

ST.CHARLES COLLEGE OF EDUCATION

THIRUNAGAR, MADURAI-6

Internal Quality Assurance cell- AQAR

2014-2015



September 2015

Submitted to

NAAC

P. O. Box No. 1075, Nagarbhavi,
Bangalore -560072, Karnataka,

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, 2014 to June 30, 2015)

Part – A

I. Details of the Institution

1.1 Name of the Institution	St. Charles College of Education
1.2 Address Line 1	Thanakkankulam
Address Line 2	Thirunagar
City/Town	Madurai
State	Tamil Nadu
Pin Code	625 006
Institution e-mail address	info@stcharlesbedcollege.org
Contact Nos.	0452-2484500/09865910951
Name of the Head of the Institution:	Rev.Sr(Dr). Amali Anbarasi
Tel. No. with STD Code:	0452-2484500
Mobile:	09865910951

Name of the IQAC Co-ordinator:

Mrs. G. Selvi Claire Vellut

Mobile:

9865910951

IQAC e-mail address:

info@stcharlesbedcollege.org

1.3 NAAC Track ID (For ex. MHCogn 18879)

SCCE-11231

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

EC/56/A&A/056

1.5 Website address:

www.stcharlesbedcollege.org

Web-link of the AQAR:

www.stcharlesbedcollege.org

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	2.53	2011	5 Years
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

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

10.08.2009

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

2014-2015

1.9 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 2011-12 submitted to NAAC on 27.09.2012
- ii. AQAR 2012-13 submitted to NAAC on 23.06.2015
- iii. AQAR 2013-14 submitted to NAAC on 11.07.2015
- iv. AQAR 2014-15 submitted to NAAC on 30.09.2015

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.12 Name of the Affiliating University (for the Colleges)

Tamil Nadu Teachers Education
University, Chennai

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

Autonomy by State/Central Govt. / University	<input type="text" value="-"/>		
University with Potential for Excellence	<input type="text" value="-"/>	UGC-CPE	<input type="text" value="-"/>
DST Star Scheme	<input type="text" value="-"/>	UGC-CE	<input type="text" value="-"/>
UGC-Special Assistance Programme	<input type="text" value="-"/>	DST-FIST	<input type="text" value="-"/>
UGC-Innovative PG programmes	<input type="text" value="-"/>	Any other (<i>Specify</i>)	<input type="text" value="Self Financing"/>
UGC-COP Programmes	<input type="text" value="-"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="3"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="1"/>
2.3 No. of students	<input type="text" value="1"/>
2.4 No. of Management representatives	<input type="text" value="3"/>
2.5 No. of Alumni	<input type="text" value="1"/>
2.6 No. of any other stakeholder and Community representatives	<input type="text" value="2"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="1"/>
2.8 No. of other External Experts	<input type="text" value="1"/>
2.9 Total No. of members	<input type="text" value="13"/>
2.10 No. of IQAC meetings held	<input type="text" value="4"/>

2.11 No. of meetings with various stakeholders: No. Faculty
 Non-Teaching Staff Students Alumni Others (PTA)

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

International – ‘Towards better learning, teaching and evaluation- the ICT way...’
Institutional – seminar on Gandhian Thoughts, Life Skills on various topics, Human Rights and consumer rights, Women empowerment and Sexual Harassment, Blood Donation, Eye donation, Importance of science, Healthy life and healthy food, Importance of Yoga, Inter-religious harmony, Spoken English, Soft skills, Leadership qualities, SUPW –workshop.

2.14 Significant Activities and contributions made by IQAC

- ✓ Special School Visit – Blind and deaf and dumb schools
- ✓ Intercollegiate competition on multiple intelligence
- ✓ Field Trip Major wise-, Educational Tour
- ✓ Arranging seminars/ workshops/ orienting and encouraging to present papers
- ✓ Feedback mechanism and analysis of feedback and remedial measures for teachers and students
- ✓ Guidance and counselling – Training staff to counsel the student teachers as well as the students of the model schools.
- ✓ Meetings with Heads of schools, parents, alumni
- ✓ Facilitating placement for students
- ✓ Orientation programmes for the teachers

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 *

* 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

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG				
UG	1			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				1 - Gandhian thought 2 - Soft skills
Others				3 - Life skills 4 - Bridge course 5 - Spoken English 6 – Orientation programme for teachers 7- SUPW- Workshop 8 – Painting, Exhibition on the theme of water 9 – Extension programme-evening tuitions to slow learners of model school
Total	1			9
Interdisciplinary				
Innovative				*SUPW- Workshop *Importance of Water through art exhibition *Extension programme-evening tuitions to slow learners of model school through our trainees.

