



Yearly Status Report - 2019-2020

Part A

Data of the Institution

Part A	
Data of the Institution	
1. Name of the Institution	DR SIVANTHI ADITANAR COLLEGE OF EDUCATION
Name of the head of the Institution	Dr. P. SWAMYDHAS
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	04639242181
Mobile no.	9486381123
Registered Email	saceteacher@gmail.com
Alternate Email	drsace@aei.edu.in
Address	Dr. SIVANTHI ADITANAR COLLEGE OF EDUCATION, TIRUCHENDUR-628215
City/Town	THOOTHUKUDI DISTRICT
State/UT	Tamil Nadu
Pincode	628215

2. Institutional Status																			
Affiliated / Constituent			Affiliated																
Type of Institution			Co-education																
Location			Rural																
Financial Status			Self financed																
Name of the IQAC co-ordinator/Director			Mr. D. JEYASEELAN SELVAKUMAR																
Phone no/Alternate Phone no.			04639220577																
Mobile no.			9894572724																
Registered Email			seelannazareth@gmail.com																
Alternate Email			saceteacher@gmail.com																
3. Website Address																			
Web-link of the AQAR: (Previous Academic Year)			https://www.drsacedn.com/wp-content/uploads/2022/11/AQAR-REPORT-2018-2019.pdf																
4. Whether Academic Calendar prepared during the year			Yes																
if yes,whether it is uploaded in the institutional website: Weblink :			https://www.drsacedn.com/wp-content/uploads/2021/10/Calendar-2019-20201.pdf																
5. Accrediation Details																			
<table border="1"> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> <tr> <td>2</td> <td>B+</td> <td>2.74</td> <td>2016</td> <td>16-Sep-2016</td> <td>16-Sep-2021</td> </tr> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	2	B+	2.74	2016	16-Sep-2016	16-Sep-2021
Cycle	Grade	CGPA	Year of Accrediation	Validity															
				Period From	Period To														
2	B+	2.74	2016	16-Sep-2016	16-Sep-2021														
6. Date of Establishment of IQAC			27-Aug-2008																
7. Internal Quality Assurance System																			
<table border="1"> <tr> <th colspan="3">Quality initiatives by IQAC during the year for promoting quality culture</th> </tr> <tr> <th>Item /Title of the quality initiative by IQAC</th> <th>Date & Duration</th> <th>Number of participants/ beneficiaries</th> </tr> </table>						Quality initiatives by IQAC during the year for promoting quality culture			Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries								
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IQAC Meeting	24-Aug-2019 1	16
Submission of AQAR to NAAC	16-Apr-2020 1	0
Curriculum Feedback by Students	12-Feb-2020 1	83
Staff Evaluation by Students	24-Mar-2020 1	83
Academic and Administrative Audit (AAA)	15-Oct-2020 1	0
Academic and Administrative Audit (AAA)	29-Oct-2020 1	0
IQAC Meeting	20-Jan-2020 1	16
View File		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NA	NIL	2020 0	0
View File				

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

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

2

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

Yes

Upload the minutes of meeting and action taken report

[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)

Observed National Education Day on 11th November, 2019

Organized Red Ribbon Club Meeting on 28th November 2019.

Published IQAC Newsletters for a academic year.

Social Issues Programme "Importance of Iodized Salt" was conducted on 29th January 2020.

A debate on "Is Tamil Culture Respected? OR Restricted? was conducted.

[View File](#)

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

Plan of Action	Achivements/Outcomes
To Organize Life Skills Training Programme in order to promote confidence, cope with problems, wellbeing and develop positive outlook among Prospective teachers.	Life Skills Training Programme was conducted from 13th August to 16th August 2019.
To organize video-graphed Micro-teaching skill practice for the Prospective teachers.	Video-graphed Micro-teaching skill practice held on 12th September to 23rd September 2019.
To identify slow learners and work toward their performance.	Special classes and tests were conducted.
To conduct SPSS training programme for M.Ed. scholars to orient them with statistical applications for carrying out the Dissertation work and enhancing their research capabilities.	SPSS training programme held on 12th February, 2020
To conduct various activities and experiments concerning the syllabus frequently in the Computer, Psychology and Science laboratories.	Conducted.
To strengthen the Book bank scheme for facilitating the learning of the prospective teachers.	Implemented.
To organize Students' Union Council and encourage them to participate in varied activities of the College.	It is in practice.
To include more female students in various student bodies.	Being followed
To conduct Training in Basics of Computer Education	Conducted.
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
College Committee	16-Apr-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
Date of Visit	12-Aug-2016
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	17-Mar-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>Students Information System is maintained in the administrative office. It consists of students' personal details namely, Date of Birth, Gender, email, Voter's ID, Aadhaar Number, Blood Group, Community, Religion, Caste, Nationality, Mother tongue, Marital Status, Details of differently abled if any and his /her achievements in X, XII and UG Degree programme, highest degree, his/her family details such as father's name, mother's name, father's occupation, mother's occupation, family income and finally his/her involvement in extracurricular and cocurricular activities. Everyday Student's attendance is taken at 9.30 am by manually. Parents would be intimated about the absence of their wards in case of absence to the college and this would help to maintain regular attendance in the college. Students' database is maintained by the coordinator of Placement Cell in which Student's name, mobile number, current position of the students and their achievements in competitive examinations are recorded. Also, the details of former students including their current occupation and places of residences are documented. Biometric attendance system is available for students and staff. While entering and</p>

leaving the college, every student and staff must register their thumb impression in the biometric system so that the name, time of entry and exit is recorded.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The college concerns effective delivery of curriculum as the most vital curricular aspect. The college follows the curriculum prescribed by the Tamilnadu Teachers Education University, Chennai, through its Boards of Studies. The curriculum delivery initiatives were effectively carried out by the Academic Committee of the institution. The well planned curriculum delivery and documentation is explained below.

01. Academic calendar • The College constitutes Academic Committee under the head of the Principal to prepare the Academic Calendar. • The college follows the Academic calendar prepared by the College following the directions of the Tamilnadu Teachers Education University, Chennai and executes it rigorously. • The Head of the Institution decides the distribution of workload, subjects to be handled, Activities to be undertaken during the entire course and to review the completed syllabus after conducting Staff Meeting. • The Principal monitors the effective implementation of the Calendar through formal meetings with faculty members and if necessary informal discussions with faculty.

02. Time- Table Committee • The college constitutes the Time Table committee under the head of the Principal to prepare the time table. • The Time Tables are displayed on the Notice Board. • The syllabus link of University is also provided to the students in the College Website.

03. Teaching Plan • Teaching plan is prepared by every faculty member at the beginning of the academic year. • Periodic assessment of Curriculum delivery is conducted by IQAC.

04. Laboratories • There is optimum utilization of well-equipped laboratories for curriculum delivery of theory and practical. • The students maintain record note books of the activities carried out duly signed by the concerned faculty.

05. Teaching Aids • The faculty uses charts, maps, models and specimens along with chalk and board. • Methods like seminar, group discussion, quiz, case study for effective delivery of curriculum. • Internet, Computer, LCD projectors and other Audio- visual aids are utilized on regular basis.

06. College Library • The College Library facilitates the students to access to latest books available in concerned subjects and topics. • The books are issued to the students on token basis. • The record of the same is maintained in the College Library and Issue register maintained.

07. Teacher support • The college encourages the faculty to participate in Orientation and Refresher courses to update their knowledge of subject. • The college takes initiative and encourages staff to attend workshops organised by the University for effectively imparting curriculum.

08. Feedback • The college encourages feedback taken from the various stake holders such as students, alumni, head masters of the practice teaching schools, faculty, employer, and Parents. • Our college collects all the feedbacks and communication in the form of questionnaires and forms, which we analyze and develop areas of improvement from it. • The feedbacks are discussed in the college council meeting; the opinion of the coordination committee is also taken into account. • The entire feedback process is analyzed by the Principal with futuristic concern.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Vivekananda Thought	NA	08/11/2019	90	Employability	Social relationship

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NA	Nil
View File		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

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

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

	Certificate	Diploma Course
Number of Students	30	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Recent Trends in Music and Dance	15/07/2019	79
Recent Trends in Music and Dance	26/08/2019	81
Life Skills Training	13/08/2019	81
Orientation in English Grammar	19/08/2019	81
Computer Training on Basic Skills	15/07/2019	81
Creative Arts and Work Experiences	11/03/2019	81
Yoga, Education and Training	29/08/2019	167
Community Based Skill Development Camp	26/11/2019	81
Guidance and Counselling	22/01/2020	83
View File		

1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
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BEd	Innovative School Visit	81
BEd	Intensive Teaching Practice	79
MEd	Field Immersion with cooperative Schools	3
MEd	Field based Internship in cooperative Schools	4
MEd	Field visit in Teacher Education Institutions	3
MEd	Field based Internship in Teacher Education Institution	4
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>The college encourages feedback taken from the various stake holders such as faculty, students, employer, alumni, parents and head masters of the practice teaching schools, on the course curriculum and facilities available. The curriculum feedback is received from all the students orally by assembling all the students in one place along with the staff members and Principal. The feedback is received for curriculum of each and every course and the concerned staff members may interact with them to explain their doubt regarding syllabus and it is recorded and maintained by the IQAC Cell. Along with the syllabus, the general feedback on the academic and non- academic activities of the colleges would be discussed and it would be considered in the discussion during staff council meeting and in academic council. The programme evaluation per academic year would be done in which the students are asked to evaluate the programmes offered by the college using a questionnaire with five point scale and are analyzed. Based on their evaluation some of the programmes are strengthened and some of them are dropped. The curriculum feedback is received from all the faculty members. Each one may express the changes they want to have in the subject they are handling and that would be considered in the Staff council and Academic Council. Each and every activity conducted in our college would be evaluated in the staff meeting. Also the staff in- charge of the activity may share the difficulties they faced and the support rendered by the prospective teachers for the programme. By this discussion, the new innovative activities may be introduced or the programme which is not suitable for the students would be ignored. Based on the practicing school feedback, our teacher educators act to improve our student teachers. Our college conducts Parents Teachers Association meeting and feedback from the Parents would be collected during the programme. Based on the feedback of the parents, our college takes necessary remedy for that aspect.</p>

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BEd	EDUCATION	100	123	81
MEd	EDUCATION	50	6	3

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	81	3	16	5	21

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
21	21	53	2	0	6

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

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

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

Yes. The Students mentoring system is provided in our college in the name of tutor ward system in which all the staff members are allotted with six to seven students from each year. At least thrice in a year there would be a formal meeting of tutor ward in the working hour itself in which the general guidance for all would be given and if they have any personal or financial problems they can meet the tutor any time in the college. A tutor ward notebook is maintained for each student separately in which the complete detail of the student such as family background, future plan, academic profile, achievement in the college, positive encouragement by teachers, mentors are entered. Based on the family background of the students the tutor may provide the academic assistance to the needy. The mark statement would be distributed to the students along with their parents through the tutor in which the tutor may interact with the parents so that there may be smooth relationship between them which helps them to mould the behaviour of the students. The following are the benefits of the tutor ward system. • The students may feel happy as they had mentor to listen their problems. • They may get academic as well as personal guidance from the tutor. • It helps them to adjust with the classmates and the rules and regulations of the college. • It helps to know the expectations of the college from the tutor. • It develops cordial relationship among the students, parents and teachers.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
84	21	1 : 4

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
26	21	5	2	6

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	NA	Nill	NA
View File			

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BEd	BED	I YEAR	23/12/2020	09/02/2021
BEd	BED	II YEAR	28/09/2020	11/10/2020
MEd	MED	I YEAR	30/12/2020	09/02/2021
MEd	MED	II YEAR	29/09/2020	11/10/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

As an affiliated institution of Tamil Nadu Teachers Education University, Chennai, evaluation norms of the university are followed. The university has adopted major reform in evaluation from the academic year 2018-19 and the College has adopted the same. The college has adopted a method of assessing the academic performance of the students on a continuous basis. Continuous assessment in theory subjects: The B.Ed. programme will consist of Theory courses in "Perspectives in Education" and "Curriculum and Pedagogic Studies" along with "Engagement with the Field" as practical component. • As per the TNTEU regulations, "Enhancing Professional Capacities" EPC1, EPC2 EPC3 are evaluated by Continuous Internal Assessment. Students have to undertake "Tasks and Assignments" in each course given in the syllabus. • The First year B.Ed. course Consist of 3-full theory courses and 4-half theory courses. • The Second year B.Ed. course consists of 2-full theory courses and 3-half theory courses. • The allotment of marks for full course is 100. Of which 70 marks is allotted for written examination and 30 marks is allotted for Tasks and assignments. • The allotment of marks for half-course is 50. Of which 35 marks is allotted for written examination and 15 marks is allotted for Tasks and assignments. • Half-yearly Examination and two model examinations will be conducted for continuous assessment. The better performance in either of the examinations is considered. • The sum total of marks of the internal exams, assignments and seminars will be considered for internal marks. • For First year and Second year M.Ed. Course the allotment of marks for each theory paper is 100. Of which 70 marks is allotted for written examination and 30 marks is allotted for internal assessment. The internal assessment includes class test, assignments, and seminars which comprise a total of 30 marks.

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

Academic calendar plays a vital role for the successful functioning of the College. Our College is affiliated to Tamil Nadu Teachers Education University, Chennai and prepares the academic calendar at the outset every year academic year following the directions of the University. The academic calendar enable the institution to function successfully by carrying out the teaching learning activities, internal assessments, club activities, functioning of committees and other co-curricular activities. The academic calendar thus prepared adhering the norm of the University is issued to all the faculty and students for smooth functioning of the college. The scholastic and non-scholastic activities of the college are carried out by the faculty members with strict adherence of the norms of the University. Completion of syllabus, conducting internal assessments, observing various occasional days of national importance, celebration of festivals, meetings of various clubs and committees etc are done with the adherence of the academic calendar of the college. Faculty members are instructed to follow the University norms for preparing and conducting class test and model examination for the students. Faculty members are guided to prepare question bank of their concerned theory courses and discuss it with the students after completion of the syllabus. Students are brought to the notice in regard to holiday is being circulated among the faculty members, support staff and students well in advance. Information regarding camp activities, skill training practices like Micro-teaching and Mini teaching, varied competitions etc will be well informed to the students by the academic calendar.

2.6 – Student Performance and Learning Outcomes

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

<https://www.drsacedn.com/wp-content/uploads/2022/10/Programme-Learning-Outcomes-Course-Learning-Outcomes.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BED I YEAR	BEd	EDUCATION	81	81	100
BED II YEAR	BEd	EDUCATION	79	79	100
MED I YEAR	MEd	EDUCATION	3	3	100
MED II YEAR	MEd	EDUCATION	4	4	100

[View File](#)

2.7 – Student Satisfaction Survey

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

<https://www.drsacedn.com/wp-content/uploads/2022/10/Student-Satisfaction-Survey-2019-2020.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	0	NA	0	0
View File				

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Electors Verification Programme	IQAC	18/09/2019
THOOTHUKUDI DISTRICTS HEADMASTERS SEMINAR	IQAC	26/11/2019
IMPORTANCE OF IODIZED SALT	IQAC	29/01/2020

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nill	NIL
View File				

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

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nill
View File					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	EDUCATION	0	0
International	LIBRARY	1	0
National	EDUCATION	2	0
View File			

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

Department	Number of Publication
EDUCATION	7
View File	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	2019	0	NIL	0
View File						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	2019	0	0	0
View File						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	1	11	0	0
Presented papers	2	1	0	0
Resource persons	0	0	0	0
View File				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Consumer Awareness Programme	IQAC / Consumer Club	2	167
YRC Orientation Programme	IQAC / YRC	2	137
Dengue Awareness Programme	IQAC/ Red Ribbon Club	2	167
First Aid Remedies	IQAC/ Red Ribbon Club	2	81
Fire and Safety Measurement	IQAC/ Red Ribbon Club	2	81
View File			

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

during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	0
View File			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swachh Bharat	Dr Sivanthi Aditanar College of Education	Cleaning the Campus	2	81
Village Adoption	Dr Sivanthi Aditanar College of Education	Health and Hygiene	2	81
Voters Awareness	Dr Sivanthi Aditanar College of Education	Oath Taking	21	167
Consumer Rights	Dr Sivanthi Aditanar College of Education	Consumer Awareness Programme	2	167
Basic Legal Rights	Dr Sivanthi Aditanar College of Education	Awareness programme on Basic Legal Rights	2	167
View File				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	NIL	NIL	0
View File			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Intensive Teaching Practice	Intensive Teaching Practice	25 schools	01/08/2019	30/11/2019	79

Schools	Schools	2 Schools	18/11/2019	30/11/2019	3
Colleges of Teacher Education	Colleges of Teacher Education	1 College of Teacher Education	27/01/2020	08/02/2020	3
Colleges of Teacher Education	Colleges of Teacher Education	3 Colleges of Teacher Education	27/01/2020	08/02/2020	4
Schools	Schools	2 Schools	25/11/2019	30/11/2019	4
Innovative School Visit and Healthy Practices	Innovative School Visit and Healthy Practices	5 Schools	24/02/2020	29/02/2020	81
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Lions Club	27/11/2019	Village Adoption	81
View File			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1080000	0

4.1.2 – Details of augmentation in infrastructure facilities during the year

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

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
AROKYA LIB SOFT	Fully	16.8	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	295	9853	0	0	295	9853
Reference Books	10057	1698992	230	13836	10287	1712828
e-Books	359	0	0	0	359	0
e-Journals	35	0	0	0	35	0
Digital Database	1	0	0	0	1	0
CD & Video	42	0	0	0	42	0
Others(s pecify)	42	0	0	0	42	0
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Mr. S. Soundara Pandiyan	Learning Management System	AdroIT Technologies Innovative Solution PVT LTD	17/06/2016
View File			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Co mputers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departme nts	Available Bandwidt h (MBPS/ GBPS)	Others
Existin g	45	2	45	1	0	5	7	100	2
Added	0	0	0	0	0	0	0	0	0
Total	45	2	45	1	0	5	7	100	2

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

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and
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No Data Entered/Not Applicable !!!

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
640580	389257	256000	274541

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

Dr. Sivanthi Aditanar College of Education has a set of established procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms, etc. Physical Facilities The faculty and staff of the College headed by the Principal looks after the development, maintenance and utilization of the College physical facilities. We have adequate infrastructure of classrooms, laboratories, library, sports complex etc. The infrastructure of the College is being utilized for curricular, co-curricular and extracurricular activities. For maintenance of a clean campus environment, cleaning of all rooms, corridors, toilets, compound, etc on regular basis. Skilled workers are hired for repair works relating to buildings, furniture, etc. I. Laboratories We have the following six laboratories in the College. The laboratory equipments, specimens, and other necessary chemicals are purchased by the office as per the requirements of the teaching departments of the college. The respective department faculty are responsible for maintenance and functioning of the laboratories and are used as part of the under graduate programme. i. Physical Science Laboratory ii. Biological Science Laboratory iii. Technology Laboratory iv. Psychology Laboratory v. Computer Laboratory II. Library The College library is computerized with the help of LIBSOFT software and provided with internet and photocopier facilities. The College library is also provided with DELNET facility. The library committee of the College headed by the Principal is responsible for assess the requirements and to suggest the management for purchase of books including Upgradation of library. We have the practice lending books on card basis as well as book bank scheme. III. Sports Complex The College has a standard ground including volley ball, throw ball, ball badminton and kho-kho courts where outdoors sports activities are held. The sports committee of the College is in-charge of the sports complex and equipments. The students are divided into four Houses for competitions and showcase of their talents. The necessary goods and sports articles are purchased by the office as per the recommendations of the Physical Directress. The college authority purchases them by calling quotations from the reputed sport outlets. IV. Computers We have two computer Laboratories in the College. The computer laboratory offers proficiency programs in information technology and supports the prospective teachers to complete the academic practical components of ICT. V. Classrooms The infrastructure is being used for conducting Seminars, workshops, and lecture sessions. Class representatives, elected by the students, are given the responsibility to keep the classrooms clean. Checking of fans, teaching aids etc in the classroom are done regularly. VI. Hostel The College has separate hostel facilities for male and female with 24 hours security services. Health and hygiene of the occupants are taken care of by the warden. VII. Canteen A student friendly canteen is run by the college. Hygienic food is made available at affordable rates. VIII. Water We have Reverse Osmosis Plant and Smart water dispenser for safe drinking water is

available in the college campus for everyone.

<https://www.drsacedn.com/iqac-procedures-and-policies/>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	NIL	0	0
Financial Support from Other Sources			
a) National	SC Scholarship	22	739000
b) International	NIL	0	0
View File			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Life Skills Training	13/08/2019	81	Dr. SACE
Orientation in English Grammar	19/08/2019	81	Dr. SACE
Electors verification Programme	18/09/2019	81	Dr. SACE
Importance of Education (National Education Day)	11/11/2019	81	Dr. SACE
Career Counselling	20/03/2020	167	Dr. SACE
View File			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2020	TET Coaching	83	83	0	0
2020	Campus Interview	0	0	0	0
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance
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		redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

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
2020	8	B. Ed.	EDUCATION	Govindammal Aditanar College for women, Tiruchendur	PG
2020	2	B. Ed.	EDUCATION	MS University, Tirunelveli	PG
2020	8	B. Ed.	EDUCATION	Aditanar College of Arts and Science, Tiruchendur	PG
2020	1	B. Ed.	EDUCATION	Margoschis College, Nazareth	PG
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	0
View File	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Mini Marathon	State	9
Sports Quiz	State	2
Inter-collegiate Sports Meet	District	13
Inter-Collegiate Cultural Competition	District	4

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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/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2020	II - Shot Put, III - Javelin Throw, II - 4X100m Relay	National	3	Nill	1260318M D003	SIVA POOVENTHAN R
2020	II - 4X100m Relay	National	1	Nill	1260319B D014	ESAKKI PANDI P
2020	II - 4X100m Relay	National	1	Nill	1260319B D057	PAVITHIRAN. V
2020	II - 4X100m Relay	National	1	Nill	1260318B D011	BASKAR. K
2020	III - Shot Put	National	1	Nill	1260318B D046	MATHU BALA. B

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

STUDENT COUNCIL Our College has Students' Union Council and it is functioning very effectively for the growth of the institution as well as for the Students' community. The council comprises of chairman, vice chairman, Secretary, Joint Secretary, Additional Secretary and constitutes one student from each optional group form the members of the council. Importantly, the Council Members are elected by the Students' of our College in a democratic way. ACTIVITIES OF STUDENT COUNCIL The following are the responsibilities and activities carried out by the Student Council in the College. • Students' council serves as the bridge between the Head of the Institution and students. • The council organizes intramural cultural competitions, sports and games. • The council plans and conducts various religious and national festivals in the College. • The council helps to organize College Day. • The council plays vital role in community based engagement/skill development organised in the College. • The council regulates the students in all the programmes conducted in the College. • The Members of the council are active in functioning of the various clubs and committees of the College. • The Council is held responsible for the maintenance of the clean environment of the College.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

40

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

9500

5.4.4 – Meetings/activities organized by Alumni Association :

Activities Organized by Alumni Association • Conducting Alumni meeting every year • Teachers' Day celebration • Planting of saplings in the campus • Off campus placement • Promoting Admissions

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)

Decentralization The College had various committees and each committee is headed by a faculty so that they had the autonomy to lead the committee. The Principal plans various activities of the College both scholastic and non-scholastic. The Physical Directress of the College is in-charge of maintaining discipline in the college under the guidance of the Principal. Participatory Management The College constitutes a number of committees for regulating the various functions. The IQAC committee of the college strives to achieve the NAAC accreditation by enhancing efficient and timely work process, academic and research programmes, use of ICT and modernization, and considers all the possible aspects that hold the power to bring positive impact of teaching-learning on the students as well as the institution. In the admission committee, all the optional subject teachers are included and are getting involved in the selection of students in the college. Staff council committee is included in the governing body so that they could be involved in planning and evaluating all the activities in the college. There is another arm of management known as participative which is exhibited in the form of membership in different committees. Thus the committees of the college include members not only from teaching, administrative staff, and students, but also the experts, community members and government nominees. This highlights the decentralized and participative management of our college.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	Curriculum Development Our College is a self-financing institution affiliated to Tamilnadu Teachers Education University, Chennai and approved by NCTE. It abides by the changes in curriculum as prescribed by the University.
Teaching and Learning	Teaching and Learning The following are the processes adopted by the institute towards Teaching Learning Process: Innovative processes • Value

Added Courses • Internships • Educational projects in related area. • Content beyond the Syllabus. Pre Phase of Teaching learning Process • Departmental Academic Calendar • Lecture plan and notes • Course Learning Objectives and Course Outcomes • Soft copy of the lecture notes and question bank are shared to students. • Updating the library with appropriate books as suggested by the faculty • Modifying the laboratories to cater for the needs of revised regulation and recent trends Monitoring students performance through • Class Test, Half-yearly examination and Model examination I II • Re test for improvement and absentees • Assignments, group discussions, quiz, seminars and projects Monitoring the teaching Process through • Feedback from students • Oral feedback obtained from students in the Class • Committee Meeting • Academic Audit by peer committee • Result analysis Meeting of Internal Assessment and University Examination Addressing the Issues of individual student • Additional classes for slow learners. • Personal guidance to the needy students • Issues related to the course are resolved by mentoring the students. • Addition periods are allocated in the time table based on the criticality of subject. • Symposium and Workshops are conducted. • Lectures are conducted on prerequisite topics. Addressing issues of faculty • Mentoring and guidance given to the faculty for a course handled earlier by senior faculty members. Inputs from IQAC, and various feedback mechanisms are considered for improving the Teaching-Learning.

Examination and Evaluation

Examination and Evaluation • The Institute designed the answer script for internal assessment same as that of the university answer script. • The attainment of Course outcomes pertaining to the internal assessment can be viewed from the answer script. • Internal Assessment Question Paper with Bloom's Taxonomy (knowledge level) indication. • Half-yearly examination and two model examinations are conducted per year. • Improvement test is conducted for absentees and students with low scores.

Research and Development	<p>Research and Development • Research and Development Cell is formed to promote Research and Development in the College. • The cell includes faculty, academicians and researchers. • The College motivates the faculty to undertake research activities through doctoral Programs. • It motivates Faculty members and scholars to publish research papers. • It motivates Faculty members to attend and present papers in conferences/seminar</p>
Library, ICT and Physical Infrastructure / Instrumentation	<p>Library • The college Library gives guidelines for improving the quality of library resource. • Aroky Lib Soft version 16.8 is being used in the library. • Suggestions from students' committee for Library are used for improvement in quality of library resource. • New books/journals are purchased every year to update the library. ICT • The College regularly increases ICT facilities for classrooms. • The university regularly enhances the Internet connectivity facility. • The university regularly enhances the power backup facility for classrooms. Physical infrastructure Physical infrastructure is increased to meet the demand of recent trends, new regulation and increase of intake.</p>
Human Resource Management	<p>Human Resource Development • The recruitment procedures, service rules and promotion policies are made transparent and employees are benefitted with CL, ESI and EPF. • Employee's salary will be credited in the bank account directly. • For professional development of the human resource, the institute delegates the faculty and staff to undergo development programs outside the institute, to undertake such development programs. • The College organizes HR development Programmes for faculty, staff and students for skill up gradation and training. • Faculty and students are felicitated for their academic achievements. • The College uses performance evaluation methods for the staff members. At the end of every year, performance evaluation of the staff is done by Head of the Institution.</p>
Admission of Students	<p>Admission of the students Admission of students is done through oral interview conducted by the College. The</p>

College maintains this reputed by adopting following strategies:

- Maintaining good results in University examinations by means of recent trends of teaching learning, providing quality infrastructure and facilities, maintaining good training and placement track records.
- Encouraging extra-curricular activities like sports and other competitions.
- Maintaining Ragging-free environment.

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

E-governance area	Details
Planning and Development	<ul style="list-style-type: none"> • To use ICT in the process of planning college-events and activities, institute uses personal e-mails. • Important notices and reports are also circulated through e-mails. • E-governance is the integration of Information and Communication Technology in all the working processes of the system. • It aims to minimize the manual efforts and improve the communication, create transparent system, and to be cost and time effective.
Administration	<ul style="list-style-type: none"> • Google Drives: To keep all department wise proofs. • The college has Biometric attendance for teaching and non-teaching staff. • The college campus is equipped with CCTV Cameras installed at various places of need. • ICT has been introduced in the Administrative work. • WhatsApp Group helps to provide the brief notices of any event to be happened on college. • WhatsApp Groups are also used for awareness and of smooth functioning of the same.
Finance and Accounts	<p>With the aim to produce immediate information in finance and Accounts Tally is used to generate various reports like Consolidated, General and Daily Cash Collection report.</p>
Student Admission and Support	<p>To facilitate Student Admission and Support, the following e-governance is being implemented in the College.</p> <ul style="list-style-type: none"> • The admission announcement is published in the College website • The admission announcement is published in the e-paper (Daily Thanthi) • The various activities of the College are published timely in the College Website.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	NIL	NIL	NIL	0
2020	NIL	NIL	NIL	0
View File				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2020	Importance of Iodized Salt	Importance of Iodized Salt	29/01/2020	29/01/2020	21	10
2020	ERP Training for Office Automation	ERP Training for Office Automation	22/04/2020	22/04/2020	21	10
View File						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
ICT Tools and E-content Development	1	12/03/2020	12/03/2020	1
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
2	2	1	1

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Residential Quarters	Residential Quarters	Government Scholarship

6.4 – Financial Management and Resource Mobilization

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

Our college keeps a good record of general and daily cash delivery report. All the transactions and expenditures are recorded and receipt of the same is maintained by the Accounts in charge of the college. Internal Financial Audit is done in our institution once in three months. It is done by the Aditanar Educational Institution (AEI), the trust which administers our College. It will examine financial accounts of the institution. The Accountant of the College will submit the account to the auditor and they would verify it. External Financial Audit External Financial Audit is conducted every year. The auditors from Krishnan Retna and Associates visit our college once in a year and examine the records maintained by the college such as the income and the expenditure details.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	0	Nil
View File		

6.4.3 – Total corpus fund generated

6676998.66

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Peer Team	Yes	Peer Team
Administrative	Yes	Krishnan Retna and Associates, Nagercoil	Yes	Krishnan Retna and Associates, Nagercoil

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

- Parent Teachers Association meeting will be conducted in every year.
- Parents are appointed as members in IQAC.
- Parents are invited for college programmes like College day, Teachers' Day and Graduation Day.

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

- Updating the systems with high configuration.
- Hands on experience on e filing/ documentation.
- Training in safety measures.
- Training on establishing paperless office.

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

- Faculty development programmes to be adopted.
- Facilities to be provided to differently abled students.
- Effective use of ICT in teaching - learning, evaluation, library and administration may be incorporated.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No

d)NBA or any other quality audit	No
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6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	IQAC Meeting	24/08/2019	24/08/2019	24/08/2019	16
2020	IQAC Meeting	20/01/2020	20/01/2020	20/01/2020	16
2020	Submission of AQAR to NAAC	16/04/2020	16/04/2020	16/04/2020	0
2020	Curriculum Feedback by Students	12/02/2020	12/02/2020	12/02/2020	83
2020	Staff Evaluation by Students	24/03/2020	24/03/2020	24/03/2020	83
2020	Academic and Administrative Audit (AAA)	15/10/2020	15/10/2020	15/10/2020	0
2020	Academic and Administrative Audit (AAA)	29/10/2020	29/10/2020	29/10/2020	0
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
International Womens Day	12/03/2020	12/03/2020	148	19

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

Percentage of power requirement of the University met by the renewable energy sources
Generator

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address	Number of initiatives taken to	Date	Duration	Name of initiative	Issues addressed	Number of participating students
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	locational advantages and disadvantages	engage with and contribute to local community					and staff
2019	1	Nil	28/11/2019	200	Scenic Beauty	Maintenance of natural geography	167
2019	1	Nil	29/11/2019	200	Pollution Free Campus	Maintenance of Flora and Fauna of the Green Campus	167
2019	Nil	1	30/11/2019	1	Role of Camping on Developing Leadership Qualities	Interpersonal Communication Skills and Self-awareness	81
2020	Nil	1	12/03/2020	1	International Womens Day	Mass Awareness	167

[View File](#)

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

Title	Date of publication	Follow up(max 100 words)
Website	15/07/2019	Rules and Regulations of the College are published in the College Calendar as well as in the College website. It was strictly followed by the Students and Teachers. Violation of these prescribed norms will lead to take the necessary actions by the Head of the institution. Students are asked to get the signature of the parents if they take leave and if not they will not be permitted in the classroom.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Independence Day	15/08/2019	15/08/2019	84
National Sports Day	29/08/2019	29/08/2019	88
Teachers Day	05/09/2019	05/09/2019	167

National Education Day	11/11/2019	11/11/2019	88
Swachh Campus	28/11/2019	28/11/2019	81
Republic Day	26/01/2020	26/01/2020	167
National Voters Day	25/01/2020	25/01/2020	167
View File			

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

- Motivating students to maintain a plastic free campus.
- Encouraging students to use bicycle as a green practice.
- Advised students to reduce the usage of Thermo Cole for making teaching aids.
- Encouraging the students to make use of the water properly.
- Advised not to waste food.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICE - 1

1. TITLE OF THE PRACTICE Work Experience and Creative Activities

2. AIM Our College provides Work Experience and Creative Activities to the Student-teachers with the aim of developing imagination, creativity and skills among them.

3. OBJECTIVES OF THE PRACTICE To enable the Student-teachers,

- To use the techniques of Art, Music and Drama for enhancing teaching and learning.
- To use Art, Music and Drama for enhancing one's Self-expression and Creativity
- To identify and recognize the experts in Art, Music and Drama in the Community and involve them for enhancing of teaching and learning process.

4. THE CONTEXT Our College is conducting multi various activities and one of them is Work Experience and Creative Activities for improving the Skills of Student-teachers.

5. THE PRACTICE The practice of Work Experience and Creative Activities are provided to our Student-teachers in the preparation of instructional materials, making socially useful products from waste materials and leisure time activities of training and the practice is scheduled everyday in the afternoon session at 3.30 p.m. – 4.30 p.m.

6. BENEFITS OF THE PRACTICE Experience in design, art, and crafts enable them to reflect critically on their own work and those by others.

7. EVIDENCE OF SUCCESS In our College Art exhibition is conducted every year after the University Practical Examination, in which the trainees exhibit their contribution.

8. PROBLEMS ENCOUNTERED IF ANY AND STRATEGIES ADOPTED TO OVERCOME THEM Executing the Work Experience and Creative Activities involve challenges like scheduling, provision of resources, allocation of different art works, responsibility of each individual, practical skills of the student-teachers in creative works and lack of motivation.

9. RESOURCES REQUIRED Sewing Machine, charts, Colour Papers, etc.,

BEST PRACTICE - 2

1. TITLE OF THE PRACTICE Training in Basics of Computer Education

2. AIM The Training in Basics of Computer Education aims to familiarize student-teachers with Microsoft Windows, Excel, basic computer skills and successful completion of the Practical component of B.Ed. curriculum in a supportive computer lab environment.

3. OBJECTIVES OF THE PRACTICE The following are the objectives of the Computer training Programme

- To appropriately start up and shut down his/her computer
- To navigate the operating system and start applications
- To perform basic functions of file management

4. THE CONTEXT Modern culture relies heavily on electronic communication and digital classroom. They are used in professional as well as educational institutions. Thus, to learn effectively the student-teachers of today's society should possess the basic training in Computer Skills like sending emails, doing presentations, prepare digital lesson and collecting and storing data. Hence Our College has planned to conduct Free Computer training on Basic Skills for Student-teachers in every academic year.

5. THE PRACTICE In this training the following basics in Computer Education are provided to the Prospective teachers. The training in computer is scheduled to be held at 3.30 pm to 4.30 pm every day in the Computer Lab. 6. BENEFITS OF THE PRACTICE Training in Basics of Computer would help the student teachers to increase their employability, improve their skills, preparing score sheets of students' progress, preparation of Power Point Slides for subject matter, increased productivity and career advancements. 7. EVIDENCE OF SUCCESS The training programme in Basics of Computer Education provided to the prospective teachers of Our College was very useful and successful. 8. PROBLEMS ENCOUNTERED IF ANY AND STRATEGIES ADOPTED TO OVERCOME THEM • Accessibility to Internet • Slow Internet Connection • Security concerns 9. RESOURCES REQUIRED • Computers • Internet connection • