YEARLY STATUS REPORT - 2022-2023

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. Devasahayam Selvakumar

- Designation Principal

- Does the institution function from its own campus? Yes

- Alternate phone No. 04622582218

- Mobile No: 7548821999

- Registered e-mail ID (Principal) sdsmeston@gmail.com

- Alternate Email ID admin@stjohnsedn.org

- Address 18/19A, North High Ground Road, Palayamkottai

- City/Town Palayamkottai

- State/UT Tamil Nadu

- Pin Code 627002

2.Institutional status

- Teacher Education/ Special Education/Physical Education: Teacher Education

- Type of Institution Co-education

- Location   **Urban**

- Financial Status   **Self-financing**

- Name of the Affiliating University   **Tamil Nadu Teachers Education University Chennai**

- Name of the IQAC Co-ordinator/Director   **Dr. S. Anantha Babu**

- Phone No.   **8438466707**

- Alternate phone No.(IQAC)   **8903516707**

- Mobile (IQAC)   **7548821999**

- IQAC e-mail address   **ananthbabu707@gmail.com**

- Alternate e-mail address (IQAC)   **admin@stjohnsedn.org**

3.Website address   http://www.stjohnsedn.org

- Web-link of the AQAR: (Previous Academic Year)   https://stjohnsedn.org/aqar-reports-2021-2022/

4.Whether Academic Calendar prepared during the year?   **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: https://stjohnsedn.org/college-calendar-2022-2024/

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.32**	**2016**	**16/09/2016**	**16/09/2021**

6.Date of Establishment of IQAC   **03/08/2011**

7.Provide the list of funds by Central/ State Government-UGC/ICSSR/ IUCTE/CSIR/DST/DBT/CPE of UGC/PMMMNMTT etc.

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount
6/16	**Full Time**	**NIL**	**Nil**	**00**

8.Whether composition of IQAC as per latest NAAC guidelines **Yes**

- Upload latest notification of formation of IQAC [View File](#)

9.No. of IQAC meetings held during the year **3**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

- (Please upload, minutes of meetings and action taken report) [View File](#)

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

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

TET, TRB, SWAYAM (Online Course), Communication Skill Development

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year (web link may be provided).

Plan of Action	Achievements/Outcomes
Bridge Course	**Leadership quality**
Online Course	**SWAYAM , TNTEU**
Skill Development	**Communication Skill**

13.Whether the AQAR was placed before statutory body? **No**

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

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. Devasahayam Selvakumar
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Alternate phone No.	04622582218
• Mobile No:	7548821999
• Registered e-mail ID (Principal)	sdsmeston@gmail.com
• Alternate Email ID	admin@stjohnsedn.org
• Address	18/19A, North High Ground Road, Palayamkottai
• City/Town	Palayamkottai
• State/UT	Tamil Nadu
• Pin Code	627002
2.Institutional status	
• Teacher Education/ Special Education/Physical Education:	Teacher Education
• Type of Institution	Co-education
• Location	Urban
• Financial Status	Self-financing

• Name of the Affiliating University	**Tamil Nadu Teachers Education University Chennai**
• Name of the IQAC Co-ordinator/Director	**Dr. S. Anantha Babu**
• Phone No.	**8438466707**
• Alternate phone No.(IQAC)	**8903516707**
• Mobile (IQAC)	**7548821999**
• IQAC e-mail address	**ananthbabu707@gmail.com**
• Alternate e-mail address (IQAC)	**admin@stjohnsedn.org**
3.Website address	http://www.stjohnsedn.org
• Web-link of the AQAR: (Previous Academic Year)	https://stjohnsedn.org/aqar-reports-2021-2022/
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://stjohnsedn.org/college-calendar-2022-2024/

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• Upload latest notification of formation of IQAC	View File

9.No. of IQAC meetings held during the year	**3**	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	**Yes**	
• (Please upload, minutes of meetings and action taken report)	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**	
• If yes, mention the amount		

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

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Online Course	**SWAYAM , TNTEU**
Skill Development	**Communication Skill**

13.Whether the AQAR was placed before statutory body?	**No**
• Name of the statutory body	

Name of the statutory body	Date of meeting(s)
Nil	**Nil**

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021 - 2022	13/12/2022

15.Multidisciplinary / interdisciplinary

1. Tamil 2. English 3. Mathematics 4. Physical Science 5. Biological Science 6. History

16.Academic bank of credits (ABC):

 Semester I 1. Educational Psychology - Credit 5 2. Contemporary India and Education - Credit 5 3. Teaching and Learning - Credit 5 4. Langauage Across the Curriculum - Credit 5 5. Pedagogical Subject - Credit 5 Semester - II 1. Understandin Desciplines and Subjects - Credit 5 2. Assessment For Learning - Credit 5 3. Environmental Education - Credit 5 4. School Management and Administration - Credit 5 5. Pedagogical Subject - Credit - 5 Semester- III Practical Components Schhol Internship - Teching Learning Assessment Semester - IV 1. Gender, School and Society - Credit 1 2. Knowledge and Curriculum - Credit -5 3. Creative an Inclusive School - Credit 5 4. Yoga, Health and Physical Education- Creit 5 5. Life Skills Education - Credit 5

17.Skill development:

1. Communication Skills 2. Life Skills 3. ICT Skills 4. Community Orientation 5. Social Responsibility

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

We are planning to conduct teaching in Indian Language Culture, Using Online Course

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

We are focusing on outcome Based Education in all subjects in its semester.

20.Distance education/online education:

In the year (2022-2023) all of our Students are undergoing SWAYAM and TNTEU Online courses on the Subjects: Students Psychology, Child Development and Digital Education. Practical works like Assignmentand Quiz programmes were conducted mode of online. Finally all the students attend the online examination and online certificates will be issed.

Extended Profile

1.Student	
2.1 Number of students on roll during the year	**98**

File Description	Documents
Data Template	View File

2.2 Number of seats sanctioned during the year	**100**

File Description	Documents
Data Template	View File

2.3 Number of seats earmarked for reserved categories as per GOI/State Government during the year:	**100**

File Description	Documents
Data Template	View File

2.4 Number of outgoing / final year students during the year:	**79**

File Description	Documents
Data Template	View File

2.5Number of graduating students during the year	**77**

File Description	Documents
Data Template	View File

2.6 Number of students enrolled during the year	**98**

File Description	Documents
Data Template	View File

2.Institution	
4.1 Total expenditure, excluding salary, during the year (INR in Lakhs):	**2363980.70**
4.2 Total number of computers on campus for academic purposes	**20**
3.Teacher	
5.1 Number of full-time teachers during the year:	**16**

File Description	Documents
Data Template	[View File](#)
Data Template	[View File](#)

5.2 Number of sanctioned posts for the year:	**16**

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Planning

1.1.1 - Institution has a regular in house practice of planning and/or reviewing, revising curriculum and adapting it to local context /situation. Describe the institutional process of planning and/or reviewing, revising curriculum and adapting it to the local context in not more than 100 - 200 words

Institute follows non –semester syllabus prescribed by the affiliating university , TNTEU , Chennai. Management and head of the Institution ensures effective Curriculum delivery. principal and teaching staff discuss the syllabus and give their suggestion for the Curriculum transaction and improvement. Effective course delivery is ensured using various instructing methods and pedagogical limitative such as lecturers , tutorials ., laboratory experimental work , project work , continues Assessment for theory and practical subjects as per university guideline. 2. Institute has framed Mission and Vission based on course objectives and course out comes subjects are allocated by the time table Committee, to the faculty - faculty prepare course file (lesson

plan and allocation Of no of hours on the particular topics) based on the syllabus of TNTEU, chennai course coverage is peridically assessed and any related issues/ discrepancies / modifications are discussed in the meeting for effective curriculum delivery. Faculty and students are encouraged to get certifiedfrom on line course. Institute motivated the self - learnin of the students

File Description	Documents
Details of a. the procedure adopted including periodicity, kinds of activities b. Communication of decisions to all concerned c. Kinds of issues discussed	No File Uploaded
Plan developed for the academic year	View File
Plans for mid- course correction wherever needed for the academic year	No File Uploaded
Any other relevant information	No File Uploaded

1.1.2 - At the institution level, the curriculum planning and adoption are a collaborative effort; Indicate the persons involved in the curriculum planning process during the year Faculty of the institution Head/Principal of the institution Schools including practice teaching schools Employers Experts Students Alumni	A. All of the above

File Description	Documents
Data as per Data Template	View File
List of persons who participated in the process of in-house curriculum planning	No File Uploaded
Meeting notice and minutes of the meeting for in-house curriculum planning	No File Uploaded
A copy of the programme of action for in- house curriculum planned and adopted during the academic year	No File Uploaded
Any other relevant information	No File Uploaded

1.1.3 - While planning institutional curriculum, focus is kept on the Programme Learning Outcomes (PLOs) and Course Learning Outcomes (CLOs) for all programmes offered by the institution, which are stated and communicated to teachers and students through Website of the Institution Prospectus Student induction programme Orientation programme for teachers	**A. All of the Above**

File Description	Documents
Data as per Data Template	View File
URL to the page on website where the PLOs and CLOs are listed	http://www.stjohnsedn.org
Prospectus for the academic year	No File Uploaded
Report and photographs with caption and date of student induction programmes	View File
Report and photographs with caption and date of teacher orientation programmes	No File Uploaded
Any other relevant information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Curriculum provides adequate choice of courses to students as optional / electives including pedagogy courses for which teachers are available

1.2.1.1 - Number of optional / elective courses including pedagogy courses offered programme-wise during the year

7

File Description	Documents
Data as per Data Template	View File
Circular/document of the University showing duly approved list of optional /electives / pedagogy courses in the curriculum	No File Uploaded
Academic calendar showing time allotted for optional / electives / pedagogy courses	View File
Any other relevant information	Nil

1.2.2 - Number of value-added courses offered during the year

2

1.2.2.1 - Number of value-added courses offered during the year

2

File Description	Documents
Data as per Data Template	View File
Brochure and Course content along with CLOs of value-added courses	View File
Any other relevant information	No File Uploaded