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

Pattern	Number of programmes
Semester	
Trimester	
Annual	1

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

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

**Please provide an analysis of the feedback in the Annexure*

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

Inclusion of content from VI to XII Std State Board Syllabus for all optional papers and other additions in core papers and electives related to new methods and technology

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

Total	Asst. Professors	Associate Professors	Professors	Others
10	10	-	-	-

2.2 No. of permanent faculty with Ph.D.

1

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
10	-	-	-	-	-	-	-	10	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

-

2

-

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	11	1	9
Presented papers	-	-	-
Resource Persons	11	1	9

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

Digital library, students outsourcing in digital lab, Implementation of ICT in teaching and learning, uploading SLM in digital library, faculty updating through participation in seminars and workshops on topics related to teaching and learning

2.7 Total No. of actual teaching days during this academic year 100

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

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

2.10 Average percentage of attendance of students 97.35

2.11 Course/Programme wise Distribution of pass percentage:

Title of the Programme	Total No. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Ed	100	27	68	-	-	95

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

- Teacher quality is maintained through orientation sessions, observation of lessons and taking annual feedback from students, peer experts etc.
- IQAC promotes the growth of the teaching staff by organizing quality enhancement and teacher enrichment programmes regularly.
- Performance appraisal of the faculty is taken up with a view to enhance performance and quality.
- Buzz sessions and sharing of innovation and creativity in teaching and using contemporary techniques
- Faculty is encouraged to organize and attend international/national/state/regional level seminars/workshops/symposia.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	-
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	2
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
Others	-

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	5	-	-	-
Technical Staff	3	-	-	-

Criterion – III

3. Research, Consultancy and Extension

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

Initiated/ assigned mini research project [6 nos] related to social issues with our faculty members funded by management.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.4 Details on research publications

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

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	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects <i>(other than compulsory by the University)</i>	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

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		1			10
Sponsoring agencies					

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

-

3.13 No. of collaborations

International -

National -

Any other -

3.14 No. of linkages created during this year

-

3.15 Total budget for research for current year in lakhs:

From funding agency -

From Management of University/College -

Total

-

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	-

3.18 No. of faculty from the Institution

-

who are Ph. D. Guides

and students registered under them

-

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

1

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

JRF -

SRF -

Project Fellows -

Any other 2

3.21 No. of students Participated in NSS events:

University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.22 No. of students participated in NCC events:

University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.23 No. of Awards won in NSS:

University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="-"/>	College forum	<input type="text" value="5"/>		
NCC	<input type="text" value="-"/>	NSS	<input type="text" value="-"/>	Any other	<input type="text" value="-"/>

1. Rally on eye donation 2. Blood donation camp 3. Awareness rally on Viral Diseases
4. Cultural Events on Human rights, Consumer rights. 5. Distribution of Saplings

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

- ✓ Human Rights programme at Thanakankulam
- ✓ Consumer awareness film show – College Campus
- ✓ AIDS Awareness Programme - Thanakankulam
- ✓ First Aid – College Campus
- ✓ Traffic Rules – College
- ✓ Rally on Viral Diseases Prevention – Thiruvalluvar Nagar
- ✓ Eye Donation Awareness Camp -- College
- ✓ Valuing the waste -- College
- ✓ Tree plantation / Herbal Gardening
- ✓ Rally on Blood donation at Thanakankulam
- ✓ Blood donation by our staff and students during the C.T.Camp - DYFI, Rajaji Govt Hospital, Madurai and St. Charles Health Centre

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	5 acres 39 cents			
Class rooms	15			15
Laboratories	5			5
Seminar Halls	2	1		3
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	1,39,581		Management	2
Value of the equipment purchased during the year (Rs. in Lakhs)	10,36,076	59,060	Management	7
Others	-	-	-	-

4.2 Computerization of administration and library

ROVAN LMS – LIBRARY AUTOMATION

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	2957	707000	350	87500	3307	794500
Reference Books	1063	339900	307	192900	1370	532800
e-Books						
Journals	30	5340	4	1000	30	6340
e-Journals	5	-	5	-	5	-
Digital Database	130	6500	30	1500	130	6500
CD & Video	170	1700	20	240	190	1940
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	31	11				4		16
Added	-	-	-	-	-	-	-	-
Total	31	11				4		16

