



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		ST. JOHN;S COLLEGE OF EDUCATION, PALAYAMKOTTAI
Name of the head of the Institution		Dr . S . Chandrasekaran
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		04622582218
Mobile no.		7548821999
Registered Email		admin@stjohnsedn.org
Alternate Email		stjohnscollegeofeducation@gmail.com
Address		18/19A North High ground Road Palayamkottai Tirunelveli
City/Town		Tirunelveli
State/UT		Tamil Nadu
Pincode		627002

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Urban			
Financial Status		Self financed			
Name of the IQAC co-ordinator/Director		Mrs.Melba Thomas			
Phone no/Alternate Phone no.		04622582218			
Mobile no.		7598173181			
Registered Email		admin@stjohnsedn.org			
Alternate Email		stjohnscollegeofeducation@gmail.com			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		https://stjohnsedn.org/aqar-report-2019-2020/			
4. Whether Academic Calendar prepared during the year		No			
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	2.32	2016	16-Sep-2016	15-Sep-2021
6. Date of Establishment of IQAC			03-Aug-2011		
7. Internal Quality Assurance System					
Quality initiatives by IQAC during the year for promoting quality culture					
Item /Title of the quality initiative by IQAC		Date & Duration		Number of participants/ beneficiaries	
Academic performance		05-Aug-2019 8		100	
No Files Uploaded !!!					

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
nil	nil	nil	2019 8	0
No Files Uploaded !!!				

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

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

2

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

No

Upload the minutes of meeting and action taken report

No Files Uploaded !!!

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

No

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

Academic performance sports arts skill development

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

Plan of Action	Achievements/Outcomes
No Data Entered/Not Applicable!!!	
No Files Uploaded !!!	

14. Whether AQAR was placed before statutory body ?

No

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

No

16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	25-Jan-2019
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

IQAC / Calendar Committee prepares academic plan of the year. Time Table Committee prepares time table for B.Ed., first and second year as per University norms. It is displayed on notice board. And College Website we have self designed certificate, skill base value added courses focusing on employability enhancement and entrepreneurship development. Teacher Educators are informed about their work load and courses for next academic year. This helps them to prepare teaching plan. The lecture plans are recorded in academic diary of teachers. Higher authorities monitor the same. Teachers are expected to execute their course deliverables as mentioned in teaching plan. Teachers refer to the standard reference books prescribed by University along with latest information available through online and other resources for effective implementation of curriculum. Besides the use of conventional method, various other teaching methods like quiz, group discussion, demonstration, debate, PPT presentation, role play, games, shot films, field trip, open book test, assignments, videos use of charts and graphs. These are used for effective curriculum implementation. Based on internal mark, result analysis were done and preventive measures, bridge courses and remedial lectures are conducted if required. Academic review and feed back is taken periodically. Concerned authorities conduct meeting to review the difficulties faced while teaching.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
nil	nill	Nil	1	00	nill

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	nill	Nill
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

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

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
? Bridge Course ? Italic Handwriting ? Spoken English ? Hands on Computer Training	Nil	97
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nil	Internship - Practice Teaching	97
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

Feedback Obtained
<p>Structured Feedback received from all the stake holder. (students, teachers, alumni and parents) Students feedback is based on two - criterions. i). Overall college functioning. ii.). Teaching learning process. Feedback on over all functioning of the college: Is based on a learning environment of the College canteen facility, functioning of Anti Ragging cell, Counselling center, sports facility, infrastructural facilities etc. Teachers feedback: Teachers feedback covers teaching - learning process, punctuality, Communication skills , approach towards the students, sharing of innovative ideas etc. Parents Feedback: Parents feedback is based on overall development of their ward and about learning environment in the college as well as importing value based education in their wards. Alumni Feedback: Alumni Feedback is based on role of the College in the development of student personality and employability, academic excellence. The feedback forms are summarised to check for lapses and treating the same as opportunities for improvement.</p>

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BEd	Null	100	122	78
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	97	0	16	0	16

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
16	16	25	1	0	10

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

In our Institution, Mentoring system has been introduced from 2009 – 2021, for establishing a better and effective relationship between students and teacher and also continuously monitor, council and guide student teachers in their educational and personal matter. All teacher educators work as mentors for students allotted to them. The student teachers must feel to confide in their mentors. This is a continuous process till the end of academic career of student teachers. The main aim of students monitoring system is a) to develop teachers - students and relationship. b) to monitor students academic performance and attendance. c) to solve/ give counselling the learning process and personal matters. d) to regulate the students disciplinary behaviour. Our college IQAC taken the initiative of implementing the monitoring of students. Student teachers are divided into groups of 5-10 students. Mentors maintain and update their wards information during model practical examination. Mentors are expected to offer guidance and counselling as when they required. Sometimes, in special cases the student teachers parents are called for counselling and their special PTA meeting with the Principal at the suggestion of the mentor. In our Institution, at least 3 to 5 meeting are arranged by mentors for their mentee once in 3 months.

For the long years, significant improvement in the relationship between teacher – student is observed. This system has been useful in identifying the learning difficulties student by mentors and our institution organized 'remedial classes' to them. In addition, our institution, mentoring system facilitate to celebrate pongal, sports events and cultural competitions with their words and won the prizes also. Outcomes of the system: a) The student teacher attendance percentage has increase to greater extend. b) Due to direct communication between mentor and the mentee, there was good improvement in student – teacher relationship. c) Proper guidance and support helps to mentee for their future professional development and their career.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
97	16	1:6

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned	No. of filled positions	Vacant positions	Positions filled during	No. of faculty with
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positions			the current year	Ph.D
16	16	0	0	3

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	-	Nil	-
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BEd	Nil	2	28/09/2020	10/12/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

As per the guidelines of Tamil Nadu Teachers Education University appointed College examination committee for smooth conducting the examinations and making decisions in regard to organizing examinations, improving the systems of examinations. The orientation programmes are conducted at the beginning of regular class as per guidelines. Examination Committee members inform to students "examination pattern, schedules and regulation Academic calendar with CIA exam dates. Exam schedule display in the College and Academic Calenderer also. The Principal conducts review meetings with subject wise teachers to get necessary feedback for the improvement of students' performance. Remedial Classes are conducted for the slow learners and absentees. Seminars, Tasks and Assignments are periodically held written tests help to know the performance of the students and to take remedial measure if needed. Supplementary or re-examinations are conducted for the absent students also.

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

The academic Calendar is a very useful document, which contains the most important dates to guide the teachers and students. Our academic Calendar provides important information about Internal Examination dates, extracurricular activities, University examination. The Principal and IQAC members scheduled number of classes allotted to teacher educators. On the basis of this IQAC Committee members prepare a detailed time table and academic calendar for the entire academic year course. Finally, this is distributed to all the teacher educators and students and also made available on college website. The effectiveness of the process is maintained through effective monitoring by the Principal and senior faculty members. The Principal sees to it that all departments follows academic calendar. The College has a vibrant culture of instilling inquisitiveness and scientific temper among the students through a number of activities.

2.6 – Student Performance and Learning Outcomes

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

<http://www.stjohnsedn.org>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Nil	BEd	Nil	97	97	100
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2.7 – Student Satisfaction Survey

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

<https://forms.gle/XWM8MBWnRnpKCnvM8>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	00	nil	0	0
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
nil	nil	12/12/2018

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
nil	nil	nil	21/09/2018	nil
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
nil	nil	nil	nil	nil	19/06/2018
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Education	0	00

[View File](#)

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

Department	Number of Publication
Education	0

[View File](#)

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
nill	nill	nill	2018	0	00	0

[View File](#)

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
nill	nill	nill	2018	0	0	00

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

Number of Faculty	International	National	State	Local
No Data Entered/Not Applicable !!!				
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Aids Awareness	RRC	2	99

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students
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			Benefited
nill	nill	nill	0
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Aids Awareness	RRC	Awarness Programme for HIV	4	99
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
nill	nill	00	00
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Internship	School Teaching Practice	Sarah Tucker Hr. Sec. School	01/08/2018	15/12/2018	22
Internship	School Teaching	Mary Sargent Hr. Sec. School	01/08/2018	15/12/2018	22
Internship	School Teaching	St.Johns Hr. Sec. School	01/08/2018	15/12/2018	5
Internship	School Teaching	Govrt. Hr. Sec. School	01/08/2018	15/12/2018	7
Internship	School Teaching	Sankar Hr. Sec. School, Sankar Nager	01/08/2018	15/12/2018	3
Internship	School Teaching	West Tirunelveli Hr. Sec. School, Nallur	01/08/2018	15/12/2018	2
Internship	School Teaching	Govt. Hr. Sec. School, Burkitmanagara	01/08/2018	15/12/2018	6

Internship	School Teaching	St.Peters Hr. Sec. School, Ukki rankottai	01/08/2018	15/12/2018	2
Internship	School Teaching	Ragumaniya Hr. Sec. School	01/08/2018	15/12/2018	2
Internship	School Teaching	Govt. Hr. Sec. School	01/08/2017	15/12/2018	4
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Alagappa University	02/10/2019	B.Ed 9DDE)	79
View File			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
3200000	2801899

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Video Centre	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Classrooms with Wi-Fi OR LAN	Existing
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
ROVAN LMS	Fully	-	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
	Text Books	6356	522344	229	40252	6585

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
-	-	-	Nil

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	22	15	7	1	1	3	2	550	0
Added	0	0	0	0	0	0	0	0	0
Total	22	15	7	1	1	3	2	550	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

550 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
-	Nil

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
5200000	4100929	1200000	925789

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

St. John's College of Education, Palayamkottai, checked the stocks annually in which the equipments available in various laboratories and in the library are physically checked and verified. Through Library committee books are purchased on the demand of the concerned teacher in charge. The college ensures optimal allocation and utilization of the available financial resources for maintenance and upkeep of different facilities by holding regular meetings of

various committees constituted for this purpose. The College has court for Volley Ball, Badminton, Ball Badminton, Tenikoit, Through Ball, Kababdi. Regarding the maintenance of these on the College Sports in charge consult coaches. Computers / printers and other IT accessories a maintenance through AMC is done regularly and non repairable systems are disposed off accordingly. The College has a committee to upkeep of furniture. Teachers submit their requirements to the Principal regarding classroom furniture and other. The College development fund is utilized for maintenance and minor repair of furniture and other electrical equipments.

<http://www.stjohnsedn.org>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	SC Scholarship Fresh	15	37500
Financial Support from Other Sources			
a) National	0	0	0
b) International	0	0	0

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Soft skill Development	22/08/2019	78	St. Xaviers College
Scope of Teachers Education	11/08/2019	78	Gounder College
Soft skill Development	26/11/2019	78	Director of Employment

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	EDUTET	78	78	0	0

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

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

0	0	0
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5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
VSR International School	18	3	Nil	0	0
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	42	B.A., B.Sc.,	History, English, Maths, Botany, Physics, Zoology, Chemistry	St. Johns College, Sarah Tucker College, Nallamani Yadava College	M.A., M.Sc.,
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	0
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Talent Competition	Institution level	30
Tamil Development Competition	Institution Level	3
TNTEU Sports and Cultural Meet	College Level	15
TNTEU Sports and Cultural Meet	District Level	8
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
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2018	Nil	National	Nil	Nil	Nil	Nil
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The students council helps in maintaining academic discipline and rigor. They have special tasks during co-curricular, extracurricular and sport activities. They also help in conducting the alumni, YRC, Volunteer work in College events. We have student representatives in YRC Committee.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

78

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

300

5.4.4 – Meetings/activities organized by Alumni Association :

Every year, our Institution conducted Alumni Association meeting at the time of Graduation Day. Alumni Association Committee arranged guest lecture for their self development and carrier development. On 3rd October 2018, we invited Dr. Mrs. Thangam, Professor, Sarah Tucker College, Palayamkottai acted as a resource person in alumni meet.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Academic functioning: The College inculcates the culture of collective responsibility amongst its faculty members under the supervision of Correspondent and Principal academic activities step towards effective decentralized governing system. Each teacher educators is given freedom to prepare its academic planner and schedule of activities Time - table, designing and assigning of students projects to conduct workshop/ hands on training programmes and guest lectures. **Administrative functioning:** The office administrative responsibility distribution and monitoring are handled by the administrative staff with the prior permission from the office bearers TDTA Tirunelveli Diocese along with correspondent and Principal.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	B.Ed course run by the College follows the curriculum of TNTEU. Add on certificate courses, Skill based

	<p>courses the College design its own curriculum. Skill based courses are designed and planned by the College according to the Socio- economic background of the students. Students are motivated to undergo certificate course according to their need and eligibility.</p>
Teaching and Learning	<p>The Management of the College ensures a proper teaching learning environment. For this feedback format has been formed that gives a detailed on/ off line feedback received from the students regarding teacher's efforts in classroom teaching. These reports are shared with the teaching staff of the college from time to time. Based on the feedback, concerned teachers are guided and suggested to take practical's. Add on, bridge courses, DCT based teaching and other methods to improve and enhance teaching - learning process.</p>
Examination and Evaluation	<p>Correspondent, principal and Examination Committee of the College conduct meetings for faculty members and staff of the college for smooth functioning of examinations and Evaluation process - information regarding super vision, duties, rules of answer sheet Evaluation is intimated timely to all the staff members of the College. Internal Examination are also conducted. Students are shown the Internal Examination Answer sheets to maintain transparency. The College provides seating arrangements and results to students for quicker and faster methods of accessibility and support.</p>
Research and Development	<p>Research committees is appointed by the Principal of the College to strengthen and motivate a faculty members for improving an enhancing the standard are learning and research. Under this committee search seminars and conferences encouraged and given support for better outcomes. Through this committee the college organizes National, International conference and workshops to promote research activities in the institution. The teaching staff is apprised, acknowledged and felicitated for their research paper publication</p>
Library, ICT and Physical Infrastructure / Instrumentation	<p>The College provides infrastructure and instrumentation facilitation to</p>

	<p>conduct B.Ed correspondence course of the Alagappa University , Karaikudi.</p> <p>Our college is a centre for Correspondence course for Alagappa University, Karaikudi. TNTEU meetings of conducted by our College. Students and staff of our college utilized ICT of the College. The College is provided facilities and space for conducting competitive Exam.</p>
Human Resource Management	<p>The College has been a back bone for many all round activities to ensure a healthy environment for its employees. Programmes a Yoga Day, Women's Day organized,</p>
Industry Interaction / Collaboration	<p>To acquaint to staff and students of the College with current technology students and staff visit to modern technologies. These increase the awareness among students about their employability skills. The college had placement cells our Aluminise are working in schools and companies.</p>
Admission of Students	<p>Admission is under online offline is done by the college. Admission procedure is taken care by the admission committee students are provide assistance filling of forms scrutinised and verify by the members of the admission committee.</p>

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

E-governance area	Details
Planning and Development	<p>Our College as website E Mail , website and Whatsapp to give information and instruction for all activities.</p>
Administration	<p>1. Our college makes continuous efforts to go paperless in all its administrative and official work.</p>
Finance and Accounts	<p>Fully equip computerised methods are followed to keep tracks and records all finances of the College.</p>
Student Admission and Support	<p>For consent supported assistance to the students community online tools are used to keep in touch and inform them about various notices time to time.</p>
Examination	<p>The college conducts internal assessment examination cell provides seating arrangements, question paper printing notice related exam are also posed and update.</p>

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Mrs. Jesy Stella Vinotha	International Conference on Graph theory and its Applications	College Management	500
2019	Mrs. S. Anitha Ruth	International Conference on Graph theory and its Applications.	College Management	500
2019	Mrs. Jancy Suganthi	Inter Collegiate Workshop Communicate or Collapse	College Management	200
2019	Dr. S. Anantha Babu	Colloquium on Best Practices of Colleges of Education	College Management	200
2019	Dr. Mrs. S.R. SelvaJoy	Inter Collegiate Workshop Communicate or Collapse	College Management	200
2019	Dr. Mrs. S. R. Selva Joy	Colloquium on Best Practices of Colleges of Education	College Management	200
No file uploaded.				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Nil	Nil	Nil	Nil	Nil	Nil
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development	Number of teachers who attended	From Date	To date	Duration
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programme				
National Seminar on Instructional Efficiency to prepare the Post-Millennials for 2025	1	30/01/2019	31/01/2019	2
International Conference on Graph Theory and its application	2	27/02/2019	27/02/2019	1
Inter Collegiate Workshop Communicate or Collapse	2	28/02/2019	28/02/2019	1
Colloquium on Best Practices of Colleges of Education	2	13/03/2019	13/03/2019	1
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
16	16	8	8

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
EPF, ESI	EPF, ESI	Scholarship, Counselling, Earned learn

6.4 – Financial Management and Resource Mobilization

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

Institute maintains finance and accounts systematically. Management takes periodic review of financial position of the organization. Institution conducts internal and external financial audit regularly. Internal Audit is conducted with in the College. External Audit conducted at the end of the year. External auditors appointed by the management. Audit report and audited statement of accounts are discussed in college Governing Board.
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6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	0	0
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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	CSI Tirunelveli Diocese	Yes	CSI Tirunelveli Diocese
Administrative	Yes	CSI Tirunelveli Diocese	Yes	CSI Tirunelveli Diocese

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

Parent teacher meet was organized.

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

Lab safety measures awareness programme

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

nil

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Nil
c) ISO certification	Nil
d) NBA or any other quality audit	Nil

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Guest Lecture on Soft Skills	03/08/2018	03/08/2018	08/08/2018	85
2019	Guest Lecture on Causes on Global Warming and Reducing it	07/08/2018	07/08/2018	07/08/2018	80
2019	Guest Lecture on Scope of Teachers Education	11/08/2018	11/08/2018	11/08/2018	85
2019	State level workshop on "Communicate or Collapse"	28/02/2019	28/02/2019	Nil	85

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
1. Gender equity and human rights 2. Women empowerments 3. Role of Education to attain Gender equity 4. Women's Day 5. Legal Awareness Programme about Women related laws	10/09/2018	07/03/2019	158	20

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

Percentage of power requirement of the University met by the renewable energy sources
LED Bulbs Approximately -2

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Rest Rooms	Yes	1
Scribes for examination	Yes	1
Special skill development for differently abled students	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	5	5	04/12/2018	Nil	1. Gender equity and human rights 2. Women empowerments	Inclusive Education	178

3. Role of Education to attain Gender equity 4. Women's Day 5. Legal Awareness Programme about Women related laws

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

Title	Date of publication	Follow up(max 100 words)
Calendar	12/09/2018	The Mission of the Institution is to develop modern youth as responsible citizen by inculcating human values along with scientific insight for which various efforts are being done. The Institution follow the code of conduct of TNTEU and the TDTA of Tirunelveli Diocese. It is published every year in the Calendar which is maintained by every members. (Principal, Teaching and Non teaching Staff and Student teachers). The code of conduct of students is also available in the prospectus.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
1. Mahatma Gandhi and Lal Bahadur Shastri birth Anniversary 2nd October 2. Dr. A.P.J. Abdul Kalam birth Anniversary 15th October 3. Sardar Vallabhai Patel birth Anniversary 31st October 4. Pandit	09/10/2018	06/03/2019	178

Jawaharlal Nehru
birth Anniversary
14th November 5. I

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

1. Medicinal Garden 2. Rain water Harvesting 3. Organic manure from plant / trees leaves and waste 4. e- waste is collected and is deposited and sale 5. Sprinklers for watering the garden and Campus plants.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

7.2 Best Practice: Mentor - Mentee Programme: 1. Each faculty member is assigned with the task of mentoring around 10 of his/ her own students. 2. A special time- slot with a classroom is allocated to each mentor for interaction with his / her mentees. 3. For a ready reference mentors are provided with a detailed personal profile listing their contact details, personal strengths and weakness future plans etc. 4. Mentor discuss issues like campus disciple, dress code, punctuality, attendance, examination preparation etc. 5. Mentors discuss issues like road safety, healthy life styles, cleanliness, conservation of water an energy, choice of careers. They are also informed about various facilities and scholarships that are available. 6. Mentors keep track of the academic performance of mentors and provides necessary assistance/ guidance. 7. The overall programme is monitored by a committee

Best Practice: Value Education Programme: 1. Time slot is allotted in the morning assembly session every day for the values to impart . 2. Teaching staff impart values (gives message) through scripture with some examples of positive living and human behavioural trades. 3. Every Monday flag hoisting with pledge included. 4. The programme also has sessions on good manners, stress and anger management, Gender equality, problem of adolescence, Nation - building, good governance, forgiveness, integrity and humility.

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

7.3 – Institutional Distinctiveness

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

Social Service : St. John's College of Education adopted village Teaching staff, Non Teaching Staff and students of Johnians visit to village and conduct village camp . Through this camp Johnians programmes involve 1. Adult Education 2. Tree Plantation 3. Blood Donation 4. Anti Dowry Rally 5. Anti Leprosy Drive 6. Aids Awareness Rally 7. Visit to old age homes 8. Slum clearance

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

We have planned to subscribe N - LIST for our College Library in the forth coming years and we have planned to upgrade our College library and Science Laboratories by adding more reference books and equipments respectively. Then we have planned to upgrade our Computer Lab by adding some more systems with software installation and we have planned to upgrade our Psychology Lab with new

apparatus. New departments will be added (Commerce Computer Science). The college continuously upgrade its facilities and infrastructure to respond to the changing Pedagogic.