"/>	Engineering	<input type="checkbox"/>	Health Science	<input type="checkbox"/>	Management	<input type="checkbox"/>		
Others (Specify)	<div style="border: 1px solid black; height: 30px; width: 100%;"></div>								

1.11 Name of the Affiliating University (for the Colleges)

**TAMIL NADU TEACHERS EDUCATION
UNIVERSITY, CHENNAI - 97**

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

Autonomy by State/Central Govt. / University	0		
University with Potential for Excellence	0	UGC-CPE	0
DST Star Scheme	0	UGC-CE	0
UGC-Special Assistance Programme	0	DST-FIST	0
UGC-Innovative PG programmes	0	Any other (<i>Specify</i>)	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	01				
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	11				
2.11	No. of meetings with various stakeholders:	No.	11	Faculty	6	
	Non-Teaching Staff	2	Alumni	1	Others	2

2.12 Has IQAC received any funding from UGC during the year? Yes ☒ No ☐

ICSSR

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos International National State Institution Level

(ii) Themes

Teaching Learning & Evaluation

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
11. Academic Interaction Register is introduced.
12. Faculty curriculum delivery register.
13. Organisation of daily prayer/assembly by students.
14. Introduction of crash courses.
15. A good number of seminars/workshops.
16. Personality development programme.
17. Session on "Time Management"
18. Bridge courses for B.Ed first year students.
19. Guest Lecture on "Women Empowerment"
20. Youth awakening day celebrations.
21. Gandhian thought examination
22. Cultural and Sports competitions.
23. Placement services.

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>
1. Introduction of Academic interaction register	Target achieved
2. Introduction of curriculum delivery register	Target achieved
3. Maintenance of prayer/assembly register	Target achieved
4. Seminars/Workshops	Target achieved
5. Field Trip	Target achieved
6. Periodical Tests	Target achieved
7. Educational Tour	Target achieved
8. Remedial classes for slow learners	Target achieved
9. Strengthening the feedback mechanism.	Target achieved

* 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
- Field Trip
- Educational Tour
- A dance hall with mirror.
- Computer lab with internet connectivity.
- Bridge courses
- Personality development programme
- Crash Courses
- Additional LCD projector
- Ball Badminton Court

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)	00	00	00	00
Guidance & Counselling (CGC)	03	00	00	00
Functional English				
Value Education				
Total	04	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 10. Typewriting 11. Clay Modelling 12. Liquid Embroidery 13. Origami	00	00	00

Crash courses				1.Seri Culture 2.Event Management 3.Organisation of Parliament and State Assembly 4.Quantitative Aptitude 5.Women Entrepreneurship
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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.
- B.Ed course helps the student teachers to become resourceful persons.
- The course curriculum develops positive traits for the teaching profession.
- The course curriculum helps the student teachers for upward mobility.
- The co-curricular activities strengthened the life skills needed for the teaching profession.
- 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, telephone, 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 and traditional nutrition refreshment in the hostel.
- Homely atmosphere and personal parental care system (Dossier)
- The academic culture found in the college made the training most interesting.
- The infrastructure found in the college is suitable for curriculum transaction.
- Practice teaching component provides confidence in teaching to the prospective teachers.
- The college provides congenial atmosphere for personality development
- It is an excellent teacher training centre in the area.
- 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.
- For Canteen Stores Department.
- Parking area for Two wheelers
- Extended library services.

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>
12	08	02	00	02(Librarian) (Physical Directress)

2.2 No. of permanent faculty with Ph.D.

04	<ol style="list-style-type: none"> 1. Dr.D.Packialakshmi - Education. 2. Dr.P.Karpagam - Education. 3. Dr.V.M.Kavitha - Education. 4. Dr.Aruna Sankara Velayutham - Tamil.
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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	--

Selvi.T.Nambiya alias Murugananthi

2.4 No. of Guest and Visiting faculty and Temporary faculty

--	03	03
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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 gifted learners towards vertical and horizontal progression.
- In Peer teaching the 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.
- Students undergone teaching practice for 16 weeks. Each school is visited by staff members to assess the teaching competency of students.