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

Basic Computer course Communication skills Usage of Digital Library Staff Training for the E-Language Lab
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4.6 Amount spent on maintenance in lakhs:

i) ICT	-
ii) Campus Infrastructure and facilities	59,437
iii) Equipments	59,060
iv) Others	
1. Hostel Construction	9, 00,000
2. Machinery & Stationery	5, 53,273
3. Library Books	10,660
Total:	15, 82,430

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- | |
|--|
| <ul style="list-style-type: none"> • Extra-curricular activities/certificate courses by Gandhian Thought contribute richly towards leadership qualities, life skills and confidence building activities. • Field trips enable them to know more about the progress in their field. • Students grievance redressal cell/sexual harassment cell/counseling cell • Campus recruitments. |
|--|

5.2 Efforts made by the institution for tracking the progression

- Participation in and organization of diverse cultural activities both at the intra and intercollegiate levels to promote interest in and respect for Indian tradition.
- Extensive participation and achievement in intercollegiate fests at university/state/national levels.
- Commendable performance in sports field at institution/state/national levels winning accolades for the college.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
100	-	-	-

(b) No. of students outside the state

1

(c) No. of international students

-

Men

No	%
-	-

Women

No	%
100	100

Last Year 13-14						This Year 14-15					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
-	12	-	81	-	93	-	12	3	84	1	100

Demand ratio - Dropout % -

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

TET Coaching Through Vedhagiri Academy

No. of students beneficiaries

26

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

Guidance and counselling cell - once a week a session is allotted for the students who are in need of guidance.

Mentor period is allotted for the students – once a week

No. of students benefited

100

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
3			10

5.8 Details of gender sensitization programmes

Gender sensitization programmes are conducted in association with our sisterly intuition. The programmes are:

1. Special lecture on Equal opportunity for women
2. Programme on Equal opportunity in village and town.
3. Rally on 'Sexual Harassment - Awareness
4. Documentary film on abuse of Girl Child.

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

	Number of students	Amount
Financial support from institution	1	9000
Financial support from government	10	4,65,000
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

5.13 Major grievances of students (if any) redressed:

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: To extend God's Kingdom

Mission: To train and form women who will enlighten and empower the poor and the marginalised, in order to build a new heaven and a new earth.

6.2 Does the Institution has a management Information System

Yes. Accounting Packages like Tally /Acme for accounts
Word and Excel format database for admission, academic, curricular, co-curricular, committees, cells and associations reports are being saved and retrieved according to the need.
College website and province website also serves as the management of information

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

6.3.1 Curriculum Development

- Each Faculty is assigned to analyze the syllabus supplied by the University and comment/ reports submitted to the Principal to forward and represent to the University.
- Focus on local/regional /national/global needs and women's empowerment
- Awareness of human rights, civic consciousness, social justice, service to society, promotion of communal harmony and universal brotherhood
- Concepts like secularism, communalism, world peace and environmental issues are constantly discussed through current issues.

6.3.2 Teaching and Learning

- Learner-centered activities like participative learning, interactive sessions, student seminars, case studies, project work, assignments, problem solving exercises, practical/field work and use of audio-visual teaching aids.
- Blue Print of teaching schedule for the academic year.
- Teacher diary with personal information/achievements/academic growth/ syllabus/ teaching programme schedule plan/ students performance record/leave record/movement register/attestation by HOD/Principal.
- Augmenting of teaching/learning through the e-resources available in the library.

6.3.3 Examination and Evaluation

Since St. Charles College of Education is affiliated to Tamilnadu Teachers Education University, it is directed to follow the prescribed pattern of examination. The changes and the regulations observed by our institution as per the direction of the university only.

6.3.4 Research and Development

1. All the Faculty members are encouraged to take part in the research activities. Few research articles are published in the National Seminar and Conferences.
2. Attending Conferences and Seminar is encouraged by providing registration fee and TA/DA for the Faculty members.

6.3.5 Library, ICT and physical infrastructure / instrumentation

1. Digital Library system is adopted. Rovans – LMS - Library Automation
2. ICT facilities in the common class room and auditorium
3. Conference Hall with multimedia facility of 200 seating capacity

6.3.6 Human Resource Management

1. Systematic man power management is adopted.
2. The hierarchy of H.R.M. starts from management and followed by Faculty members.

6.3.7 Faculty and Staff recruitment

1. Fair means of recruitment process through paper advertisement.
2. The invited applications are scrutinized; demo class, personal interview and experience are given weightage for the selection of new Faculty member.
3. The panel of selection committee nominate to the management for the final selection.

6.3.8 Industry Interaction / Collaboration

Since our college is educational training institute our trainees generally visit various educational institutions and visit to research institutes are encouraged.

6.3.9 Admission of Students

Only women candidates are admitted, no age limit, candidates of any caste or creed are admitted. The candidates with P.G. or U.G. degree either as be residents or as day students. Criterion for admission is in adherence to the norms prescribed by TNTEU.

6.4 Welfare schemes for

Teaching	Loan facility for the Teaching staff .
Non teaching	Partial support for the construction of house and children's education.
Students	Scholarship and Concession of Tuition Fee, Fee waive off for the meritorious candidates with economically deprived candidates

6.5 Total corpus fund generated

-

6.6 Whether annual financial audit has been done

Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	-	Yes	Management
Administrative	Yes	Arockiasamy & Raj Chartered Accountants	Yes	Management

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?

<p>The reformed and modified pattern of examination is adopted as per the direction of the University since 2012. Innovative methods of evaluating trainees for internal assessment are introduced by the management.</p>

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

<p>It is under the process of University.</p>

6.11 Activities and support from the Alumni Association

<p>Alumni organize Teachers day, women's day, fancy fete in collaboration with the students of the current year. They are also called as judges for the competitions conducted in the college. They give demo classes for the students of the current years.</p>
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6.12 Activities and support from the Parent – Teacher Association

PTA meet is organised twice a year. Parents and give valuable suggestions to improve the quality of the institutions through feedback formats and the analysis of the feedback is considered for adding useful practices and eliminating those which are not.

6.13 Development programmes for support staff

- * Staff orientation programme
- * Free transport facility
- * Free net access to Digital Library, Language Lab and non digital Library
- * Work load is allotted according to their interest and capacity
- * Staff refreshment through outing, rest and relaxation through short picnic, prayer and recollection
- * Personal help and counselling if needed
- * Communicative English and computing Sills for all the staff are provided.
- * funds for meeting the expenses of registration for seminar and workshops.

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

1. Maintaining the greenish and vegetative campus to protect the environment.
2. Planting of new saplings by our trainees.
3. Use of compost manure and plastic free campus
4. Production of vermi compost .

Criterion – VII

7. Innovations and Best Practices

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

1. Computer literacy programme for trainees one to one mode.
2. Bridge course and spoken English for rural and Tamil medium students.
3. Visit to academic and educational research institutions (University departments) have made positive impact to trainees in teaching learning.
4. Yoga
5. inculcating the advantage of cereals pulses and grams of natural cultivation

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

1. Training in ICT Based Teaching is implemented.
2. Orientation Programme for Teaching Staff and FDP programmes were organized for our faculty members.
3. Orientation Programmes for Students – Soft Skill Training (Communication, Interview Techniques, resume preparation, other social services, awareness programmes etc.,)
4. Alumni activities – Alumni students shall come frequently and they will meet the Students and interact with them based on their experience, job market etc.
5. Meetings related to quality enhancement/ quality sustenance of various activities of the college – Every month meeting will be held and improve the quality and activities of the college.
6. Certificate courses yoga and Gandian thought are introduced as additional course.

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

1. ENVIRONMENTAL AWARENESS AND PROTECTION.
2. HERBAL GARDENING.

**Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

1. Rally on cleaning the settlement area– Thanakkankulam Village
2. Valuing the waste — College Campus
3. Tree plantation / Herbal Gardening - College Campus

7.5 Whether environmental audit was conducted? Yes No

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

1. Service to Socially and economically deprived community
2. Service to the religious and minority society
3. Women empowerment through education.

8. Plans of institution for next year

1. Trying to get approval from the concerned authority to conduct integrated B.Ed. course and M.Ed. degree course.
2. To obtain Open University study centre
3. To start the IGNOU programmes in our campus
4. To start the TET and NET coaching centre
5. SPSS workshop for social science research.

Name: Mrs. G. Selvi Claire Vellut

Name: Sr. (Dr) Amali Anbarasi

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC