

**THE ANNUAL QUALITY  
ASSURANCE REPORT (AQAR)  
OF THE IQAC**

**2019-2020**

**Dr. S. Chamundeswari**

Principal  
Chairperson, IQAC

**Dr. S. Malathi**

Associate Professor  
Co-ordinator, IQAC

**N.K.T. National College of Education  
for Women**

(Autonomous)

41, Dr.Besant Road, Triplicane, Chennai - 600 005.

## THE ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE IQAC

Name of the Institution: N.K.T. National College of Education for Women

(Autonomous)

Year of Report: 2019-2020

**Part A:** In the IQAC meeting held on 4<sup>th</sup> July 2019, the members charted the following plan of action pertaining to the academic year 2019-2020, which was implemented successfully before the end of the year.

### Data of the Institution

1. Name of the Institution N.K.T. National College of Education for Women
  - Name of the Head of the Institution: Dr. S. Chamundeswari
  - Designation: Principal
  - Does the Institution function from own campus Yes
  - Phone no./Alternate Phone No. 044-28445924
  - Mobile No. 9790953062 (Principal/Chairperson-IQAC)
  - Registered Email nktnce@yahoo.co.in
  - Alternate Email rajchamu2006@yahoo.co.in
  - Address : No.41, Dr. Besant Road, Triplicane,
  - City/Town : Chennai
  - State/UT : Tamilnadu
  - Pin Code : 600 005
2. Institutional Status:
  - Autonomous Status ( provide the date of Conformant of Autonomous Status): **1988**
  - Type of Institution: Co-education/Men/Women : **Women**
  - Location :Rural/Semi-urban/Urban: **Urban**
  - Financial Status: **Grants-in aid/ UGC 2f and 12 (B)**
  - Name of the IQAC Co-ordinator/Director: : **Dr. S. Malathi**
  - Phone No. /Alternate Phone No. : **044-28445924**

- Mobile : 9790953062 (Principal)
- IQAC e-mail Address: : nktnce2020@gmail.com
- Alternate e-mail Address: : malathinkt@gmail.com

**3. Website Address:**

Web-link of the AQAR: (Previous Academic Year): [www.nktnce.ac.in](http://www.nktnce.ac.in) / IQAC

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

Institutional website : [www.nktnce.ac.in](http://www.nktnce.ac.in)

Weblink : [View File](#)

**5. Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1 <sup>st</sup>	5 STAR	--	2001	From:2001 to:2006
2 <sup>nd</sup>	'A' Grade	3.26	2011	From:2011 to:2016
3 <sup>rd</sup>	To be Accredited			

**6. Date of Establishment of IQAC : 25/06/2004**

**7. Internal Quality Assurance System**

<b>7.1 Quality initiatives by IQAC during the year for promoting quality culture</b>		
<b>Item /Title of the quality initiative by IQAC</b>	<b>Date &amp; Duration</b>	<b>Number of Participants/Beneficiaries</b>
<b>Regular Meetings</b> 1 <sup>st</sup> Quarterly : To discuss the enhancement of the Curriculum for the B.Ed. & M.Ed. Programmes.	11/10/2019	16
2 <sup>nd</sup> Quarterly: To disseminate the innovative methods of undergoing internship among the Student-teachers.	21/01/2020	17
3 <sup>rd</sup> Quarterly:	Cancelled	-
3 <sup>rd</sup> & 4 <sup>th</sup> Quarterly: To conduct programmes for the Student-Teachers to enhance strategies on Leadership Skills and Awareness Programmes	Postponed due to lockdown and held on 28/08/2020	18

Timely submission of AQAR to NAAC : **Yes**

Feedback from all Stakeholders : **Yes**

Academic and Administrative Audit : **Yes**

**8. Provide the list of Special Status conferred by Central/ State Government-**

UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount
NIL				

**9. Whether composition of IQAC as per latest NAAC guidelines: Yes - [View File](#)**

**10. No. of IQAC meetings held during the year: 04**

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the Institutional website **Yes - [View File](#)**

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

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

- \* To inculcate desirable attitude and values among students
- \* To sensitize students to the needs and challenges of the society
- \* To initiate sharing of expertise by the faculty in the forum for strategies and operations
- \* To conduct various programmes to maintain quality through Quality Circles
- \* To encourage faculty and students to reach out to the society through programmes and invited talks.

**13.** 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

**[View File](#)**

**14.** Whether the AQAR was placed before Statutory Body? **Yes**

Name of the Statutory Body : **Autonomous Governing Body**

Date of Meeting(s) : 01/11/2019 & 04/09/2020

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

**Yes (NAAC)**

Date: **08/01/2011**

**16.** Whether Institutional data submitted to AISHE: **No**

**17.** Does the Institution have Management Information System? **No**

## Part-B

### CRITERION I - CURRICULAR ASPECTS

#### 1.1 Curriculum Design and Development

1.1.1 Programmes for which syllabus revision was carried out during the Academic year : 2019-2020		
Name of Programme	Programme Code	Dates of Revision
B.Ed.	--	16.10.2019
B.Ed. in Special Education		26.02.2020
M.Ed.		
M. Phil.		

1.1.2 Programmes/ Courses focused on employability/ entrepreneurship/ skill development during the Academic year			
Programme with Code	Date of Introduction	Course with Code	Date of Introduction
<a href="#">View File</a>			

#### 1.2 Academic Flexibility

1.2.1 New Programmes/Courses introduced during the Academic year	
Programme/Course	Date of Introduction
TET Coaching	23-11-2019

1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.				
Name of Programmes adopting CBCS	UG	PG	Date of implementation of CBCS / Elective Course System	UG PG
<a href="#">View File</a>				

#### 1.3 Curriculum Enrichment

1.3.1 Value-added courses imparting transferable and life skills offered during the year		
Value added courses	Date of introduction	Number of students enrolled
<a href="#">View File</a>		

1.3.2 Field Projects / Internships under taken during the year: 2019-2020	
Project/Programme Title	No. of students enrolled for Field Projects / Internships
School Internship	221
MANAAR	221
Research Project	7

1.4 Feedback System				
1.4.1 Whether structured feedback received from all the stakeholders.				
1) Students	2) Teachers	3) Employers	4) Alumni	5)Parents
Yes	Yes	Yes	Yes	Yes

1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the Institution?
<p>The Institution collects feedback on curriculum aspects from different stakeholders such as students, alumni, teachers, parents and employers. Feedback is also received from students regarding Autonomy. Feedback collected from stakeholders is analyzed and based on the outcomes, modifications are made pertaining with respect to various aspects such as curriculum, teaching-learning process, teaching internship and assessment. Feedback is vital as it aids to gauge the effectiveness of the Institution as a whole.</p>

Feed back is collected from students. In this yearly feedback system, the teachers who do not teach a particular class are deputed to take the feedback from those students by circulating the feedback forms. The forms are collected and studied by the IQAC and based on the results, modifications or appropriate changes are worked out in order to facilitate a better environment for learning. In addition to this suggestions are welcomed from the students in person and through slipping in their suggestions or grievances in the boxes provided at various points in the Institution. Analysis is run through SPSS and offered for deliberation to the related committees and bodies of the Institution.