1.2.3 - Number of students enrolled in the value-added courses as mentioned in 1.2.2 during the year

79

1.2.3.1 - Number of students enrolled in the value-added courses as mentioned in 1.2.2 during the year

79

File Description	Documents
List of the students enrolled in the value-added course as defined in 1.2.2	View File
Course completion certificates	No File Uploaded
Any other relevant information	No File Uploaded

1.2.4 - Students are encouraged and facilitated to undergo self-study courses online/offline in several ways through Provision in the Time Table Facilities in the Library Computer lab facilities Academic Advice/Guidance	All of the above

File Description	Documents
Data as per Data Template	View File
Relevant documents highlighting the institutional facilities provided to the students to avail self study courses as per Data Template	No File Uploaded
Document showing teachers' mentoring and assistance to students to avail of self-study courses	View File
Any other relevant information	View File

1.2.5 - Number of students who have completed self-study courses (online /offline, beyond the curriculum) during the year

79

1.2.5.1 - Number of students who have completed self-study courses (online /offline, beyond the curriculum) during the year

79

File Description	Documents
Data as per Data Template	View File
Certificates / evidences for completing the self-study course(s)	**No File Uploaded**
List of students enrolled and completed in self study course(s)	**No File Uploaded**
Any other relevant information	View File

1.3 - Curriculum Enrichment

1.3.1 - Curriculum of the institutions provides opportunities for the students to acquire and demonstrate knowledge, skills, values and attitudes related to various learning areas Describe the curricular thrusts to achieve the following in not more than 100 - 200 words each A fundamental or coherent understanding of the field of teacher education Procedural knowledge that creates teachers for different levels of school education skills that are specific to one's chosen specialization Capability to extrapolate from what one has learnt and apply acquired competencies Skills/Competencies such as: Emotional Intelligence, Critical Thinking, Negotiation and Communication Skills, Collaboration with others, etc.

Teacher education is the policies procedures and provision designed Page 10/73 13-12-2022 11:23:21 Annual Quality Assurance Report of ST. JOHN'S COLLEGE OF EDUCATION, PALAYAMKOTTAI to equip trainees with the knowledge, attitudes, behaviours andskills they require to perform their tasks effectively in the classroom, school and wider community. In order to acquire and demonstrate knowledge, skills, values and attitudes, Institute papers selected elective papers like physical yoga and health education, Environmental Education and value education. In value education, values were transmitted through seminars, workshops and group discussions. In order to develop the teaching competency skills, Mini teaching , Micro teaching, Macro Teaching trainings were given. Tree plantation and clean India programmes were conducted to get awareness of sustainability. Conferencelike life skillls were arranged to know about skills like Emotional Intelligence critical thinking, Negotiation, Communication skills and collaboration with others etc

File Description	Documents
List of activities conducted in support of each of the above	**No File Uploaded**
Documentary evidence in support of the claim	**No File Uploaded**
Any other relevant information	**No File Uploaded**
Photographs indicating the participation of students, if any	**No File Uploaded**

1.3.2 - Institution familiarizes students with the diversities in school system in Indian as well as international and comparative perspective. Describe in not more than 100-200 words how students are familiarized with the diversity in school system in India with respect to: Development of school system Functioning of various Boards of School Education Functional differences among them Assessment systems Norms and standards State-wise variations   International and comparative perspective

Teachers alredy have a number of roles in the classroom,yet, valuing diversity is one of the most important ones he/ she must fulfill. Encouraging student participation through intrinsic involvement with the curriculum. Participation can be promoted by encouraging students to respond to questions with in their personal experiences. It was introduced by asking questions, to debate on issues and practice role play. Seminars, debate, discussion were arranged to get awareness of diversities in school system in Indian as well as international.

File Description	Documents
Action plan indicating the way students are familiarized with the diversities in Indian school systems	[View File]()
Documentary evidence in support of the claim	**No File Uploaded**
Any other relevant information	**No File Uploaded**

1.3.3 - Students derive professionally relevant understandings and consolidate these into their professional acumen from the wide range of curricular experiences provided during Teacher Education Programme Describe the efforts made by the institution to enable students to develop understanding of the interconnectedness of the various learning engagements and to make them ready for the professional field in not more than 100-200 words

The College has been focusing on innovative and creative ways ofsharing knowledge development in students through the following

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methods. group discussions seminars Case studies Laboratory
studies Assignments Through e - learning tools Interships etc.
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File Description	Documents
Documentary evidence in support of the claim	**No File Uploaded**
Any other relevant information	**No File Uploaded**

1.4 - Feedback System

1.4.1 - Mechanism is in place for obtaining structured feedback on the curriculum – semester wise from various stakeholders. Structured feedback is obtained from Students Teachers Employers Alumni Practice Teaching Schools/TEI	**All of the above**

File Description	Documents
Sample filled-in feedback forms of the stake holders	[View File](#)
Any other relevant information	**No File Uploaded**

1.4.2 - Feedback collected from stakeholders is processed and action is taken; feedback process adopted by the institution comprises the following	**Feedback collected**

File Description	Documents
Stakeholder feedback analysis report with seal and signature of the Principal	[View File](#)
Action taken report of the institution with seal and signature of the Principal	**No File Uploaded**
Any other relevant information	**No File Uploaded**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of students during the year

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175
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2.1.1.1 - Number of students enrolled during the year

175

File Description	Documents
Data as per Data Template	View File
Document relating to sanction of intake from university	View File
Approval letter of NCTE for intake of all programs	View File
Approved admission list year-wise/ program-wise	View File
Any other relevant information	**No File Uploaded**

2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC) as per applicable reservation policy during the year

Nil

2.1.2.1 - Number of students enrolled from the reserved categories during the year

175

File Description	Documents
Data as per Data Template	View File
Copy of letter issued by State Govt. or Central Govt. indicating the reserved categories (Provide English version)	View File
Final admission list published by the HEI	View File
Admission extract submitted to the state / university authority about admissions of SC, ST, OBC students every year	View File
Any other relevant information	**No File Uploaded**

2.1.3 - Number of students enrolled from EWS and Divyangjan categories during the year

175

2.1.3.1 - Number of students enrolled from EWS and Divyangjan categories during the year

175

File Description	Documents
Data as per Data Template	View File
Certificate of EWS and Divyangjan	View File
List of students enrolled from EWS and Divyangjan	View File
Any other relevant information	View File

2.2 - Honoring Student Diversity

2.2.1 - Assessment process is in place at entry level to identify different learning needs of students and their level of readiness to undergo professional education programme and also the academic support provided to students Describe the assessment process at entry level to identify different learning needs of students and their level of readiness to undergo professional education programme and also the academic support provided to students, in not more than 100-200 words.

Identification of students behaviour

Through entry behaviour assessment test teachers Aptitude test .we conduct Diognostic test for identifying the aptidude techers through aptitudeamoung student teachers .After collecting the data , We complete and generalise the level of aptitude of student teachers.

Instructional & Infrastructure facility

Our institution facilitate the effective conduct of the teaching -learning process. The Institution has provision for use of Ict in the enhancement of teaching process. we have a well-conceived plan for continuously monitoring student progress ,we have supportive facilities onthe campus like playground for developing physical growth.we are having library that consists of text books,journals &other learning materials and technology aided learning mechanisms which enable students to acquire information ,knowledge and skills registred for their study programmes. Also Ict facilities are adequately available in the instituion for academic purpose.

Evaluation of Entry Behaviour

We conduct Aptitude test among new b.ed entrancefor Knowing their Aptitude level about learning profession. After that we evaluated the tool and generalise the aptitude level of studentteachers.

File Description	Documents
Documentary evidence in support of the claim	[View File](#)
Documents showing the performance of students at the entry level	[View File](#)
Any other relevant information	**No File Uploaded**

2.2.2 - Mechanisms are in place to honour student diversities in terms of learning needs; Student diversities are addressed on the basis of the learner profiles identified by the institution through Mentoring / Academic Counselling Peer Feedback / Tutoring Remedial Learning Engagement Learning Enhancement / Enrichment inputs Collaborative tasks Assistive Devices and Adaptive Structures (for the differently abled) Multilingual interactions and inputs	**Six/Five of the above**

File Description	Documents
Data as per Data Template	[View File](#)
Relevant documents highlighting the activities to address the student diversities	[View File](#)
Reports with seal and signature of Principal	[View File](#)
Photographs with caption and date, if any	[View File](#)
Any other relevant information	**No File Uploaded**

2.2.3 - There are institutional provisions for catering to differential student needs; Appropriate learning exposures are provided to students No Special effort put forth in accordance with learner needs Only when	

students seek support As an institutionalized activity in accordance with learner needs Left to the judgment of the individual teacher/s Whenever need arises due to student diversity

File Description	Documents
Relevant documents highlighting the activities to address the differential student needs	View File
Reports with seal and signature of the Principal	View File
Photographs with caption and date	View File
Any other relevant information	**No File Uploaded**

2.2.4 - Student-Mentor ratio for the academic year

9

2.2.4.1 - Number of mentors in the Institution

11

File Description	Documents
Data as per Data Template	View File
Relevant documents of mentor-mentee activities with seal and signature of the Principal	View File
Any other relevant information	**No File Uploaded**

2.3 - Teaching- Learning Process

2.3.1 - Multiple mode approach to teaching-learning is adopted by teachers which includes experiential learning, participative learning, problem solving methodologies, brain storming, focused group discussion, online mode, etc. for enhancing student learning Describe the varied modes of learning adopted and their basic rationale for adopting such learning mode/s for different courses of each programme in not more than 100-200 words.

*Brain storming sessions

*Debates

*Field Trip&Field Visits

*Group Discussion

*Flipped classroom

*Flim based teaching

*E-Learning

*Seminar presentation

*Assignments

File Description	Documents
Course wise details of modes of teaching learning adopted during the academic year in each programme	[View File](#)
Any other relevant information	**No File Uploaded**

2.3.2 - Number of teachers integrating ICT (excluding use of PPT) for effective teaching with Learning Management Systems (LMS), Swayam Prabha etc., Learning Resources and others excluding PPT during the year

0

File Description	Documents
Data as per Data Template	[View File](#)
Link to LMS	https://tnteu.co.in/onlinecourse/#/dashboard
Any other relevant information	**No File Uploaded**

2.3.3 - Number of students using ICT support (mobile-based learning, online material, podcast, virtual laboratories, learning apps etc.) for their learning, during the academic year

97

File Description	Documents
Data as per Data Template	View File
Programme wise list of students using ICT support	View File
Documentary evidence in support of the claim	View File
Landing page of the Gateway to the LMS used	View File
Any other relevant information	**No File Uploaded**

2.3.4 - ICT support is used by students in various learning situations such as Understanding theory courses Practice teaching Internship Out of class room activities Biomechanical and Kinesiological activities Field sports	**Two of the above**

File Description	Documents
Data as per Data Template	View File
Lesson plan / activity plan / activity report to substantiate the use of ICT by students in various learning situations	View File
Geo-tagged photographs wherever applicable	View File
Link of resources used	blessy2001.blogspot.com
Any other relevant information	**No File Uploaded**

2.3.5 - Continual mentoring is provided by teachers for developing professional attributes in students Describe in not more than 100-200 words the nature of mentoring efforts in the institution with respect to working in teams dealing with student diversity conduct of self with colleagues and authorities balancing home and work stress keeping oneself abreast with recent developments in education and life

The main purpose of a mentoring is the continual development of the mentee like to know their strenghts and weakness interest and academic reels .In our Institution ,mentor contacttheir mentees mental health ,learning progress, self development they encouraging their mentees to participate all the programmes, sports events.

They volunderily giving guidance regarding their academic performance.adequately ,the mentor observing their mentees behaviour and counselling given for needly people.some mentees are having lack of self awarness and not have a good understandind of their professional strengths and weekness. so ,mentors help them in identifiying critical skills po for future roles for the mentee.

File Description	Documents
Documentary evidence in support of the claim	View File
Any other relevant information	No File Uploaded

2.3.6 - Institution provides exposure to students about recent developments in the field of education through Special lectures by experts Book reading & discussion on it Discussion on recent policies & regulations Teacher presented seminars for benefit of teachers & students Use of media for various aspects of education Discussions showcasing the linkages of various contexts of education-from local to regional to national to global

Three of the above

File Description	Documents
Data as per Data Template	View File
Documentary evidence in support of the selected response/s	View File
Reports of activities conducted related to recent developments in education with video graphic support, wherever possible	View File
Any other relevant information	No File Uploaded

2.3.7 - Teaching learning process nurtures creativity, innovativeness, intellectual and thinking skills, empathy, life skills etc. among students

Club Activties

Our Institution having 6 department is Tamil ,English Mathemetics, physical science,Biological science and History,.Each and Every department conduction club Activities for exposing their students .In their club activities ,they invite guest lacture and

conducting prize competition, live experiment and show etc...through club activity the student teachers developing their innovtive,creativity, leadership skills etc...

Pear -Assited learning

In thismethod & group of students are selectedand trained by a faculty.These students then at as facilitators esabling discussions and demonstration with their pear group during practical with psychology classes and theory classes also.

File Description	Documents
Documentary evidence in support of the claim	View File
Any other relevant information	View File

2.4 - Competency and Skill Development

2.4.1 - Institution provides opportunities for developing competencies and skills in different functional areas through specially designed activities / experiences that include Organizing Learning (lesson plan) Developing Teaching Competencies Assessment of Learning Technology Use and Integration Organizing Field Visits Conducting Outreach/ Out of Classroom Activities Community Engagement Facilitating Inclusive Education Preparing Individualized Educational Plan(IEP)	Three/Four of the above

File Description	Documents
Data as per Data Template	View File
Documentary evidence in support of the selected response/s	View File
Reports of activities with video graphic support wherever possibl	View File
Any other relevant information	No File Uploaded

2.4.2 - Students go through a set of activities as preparatory to school- based practice teaching and internship. Pre practice	Four/Five of the above

teaching / internship orientation / training encompasses certain significant skills and competencies such as Formulating learning objectives Content mapping Lesson planning/ Individualized Education Plans (IEP) Identifying varied student abilities Dealing with student diversity in classrooms Visualising differential learning activities according to student needs Addressing inclusiveness Assessing student learning Mobilizing relevant and varied learning resources Evolving ICT based learning situations Exposure to Braille /Indian languages /Community engagement

File Description	Documents
Data as per Data Template	View File
Reports and photographs / videos of the activities	View File
Attendance sheets of the workshops / activities with seal and signature of the Principal	View File
Documentary evidence in support of each selected activity	View File
Any other relevant information	**No File Uploaded**

2.4.3 - Competency of effective communication is developed in students through several activities such as Workshop sessions for effective communication Simulated sessions for practicing communication in different situations Participating in institutional activities as 'anchor', 'discussant' or 'rapporteur' Classroom teaching learning situations along with teacher and peer feedback	**Two of the above**

File Description	Documents
Data as per Data Template	View File
Details of the activities carried out during the academic year in respect of each response indicated	View File
Any other relevant information	No File Uploaded

2.4.4 - Students are enabled to evolve the following tools of assessment for learning suited to the kinds of learning engagement provided to learners, and to analyse as well as interpret responses Teacher made written tests essentially based on subject content Observation modes for individual and group activities Performance tests Oral assessment Rating Scales	Three of the above

File Description	Documents
Data as per Data Template	View File
Samples prepared by students for each indicated assessment tool	View File
Documents showing the different activities for evolving indicated assessment tools	View File
Any other relevant information	No File Uploaded

2.4.5 - Adequate skills are developed in students for effective use of ICT for teaching learning process in respect of Preparation of lesson plans Developing assessment tools for both online and offline learning Effective use of social media/learning apps/adaptive devices for learning Identifying and selecting/ developing online learning resources Evolving learning sequences (learning activities) for online as well as face to face situations	Three of the above

File Description	Documents
Data as per Data Template	View File
Documentary evidence in support of each response selected	View File
Sample evidence showing the tasks carried out for each of the selected response	View File
Any other relevant information	No File Uploaded

2.4.6 - Students develop competence to organize academic, cultural, sports and community related events through Planning and scheduling academic, cultural and sports events in school Planning and execution ofcommunity related events Building teams and helping them to participate Involvement in preparatory arrangements Executing/conducting the event	**Three of the above**

File Description	Documents
Data as per Data Template	View File
Documentary evidence showing the activities carried out for each of the selected response	View File
Report of the events organized	View File
Photographs with caption and date, wherever possible	View File
Any other relevant information	No File Uploaded

2.4.7 - A variety of assignments given and assessed for theory courses through Library work Field exploration Hands-on activity Preparation of term paper Identifying and using the different sources for study	

File Description	Documents
Data as per Data Template	View File
Samples of assessed assignments for theory courses of different programmes	View File
Any other relevant information	View File

2.4.8 - Internship programme is systematically planned with necessary preparedness Describe institution's preparatory efforts at organizing internship programme in not more than 100-200 words with respect to the following: Selection/identification of schools for internship: participative/on request Orientation to school principal/teachers Orientation to students going for internship Defining role of teachers of the institution Streamlining mode/s of assessment of student performance Exposure to variety of school set ups

Internship programme in techer education is very imporntant to shape thetrainees in to a effective teacher of tomorrow .the internship is a field experience for trainees,which practice teacing and all activities of the school.our institution helps the student teachers to get prior permission from lead of the practicing school by giving requesting letter.

Before going practice teaching the student teachers get the orientation about using teaching skills preparation of various teaching aids from their respective pedagogical teacher educators.That is all the student teachers performing mini-teaching infront of their teacher educators. Then feedback given to them for doing effective teaching practice at their practicing schools offenly and observing their students teaching skills.

The lead of the insttitution prepare observation schedule to each and everyteacher educators.

File Description	Documents
Documentary evidence in support of the claim	View File
Any other relevant information	View File

2.4.9 - Number of students attached to each school for internship during the academic year

2.4.9.1 - Number of final year students during the academic year

79

File Description	Documents
Data as per Data Template	View File
Plan of teacher engagement in school internship	View File
Any other relevant information	View File

2.4.10 - Nature of internee engagement during internship consists of Classroom teaching Mentoring Time-table preparation Student counseling PTA meetings Assessment of student learning – home assignments & tests Organizing academic and cultural events Maintaining documents Administrative responsibilities-experience/exposure Preparation of progress reports	**Three/Four of the above**

File Description	Documents
Data as per Data Template	View File
Sample copies for each of selected activities claimed	View File
School-wise internship reports showing student engagement in activities claimed	View File
Wherever the documents are in regional language, provide English translated version	View File
Any other relevant information	**No File Uploaded**

2.4.11 - Institution adopts effective monitoring mechanisms during internship programme. Describe in not more than 100-200 words, the monitoring mechanisms adopted to ensure optimal impact of internship in schools with specific reference to the role of teacher educators, school principal, school teachers and peers.

Internship Programme

The role of teacher educators into observe and give feedback about their student teachers teaching. the teacher educators the teaching style among the trainees it needed.also they corrected lesson plan,teaching aids.which is prepared by the trainees.

The School Principal

The role of school principal is to allot the mentors to teacher trainees. they prepare class schedule to the trainees level 1& 2 frequently the principal visit the class for observing their teaching.