- Bridge courses on “Classroom climate, Simple Mathematics, Library as a resource, Role and responsibility of a Teacher, Role ICT in Teaching , Qualities of a good teacher, Communicative Competency and Simple grammar., Simple Science Experiments” are conducted.
- Workshop on “Innovative Teaching Aids” is organised.
- A film show was presented to the students to insist the importance of water.
- Students are encouraged and guided to participate in an “Intercollegiate Science Exhibition” at St.Ignatius’ College of Education, Palayamkottai.
- Various teaching skills were explained and demonstrated.
- ABL, ALM & CCE – innovative methodologies were designed and taught for the benefit of students before having their intensive teaching practice.
- Yoga classes to establish strong mind for academic excellence.

2.6 (b) Learning:

- Four terminal examinations and two model examinations for first year, two terminal examinations and two model examinations for second year are conducted.
- A one week educational tour programme is organised to New Delhi, Madura and Agra. Students visited various historical places and the Lok Sabha in the Parliament house.
- Students participated in a seminar on “History and Importance of Ozone layer” at District Science Centre, Tirunelveli.
- Students visited “Vedic Vidhyashram School” , Thatchanallur, “St.Antony’s Public School”, V.M.Chatram and “Aditya Vidya Niketan School”, Palayamkottai and observed the academic activities, co-curricular and extra curricular activities followed in the school.
- Students participated in “Consumer Awareness Programme” at St.John’s College, Palayamkottai.
- Students submitted assignments in all subjects.
- Students presented papers in various seminars.
- Mini teaching practice sessions were conducted.
- Important questions on subjects are given to students.
- First year students observed the demonstration classes taken by second year students.
- 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.
- Students learned the mini teaching skills by participating in small groups.

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

200

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 16 weeks intensive teaching practice 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 250 marks in which their Records and Teaching aids are assessed by a panel of External Examiners appointed by the affiliating University.
- 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	01

2.10 Average percentage of attendance of students

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	93	59%	32%	-	-	91.3%

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

- IQAC organised a State level orientation seminar on “NAAC Report Writing”.
- IQAC conducted regular meeting with staff members to discuss about New curriculum, School visit, Field trip and Evaluation procedure.
- 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, Philosophers' Writings, Thirukkural, etc.)
- Students progress was periodically assessed.
- Mentor system is introduced ratio (1:10) with Dossier (Personal / Parental Care System)
- Students are encouraged and motivated by prizes and certificates for academic excellence.
- Teaching and non-teaching faculties perform their duties adhering to the work ethics.
- Annual academic audit for all departments.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	05
UGC – Faculty Improvement Programme	05
HRD programmes	05
Orientation programmes	05
Faculty exchange programme	02
Staff training conducted by the university	03
Staff training conducted by other institutions	05
Summer / Winter schools, Workshops, etc.	04
Others (Needs based meets, Instructions, etc)	25

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	06	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 an increment of Rs.1000/- and a cash award of Rs.5000/- and a Kuthuvilaku.
4. The faculty members who participated and presented papers in seminar / conference and workshop are provided with leave “On Duty”.
5. Increment for Additional Qualification and SET/NET for Faculty members.
6. The management provides TA to the teachers during school visits.
7. Faculty members give guidance to the students to present research project papers in the conferences/symposia.
8. Articles prepared by faculties and students are compiled in the Annual College Magazine.
9. One of our faculty members, is a recognized research supervisor for guiding Ph.D. (Education)
10. The IQAC has applied certificate courses such as Certificate course in Functional English and M.A.Education .
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.
16. This year our Computer Lab is equipped with 15 New Computers with Internet Connectivity and Printing Facility.