Feedback is invited from faculty on aspects related to curricular aspects through survey forms and by word of mouth. Every decision to be taken by the institution is done with the full participation of the faculty members. The maxim of Participative Management takes ground in our institution.

Feedback is received from employers of the institution through feedback forms. From the feedback received, the analysis is carried out on the changes to be made in curriculum, teaching and evaluation.

Yearly meetings are held with the Heads of various teaching practice schools to obtain the feedback on the performance of our student-teachers who undertook teaching internship in these schools. Apart from giving their open feedback, suggestions are also offered by the School Principals and based on the feedback given, modifications are incorporated. This year too, the meeting was held on 18<sup>th</sup> December, 2019. The Student Union is ever present to represent the student body and more so that the suggestions and feedback given by the heads of the practice teaching schools are made known to the students also.

The Parent Teacher Association does play an active role in the decision making of the institution. Meetings are held with the parents to discuss the progress of the students and the functioning of the institution. Suggestions are welcomed from parents too on curricular aspects through survey and feedback forms. The Alumni Association also provides its support and expertise when needed in the conduct of various programmes in the institution. They render their feedback on curricular aspects through feedback forms.

The IQAC is more a yardstick and checks on the overall development of the institution through its periodical meetings.

**CRITERION II**  
**TEACHING -LEARNING AND EVALUATION**

**2.1 Student Enrolment and Profile**

2.1. 1 Demand Ratio during the year: 2019-2020

Name of the Programme	Number of Seats available	Number of Applications received	Students Enrolled
B.Ed.	200	300	200
B.Ed. (Special Education)	30	80	24
M.Ed.	50	10	05
M.Phil.	10	15	02

**2.2 Catering to Student Diversity**

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

Year	Number of Students enrolled in the Institution (UG)	Number of Students enrolled in the Institution (PG)	Number of full time Teachers available in the Institution teaching only UG courses	Number of full time Teachers available in the Institution teaching only PG courses	Number of Teachers teaching both UG and PG courses
2019-2020	I B. Ed – 200 I B.Ed. Special Education - 24  II B. Ed – 192 II B.Ed. Special Education - 30	I M. Ed - 05   II M. Ed - 03	29 (B.Ed.) 4 (B.Ed. Spl Edn.)	10	3

**2.3 Teaching - Learning Process**

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

Number of Teachers on roll	Number of Teachers using ICT (LMS, E-Resources)	ICT tools and Resources available	Number of ICT enabled Classrooms	Number of Smart Classrooms	E-resources and techniques used
43	43	Google Forms (ICT Tools) Quizlet, Socrative, Google Docs, Google Slides	12	02	Interactive White Boards, Computer/Laptops, Educational Software, Printers, Scanners

**2.3.2 Students mentoring system available in the Institution:**

The growth of an Institution is directly correlated with a cordial student-teacher relationship and an academic system falling in line with the needs of the students and society. The teaching Faculty serve as mentors or thought partners for students in their academic journey such that they develop into independent learners. Mentoring also helps to render equitable services to students irrespective of their background. The respective pedagogy faculty members extend personal guidance to the students and carry out remedial programs for weak students and low achievers. The Faculty and the Principal can be approached anytime for help related to the courses.

The Grievance and Redressal Cell addresses the Grievances put forth by students and Faculty as it believes that safeguarding the dignity of the students is the utmost priority in the agenda of an Institution such that the Institution functions to its maximum potential. Any student with a genuine grievance can approach the Principal or the concerned Faculty in person, or in consultation with the members of the

Students' Grievance Cell. In case, the student is unwilling to appear in self, grievances can be dropped in writing in the grievance boxes placed at three accessible points of the Institution.

The Principal also meets with the student body from time to time and interacts with them in an open manner to check if they are doing good.

**Guidance and Counseling Cell :**

The motto of the Guidance and Counseling Cell is 'You Share and We Care'. The Cell provides services to students and journeys with them by helping them to build more resources within themselves, removes the barriers that hinder their growing potential and enables them to feel more equipped to find their way in the world. Trained Counsellors and Psychologists provide individual counseling at the College. The Counsellors pay attention to each client compassionately and channel them to subsume with their problems through reflection and self-awareness. The Cell identifies students who require services on priority along with their areas of deficiency and suggests the improvement required through personal counseling and ensures that every student-teacher comes out of the problem. Counseling files are maintained to record the counseling services performed but the confidentiality is maintained.

Number of students enrolled in the Institution	Number of fulltime teachers	Mentor: Mentee Ratio
I B. Ed – 200 II B. Ed – 192	29	29:392
I B.Ed. Special Education – 24 II B.Ed. Special Education - 30	04	4:54
I M.Ed. - 05 II M.Ed. – 03	10	10:9
Total Number of Students - 455		

**2.4 Teacher Profile and Quality**

**2.4.1 Number of full time teachers appointed during the year**

No. of Sanctioned Positions	No. of filled Positions	Vacant Positions	Positions filled during the current year	No. of Faculty with Ph.D.
10+Principal	8+ Principal	2	-	5+Principal

**2.4.2 Honours and Recognitions received by Teachers**

*(received awards, recognition, fellowships at State, National, International level from Government, recognized bodies during the year )*

Year of award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
NIL			



## 2.5 Evaluation Process and Reforms

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

Programme Name		Semester/ year	Last date of the last Semester-end/ year- End Examination	Date of Declaration of Results of Semester-end/ year- end Examination
Education	B.Ed.	III	20/11/2019	31/01/2020
		I		
	B.Ed. in Special Education (Visual Impairment)	III		
		I		
	M.Ed.	III		
		I		

2.5.2 Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year **NIL**

Number of Complaints or Grievances about Evaluation	Total number of Students appeared in the Examination	Percentage
<b>NIL</b>	B.Ed. – Semester I - 195	<b>NIL</b>
	Semester III - 186	
	B.Ed. Semester I - 24	
	(Spl. Edn)Semester III - 29	
	M.Ed. Semester I - 04	
	Semester III - 03	

## 2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes

[View File](#)

2.6.2 Pass percentage of students

Programme Code	ProgrammeName	Number of students appeared in the final year examination	Number of Students passed in final Semester /year examination	Pass Percentage
-	I B.Ed.	195	195	100
	II B.Ed.	186	186	100
	I B.Ed. Special Education	24	22	92
	II B.Ed. Special Education	29	29	100
	I M.Ed.	04	04	100
	II M.Ed.	03	03	100