The role of teachers to monitor the trainees teaching activities. and the mentor guide them regarding classroom management.they over the trainees lesson plan teaching aids

File Description	Documents
Documentary evidence in support of the response	View File
Any other relevant information	No File Uploaded

2.4.12 - Performance of students during internship is assessed by the institution in terms of observations of different persons such as Self Peers (fellow interns) Teachers / School* Teachers Principal / School* Principal B. Ed Students / School* Students (* 'Schools' to be read as "TEIs" for PG programmes)

Three of the above

File Description	Documents
Assessment criteria adopted by each of the selected persons (For Bachelor and PG Programmes as applicable)	View File
Two filled in sample observation formats for each of the claimed assessors	View File
Any other relevant information	No File Uploaded

2.4.13 - Comprehensive appraisal of interns' performance is in place. The criteria used for assessment include Effectiveness in class room teaching Competency acquired in evaluation process in schools Involvement in various activities of schools Regularity, initiative and commitment Extent of job readiness

Three of the above

File Description	Documents
Format for criteria and weightages for interns' performance appraisal used	View File
Five filled in formats for each of the aspects claimed	View File
Any other relevant information	**No File Uploaded**

2.5 - Teacher Profile and Quality

2.5.1 - Number of fulltime teachers against sanctioned posts during the year

16

File Description	Documents
Data as per Data Template	View File
Sanction letters indicating number of posts (including management sanctioned posts) with seal and signature of the principal	View File
English translation of sanction letter, if it is in regional language	View File
Any other relevant information	**No File Uploaded**

2.5.2 - Number of fulltime teachers with Ph. D. degree during the year

03

File Description	Documents
Data as per Data Template	View File
Certificates of Doctoral Degree (Ph.D) of the faculty	View File
Any other relevant information	**No File Uploaded**

2.5.3 - Number of teaching experience of full time teachers for the during the year

Nil

2.5.3.1 - Total number of years of teaching experience of full-time teachers for the academic year

File Description	Documents
Copy of the appointment letters of the fulltime teachers	View File
Any other relevant information	No File Uploaded

2.5.4 - Teachers put-forth efforts to keep themselves updated professionally Describe the nature of efforts by teachers to keep themselves updated professionally in not more than 100-200 words 1. In house discussions on current developments and issues in education 2.   Share information with colleagues and with other institutions on policies and regulations

Our institution facilitated virtual faculty development programme in collaboration with st.christophers college of education,chennai.on 24th septemper 2021 regarding NAAC accreditation.both of the institutions faculty members information about all criteria points.

File Description	Documents
Documentary evidence to support the claim	View File
Any other relevant information	No File Uploaded

2.6 - Evaluation Process

2.6.1 - Continuous Internal Evaluation (CIE) of student learning is in place in the institution Describe details of the Continuous Internal Evaluation in the institution highlighting its major components in not more than 100-200 words

Continuous Internal Evalution (CIE) is done on the basis of seminar assignments,internal test and pre-university fest (model exam)for every subject in each semester.the marks obtained by students in the CIE process comprises of 30%weightage for their university internal .

CIE system followed at institute is as follows:

a) The internal marks evaluation scheme is conveyed by head of the department to the students at the time of bridge courses.the syllabus of the theory course, question paper pattern,various commitees,rules,marks allotement records and assignment is discused with the students by the faculty members in the beginning of the new session.

b) Internal assesment marks are awarded on the basis of

performance of student marks obtained in assignments, reqularity of attendance,participation in different activties like seminors,assignment etc...and efforts taken by the students to improve her performance over the academic year.

File Description	Documents
Relevant documents related to Internal Evaluation System at the institution level with seal and signature of the Principal	View File
Any other relevant information	**No File Uploaded**

2.6.2 - Mechanism of internal evaluation is transparent and robust and time bound; Institution adopts the following in internal evaluation Display of internal assessment marks before the term end examination Timely feedback on individual/group performance Provision of improvement opportunities Access to tutorial/remedial support Provision of answering bilingually	**Two of the above**

File Description	Documents
Copy of university regulation on internal evaluation for teacher education	View File
Annual Institutional plan of action for internal evaluation	View File
Details of provisions for improvement and bi-lingual answering	View File
Documentary evidence for remedial support provided	View File
Any other relevant information	**No File Uploaded**

2.6.3 - Mechanism for grievance redressal related to examination is operationally effective

a) Students are of continuous assesment scheme for internal as per the evaluation criteria.In award of continuous comprehensive evaluation internal assesment each semester theory courses shall be distribute as follows:

1.Seminar (1) -10

2.Assignment (2) -10

3.Class test (2) -10

The award of continous comprehension evaluation (internal assesment) marks in each semester for theory courses shall be distributed as follows :

Mechanism to with examination related grievance:

Student complaint _ (student discuss with principal &concern examination committee)

^

student write the application to the principal .principal forwarded the application to controller of examination (TNTEU)

^

University resolved the complaints of the students.

^

After resolution of students problem ,examination section will distribute required documents (result,answersheet photo copy ,nominal roll) to the student.

List of grievences(examination section)

File Description	Documents
Academic calendar of the Institution with seal and signature of the Principal	[View File](#)
Any other relevant information	**No File Uploaded**

2.6.4 - The institution adheres to academic calendar for the conduct of Internal Evaluation Describe the mechanism of adhering to academic calendar for the conduct of Internal Evaluation in the institution in not more than 100-200 words.

Before the commencement of the academic year for Institution prepare and publishes "Academic Calender" the relevant information

regarding the teaching learning schedule(working days) verious events to be organized ,holidays,dates of internal examination,Term and semester examination etc....

The academic calender is prepared.so that teacher educators and student teachers should know all the activities regarding continous internal evaluation process and it is also published on of the college. the students academic progress is monitored regularly by adopting the strategy of continuous internal evalution, seminars, unit test and term and semester examinations. The review of internal assessment is taken by the principal regularly. For the implementation of internal assessment process, examination commitee is formal at the college level which monitor overall internal assessment process.

The principal along with examination commitee send the information to the university about the students who are appearing for the examination. after receiving entrolled list of the students by the university. the college prepared the list of invigilators for monitoring the exam through online mode.the record of internal assessment is maintained at college level.

File Description	Documents
Academic calendar of the Institution with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

2.7 - Student Performance and Learning Outcomes

2.7.1 - The teaching learning process of the institution is aligned with the stated PLOs and CLOs. Describe the way in which institution ensures alignment of stated PLOs and CLOs with the teaching learning process in not more than 100 - 200 words.

On the completion of the B.Ed 2year programme student teachers will be able to develop.

Content competancy

a) To impact relevent knowledge with to foundation and methodology courses

b) To promote mastery over the required content

c) To know select and use teaching method

d) To understand the concept disciplinary knowledge in school curriculum

Pedagogical skills

a) To import teaching skills and strategies to transfer the given content sutabily in classroom situtions.

b) To innovate and experiment classroom practices

Professional ethics

a) To and upload qualities of a good teacher

b) To be just and impartial

c) To show love and respect to the individuality of the child

Effective Citizen Ethics

To creat leaders in all walks of life and thus be agents of change in the society by breaking the betters of all social evils for the betterment of the people of our country and for a better world

Effective Communication

To boost confidence and promote abilities to communicate effectively ,To plan ,teach ,organize school related community based activities and programmes.

Course Learning OutComes(CLOs)

In Educational Psychology ,In Contemporary india and Education ,In teaching and Learning , Language across the Curriculum, Understanding Discipline and Pedagogy.

File Description	Documents
Documentary evidence in support of the claim	View File
Any other relevant information	No File Uploaded

2.7.2 - Pass percentage of Students during the year

File Description	Documents
Data as per Data Template	View File
Result sheet for each year received from the Affiliating University	View File
Certified report from the Head of the Institution indicating pass percentage of students program-wise	View File
Any other relevant information	No File Uploaded

2.7.3 - The progressive performance of students and attainment of professional and personal attributes in line with the PLOs and CLOs is monitored and used for further improvements

The most appropriate assessments to improve guidance in student learning are quizzes ,class tests,writing assignments,and other assessments that teachers make in their classes on a regular basis. teachers on the results from these assessments because of their direct relationship with class room teaching goals. In addition the results are immediate and easy to analyze at the individual student level.to use class room assessment to improve ,however ,teachers must change both their approch to assessment &their interpretation of the results. in particular they need to see their assessment as an important in helping students learn.

Despite the importance of assesment in education today ,some teachers receive very formal training in assessment design or analysis specific training teachers too heavily on assessment submitted by the publisher of their text books or instructional meterials.

When no appropriateassessment is available teachers construct themselves in a discussing fashion with mini projects similar to those their teachers used to use. they form assessment instruments to be used primarily after instructional activities are completed and to provide students with grades.

File Description	Documents
Documentary evidence showing the performance of students on various internal assessment tasks and the LOs achieved	View File
Any other relevant information	No File Uploaded

2.7.4 - Performance of outgoing students in internal assessment

2.7.4.1 - Number of students achieving on an average 70% or more in internal assessment activities during the year

160

File Description	Documents
Number of students achieving on an average 70% or more in internal assessment activities during t	View File
Record of student-wise / programme-wise / semester-wise internal assessment of students during the year	View File
Any other relevant information	No File Uploaded

2.7.5 - Performance of students on various assessment tasks reflects how far their initially identified learning needs are catered to. Describe with examples the extent to which the assessment task and the performance of students reflect their initially identified learning needs in not more than 100 -200 words.

The learners know how to prepare themselves for the assessment perform to the best of their ability have a greater confidence in the assessment method and the teachers judgement and improve their motivation.

follow the assessment process

Understand exactly what is expected from them

Have a clearer understanding of the assessment criteria

Understand what they have to do

Know how to orepare themselves for the assessment

Perform to the best of their ability

Have a greater confidence in the assessment method and the teachers judgements.

Improve their motivation level

Take ownership of their assessment

Prepare for the assessment (ensuring they have all relevant equipment available)

File Description	Documents
Documentary evidence in respect to claim	[View File](#)
Any other relevant information	**No File Uploaded**

2.8 - Student Satisfaction Survey

2.8.1 - Online student satisfaction survey regarding teaching learning process

The over all quality of teaching -Learning process in our institution is very good.

RESEARCH AND OUTREACH ACTIVITIES

3.1 - Resource Mobilization for Research

3.1.1 - Number of research projects funded by government and/ or non-government agencies during the year

0

File Description	Documents
Data as per Data Template	[View File](#)
Sanction letter from the funding agency	**No File Uploaded**
Any other relevant information	**No File Uploaded**

3.1.2 - Number of grants received for research projects from government and / or non-government agencies during the year (INR in Lakhs)

0

File Description	Documents
Sanction letter from the funding agency	**No File Uploaded**
Income Expenditure statements highlighting the research grants received certified by the auditor	**No File Uploaded**
Any other relevant information	**No File Uploaded**

3.1.3 - In-house support is provided by the institution to teachers for research purposes during the year in the form of Seed money for doctoral studies / research projects Granting study leave for research field work Undertaking appraisals of institutional functioning and documentation Facilitating research by providing organizational supports Organizing research circle / internal seminar / interactive session on research

File Description	Documents
Data as per Data Template	[View File](#)
Institutional Policy document detailing scheme of incentives	**No File Uploaded**
Sanction letters of award of incentives	**No File Uploaded**
Income Expenditure statements highlighting the relevant expenditure with seal and signature of the Principal	**No File Uploaded**
Documentary evidence for each of the claims	**No File Uploaded**
Any other relevant information	**No File Uploaded**

3.1.4 - Institution has created an eco-system for innovation and other initiatives for creation and transfer of knowledge that include Participative efforts (brain storming, think tank etc.) to identify possible and needed innovations Encouragement to novel ideas Official approval and support for innovative try-outs Material and procedural

supports

File Description	Documents
Documentary evidences in support of the claims	**No File Uploaded**
Details of reports highlighting the claims made by the institution	**No File Uploaded**
Reports of innovations tried out and ideas incubated	**No File Uploaded**
Copyrights or patents filed	**No File Uploaded**
Any other relevant information	View File

3.2 - Research Publications

3.2.1 - Number of research papers / articles per teacher published in Journals notified on UGC website during the year

2

File Description	Documents
Data as per Data Template	View File
First page of the article/journals with seal and signature of the Principal	**No File Uploaded**
E-copies of outer jacket/contents page of the journals in which articles are published	**No File Uploaded**
Any other relevant information	View File

3.2.2 - Number of books and / or chapters in edited books published and papers in National / International conference-proceedings per teacher during the year

4

File Description	Documents
Data as per Data Template	View File
• First page of the published book/chapter with seal and signature of the Principal	**No File Uploaded**
E-copies of outer jacket/contents page of the books, chapters and papers published along with ISBN number in national / international conference-proceedings per teacher	**No File Uploaded**
Any other relevant information	View File

3.3 - Outreach Activities

3.3.1 - Number of outreach activities organized by the institution during the year

3.3.1.1 - Total number of outreach activities organized by the institution during the year

14

File Description	Documents
Data as per Data Template	View File
Report of each outreach activity organized along with video/ photographs with seal and signature of the Principal	**No File Uploaded**
Any other relevant information	View File

3.3.2 - Number of students participating in outreach activities organized by the institution during the year

3.3.2.1 - Number of students participating in outreach activities organized by the institution during the year

158

20-09-2024 03:19:07

File Description	Documents
Event-wise newspaper clippings / videos / photographs with captions and dates	View File
Report of each outreach activity with seal and signature of the Principal	No File Uploaded
Any other relevant information	View File

3.3.3 - Number of student participation in national priority programmes such as Swachh Bharat, AIDs awareness, Gender sensitivity, Yoga, Digital India, National Water Mission during the year

158

3.3.3.1 - Number of students participated in activities as part of national priority programmes during the year

158

File Description	Documents
Data as per Data Template	View File
Documentary evidence in support of the claim along with photographs with caption and date	View File
Any other relevant information	No File Uploaded

3.3.4 - Outreach activities in the community in terms of influencing and sensitizing students to social issues and contribute to community development Describe the way in which outreach activities conducted sensitized students to social issues and community development in not more than 100-200 words.

Awareness Programmes

AIDS Awarness Programme was organized by Red Ribbon Club of our College on 1st December 2022. The Chief fuest Mr. Sridhar Prince, Integrated Councelling and Testing Centre, Ukkirankottai and Mr. Gnanadurai, ICTC Counsellor, Government Hospital, Melapalayam stressed the importance of the world without AIDS.

An Awareness Programme on Road Safety was conducted by Mr. N. Judson, National Awardee- Road Safety, Tuticorin District on 20th March 2023

An Eco Awareness Rally on" No to Plastics and yes to Manajapai" was conducted by our college in collaboration with St. XaviersCollege of Education, Palayamkottai and St. Ignatius College of Education, Palyamkottai on 24th March 2023.

Our Student teachers participated in Blood Donation Camp in Connection with Rev. C.T.E Rhenius Birthday held in Centenary Hall, Palayamkottai on 5th November2023 and donated blood.

Our Students and Staff visit Shalom Old Age Home on 2nd January 2023 and presented groceries, eatables and clothes to the old age people.

File Description	Documents
Relevant documentary evidence for the claim	**No File Uploaded**
Report of each outreach activity signed by the Principal	[View File](#)
Any other relevant information	[View File](#)

3.3.5 - Number of awards and honours received for outreach activities from government / recognized agency during the year

2

File Description	Documents
Data as per Data Template	[View File](#)
Appropriate certificates from the awarding agency	[View File](#)
Any other relevant information	**No File Uploaded**

3.4 - Collaboration and Linkages

3.4.1 - Number of linkages for Faculty exchange, Student exchange, research etc. during the year

2

3.4.1.1 - Number of linkages for faculty exchange, student exchange, research etc. during the year

2

File Description	Documents
Data as per Data Template	View File
List of teachers/students benefited by linkage – exchange and research	**No File Uploaded**
Report of each linkage along with videos/photographs	**No File Uploaded**
Any other relevant information	View File

3.4.2 - Functional MoUs with institutions of National and / or International importance, other universities, industries, corporate houses etc. during the academic year

2

File Description	Documents
Data as per Data Template	View File
Copies of the MoU's with institution / industry/ corporate houses	View File
Any other relevant information	**No File Uploaded**

3.4.3 - Institution has linkages with schools and other educational agencies for both academic and outreach activities and jointly organizes Local community based activities Practice teaching /internship in schools Organizes events of mutual interest- literary, cultural and open discussions on pertinent themes to school education Discern ways to strengthen school based practice through joint discussions and planning Join hands with schools in identifying areas for innovative practice Rehabilitation Clinics Linkages with general colleges	**Five/Six of the above**

File Description	Documents
Data as per Data Template	View File
Report of each activities with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The institution has adequate facilities for Teaching- Learning. viz., classrooms, laboratories, sports field, fitness center, equipment, computing facilities, sports complex, etc. for the various programme offered Describe the adequacy of facilities for Teaching –Learning as per the minimum specified requirement by statutory bodies in not more than 100 - 200 words

Infrastructure

Our institution has adhered to the requirements mentioned by the statutory body National Council for Teacher Education (NCTE) for the conducting of the Teacher Education Programmes. The institute has following adequate physical infrastructure to accommodate all departments for conducting its effective teaching learning process.

- Located on 20,241.63 sq.m. of land, 2024.01 sq.m built - up area
- Well equiped spacious class rooms
- ICT enabled classrooms
- Seminar Rooms
- Library cum Reading Room
- Psychology Lab
- Biological Science Lab
- Physical Science Lab
- Art & Craft Resource Centre
- Health and Physical Education Resource Centre
- Principal's Office
- Administrative Office
- Adequate staff rooms
- Two computers in library four computers in office
- Computer Lab with total of 15 computers having interrupted power supply backed by sufficient number of UPS. It also serves as a language laboratory for the systems have been installed with English Mastery Software
- Educational Technology room with modern equipments such as

- overhead projectors, LCD Projectors, LED Television, handy camera etc.
- The library has adequate seating facilities and houses around 7000 volumes of books, reference books, educational encyclopedias, year books, digital resources, e- resources. 12referred journals of Education and 5 Journals of other disciplines are subscribed by the college library.

The other infrastructural facilities available in the institution include:

- Mobile Canteen
- Parking Space
- Store Room
- Separate Toilet Facility for Students and Staff
- Sick room to provide first-aid services
- Two RO plants each with a capacity of 3000 litres per hour for clean drinking water
- Safeguard against fire hazards in all parts of the buildings
- CCTV security system

File Description	Documents
List of physical facilities available for teaching learning	View File
Geo-tagged photographs	View File
Any other relevant information	View File

4.1.2 - Number of classrooms and seminar hall(s) with ICT- enabled facilities such as smart classroom, LMS, video and sound systems etc. during the year.

4.1.2.1 - Number of classrooms and seminar hall(s) with ICT facilities

01

File Description	Documents
Data as per Data Template	View File
Geo-tagged photographs	View File
Link to relevant page on the Institutional website	http://www.stjohnsedn.org/
Any other relevant information	No File Uploaded

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

569981

File Description	Documents
Data as per Data Template	View File
Income Expenditure statements highlighting the expenditure on infrastructure augmentation with seal and signature of CA and the Principal	View File
Any other relevant information	No File Uploaded

4.2 - Library as a Learning Resource

4.2.1 - Institution has adopted automation of library using Integrated Library Management System (ILMS) or any other software Describe the features of Library Automation in not more than 100 – 200 words.

The Library of the Institution has adequate holdings in terms of books journals and other learning materials. It plays a prominent role in academic activities of the College. It is automated with ROVAN LMs. One systems integrated in the ROVAN LMS namely ADMIN,OPAC and E-GATE. ROVAN LMS provides both basic and advanced capabilities through the various modules to the administrator, the college librarian. The following are the modules;

Acquisition module

- Budget receipy
- Budget Allocation
- Budget Utilisation
- Order/ Receipt/ payment
- purchase Statement
- Supplier wise Statement

Catalogue module `

- Book/ Resource Entry
- catalogue Search
- Stock Verification
- Accession Register
- New Arrivals List

- Year wise /Subject wise / Department wise Statistics
- Missing Accn.No Loss
- Stock Verification Loss
- More Reports

Serials module

- Subscription Management
- Issue Arrival Schedule
- New Issue Entry
- Articles
- Non Receipt of Issues
- Reminders
- Back Volume Management
- More Reports

OPAC module

- Search using Title/ Author/ Subject/ Keywords/ Accn.No. etc.,
- Boolean Operators
- Wild Card Matching

Circulation module

- Student/ Staff Data
- Promotion
- rivilege Setting
- Issue/ Return/ Renew/ Reservation
- Over Due Charge /Fine
- Loss Due Charge /Fine
- Gate Register
- No Dues Certificate
- Resource Analysis
- Member Analysis
- More Reports

Master moduke

- Author
- Publisher
- Subject
- Supplier and Location

Administration module

- **Login Information**
- **Change Password**
- **Users Management**
- **Roles Management**
- **Backup**

E-GATE

- **Check In/Out**
- **Gate Register Entry**
- **Month wise Summary**
- **Data wise Summary**
- **Frequent Visitors**
- **Long Stayers**
- **Member Log**

File Description	Documents
Bill for augmentation of library signed by the Principal	[View File](#)
Web-link to library facilities, if available	**Nil**
Any other relevant information	**No File Uploaded**

4.2.2 - Institution has remote access to library resources which students and teachers use frequently Give details of Gateway for remote access to library resources used by teachers and students in not more than 100 - 200 words

We have planned to access Library Resources which students and teachers use frequently through remote access in future.

File Description	Documents
Landing page of the remote access webpage	[View File](#)
Details of users and details of visits/downloads	**No File Uploaded**
Any other relevant information	**No File Uploaded**

4.2.3 - Institution has subscription for e-resources and has membership / registration for the following e-journals e-Shodh Sindhu Shodhganga e-books Databases	

File Description	Documents
Data as per Data template	View File
Receipts of subscription /membership to e-resources	View File
E-copy of the letter of subscription /member ship in the name of institution	**No File Uploaded**
Any other relevant information	**No File Uploaded**

4.2.4 - Annual expenditure for purchase of books, journals, and e-resources during the year (INR in Lakhs)

44556

File Description	Documents
Data as per Data Template	View File
Income Expenditure statements highlighting the expenditure on purchase of books, journals, e-resources with seal and signature of both the Principal and Chartered Accountant	View File
Any other relevant information	**No File Uploaded**

4.2.5 - Per day usage of library by teachers and students during the academic year

4.2.5.1 - Number of teachers and students using library for Month one (not less than 20 working days) during the academic year

October month 2022 - 63

File Description	Documents
Document showing the number of teachers and students using library / e-library per working day/ logins in remote access for 10 days each for five months during the academic year with seal and signature of both the librarian and principal	View File
Link to certified copies of the ledger pages/screenshots of the data for 5 days each for 5 working months selected by the institution	Nil
Any other relevant information	No File Uploaded

4.2.6 - Efforts are made to make available National Policies and other documents on education in the library suitable to the three streams of teacher education –general teacher education, special education and physical education by the following ways Relevant educational documents are obtained on a regular basis Documents are made available from other libraries on loan Documents are obtained as and when teachers recommend Documents are obtained as gifts to College	Three of the above

File Description	Documents
Data as per Data Template	View File
Any other relevant information	No File Uploaded

4.3 - ICT Infrastructure

4.3.1 - Institution updates its ICT facilities including Wi-Fi Describe ICT facilities including Wi-Fi with date and nature of updation in not more than 100 - 200 words

The Instition integrates technology in the teaching-learning process which creates pathways for differentiated and participative instruction to meet the unique needs of students as autonomous learners within a broader classroom climate. Teacher educators of the institution apply technology to acqire, demonstrate and communicate information to the students The

institution is therefore well equipped with ICT and internet facilities to support the technology integration by teachers.

The college has augmented its basic IT infrastructure time to time. A well equipped and fully air conditioned ComputerCum Language Laboratory ith all the necessary equipments, functions on all working days from 9.30 a.m to 4.30 p.m. It also serves as language laboratory for the systems have been installed with English Mastery Software for developing language skills in English and it improves the pronounciation and the linguistic skills of student teachers.. The computer Laboratory has 13computers with all the accessories, speakers, headsets, high capacity UPS and printers. " English Mastery" software in each system fulfills the purpose of developing English language skills and linguistic skills. Unlimited broadband internet facility enables the students to collect the necessary information for their studies. It is also beneficial for the staff to collect more information to enrich their teaching and to promote research. Over Head Projectors, LCD Projectors, LED Television are available which make great impact in the minds of the learners and it plays a significant role for the enhancement of the teaching- learning process. CCTV cameras in classrooms, seminar halls help to reduce malpractices during examinations.

File Description	Documents
Document related to date of implementation and updation, receipt for updating the Wi-Fi	View File
Any other relevant information	No File Uploaded

4.3.2 - Student – Computer ratio during the academic year

79:20

File Description	Documents
Data as per data template	View File
Purchase receipts and relevant pages of the Stock Register with seal and signature of the principal	View File
Any other relevant information	No File Uploaded

4.3.3 - Available bandwidth of internet connection in the Institution (Leased line)	B. 500 MBPS - 1GBPS

Opt any one:

File Description	Documents
Receipt for connection indicating bandwidth	**No File Uploaded**
Bill for any one month during theacademic year indicating internet connection plan, speed and bandwidth	<u>View File</u>
Any other relevant Information	**No File Uploaded**

4.3.4 - Facilities for e-content development are available in the institution such as Facilities for e-content development are available in the institution such as Studio / Live studio Content distribution system Lecture Capturing System (LCS) Teleprompter Editing and graphic unit	**One of the above**

File Description	Documents
Data as per Data Template	<u>View File</u>
Link to videos of the e-content development facilities	<u>https://classroom.google.com/c/NTAyNzk3Nj/2MDky?cjc=rrugseh</u>
List the equipment purchased for claimed facilities along with the relevant bills	<u>View File</u>
Link to the e-content developed by the faculty of the institution	<u>https://classroom.google.com/c/NTAyNzk3Nj/2MDky?cjc=rrugseh</u>
Any other relevant information	**No File Uploaded**

4.4 - Maintenance of Campus and Infrastructure

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

1378790

File Description	Documents
Data as per Data Template	View File
Income Expenditure statements highlighting relevant items with seal and signature of the Principal and Chartered Accountant	View File
Any other relevant information	No File Uploaded

4.4.2 - Systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.are in place Describe policy details of systems and procedures for maintaining and utilizing physical, academic and support facilities in not more than 100 - 200 words

Classrooms

Regular cleaning and maintenance is carried out so as to provide an effective learning environment to the students. Regular cleaning is out sourced for maintenance of buildings and other facilities.

Laboratories

Annual maintenance contracts are done for high grade instruments. Regular servicing and maintenance is carried out for the instruments. Stock Registers are maintained and varified annualy. Service engineers from manufacturing companies are called for therepairs if available.

Library

Annual maintenance contracts are done for the softeare used in the library. Proper ventilation is done so as to maintain a dry environment near bookshelves. Regular dusting and cleaning is done by sweepers. Pest control is carried out so as to increase the life of valuable resources of the library. Furniture anf fixtures are centrally repaired as per the requirement.

Building

Need based repair work of furniture and fixtures (including electrical appliances like fan, AC, CCTV, sound system, cameras) is done Mantenance and painting of building and infrastructure id done as per need. Cleaning, Maintenance and Replacement of resins of water filters is done on a regular basis.

File Description	Documents
Appropriate link(s) on the institutional website	http://www.stjohnsedn.org
Any other relevant information	View File

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - A range of capability building and skill enhancement initiatives are undertaken by the institution such as Career and Personal Counseling Skill enhancement in academic, technical and organizational aspects Communicating with persons of different disabilities: Braille, Sign language and Speech training Capability to develop a seminar paper and a research paper; understand/appreciate the difference between the two E-content development Online assessment of learning	**Four of the above**

File Description	Documents
Data as per Data Template	View File
Report on each capability building and skill enhancement initiative adopted with seal and signature of the Principal	**No File Uploaded**
Sample feedback sheets from the students participating in each of the initiative	**No File Uploaded**
Photographs with date and caption for each initiative	View File
Any other relevant information	**No File Uploaded**

5.1.2 - Available student support facilities in institution are Vehicle Parking Common rooms separately for boys and girls Recreational facility First aid and medical aid Transport Book bank Safe drinking water Hostel Canteen Toilets for girls Indicate the one/s applicable	**Seven/Eight of the above**

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

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

File Description	Documents
Data as per Data Template for the applicable options	View File
Institutional guidelines for students' grievance redressal	No File Uploaded
Composition of the student grievance redressal committee including sexual harassment and ragging	No File Uploaded
Samples of grievance submitted offline	No File Uploaded
Any other relevant information	No File Uploaded

5.1.4 - Institution provides additional support to needy students in several ways such as Monetary help from external sources such as banks Outside accommodation on reasonable rent on shared or individual basis Dean student welfare is appointed and takes care of student welfare Placement Officer is appointed and takes care of the Placement Cell Concession in tuition fees/hostel fees Group insurance (Health/Accident)	Three of the above

File Description	Documents
Data as per Data template	View File
Income Expenditure statement highlighting the relevant expenditure towards student concession along with approval / sanction letter	**No File Uploaded**
Report of the Placement Cell	**No File Uploaded**
Any other relevant information	View File

5.2 - Student Progression

5.2.1 - Number of students of the institution placed as teachers/teacher educators during the year

Number of students placed as teachers/teacher educators	Total number of graduating students
16	**77**

File Description	Documents
Data as per Data Template	View File
Reports of Placement Cell for during the year	**No File Uploaded**
Appointment letters of 10 percent graduates for each year	**No File Uploaded**
Any other relevant information	**No File Uploaded**

5.2.2 - Number of student progression to higher education during the academic year

5.2.2.1 - Number of outgoing students progressing from Bachelor to PG (A1).

12

File Description	Documents
Data as per Data Template	View File
Details of graduating students and their progression to higher education with seal and signature of the principal	**No File Uploaded**
Documentary evidence in support of the claim	**No File Uploaded**
Any other relevant information	**No File Uploaded**

5.2.3 - Number of students qualifying state/national level examinations during the year (eg: NET/SLET/ TET/ CTET)

0

File Description	Documents
Data as per Data Template	View File
Copy of certificates for qualifying in the state/national examination	**No File Uploaded**
Any other relevant information	**No File Uploaded**

5.3 - Student Participation and Activities

5.3.1 - Student council is active and plays a proactive role in the institutional functioning Describe the ways in which student council plays a proactive role in the institutional functioning and contribute for students welfare in not more than 100 - 200 words

The Student 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. Important days are celebrated by the trainees. All students are encouraged to participate and conducting the programme. Students are encouraged to participate in intercollegiate competitions. Guest lectures of prominent educationists, administrative officers, educational thinkers and subject experts are organized for the students to enhance their knowledge in the field of education. The institution provides the essential financial support for all the above mentioned activities.

File Description	Documents
Copy of constitution of student council signed by the Principal	**No File Uploaded**
List of students represented on different bodies of the Institution signed by the Principal	**No File Uploaded**
Documentary evidence for alumni role in institution functioning and for student welfare	**No File Uploaded**
Any other relevant information	View File

5.3.2 - Number of sports and cultural events organized at the institution during the year

02

File Description	Documents
Data as per Data Template	View File
Reports of the events along with the photographs with captions and dates	View File
Copy of circular / brochure indicating such kind of events	**No File Uploaded**
Any other relevant information	**No File Uploaded**

5.4 - Alumni Engagement

5.4.1 - Alumni Association/Chapter (registered / non-registered but functional) contributes significantly for the development of the institution   Describe the role of alumni association in the development of institution in not more than 100 - 200 words highlighting two significant contributions in any functional aspects

Not Yet Registered. But our Institution has Alumni Association Committee. In this Committee, Mrs. Melba Thomas acts as a convener. Four staff acting as a member. Periodically, we are conducting the Alumni meeting for enhancing the Quality and development of Institution by collecting the feedback from Alumnus. Up to 2020, we are not registered this association, But we collected some amount of money thta used for the welfare of Institution and honour the students by giving perfect attendance award. But In this year 2020-2021, we registered Alumni Association in our Affiliating University ie., TNTEU, Chennai.

File Description	Documents
Details of office bearers and members of alumni association	[View File](#)
Certificate of registration of Alumni Association, if registered	[View File](#)
Any other relevant information	No File Uploaded

5.4.2 - Alumni has an active role in the regular institutional functioning such as Motivating the freshly enrolled students Involvement in the in-house curriculum development Organization of various activities other than class room activities Support to curriculum delivery Student mentoring Financial contribution Placement advice and support	Three/Four of the above

File Description	Documents
Documentary evidence for the selected claim	No File Uploaded
Income Expenditure statement highlighting the alumni contribution	No File Uploaded
Report of alumni participation in institutional functioning for the academic year	[View File](#)
Any other relevant information.	No File Uploaded

5.4.3 - Number of meetings of Alumni Association held during the year

01

File Description	Documents
Data as per Data Template	[View File](#)
Agenda and minutes of the meeting of Alumni Association with seal and signature of the Principal and the Secretary of the Association	[View File](#)
Any other relevant information	No File Uploaded

5.4.4 - Alumni Association acts as an effective support system to the institution in motivating students as well as recognizing, nurturing and furthering any special talent/s in them. Describe the mechanism through which Alumni Association acts as an effective support system to the institution in motivating, nurturing special talent in not more than 100 - 200 words

We collected Rs.300/- per student that used for the welfare of institution and honour the best outgoing students. 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 career development.

We invited our alumni for giving special talk related to B.Ed., course and their experience among the new entrants of our College. Also, we arranged Demonstration Class for second year student teachers that taken by our alumni. This year on 23rd August 2023, Ms. DurgaElavarasi, Teacher, ZareenFathima Matriculation Hr.Sec.School, Mrs. Angeline Jenifer, PT Asst., Mary Sargent Hr.Sec.School, Palayamkottai, Ms. V. Selva Glory, PG Asst., CSI Matriculation School, Palayamkottai, Ms. A. Vidhya, Teacher, Rose Mary Matriculation Hr. Sec. School, Palayamkottai served as a resource person for the Demo Class schedule.

File Description	Documents
Documentary evidence in support of the claim	[View File](#)
Any other relevant information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership and participatory mechanism in tune with the vision and mission Describe the vision and mission statement of the institution on the nature of governance, perspective plans and participation of the teachers, students and non-teaching staffs in its decision making bodies of the institution in not more than 100 - 200 words.

As our College Motto suggersts,"Joyfully Enrich Enhance and Enlighten," under the able guidance and meticulous care and concedrn of the felicitous faculty. our student teachers are trained to be well=-equipped mto encounter challenges in life with confidence and courage and full -fledged teachers with zest for life. with excellent abode of knowledge and wisdom catering to the needs of all, irespective of caste, creed and religion.

File Description	Documents
Vision and Mission statements of the institution	[View File](#)
List of teachers, students and non-teaching staff on decision making bodies of the institution with seal and signature of the Principal	[View File](#)
Documentary evidence in support of the claim	[View File](#)
Any other relevant information	**No File Uploaded**

6.1.2 - Institution practices decentralization and participative management Describe the process of decentralization and participative management practiced in the institution in not more than 100 - 200 words

our institution practices decentralization and participative management in each and every activity.

File Description	Documents
Relevant documents to indicate decentralization and participative management	[View File](#)
Any other relevant information	**No File Uploaded**

6.1.3 - The institution maintains transparency in its financial, academic, administrative and other functions Describe the efforts of the institution towards maintenance of transparency in its financial, academic, administrative and other functions in not more than 100 - 200 words.

The institution not only maintains transparency financial, academic, administrative and also efforts in other functions also

File Description	Documents
Reports indicating the efforts made by the institution towards maintenance of transparency	**No File Uploaded**
Any other relevant information	**No File Uploaded**

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic plan is effectively deployed Describe one activity successfully implemented based on the strategic plan with details of deployment strategy, during the year in not more than 100 - 200 words

Our college is marching towards the goal of attaining the ultimatae objective of producing competent and dedicated teachers who will serve as agents of social change, as they emerge from our college,imbuded moral, spiritual and eternal values. This is our institution strategic plan is successfully implemented and effectively deployed.

File Description	Documents
Link to the page leading to Strategic Plan and deployment documents	**Nil**
Documentary evidence in support of the claim	**No File Uploaded**
Any other relevant information	**No File Uploaded**

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc. Describe the functioning of the institutional bodies in not more than 100 - 200 words.

our institution is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures,etc.

File Description	Documents
Link to organogram on the institutional website	**Nil**
Documentary evidence in support of the claim	[View File](#)
Any other relevant information	**No File Uploaded**

6.2.3 - Implementation of e-governance are in the following areas of operation Planning and Development Administration Finance and Accounts Student Admission and Support Examination System Biometric / digital attendance for staff Biometric / digital attendance for students	**None of the above**

File Description	Documents
Data as per Data Template	View File
Screen shots of user interfaces of each module	View File
Annual e-governance report	View File
Geo-tagged photographs	View File
Any other relevant information	No File Uploaded

6.2.4 - Effectiveness of various bodies / cells / committees is evident through minutes of meetings and implementation of their resolutions / decisions Describe one decision based on the minutes of the meetings of various Bodies / Cells / Committees which is successfully implemented in not more than 100 - 200 words.

Our institution is effectiveness of various bodies\cells\commitees is evident throug minutes of meetings and implementation of their resoluitions\ descisions.

File Description	Documents
Minutes of the meeting with seal and signature of the Principal	View File
Action taken report with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - Effective implementation of welfare measures for teaching and non-teaching staff is in place Describe the existing welfare measurements for teaching and non-teaching staff and their implementation in not more than 100 - 200 words

Our institution provides effective implementation of welfare measures for teaching and non teaching staff.

File Description	Documents
List of welfare measures provided by the institution with seal and signature of the Principal	**No File Uploaded**
List of beneficiaries of welfare measures provided by the institution with seal and signature of the Principal	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

9

File Description	Documents
Data as per Data Template	[View File](#)
Institutional Policy document on providing financial support to teachers	**No File Uploaded**
E-copy of letter/s indicating financial assistance to teachers	**No File Uploaded**
Certificate of participation for the claim	**No File Uploaded**
Certificate of membership	**No File Uploaded**
Income Expenditure statement highlighting the financial support to teachers	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

9

File Description	Documents
Data as per Data Template	View File
Brochures / Reports along with Photographs with date and caption	View File
List of participants of each programme	View File
Any other relevant information	**No File Uploaded**

6.3.4 - Number of teachers undergoing online / face to face Faculty Development Programmes (FDPs) viz., Orientation Programme and Refresher Course of the ASC / HRDC, Short Term Course and any other similar programmes

Nil

File Description	Documents
Data as per Data Template	View File
Copy of Course completion certificates	View File
Any other relevant information	**No File Uploaded**

6.3.5 - The institution has a performance appraisal system for teaching and non-teaching staff Describe the process of performance appraisal system for teaching and non-teaching staff in not more than 100 - 200 words.

Our institution has a performance appraisal system for teaching and non-teaching staff.

File Description	Documents
Proforma used for performance appraisal for teaching and non-teaching staff with seal and signature of the Principal	**No File Uploaded**
Performance Appraisal Report of any three teaching and three non-teaching staff with seal and signature of the Principal	**No File Uploaded**
Any other relevant information	**No File Uploaded**

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal or /and external financial audit regularly Describe the process

of internal and external financial audits along with the mechanism for settling audit objections, if any, during the year in not more than 100 - 200 words

`our institution conducts internal and external financial audit`
`regularly with the mechanism for settling the audit objection very`
`properly.`

File Description	Documents
Report of Auditors of during the year signed by the Principal.	**No File Uploaded**
List of audit objections and their compliance with seal and signature of the Principal	**No File Uploaded**
Any other relevant information	**No File Uploaded**

6.4.2 - Funds / Donations received from non-government bodies, individuals, philanthropists averaged over the year (not covered in Criterion III)(INR in Lakhs)

`Nil`

File Description	Documents
Data as per Data Template	<u>View File</u>
Income Expenditure statements highlighting the relevant items with seal and signature of both the Chartered Accountant / Principal	<u>View File</u>
Copy of letter from the NGO / Individual / Philanthropists stating the Fund / Donation given	<u>View File</u>
Any other relevant information	**No File Uploaded**

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources are in place. Describe the procedure of mobilization of funds and its optimal utilization in not more than 100 - 200 words.

`St.Johns College of Education, Palayamkottai is an additional`
`feather the cap of theTDTA.`

File Description	Documents
Documentary evidence regarding mobilization and utilization of funds with seal and signature of the Principal	View File
Any other relevant information	**No File Uploaded**

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) or any other mechanism has contributed significantly for institutionalizing the quality assurance strategies Describe the process adopted by the institution for quality assurance through IQAC or any other mechanism in not more than 100 - 200 words

IQAC contributed significantly institutionalizing the quality assurance strategies and other mechanism also.

File Description	Documents
List of activities responsible for ensuring quality culture in the Institution with seal and signature of the principal	View File
Any other relevant information	**No File Uploaded**

6.5.2 - The institution reviews its teaching-learning process periodically through IQAC or any other mechanism Describe the process adopted by the institution for reviewing Teaching-Learning Process periodically in not more than 100 - 200 words.

The institution reviews its teaching-learning process periodically through IQAC and other mechanisms in the Teaching-Learning process.

File Description	Documents
Appropriate documents to show the visible improvement/s in Teaching-Learning Process with seal and signature of the Principal	View File
Any other relevant information	**No File Uploaded**

6.5.3 - Number of quality initiatives taken by IQAC or any other mechanism for promoting quality culture during the year

Nil

File Description	Documents
Data as per Data Template	**No File Uploaded**
Report of the work done by IQAC or other quality mechanisms	<u>View File</u>
List of quality initiatives undertaken by IQAC / other quality mechanism signed by the Principal	<u>View File</u>
Any other relevant information	**No File Uploaded**

6.5.4 - Institution engages in several quality initiatives such as Regular meeting of Internal Quality Assurance Cell (IQAC) or other mechanisms; Feedback collected, analysed and used for improvements Timely submission of AQARs (only after 1st cycle) Academic Administrative Audit (AAA) and initiation of follow up action Collaborative quality initiatives with other institution(s) Participation in NIRF	**Two of the above**

File Description	Documents
Data as per Data Template	**No File Uploaded**
Link to the minutes of the meeting of IQAC	<u>for each and every three months</u>
Link to Annual Quality Assurance Reports (AQAR) of IQAC	**Nil**
Consolidated report of Academic Administrative Audit (AAA)	**No File Uploaded**
e-Copies of the accreditations and certifications	**No File Uploaded**
• Supporting document of participation in NIRF	**No File Uploaded**
Feedback analysis report	**No File Uploaded**
Any other relevant information	**No File Uploaded**

6.5.5 - Institutions keeps track of the incremental improvements achieved in academic and administrative domains of its functioning through quality assurance initiatives For first cycle: Describe two examples to show incremental improvements achieved within the institution during the year in not more than 100 - 200 words each For second and subsequent cycles: Describe two examples to show incremental improvements achieved within the institution due to quality initiatives since the previous accreditation in not more than 100 - 200 words each

Nil

File Description	Documents
Relevant documentary evidence in support of the claim	No File Uploaded
Any other relevant information	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Institution has a stated energy policy streamlining ways of energy conservation, use of alternate sources of energy for meeting its power requirements Describe the institution's energy policy streamlining ways of energy conservation, use of alternate sources of energy for meeting its power requirements in not more than 100 - 200 words.

Institution used LED bulbs and tubes for the power requirements. LED lighting produces less watts and more useful lumens than other lighting technologies. If we replace all the lighting facility with LED's. We can see 70% improvement in our overall energy efficiency.

Benefits:

1. LED's have very long lifetimes
2. Low maintenance
3. Efficiency
4. Low power consumption
5. Brightness

File Description	Documents
Institution's energy policy document	No File Uploaded
Any other relevant information	No File Uploaded

7.1.2 - Institution has a stated policy and procedure for implementation of waste management Give a brief note on the institution policy for waste management along with its implementation procedure in not more than 100 - 200 words.

The institution has proper waste disposal mechanism. The solid waste is segregated into organic and is used to prepare compost for in-house consumption. And non degradable waste is collected by the Tirunelveli Municipality. The solid waste at the campus is segregated using separate dustbins.

Liquid waste is collected and discharged into the Municipal sewage system.

E-waste is assembled in the labs and sold to e- waste collection.

File Description	Documents
Documentary evidence in support of the claim	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.3 - Institution waste management practices include Segregation of waste E-waste management Vermi-compost Bio gas plants Sewage Treatment Plant	One of the above

File Description	Documents
Documentary evidence in support of each selected response	[View File](#)
Geo-tagged photographs	**No File Uploaded**
Income Expenditure statement highlighting the specific components	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.4 - Institution has water management and conservation initiatives in the form of 1. Rain water harvesting 2. Waste water recycling 3. Reservoirs/tanks/ bore wells 4. Economical usage/ reduced wastage	Two of the above

File Description	Documents
Income Expenditure statement highlighting the specific components	**No File Uploaded**
Documentary evidence in support of the claim	<u>View File</u>
Geo-tagged photographs	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.5 - Institution is committed to maintenance of cleanliness, sanitation, green cover and providing a pollution free healthy environment Describe the efforts of the institution towards maintenance of cleanliness, sanitation, green cover and providing a pollution free healthy environment in not more than 100 - 200 words

To sustain the groundwater availability, institution has adopted rain water harvesting system. All open terraces are fitted with collecting pipes which collect rainwater and sent to the ground. College Administrators ensures the electrical gadgets are well maintained and serviced periodically. Green coverage is provided and institution sensitizes students and staff to utilize the common transport system and also encourages to use E-vehicles to reduce the carbon emission. Parking facility is available in the campus. Usage of polythene materials in the campus is restricted. Students are motivated to plant saplings inside the campus.

Awareness programme for pollution free, healthy environment are organized.

File Description	Documents
Documents and/or photographs in support of the claim	<u>View File</u>
Any other relevant information	**No File Uploaded**

7.1.6 - Institution is committed to encourage green practices that include Encouraging use of bicycles / E-vehicles Create pedestrian friendly roads in the campus Develop plastic-free campus Move towards paperless office Green landscaping with trees and plants	**One of the above**

File Description	Documents
Videos / Geotagged photographs related to Green Practices adopted by the institution	View File
Circulars and relevant policy papers for the claims made	No File Uploaded
Snap shots and documents related to exclusive software packages used for paperless office	No File Uploaded
Income- Expenditure statement highlighting the specific components	No File Uploaded

7.1.7 - Number of expenditure on green initiatives and waste management excluding salary component during the year (INR in Lakhs)

Nil

File Description	Documents
Data as per Data Template	No File Uploaded
Income Expenditure statement on green initiatives, energy and waste management	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Institution puts forth efforts leveraging local environment, locational knowledge and resources, community practices and challenges. Describe institution's efforts showcasing the way it leverages local environment, locational knowledge and resources, community practices and challenges in not more than 100 - 200 words

Faculty / staff members and the students of the Institute have to celebrate each other's festivals, music, and art including local festivals. Orientation programmes for the students, were conducted. Transaction to students are by a common professional language like English and local language (Tamil) during working hours.

In order to gather knowledge from the local environment, field trip and visits were conducted. Visit to science centre, in Tirunelveli motivated students to participate in local (community) festivals.

Awareness programme were conducted for the students and local communities.

File Description	Documents
Documentary evidence in support of the claim	View File
Any other relevant information	No File Uploaded

7.1.9 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this regard: The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized	C. Any 2 of the above

File Description	Documents
Copy of the Code of Conduct for students, teachers, administrators and other staff of Institution / Affiliating University	View File
Web-Link to the Code of Conduct displayed on the institution's website	No File Uploaded
Reports / minutes of the periodic programmes to appraise adherence to the Code of Conduct	No File Uploaded
Details of the Monitoring Committee, Professional ethics programmes, if any	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices (as per NAAC format given on its website) Describe any two best practices successfully implemented by the institution as per NAAC format

Mentor – Mentee programme:

Each faculty member is assigned with the task of mentoring around 10 of his / her own students.

A special time-slot with a classroom is allotted to each mentor for interaction with his / her mentees.

For a ready performance mentors are provided with a detailed personal profile listing their contact details, personal strengths and weaknesses, future plan etc.,.

Mentor discuss issues like campus disciplines, dress code, punctuality, attendance, examination preparation etc.,.

Mentors discuss issues like road safety, healthy life styles, cleanliness, conservation of water and energy, choice of careers. They are also informed about various facilities and scholarships that are available.

Mentors keep track of the academic performance of mentors and provides necessary assistance / guidance.

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.

Value Education Programme:

Time slot is allotted in the morning assembly session everyday for the values to impart.

Teaching staff impart values (given message) through scripture with some examples of positive living and human behavioural trades.

Every Monday flag hoisting with pledge included.

File Description	Documents
Photos related to two best practices of the Institution	**No File Uploaded**
Any other relevant information	View File

7.3 - Institutional Distinctiveness

7.3.1 - Performance of the institution in one area of distinctiveness related to its vision, priority and thrust Describe the institutional performance in one area of distinctiveness related to its vision,

priority and thrust in not more than 100 -200 words

Our College Student Teachers involve community oriented social services like

- **Visit to Old Age Home**
- **Awareness Rallies (Say No to Plastics, Say Yes to Manjapai)**
- **Blood Donation Camp**
- **Tree Plantation**
- **Anti Leprosy Drive**
- **Food Festival (healthy and natural food style)**

File Description	Documents
Photo and /or video of institutional performance related to the one area of its distinctiveness	View File
Any other relevant information	**No File Uploaded**