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	00	00
Non-Peer Review Journals	00	00	00
e-Journals	00	00	00
Conference proceedings	00	00	01

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) State Level seminar	01	ICSSR	15,000	15,000
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

Organized by the
Institution

Level	International	National	State	University	College
Number	00	01	10	00	02
Sponsoring agencies	00	00	01	00	Management

Date	Title	Resource Person	Convener
01.09.2016	Workshop on “How to prepare teaching Aids”	Dr.Aruna Sankara Velayutham, Assistant Professor, Sri Sarada College of Education for Women, Tirunelveli – 11.	Dr.D.Packialakshmi Principal
23.01.2017	State level seminar on “Role of Yoga on Holistic Health”	Dr. S.Sethu Head i/c Department of Physical Education & Sports Manonmaniam Sundaranar University, Tirunelveli.	Ms.T.Nambiya alias Murugananthi Physical Directress
25.01.2017	State level Orientation Seminar on “NAAC Report Writing”	Prof.(Major).P.Chandrasekaran Retd.Principal, Manonmaniam Sundaranar University Constituent College, Nagalapuram	IQAC
10.02.2017	“A Journey towards Educational Research”	Dr. K.Thiyagu Assistant Professor, Department of Education, University of Kerala.	Dr.V.M.Kavitha Asst.Prof. of English
23.02.2017	Student Development Programme on “E- Resources & Reference Management Tool”	Dr. A.Thirumagal, Librarian, Manonmaniam Sundaranar University, Tirunelveli.	Mrs.A.Rani, Librarian.
25.02.2017	State level Seminar on “Science Education for Democracy:Illusion or Aspiration”	Dr.N.Theresita Shanthi, Asst.Prof.of Physical Science, St.Ignatius’ College of Education, Palayamkottai.	Mrs.T.Arunachala Selvi, Asst.Prof.of Physical Science
28.02.2017	Workshop on “Communication Skills in English”	Ms.Pooja Pandian.C, Ms.Kethziah VETA Academy, Palayamkottai.	Mrs.C.Greeshma Krishnan, Asst.Prof.of English
15.03.2017	State level Seminar on “Learning Mathematics: Beyond the Classroom Resources”	Dr.N.Meena, Asst.Professor, P.G.&Research Department of Mathematics, M.D.T.Hindu College,Tirunelveli Mrs.S.Latha, Maths Co-ordinator, Pushpalatha Matric.Hr.Sec.School,Tirunelveli	Mrs.S.Gomathi alias Selvi, Asst.Prof.of Mathematics

16.03.2017	State level Awareness Programme on “Disaster Management”	Mr.S.Paul Durai, Tashildhar, Disaster Management Division, Tirunelveli. Prof.(Major).P.Chandrasekaran Retd.Principal, Manonmaniam Sundaranar University Constituent College, Nagalapuram	Mrs.R.Sarulatha, Asst.Prof.of Biological Science.
18.03.2017	“Need and Application of Psychological Experiments” : A workshop for Teachers	Dr.Jeya Praba, Principal, Universal College of Education, Valliyoor.	Mrs.M.Subbulakshmi. N.Murugan. Asst.Prof.of Psychology.
22.03.2017	State level Seminar on “Impact of Education in Sociological and Cultural Values in the Society”(ICSSR Sponsored)	Dr.A.Faritha Begam, Associate.Prof.of education, St.Ignatius’ Colege of Education,palayamkottai.	Dr.P.Karpagam, Asst.Prof.of Education
24.03.2017	State level Seminar on “New Trends in Language Teaching and Learning”	Dr.Parvatha Krishnammal, H.O.D, Department of Tamil, Sri Sarada College for Women, Tirunelveli.	Dr. Aruna Sankara Velayutham, Asst.Prof. of Tamil
25.03.2017	Workshop on “Net Banking”	Mr.S.ArunKarthick, SWOA, Canara Bank, Sethiyathope Ms.Arumuga Selvi, Assistant Professor, Sri Sarada College for Women, Tirunelveli.	Mrs.N.Kiruthika, Asst.Prof of Commerce.

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

06

<i>Experts</i>	<i>Chairpersons</i>	<i>Resource persons</i>
--	05	01

3.13 No. of collaborations

International

0

National

0

Any other

0

23

3.14 No. of linkages created during this academic year

Sl. No	Name of the Institution	Purpose
1.	Vedic Vidhyashram School, Thatchanallur,	Innovative School visit
2.	St.Antony's Public School,V.M.Chatram	Innovative School visit
3.	Aditya Vidya Niketan School,Palayamkottai	Innovative School visit
4.	St.John's College, Palayamkottai	Consumer Awareness Programme
5.	St.Ignatius' College of Education, Palayamkottai	Inter collegiate Science Exhibition.

3.15 Total Budget for research for current year in lakhs :

From funding agency From Management of University Total

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:

Total	International	National	State	University	Dist	College
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

Sl.No	Name of the Scholar	Designation	Insitution
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.Briscilla,	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

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 State level National level International level **3.22 No. of students participated in NCC events:**University level State level National level International level **3.23 No. of Awards won in NSS:**University level State level National level International level **3.24 No. of Awards won in NCC:**University level State level National level International level **3.25 No. of Extension activities organized**University forum College forum NCC NSS Any other **3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility:**

Sl. No	Programme	Organized by	Venue	No. of Beneficiaries
1.	Consumer Awareness Programme	Management	St.John's College, Palayamkottai.	125
2.	Seminar	Management	District Science Centre, Tirunelveli	32
3.	Intercollegiate Science Exhibition	Bosonia Club, St.Ignatius' College of Education, Palayamkottai	St.Ignatius' College of Education, Palayamkottai	10
4.	Special Lecture on "Women Empowerment"	Management	Auditorium, Sri Sarada College for Women, Tirunelveli	200
6.	Visit to Innovative Schools.	Management	Vedic Vidhyashram School, Thatchanallur,	32

			St.Antony's Public School,V.M.Chatram Aditya Vidya Niketan School,Palayamkottai	
7.	Personality Development	Management	Auditorium, Sri Sarada College of Education for Women, Tirunelveli	122
8.	Awareness Programme on "Disaster Management"	Department of Bio Science	Auditorium, Sri Sarada College of Education for Women, Tirunelveli	140
9.	Srinivasa Ramanujam Jeyanthi Celebration	Department of Mathematics	Auditorium, Sri Sarada College of Education for Women, Tirunelveli	138
10.	Plantation of Trees	Management	College Campus	140

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	05	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	5418	13,10,814	138	35,418	5565	13,46,232
Reference Books	806	-	5	-	811	-
e-Books	-	-	-	-	-	-
Journals	23	9350	-	4880	23	14,230
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	30	-	07	-	37	-
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.	Edu Tracks	Monthly
11.	Research and Reflections on Education	Quarterly
12.	Frontiers in Education and Research	Bi-Annual
13.	New Horizons in Education	Bi-Annual
14.	English Today	Monthly

15.	Ariga Ariviyal	Monthly
16.	Resonance - Journal of Science Education	Monthly
17.	fy;tpapay; Muha;r;rp kyh;	Quarterly
18.	Journal of Modern Science	Bi-Annual
19.	Journal of Humanities / Social Science	Bi-Annual
20.	INIGO - Edu - Research	Bi-Annual
21.	DON BOSCO - Journal of Educational insights	Quarterly
22.	Research Journal of Education	Quarterly
23.	Edu - Reach	-----

Magazines:

1. = ,uhkfpU~;z tp[ak;
2. = ,uhkfpU~;z Mde;jk;
3. jh;krf;fuk;
4. Gjpa jiyKiwf;fy;tp
5. Gjpa jiyKiw

Newspapers:

1. The Hindu
2. Daily Thanthi
3. DinaKaran
4. DinaMalar
5. Indian Express
6. jp-,e;l
7. vk;g;sha;nkd;l; rh;tP];
8. Health
9. Employment News

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.
- Student Development programme on “E-Resources and Reference Management Tool” is organised.
- Internet access is available for students and teachers in the college.
- Faculty members have access to internet through the systems available in the library and office.
- Browsing and Photocopying facilities are provided in the Library.
- Students are encouraged to make use of Internet facility and to learn through open study resources. Eg: Saksat Portal.
- Arranged classes for providing basic computers skills.

4.6 Amount spent on maintenance in lakhs :

i) ICT	1.0
ii) Campus Infrastructure and facilities	3.4
iii) Equipments	2.0
iv) Others	55.0
Total:	61.4

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 students are motivated and trained as Self independent with academic discipline to accomplish their academic performance through the positive values with refined thoughts.
- Motivational programmes are provide for ensuring good performance in the academic achievements with University Ranks.
- 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.
- Placement cell is established for student support
- Remedial teaching is done
- Guidance and counselling cell is functioning for student progression.
- Financial Assistance is extended to economically challenged students, parentless children and others.

Sl.No	Name	Concession Amount (Rs)
1.	Pothumpon.S	42,000/-
2.	Sasikala.V	36,000/-
3.	Gomathi .K	9,000/-
4.	Thamaraikani.C	36,000/-
5.	Ambiha.M	2,000/-
6.	Aarthi . K	5,000/-
7.	Kavitha. N	5,000/-
8.	Mookabigai. K	5,000/-
9.	Muthuselvi. C	5,000/-
10.	Rajasulochana. A	5,000/-
11.	Rama Devi. V	5,000/-
12.	Sangeetha. J	4,000/-
13.	Thangaselvi. T	5,000/-
14.	Saranya. S	13,000/-
15.	Shunmuga Gomathi.M	13,000/-
16.	Valarmathi.C	3,000/-

17.	Kavipriya.M	5,000/-
18.	Jancy. P	5,000/-
19.	Amutha Jothilakshmi. R	5,000/-
20.	Kaleeswari. K	5,000/-

- 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, students 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.
- The Disciplinary team looks after any issues, if any.

- The Examination Cell undertakes the responsibility of conducting three internal assessments and two model examinations 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:

- Welfare facilities such as Provident fund, Medical leave, Medical Facilities, Registration fee to attend seminars/workshops are provided to faculties.
- A performance and quality of teaching and learning is audited.
- The financial commitments for organising seminars/workshops, guest lectures and other programmes are provided from the management.
- Student attendance register, Academic interaction register and Faculty curriculum delivery register are maintained
- Administration of class test, Home assignment, Student seminar and face to face interaction with students are in practice.
- Personal communication of teachers with alumni is effectively practiced to track the progression.
- 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

00

(c) No. of international students

00

Men	<table><tr><td>No</td><td>%</td></tr><tr><td>-</td><td>-</td></tr></table>		No	%	-	-	Women	<table><tr><td>No</td><td>%</td></tr><tr><td>93</td><td>93</td></tr></table>		No	%	93	93
	No	%											
	-	-											
No	%												
93	93												
<i>Last Year(Second Year)</i>		<i>This Year(First year)</i>											
<i>General</i>	<i>SC</i>	<i>ST</i>	<i>OBC</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>		
04	11	-	78	--	93	01	3	-	26	-	30		
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.
- Workshop on “Communication Skills in English” is organised.
- 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

123

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:

- Academic problems of the students are identified and solved. Since they are B.Ed students, academic responsibilities are vested on them to realize their role as responsible and competent teachers in their future career.
- 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.

5.7 Details of campus placement

20

<i>On campus</i>		<i>Off Campus</i>	
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
07	91	36	25

5.8 Details of gender sensitization programmes

Sl.No	Name of the Programme	Organized by	Venue	No.of Beneficiaries
1.	Guest Lecture on "Women Empowerment"	Management	Auditorium, Sri Sarada College for Women, Tirunelveli	200
2.	Seminar on "Education and Employment opportunities for Transgender"	Management	Seminar Hall, Sri Sarada College of Education for Women, Tirunelveli.	123

3.	Brain storming Session on “Role of Parents and Teachers in preventing Child Abuse”	Management	Seminar Hall, Sri Sarada College of Education for Women, Tirunelveli	121
4.	Sensational Group Discussion on “Sexual Harassment”	Management	Seminar Hall, Sri Sarada College of Education for Women, Tirunelveli	120
6.	Seminar on “Role of Yoga on Holistic Health”	Physical Education Department	Auditorium, Sri Sarada College of Education for Women, Tirunelveli	174
7.	International Women’s Day	Management	Seminar Hall, Sri Sarada College for Women, Tirunelveli	140

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	2,13,000
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:

Number of Internet terminals should be increased.

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	120
2.	Demonstration Class	Department Class Rooms	30
3.	Demonstration on Mini Teaching	Department Class Rooms	30
4.	Seminar on “Recent trends in Mathematics”	Sri Sarada College for Women, 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 “ Innovative Teaching Aids “	Auditorium	123
13.	Periodical Assignments	Department wise	123
14.	Bridge Course	Auditorium	30
15.	Workshop on “Communication Skills in English”	Auditorium	140
16.	Personality Development	Auditorium	122
17.	Brain storming session	Department Class Rooms	121
18.	Time Management	Department Class Rooms	121
19.	Innovative School visit	Tirunelveli	30

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
- The following Crash courses are provided.
 1. Seri Culture
 2. Event Management
 3. Organisation of Parliament and State Assembly
 4. Quantitative Aptitude
 5. Women Entrepreneurship
- 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 four “Continuous Internal Assessment Tests”(CIA) and Two Model Examinations for first year, Two “Continuous Internal Assessment Tests”(CIA) and Two Model Examinations for Second year are conducted to evaluate the students progress.
- Hand Written Assignment practices is also followed.
- Tracking students’ academic progression using Progress Card is sent through post for seeking the parent’s 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.

- Workshop on “Journey towards Educational Research” is organised.
- ICSSR-SRC Hyderabad sponsored state level seminar on “Impact of Education in Sociological and Cultural values in the Society” is organised.
- State level orientation seminar on “NAAC Report Writing” is organised.
- 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.
- The library has an advisory committee which holds meeting at regular intervals for supervising, advising, assessing needs and taking measures for overall development and the smooth running of the library.
- Computer is installed in the library for cataloguing system and also to facilitate the activities in the library.
- Internet facility is also provided in the library.
- Teaching faculty and students can directly select books.
- Proper sitting arrangements are maintained in the library for reading purpose.
- Stock verification is done regularly.

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 bondage between the seniors and the new faculty members.
- Responsibilities and accountability of faculty are clearly defined.
- Regular training programmes on the use of computers and latest technologies are given to the non-teaching staff by the expertise from sister institutions.
- 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.
- Necessary increments for staff are given at various levels.

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
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	<p>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.</p> <ul style="list-style-type: none"> • 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. • Duty leaves are given for faculty members for question paper setting, external examiner, paper assessment • Duty leaves are given for faculty members for attending orientation, refresher courses, seminars and workshops • Maternity leaves are given for faculty members.
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 students • The Career Guidance Forum provides training for students to enhance their employability • Arranges bus passes in collaboration with the Transport corporation (TNSSTC) • 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.
- Necessary changes are made according to feedback received from alumni

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.

- ✓ Academic interaction register is maintained by faculty members to register the classroom activities.

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.
- ✓ Faculty curriculum delivery register is maintained by the class representatives.
- ✓ Daily assembly/prayer is organised by the students. Also a register is maintained for the same purpose.

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 course, Certificate in Functional English, Certificate in Food and Nutrition, Certificate in Information and Technology	Applied for M.A Education course, Certificate in Functional English, Certificate in Food and Nutrition, Certificate in Information and Technology.
2.	To introduce Guidance and Counselling, a certificate course.	Target achieved
3.	To conduct faculty enrichment programmes/	Processing is going on
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.	Plantation of Saplings.	Target achieved
7.	To arrange an Educational tour	Target achieved
8.	Organisation of assembly/prayer by students	Target achieved
9.	To arrange regular morning and night study for hostel students	Target achieved
10.	To conduct more periodical tests and Two model Examinations	Target achieved
11.	To add more reference books and CDs in the Library	Target achieved
12	To organise Seminars/Workshops in all Disciplines	Target achieved

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

Title of the practice:

- 1. Surya Namaskaram**
- 2. Daily prayer for strength**

1. Surya Namaskaram

Goal:

Surya Namaskaram has obtained an eminent position in assuring good health by quickening blood circulation.

- It controls blood pressure.
- It regulates pulse rate.
- It gives warmth to limbs in the extremity like hands and feet.

Thus the body gets health and protection.

The Context:

Sun is the source of energy for all in the earth. Surya Namaskaram has been developed as one of the practices of yoga. It is done by standing erect, by bending, by rising, by twisting and by lying prone. Surya Namaskaram instils life to Digestive system, liver, stomach, spleen and intestine. It squeezes these organs and gives gentle massage. Digestion is quickened, Constipation is cured. Indigestion and loss of appetite are cured once for all.

The Practice:

The following are the conditions of Surya Namaskaram

- It is done individually and collectively.
- It is done in a closed room or in the open space.
- It is done in all climatic conditions
- It is an exercise for the entire body.

Evidence of success:

- Feedback of the students
- Highly refreshing.
- Good mental and physical health of the students.

Problems encountered & Resource Required:

- Dress code
- Difficult for pregnant women.

2. Daily Prayer for Strength

Goal:

- To provide opportunities to learn about Hindu heritage and culture.
- To foster awareness of maintaining good health through religion.
- To provide seva(service) to the community.

The Context:

Prayer is considered to be an integral part of our tradition and culture. The chanting of mantras is one of the popular forms of worship. Yoga and Meditation are also considered as a form of devotional service towards the lord. Mahatma Gandhi stated that “Prayer is the very soul and essence of religion and therefore prayer must be the very core of the Life of Man”.

The Practice:

- Prayer is conducted in a separate worship place.
- Every morning, a duration of 20 minutes is allotted for prayer.
- Prayer is conducted by our students.
- Mantras and Slogans are being chanted.
- Devotional songs, Varuna Jebam and Bajans by students.
- 5 minutes talk by teachers to inculcate moral values among students.

Evidence of success:

- Helps to bring peace of mind to the students.
- Regulates physical and mental health of students.
- Daily chanting of Mantras energises body and mind of students.

Problems encountered & Resource Required:

- Flexibility of Prayer time during Examinations.
- Correct pronunciation of Slogans and Mantras is essential.
- Lack of involvement of few students.

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.
- The campus is kept clean of natural wastes, e-wastes and plastics through regular sweeping, wiping and cleaning of such waste.
- An initiative of college team to make a plastic free environment in and around the college campus.
- Regular checks are carried out by faculty members to minimize wastage of water and electricity.
-

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.
- Support programmes for slow learners.
- A large number of scholarships disbursed to students from marginalized and economically deprived section.
- Excellent collection of newspapers, books and journals in library.
- Well maintained campus and infrastructure.
- Environment friendly measures are undertaken.

WEAKNESS:

- Insufficient student strength in B.Ed. First year
- Slow progress in identifying funding agencies for research projects

OPPORTUNITIES:

- Research and consultancy services
- Short term courses and value added courses
- Paperless working
- 100% academic result

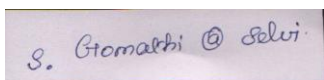
CHALLENGES:

- To overcome the technophobia, to enable the learners to become quality teachers.
- Increasing number of colleges.
- Nullifying the failures.

8. Plans of institution for next year

- To increase the number of internet terminals
- Reorientation of laboratories.
- To provide e-resources to students
- To encourage teachers to take innovative project works
- To enhance research activities
- To encourage faculty members to publish papers in online e-journals
- To strengthen alumni and to incorporate their active participation to establish fund for activities like educational, cultural and award programmes.
- To install Language Laboratory
- Smart Class Room

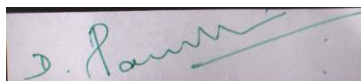
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Signature of the Chairperson, IQAC