## 2.7 Student Satisfaction Survey

2.7.1 Student Satisfaction Survey (SSS) on overall Institutional performance

[View File](#)

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 Promotion of Research and Facilities

3.1.1 The Institution provides seed money to its Teachers for Research: **No**

Name of the Teacher getting seed money	The amount of seed money	Year of receiving grant	Duration of the grant
NIL			

3.1.2 Teachers awarded National/International fellowship for advanced studies/ research during the year

	Name of the Teacher awarded the Fellowship	Name of the Award	Date of Award	Awarding Agency
National	NIL			
International				

### 3.2 Resource Mobilization for Research

3.2.1 Research funds sanctioned and received from various agencies, industry and other organizations

Nature of the Project	Duration	Name of the Funding Agency	Total Grant sanctioned	Amount received during the year
Major projects	NIL			
Minor Projects				
Interdisciplinary Projects				
Industry sponsored Projects				
Projects sponsored by the University/ College				
Students Research Projects <i>(other than compulsory by the College)</i>				
International Projects				
Any other(Specify)				
Total				

3.2.2 Number of ongoing research projects per teacher funded by government and non-government agencies during the years

NIL

### 3.3 Innovation Ecosystem

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

Title of Workshop/Seminar	Name of the Dept.	Date(s)
NIL		

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

Title of the Innovation	Name of the Award	Awarding Agency	Date of Award	Category
NIL				

### 3.3.3 No. of Incubation centre created, start-ups incubated on campus during the year

<b>Incubation Centre</b>	<b>Name</b>	<b>Sponsored by</b>
The Incubation Centre in our Institution equips Student-teachers with additional Skills for advancing in their teaching career, apart from the curriculum itself.	NKT Centre for Career Advancement and Work Experience <b>Programmes Conducted:</b> Guest Lectures on Positive Communication Techniques, Managing Emotions in the Classroom, Facing Interview with Confidence, Guidance for Professional Resume Writing, Importance of Self Management Skills, Workshop on Management Strategies for Leadership and Seminar on Cyber Crime Awareness and Prevention, Quality Management in Educational Institutions.	Management
<b>Name of the Start-up</b>	<b>Nature of Start-up</b>	<b>Date of Commencement</b>
NKT Centre for Career Advancement and Work Experience	To impart the skills required for teaching career advancement and to equip student-teachers with the confidence to cope with the challenges the career poses.	2018-2019

### 3.4 Research Publications and Awards

#### 3.4.1 Ph.Ds awarded during the year 2019-2020

<b>Name of the Department</b>	<b>No. of Ph. Ds Awarded</b>
<b>Education</b>	<b>01</b>

#### 3.4.2 Research Publications in the Journals notified on UGC website during the year

	<b>Department</b>	<b>No. of Publications</b>	<b>Average Impact Factor, if any</b>
National	<b>Education</b>	<b>05</b>	
International			--

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

<b>Department</b>	<b>No. of Publication</b>
Special Education	2

#### 3.4.4 Patents published/awarded during the year

<b>Patent Details</b>	<b>Patent status Published/ Filed</b>	<b>Patent Number</b>	<b>Date of Award</b>
<b>NIL</b>			

3.4.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index

Title of the Paper	Name of the Author	Title of the Journal	Year of Publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations
NIL						

3.4.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of the Author	Title of the Journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication
NIL						

3.4.7 Faculty participation in Seminars/Conferences and Symposia during the year : 2019-2020

No. of Faculty	International Level	National Level	State Level	Local Level
Attended Seminars/ Workshops	Faculty – 4 Attended - 5	Faculty – 4 Attended - 5	Faculty – 2 Attended - 5	Faculty – 14 Attended - 33
Presented papers	Faculty – 3 Paper Presented - 5	Faculty – 7 Paper Presented - 12		
Resource Persons	Nil	Nil	Nil	Nil

### 3.5 Consultancy

3.5.1 Revenue generated from Consultancy during the year

Name of the Consultant(s) department	Name of Consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
NIL			

3.5.2 Revenue generated from Corporate Training by the Institution during the year

Name of the Consultant(s) & Department	Title of the Programme	Agency seeking Training	Revenue generated (amount in rupees)	Number of Trainees
NIL				

### 3.6 Extension Activities

3.6.1 Number of Extension and Outreach Programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the Activities	Organizing unit/ Agency/ Collaborating Agency	Number of Teachers co-ordinated in such activities	Number of Students participated in such activities
<a href="#">View File</a>			

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

Name of the Activity	Award/recognition	Awarding Bodies	No. of Students benefited
NIL			

3.6.3 Students participating in extension activities with Government Organizations, Non-Government Organizations and Programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

<b>Name of the Scheme</b>	<b>Organizing Unit/ Agency/ Collaborating Agency</b>	<b>Name of the Activity</b>	<b>Number of teachers Co-ordinated such activities</b>	<b>Number of Students participated in such Activities</b>
<b>NIL</b>				

### 3.7 Collaborations

3.7.1 Number of Collaborative activities for research, Faculty exchange, student exchange during the year

<b>Nature of Activity</b>	<b>Participants</b>	<b>Source of Financial Support</b>	<b>Duration</b>
<b>NIL</b>			

3.7.2 Linkages with Institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the year

<b>Nature of Linkage</b>	<b>Title of the Linkage</b>	<b>Name of the Partnering Institution/ industry/ Research lab with contact details</b>	<b>Duration (From-To)</b>	<b>Participant</b>
<a href="#"><u>View File</u></a>				

3.7.3 MoUs signed with Institutions of national, international importance, other Institutions, industries, corporate houses etc. during the year

<b>Organization</b>	<b>Date of MoU signed</b>	<b>Purpose and Activities</b>	<b>Number of Students/ Teachers participated under MoUs</b>
St. Christopher's College of Education	Existing	Student Exchange Programme	Students - 10

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 Physical Facilities

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

Budget allocated for Infrastructure Augmentation	Budget utilized for infrastructure development
Rs.3,50,000	Rs. 3,50,746

4.1.2 Details of augmentation in infrastructure facilities during the year

Facilities	Existing	Newly added
Campus area	3.06 Acers	-
Class rooms	20	-
Laboratories	6	-
Seminar Halls	1	-
Classrooms with LCD facilities	10	-
Classrooms with Wi-Fi/ LAN	20	-
Seminar halls with ICT facilities	2	-
Video Centre	1	-
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	-	Interactive White Board – 2 PA System – 1 Projector – 4 Projector Screen – 3
Value of the equipment purchased during the year (Rs. In Lakh)	-	Rs. 3,04,980

### 4.2 Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
AutoLib Software Systems with Barcode	Fully Automated	v18	2005-2006

4.2.1 Library Services:

	Existing		Newly Added		Total	
	Nos.	Value	Nos.	Value	Nos.	Value
Text Books	18,664	Rs. 26,68,237 /-	216	Rs. 53,884/-	18,880	Rs. 27,22,121/-
Reference Books	3,110	Rs. 46,98,161/-	53	Rs. 37,561/-	3,163	Rs. 47,35,722/-
e-Books N-LIST	-	-	-	-	1,60,809	N-LIST Annual Subscription
Journals	9	Rs. 8770/-	2	Rs. 19050/-	11	Rs. 29387/-
e-Journals	-	-	-	-	6,793	N-LIST Annual Subscription
Digital Database	22	-	-	-	22	N-LIST Annual Subscription Free access to E-Resources
CD & Video	79	-	-	-	79	-
Library Automation	AutoLib Software with Barcode	-	-	-	AutoLib Software Systems with	Implemented in 2005-2006

					Barcode - ILMS	
Weeding (Hard & Soft)	0	-	-	-	0	Rs. /-
Others (Specify)	Back Volumes of Periodicals			428		

Library Services:

Free and Open Access E-Resources For Academic Learning and Research	<b>SHODHGANGA:</b> A Reservoir of Indian Theses @ INFLIBNET	<a href="https://shodhganga.inflibnet.ac.in/">https://shodhganga.inflibnet.ac.in/</a>
	<b>E-PGPATHSALA:</b> A Gateway to all Post Graduate Courses	<a href="http://epgp.inflibnet.ac.in/">http://epgp.inflibnet.ac.in/</a>
	<b>Open J-Gate:</b> Access to Free Journals	<a href="http://openj-gate.org/">http://openj-gate.org/</a>
	<b>OAIster:</b> Access to Free Journals	<a href="https://www.oclc.org/en/oaister.html">https://www.oclc.org/en/oaister.html</a>
	<b>OAJSE:</b> Open Access Journals Search Engine	<a href="https://www.oajse.com">https://www.oajse.com</a>
	<b>Google Scholar:</b> It provides a simple way to broadly search for scholarly literature.	<a href="https://scholar.google.com/">https://scholar.google.com/</a>
	<b>JournalTOCs:</b> Research alerts service with the biggest collection of scholarly journal Tables of Contents from 30000 journals, including 12000 selected Open Access journals.	<a href="http://www.journaltoocs.ac.uk/">http://www.journaltoocs.ac.uk/</a>
	<b>Feedreader Online:</b> It is an RSS aggregator for you to read and organize news and updates from all your favourite websites in one place.	<a href="https://feedreader.com/online/">https://feedreader.com/online/</a>
	<b>ezyZip:</b> Create a zip archive of your files online in your browser.	<a href="https://www.ezyzip.com/">https://www.ezyzip.com/</a>
	<b>Google Translate:</b> Google's free service instantly translates words, phrases, and web pages between English and over 100 other languages.	<a href="https://translate.google.co.in/">https://translate.google.co.in/</a>
	<b>academic.microsoft.com</b> (a semantic search engine) 23.5 Crores documents	<a href="https://academic.microsoft.com/home">https://academic.microsoft.com/home</a>
	<b>Get The Research:</b> Find and understand peer-reviewed research papers	<a href="https://gettheresearch.org/">https://gettheresearch.org/</a>
	<b>JURN:</b> Search millions of free academic articles, chapters and theses.	<a href="http://www.jurn.org/">http://www.jurn.org/</a>
	<b>pdfdrive.com</b> (8.2 Crores .pdf documents)	<a href="https://www.pdfdrive.com/">https://www.pdfdrive.com/</a>
	<b>CORE:</b> The world's largest collection of open access research papers	<a href="https://core.ac.uk/">https://core.ac.uk/</a>
	<b>Internet Archive</b> is a non-profit library of millions of free books, movies, software, music, websites, and more.	<a href="https://archive.org/">https://archive.org/</a>
<b>arXiv</b> is a free distribution service and an open-access archive for 1,760,661 scholarly articles in the fields of physics, mathematics, computer science, quantitative biology, quantitative finance, statistics, electrical engineering and systems science, and economics.	<a href="https://arxiv.org/">https://arxiv.org/</a>	
<b>PreprintS:</b> The Multidisciplinary Preprint Platform	<a href="https://www.preprints.org/">https://www.preprints.org/</a>	
<b>SSRN:</b> SSRN's eLibrary provides 950,733 research papers from 503,172 researchers in more	<a href="https://www.ssrn.com/">https://www.ssrn.com/</a>	

	than 50 disciplines.	
	<b>Open Access Library:</b> Free Access to 4,718,707 Academic Articles	<a href="https://www.oalib.com/">https://www.oalib.com/</a>
	<b>Science Open for Researchers:</b> Search over 64 million Publications	<a href="https://www.scienceopen.com/">https://www.scienceopen.com/</a>
	<b>ERIC:</b> Search Educational Resources	<a href="https://eric.ed.gov/">https://eric.ed.gov/</a>
	<b>Semantic Scholar:</b> A free, AI-powered research tool for scientific literature	<a href="https://www.semanticscholar.org/">https://www.semanticscholar.org/</a>
	<b>ROAD:</b> Directory of Open Access scholarly Resources.	<a href="https://road.issn.org/">https://road.issn.org/</a>
	<b>Open Science Directory:</b> Global search tool for all open access and special programs journal titles.	<a href="http://www.opensciencedirectory.net/">http://www.opensciencedirectory.net/</a>
	<b>Open Access:</b> Open Access Journals through reliable scientific contributions to the relevant community.	<a href="https://www.openaccessjournals.com/">https://www.openaccessjournals.com/</a>
	<b>Wiley Open Access:</b> Helping researchers share their work with the world	<a href="https://authorservices.wiley.com/open-research/open-access/index.html">https://authorservices.wiley.com/open-research/open-access/index.html</a>
	<b>Elsevier – Open Access:</b> All articles in open access journals which are published by Elsevier have undergone peer review and upon acceptance are immediately and permanently free for everyone to read and download.	<a href="https://www.elsevier.com/open-access/open-access-journals">https://www.elsevier.com/open-access/open-access-journals</a>
	<b>Science Direct Open Access:</b> Search for peer-reviewed journals, articles, book chapters and open access content.	<a href="https://www.sciencedirect.com/science">https://www.sciencedirect.com/science</a>
	<b>Indianjournals.com:</b> Gateway to access, disperse and preserve knowledge!	<a href="https://www.indianjournals.com/ijor.aspx">https://www.indianjournals.com/ijor.aspx</a>
	<b>DOAJ (Directory of Open Access Journals):</b> DOAJ is a community-curated online directory that indexes and provides access to high quality, open access, peer-reviewed journals.	<a href="https://doaj.org/">https://doaj.org/</a>
	<b>NISCAIR:</b> National Online Periodicals Repository (NOPR)	<a href="https://www.niscair.res.in/resources/">https://www.niscair.res.in/resources/</a>
	<b>Journals for Free:</b> More than 17200 free journals available.	<a href="http://www.journals4free.com/">http://www.journals4free.com/</a>
	<b>scilit:</b> Out of 12.5 Crore scientific articles, 2.8 Crores are free	<a href="https://www.scilit.net/">https://www.scilit.net/</a>
	<b>Academia:</b> Academia is the easiest way to share papers with millions of people across the world for free.	<a href="https://www.academia.edu/">https://www.academia.edu/</a>
	<b>Research Gate:</b> Access over 135 million publication pages and stay up to date with what's happening in your field.	<a href="https://www.researchgate.net/">https://www.researchgate.net/</a>
	<b>Open DOAR:</b> Open DOAR is an authoritative directory of academic open access repositories.	<a href="https://v2.sherpa.ac.uk/opensoar/">https://v2.sherpa.ac.uk/opensoar/</a>
	<b>Open DOAR:</b> Registry of Open Access Repositories	<a href="http://roar.eprints.org/">http://roar.eprints.org/</a>

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

Name of the teacher	Name of the module	Platform on which module is developed	Date of launching e - content
NIL			



### 4.3 IT Infrastructure

#### 4.3.1 Technology Upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Department	Available band width (MGBPS)	Others
Existing	21	1	9	1	1	3	1	9984	0
Added	0	0	0	0	0	0	0	0	0
Total	21	1	9	1	1	3	1	9984	0

#### 4.3.2 Bandwidth available of internet connection in the Institution (Leased line)9984 GBPS

#### 4.3.3 Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
<b>NIL</b>	

### 4.4 Maintenance of Campus Infrastructure

4.4.1 Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year: 2019-2020

Assigned Budget on academic facilities	Expenditure Incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of Physical Facilities
Rs.4,50,000	Rs. 3,70,443	Rs. 2,00,000	Rs. 2,00,000

4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

[View File](#)

## CRITERION V - STUDENT SUPPORT AND PROGRESSION

### 5.1 Student Support

#### 5.1.1 Scholarships and Financial Support

	Name /Title of the Scheme	Number of Students	Amount in Rupees
Financial Support from Government	BC, MBC, SC/ST	266	Rs. 19,20,585/-
Financial support from other sources:			
National	IIT Alumni	01	Rs. 60,000
	Cognizant Foundation, Chennai	04	Rs. 1,86,000
	Rotary Club of Chennai IT City	02	Rs. 53,000
	N.K.T. College Alumni	06	Rs. 60000

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

Name of the Capability Enhancement Scheme	Date of Implementation	Number of Students enrolled	Agencies involved
<a href="#">View File</a>			

5.1.3 Students benefited by guidance for competitive examinations and career counseling offered by the Institution during the year

Year	Name of the Scheme	Number of benefited Students by Guidance for Competitive Examination	Number of benefited Students by Career Counseling Activities	Number of Students who have passed in the Competitive Exam	Number of Students placed
2019-2020	TET	100	12	-	-

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

Total Grievances received	No. of Grievances Redressed	Average number of Days for Grievance Redressal
NIL		

The Grievance and Redressal Meeting was held on 10<sup>th</sup> October, 2019 to enquire from the students if there were any Grievances and for this they replied in the negative. It was also informed in the meeting to come out with suggestions and issues if any and at any time during the working hours. For this academic year, no Grievances were found.

### 5.2 Student Progression

#### 5.2.1 Details of campus placement during the year

On Campus		Off Campus	
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
<a href="#">View File</a>			

### 5.2.2 Student progression to higher education in percentage during the year

Year	Number of Students enrolling into Higher Education	Programme Graduated from	Department Graduated from	Name of Institution joined	Name of Programme admitted to
<a href="#">View File</a>					

### 5.2.3 Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	No. of Students selected/ Qualifying	Registration Number/ Roll Number for the exam
NET	1	Roll No. TN0105203528
SET		
SLET		
GATE		
GMAT		
CAT		
GRE		
TOFEL		
Civil Services		
State Government Services		
Any Other - CTET	1	Roll No. 179002648

### 5.2.4 Sports and cultural activities / competitions organized at the Institution level during the year 2019-2020

Activity	Level	Participants
Talents Day – 01/10/2019	Institutional	35
Parambaria Unavu Thiruvizha 22/01/2020 & 23/01/2020	Institutional	650
EDUFEST 02/03/2020	N.K.T. Literary Club (Intercollegiate Extempore)	24
TALENTIA2020 13/03/2020	N.K.T. Differently Abled Club (Inter-School)	97
Thamizhar Thirunal Vizha 19/01/2020	Institutional (with the inclusion of the neighboring community and school)	260

### 5.3 Student Participation and Activities

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

Year	Name of the Award/ Medal	National/ International	Sports	Cultural	Student ID Number	Name of the Student
NIL						

#### 5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the Institution (maximum 500 words)

The Student Council plays a crucial role in the smooth functioning of the Institution. Students have an active representation in all the academic and administrative bodies of the Institution. They serve as a liaison between the student body and the Management. The Institution has a well-functional student council which involves actively in the academic affairs of the Institution as well as student welfare. The student Council under the headship of President F Sajeeda Parveen had taken over the reins during 2019-2020.

#### The Committees of which the student representation forms a part:

(i) **IQAC:** The Internal Quality Assurance Cell holds its meetings every quarterly to review the quality

measures and to endorse the future plans of the Institution. The Student representatives form a part of every IQAC meeting to ensure that the students are also informed about the progress of the Institution

(ii) **Library Committee Meetings** : The Student representatives also form an inherent part of the Library Committee Meetings. They also give in their suggestions alongside the Faculty in charge for the maintenance and functioning of the library.

(iii) **Anti-ragging Committee**: Students Council members play an active part with the Faculty-in-charge and check on the disturbances or any issues if any that hinder the congenial student environment.

Apart from this, the Student Council helps in addressing the grievances of students and taking it over to the head of the Institution and the members of the Grievance Committee for further redressal. The Student Council plays a dynamic role in helping to organize co-curricular activities and community based programmes. They also help to co-ordinate and arrange for the smooth conduct of academic related programmes.

### **5.3 Alumni Engagement**

5.3.1 Whether the Institution has registered Alumni Association?

The Alumni Association of our Institution has extended their support for the smooth functioning of the academic machinery in the following ways:

- Lending their expertise in academic areas
- Serving as Resource Persons for seminars, symposium and workshops
- In the development of Question Bank for the B.Ed. and M.Ed. Curriculum

Feedback from Alumni has facilitated the assessment of academic and administrative potentialities of the Institution. It aids faculty and non-teaching staff for initiating appropriate measures to enhance the academic standards as well as the growth and development of the Institution.

5.3.2 No. of registered Alumni : **NIL**

5.3.3 Alumni contribution during the year (in Rupees) : **NIL**

5.3.4 Meetings/activities organized by Alumni Association : **NIL**

## CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT

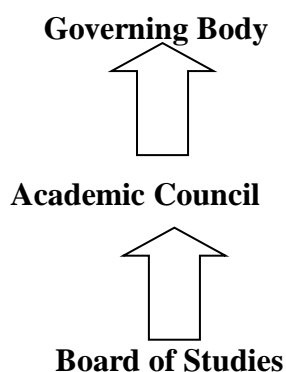
### 6.1 Institutional Vision and Leadership

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

The Institution believes and functions through decentralizing and participative management. The success of an Institution is the result of Co-ordinated efforts of all who work towards up keeping the vision of the Institution. Starting on the Management Committee, to the Principal, Faculty and students, all the stakeholders have a role to play in the building of the Institution. Our Institution focuses on decentralization by extending equal opportunities to all in the functioning of the Institution. The Institution has an in-built mechanism for delegating authority and providing operational autonomy to all functionaries who work towards decentralized governance system.

The Principal is the administrative and academic head of the Institution, but she works in liaison with various Committees comprising Faculty members and representations from the Government Universities, and Industries. The College Committee is accommodative and encourages all the stakeholders in the decision making of the Institution.

The Governing Body finalizes all the outcome and decisions taken in the Academic Council which in turn has the power to modify the decisions taken in the Board of Studies Meeting pertaining to the Academic Affairs and functioning of the Institution.



1. Each Faculty member plays a part in the framing of curriculum and academic practices of the Institution. Decision making is not monopolized but the collective efforts of all the Faculty members before the same is presented in the Board of Studies, then Academic Council and finally the Governing Body.

The non-teaching staff also lend in their contribution in the administrative front.

2. The College prepares the financial budget at the beginning of every year. The budget is painstakingly prepared by the office under the guidance and supervision of the Principal. The Faculty takes stock of the plans for the coming year and submits their financial requirements to the Principal. The finalized budget is presented before the Finance Committee comprising of the Principal, a senior Faculty, University nominee and a member from the Management. The approved budget is presented before the College Governing Body before it is submitted to the University Grants Commission. Although only two instances are cited, still participative management is strictly adhered to the functioning of the Institution. The College works with the aim of contributing to academic excellence through quality education and administering additional input to the students. The College plans for each academic event through regular Faculty meetings and student council members also represent the student body in various committees.

6.1.2 Does the Institution have a Management Information System (MIS)? **No**

## 6.2 Strategy Development and Deployment

### 6.2.1 Quality improvement strategies adopted by the Institution for each of the following :

Curriculum Development	<p>Since its inception, The College maintains Quality education by adopting the guidelines of the University Grants Commission (UGC) National Council for Teacher Education (NCTE), National Assessment and Accreditation Council (NAAC) and other related statutory bodies. The curriculum for the B.Ed., M.Ed. and M. Phil programmes are designed subjects to the norms of NCTE and Tamil Nadu Teachers Education University. Curriculum revision begins at the Faculty level, where the Faculty handling the courses, make the necessary changes and the Revised Curriculum is placed in the Board of Studies. After scrutiny it is placed in the Academic Council and finally before the Governing Body. Representatives from the Industry, Educationists, UGC nominee, University representative and State Government nominee comprise the Academic Council and Governing Body, apart from Faculty members. Hence, for the Curriculum to be designed or modified, a multi-stage scrutiny is adopted.</p>
Teaching and Learning	<ul style="list-style-type: none"> <li>• The College makes provision for ensuring that all the outcomes expected of teachers are realized by using a wide variety of instructional approaches and closely supervised teaching internship.</li> <li>• Regular Faculty meetings enable Faculty to share their teaching experiences and streamline the academic proceedings.</li> <li>• Remedial Coaching, Preparation of Question Bank for all the courses ensure maximum performance of students.</li> <li>• Technology incorporated in the classrooms using LCD makes curricular transactions more interactive.</li> </ul>
Examination and Evaluation	<ul style="list-style-type: none"> <li>• The College follows the Continuous and Comprehensive Evaluation to ascertain whether all the deep-level objectives have been attained at all times.</li> <li>• The assessment components are in line with the number of credits allotted to each course.</li> <li>• The academic calendar prepared at the beginning of the year incorporates the dates for beginning of the year incorporates the dates for the Revision and End Semester Examination.</li> <li>• Semesterization of Practicum component ensures better mastery of the Practical work and prevents over-burden.</li> <li>• Availability of Question bank ensures better academic performance of students.</li> <li>• The Question Paper scrutiny by the Scrutinizing Committee ensures better quality of the test items.</li> </ul>
Research and Development	<ul style="list-style-type: none"> <li>• Research and Consultancy is carried on by the Institution for maintaining the Research Culture.</li> <li>• The members of the Research Committee focus on maintaining high research standards in Teacher Education.</li> <li>• Faculty members are motivated to undertake research projects, both major and minor to maintain the vibrancy of research</li> <li>• The Faculty are deputed to attend Capacity Building Workshops and Faculty development programmes, Refresher and Orientation programmes for updating their professional caliber.</li> <li>• Faculty members are invited to share their experience obtained from attending programmes in the exclusive platform, namely, 'Forum for Strategies and Operations Planning.</li> <li>• Invited talks also take place on the e-forum.</li> <li>• Papers are presented by Faculty in National and International Conferences and Workshops.</li> </ul>
Library, ICT and	<ul style="list-style-type: none"> <li>• The Library Advisory Committee meetings are held twice a year to discuss</li> </ul>

Physical Infrastructure /Instrumentation	<p>matters pertaining to the functioning of the library.</p> <ul style="list-style-type: none"> <li>• The library has an open access system with electronic resources of INFLIBNET. The entire library is barcoded.</li> <li>• The library has an exhaustive collection of books with additions every year.</li> <li>• Reprography facility is available in the library</li> <li>• Classrooms are upgraded with an LCD Projector and Screen facilitating curricular transactions.</li> <li>• Free online reforms is provided and technology laboratory in the hostel ensures internet facility for resident students.</li> <li>• All the laboratories have facilities for practical work and stock registers are regularly updated.</li> </ul>
Human Resource Management	<ul style="list-style-type: none"> <li>• Participative management and decentralization accommodates the Faculty and administrative manpower to contribute to the well being of the Institution. In this manner of working, work is delegated to all and not concentrated at one place. The work load is this balanced. There are distinct committees to concentrate on a particular task.</li> <li>• Meetings are held regularly for the Faculty and non-teaching staff to enable smooth functioning of the Institutional affairs.</li> </ul>
Industry Interaction /Collaboration	<p>The interaction is primarily with the Internship Schools. The prime focus is on sharpening the teaching skills through practice teaching. School Internship commenced this year for the II year B.Ed. students from 15<sup>th</sup> July to 5<sup>th</sup> November, 2019 and for the I year B.Ed. students from 14<sup>th</sup> to 25<sup>th</sup> October, 2019. In addition to this, B.Ed. student are benefitted by demonstration sessions taken by experience school teachers. Teacher Education revolves around schools.</p>
Admission of Students	<ul style="list-style-type: none"> <li>• The Admission of Students into the B.Ed. and M.Ed. courses is strictly as per the norms of the Tamil Nadu Teachers Education University.</li> <li>• The Admission Committee ensures smooth communication on matters relating to admission procedures.</li> <li>• The students who are admitted through counseling have their certificates verified and for those through Management Quota, interview is conducted by the Interview panel and students are admitted based on performance.</li> </ul>

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

Planning and Development	<p>Planning and Evaluation Committee meets to envision and articulate prospective plans for the development and growth of the Institution. Academic transaction implement the use of technology for interactive classroom interactions and for keeping the quality of academic standards of the Institution</p>
Administration	<p>Technology is utilized in office administration for maintaining documents in soft. E-pay roll, an online payroll application is used for generating the salary statements of faculty members and the soft automate streamlines the payroll functions.</p>
Finance and Accounts	<p>The finance committee checks if necessary formalities have been observed in incurring expenses for purchases made. Annual budget is meticulously prepared using TALLY software which helps to streamline the budget under different heads such as College Accounts, Examination Accounts and so on.</p>
Student Admission and Support	<p>The college library is one of the main support services which extends educational resources to the students for reference and learning. The college library is fully automated with Autolib Software System and all the books are bar-coded. The library has an open access system with electronic resources of INFLIBNET. The technology laboratory in the hostel permits hostel students to undertake online courses on SWAYAM platform.</p>
Examination	<p>Technology facilitates an easy interface in the timely publication of results.</p>

### 6.3 Faculty Empowerment Strategies

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

Year	Name of teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
NIL				

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

Year	Title of the professional development programme organized for Teaching staff	Title of the administrative training programme organised for non-teaching staff	Dates	No. of participants (Teaching staff)	No. of participants (Non-teaching staff)
<a href="#">View File</a>					

6.3.3 No. of teachers attending Professional Development Programme, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year 2019-2020

Title of the Professional Development Programme	Number of teachers who attended	Date and Duration (from – to)
<a href="#">View File</a>		

6.3.4 Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent - 0	Fulltime - 0	Permanent - 1	Fulltime- 0

6.3.5 Welfare schemes for

Teaching	<ul style="list-style-type: none"> <li>• Provident Fund</li> <li>• ESI</li> </ul>
Non teaching	<ul style="list-style-type: none"> <li>• Provident Fund</li> <li>• ESI</li> </ul>
Students	Scholarships

### 6.4 Financial Management and Resource Mobilization

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

**Yes.** The Institution conducts internal and external financial audits regularly. The allocation of funds for various activities is placed before the Purchase Committee and Finance Committee for getting approval and same is placed before the College Governing Body. The Financial Internal audited report is submitted to the Secretary of the Institution and the Financial audit report to the Joint Director of Collegiate Education.

6.4.2 Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year (not covered in Criterion III)

Name of the Non-government Funding Agencies/ Individuals	Funds/ Grants received in Rs.	Purpose
Individuals	Rs. 6,35,000	Scholarship
Directorate of Collegiate Education	Rs. 1,20,000	Stipend for Research Scholars

6.4.2 Total corpus fund generated - Rs. 7,55,000



## 6.5 Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Member from TamilNadu Teacher's Education University	Yes	Programme Head from NKTNCE
Administrative	Yes	Audit members from Joint Directors' office and Accountant General's Office	Yes	M. Rangunathan and Co, Chartered Accountants Chennai

### 6.5.2 Activities and support from the Parent – Teacher Association: 2019-2020

Parent Teacher Association plays an active role in the academic affairs of the Institution. The President of the Parent Teacher Association is Mrs. R. Juliet Ramesh

(i) Activities and Support from the Parent Teacher Association: An Orientation programme was organized for the students along with their parents to acquaint the parents of the present batch with working of the Institution.

(ii) Parents lend their support to the conduct of community related programmes of the Institution. This year the 'Parambariya Unavu Thiruvizha' organized by the NKT Science Club received an overwhelming participation from the parents' circle.

Parents take part in the decision making process and lend their expertise towards the smooth functioning of the Institution.

### 6.5.3 Development programmes for support staff

A Capacity Building Programme: Enhancing Performance through 5S Initiatives was held on 22<sup>nd</sup> February, 2020 for the support staffs of the Institution. The support staff was enlightened on the 5S namely, Sort, Set-in-order, Shine, Standardize and Sustain. The support staff through the program was trained in office Etiquette, prioritization of tasks, streamlining tasks based on similarity and orderly arrangement of documents.

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

- Internal Quality Circles are framed to care of quality enhancement in each criteria as specified by NAAC.
- Capacity Building Programmes for Faculty and non-teaching staff are held regularly to equip the man power with competencies required Faculty Development Programmes are also conducted
- Institution of B.Ed. Special Education (Visually Impaired) Programme in 2003
- INFLIBNET service is provided to Faculty, students and research scholars.
- Introduction of Semester Pattern for Practicum Component of the B.Ed. and M.Ed. programme.
- Signed MOU with American Indian Foundation to enhance technology in the classroom for better teaching and learning.
- Centre of Excellence to empower students and Faculty members with required skills.
- The NKT Centre for Outreach inculcates desirable attitude and values among students to sensitize them to the needs and challenges of the society.

The Institution is paying undivided attention to the infrastructure updating and the all round development of students by designing the curriculum in needs with the changing scenario of Teacher Education.

**6.5.5**

- a. Submission of Data for AISHE portal : No  
 b. Participation in NIRF : No  
 c. ISO Certification : No  
 d. NBA or any other quality audit : No  
 Any Other QCFI : Yes

**6.5.6 Number of Quality Initiatives undertaken during the year**

Year	Name of quality initiative by IQAC	Date of conducting activity	Duration	Number of Participants
2019-2020	<b>Faculty:</b> a) Capacity Building for Teacher Educators: Equipping with 21st Century Skills	2 <sup>nd</sup> August, 2019	1½ Hours	25
	b) Basics of setting up Quality Circles in Higher Education Institutions	27 <sup>th</sup> November, 2019	1½ Hours	23
	c) Credit Based Academic System	16 <sup>th</sup> December, 2019	1½ Hours	23
	d) A Two-Day Workshop on Enhancing Faculty Contribution to Quality Circles	29 <sup>th</sup> & 30 <sup>th</sup> January, 2020	2 Day	25
	e) Review on Allocation of Credits for the Academic Programmes at the Institution	7 <sup>th</sup> February, 2020	2 Hours	25
	f) Revisiting Skills of Teacher Educators	20 <sup>th</sup> & 21 <sup>st</sup> March, 2020	2 Day	24
	g) Faculty Development Programme on Holistic Approach to Learning organized by Quality Circle Forum of India Chennai Chapter.	27 <sup>th</sup> April to 2 <sup>nd</sup> May, 2020	1 Hour per day	25
	f) Online International Faculty Development Programme on Establishing Research beyond the Horizon organized by the Research and Development Centre, N.K.T. National College of Education for Women, Chennai.	26 <sup>th</sup> to 30 <sup>th</sup> May 2020	2 Hours per day	21
	<b>Students:</b> a) Study Web of Active-Learning for Young Aspiring Minds (SWAYAM)	12 <sup>th</sup> November, 2019	1½ Hours	207
	b) A Two-Day Workshop on Management Strategies for Leadership	4 <sup>th</sup> & 5 <sup>th</sup> December, 2019	1½ Hours	216
	c) Quality Management in Educational Institutions	11 <sup>th</sup> February, 2020	1 Day	205
	f) Online International Faculty Development Programme on Establishing Research beyond the Horizon organized by the Research and Development Centre, N.K.T. National College of Education for Women, Chennai.	26 <sup>th</sup> to 30 <sup>th</sup> May 2020	2 Hours per day	21

## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

7.1.1 Gender Equity (Number of gender equity promotion programmes organized by the Institution during the year: 2019-2020)

Title of the Programme	Period (from-to)	Participants
Invited Talk on 'Sexual Harassment and Anti-Ragging	3 <sup>rd</sup> October, 2019	210

7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as: Percentage of power requirement of the College met by the renewable energy sources

<p>Bio-degradable Waste Management was organised on 3<sup>rd</sup> February 2020 in the College. This was a venture to make the community realise the importance of Health and Hygiene and to create a sensitivity towards a clean environment. One of the loveliest aspects of nature is that everything in it has a use. The simple process of accumulating kitchen waste and decomposing the waste into manure for use in gardening was also explained. Home Composting should be practised by all.</p> <p>Biodegradable waste includes any organic matter in waste which can be broken down into carbon dioxide, water, methane or simple organic molecules by micro-organisms and other living things by composting, aerobic digestion, anaerobic digestion or similar processes. In waste management, it also includes some inorganic materials which can be decomposed by bacteria. Such materials include gypsum and its products such as plasterboard and other simple organic sulfates which can decompose to yield hydrogen sulphide in anaerobic land-fill conditions. In domestic waste collection, the scope of biodegradable waste may be narrowed to include only those degradable wastes capable of being handled in the local waste handling facilities. The Bio-degradable garden waste of our campus is used as manure for the medicinal garden.</p>
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### 7.1.3 Differently Abled (Divyangjan) Friendliness

Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities	YES	30
Provision for lift	NO	-
Ramp/ Rails	YES	30
Braille Software/facilities	YES	30
Rest Rooms	YES	30
Scribes for examination	YES	30
Special skill development for differently abled students	YES	30

### 7.1.4 Inclusion and Situatedness

Enlist most important initiatives taken to address locational advantages and disadvantages during the year

Year	Number of Initiatives to Address Locational Advantages and Disadvantages	Number of Initiatives taken to Engage with and contribute to local community	Date and duration of the Initiative	Name of the initiative	Issues addressed	Number of Students and Staff Participated
2019-2020	2	1	22 <sup>nd</sup> and 23 <sup>rd</sup> January, 2020 2 Days	Parambariya Unavu Thiruvizha	Distribution of mask for the sweepers to ensure that they work around the campus safely during the pandemic outbreak	455
			3 <sup>rd</sup> February, 2020 1Day	Bio degradable Waste Management		87

### 7.1.5 Human Values and Professional Ethics

Code of conduct (handbooks) for various stakeholders

Title	Date of Publication	Follow up (maximum 100 words)
Academic Calendar for the Year 2019-2020	2019-2020	The Academic calendar not only gives the schedule of academic activities through the year but also serves to comprehend the code of conduct to be followed by the student-teachers inside the campus.

### 7.1.6 Activities conducted for promotion of universal Values and Ethics

Activity	Duration	Number of participated
UGC Autonomous Grant Guest Lectures on 'Self-Awareness and Self-Motivation'	1½ Hour 6 <sup>th</sup> December, 2019	192
UGC Autonomous Grant Guest Lectures on 'Managing Emotions in the Classroom' and Importance of Self-Management Skills for Teachers'	1Day 19 <sup>th</sup> & 20 <sup>th</sup> February, 2020	215 & 202
10 Day Training Program on 'Yoga – Essential Foundations and Techniques for Student-teachers'	10 Days 12 <sup>th</sup> to 25 <sup>th</sup> September, 2019	209
National Webinar on 'Strengthening the Mental Health of Teachers and Learners during Crisis Period' by Guidance and Counseling Cell	2 Hours 30 <sup>th</sup> May, 2020	125

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

<ul style="list-style-type: none"><li>• Cleared the terrace and Rainwater harvesting made to recharge the ground water</li><li>• Medicinal Garden was set up in the rear end of the campus in the remembrance of Dr. Muthulakshmi Reddy</li><li>• Hostel Kitchen waste was collected and used for turning it out to manure for the plants in the campus</li><li>• Say' No to Plastics' was totally implemented and replaced with stainless steel utensils and paper cups.</li><li>• Above all we made it a point to handover green plant saplings and paper bags, prepared by our student teachers to the guests of honor as part of the GO GREEN CAMPAIGN.</li></ul>
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## 7.2 Best Practices

Describe at least two Institutional best practices: [View File](#)

## 7.3 Institutional Distinctiveness

Provide the details of the performance of the Institution in one area distinctive to its vision, priority of the Institution. [View File](#)

## 8. Future Plans of action for next academic year (500 words)

**The future plan of action for the next academic year is as follows:**

- To encourage students, Faculty and non-teaching staff to update by joining more number of more courses.
- To organize online Workshops & Seminars for Students, Faculty members and non-teaching staff
- To conduct Online Capacity Building Programmes, Skill development, Orientation and Re-training Programmes for Faculty members and office staff.
- To organize more number of Academic and Social Outreach Programmes for the benefit of society
- To organize activities under different clubs of the College.
- To Collaborate with other Educational Institutions and Industry
- To implement Internship Embedded Degree Programmes (UGC-Recommendations dt: 17/08/2020)

Name: **Dr. S. Malathi**

S Malathi

*Signature of the Coordinator, IQAC*

Name : **Dr. S. Chamundeswari**



*Signature of the Chairperson, IQAC*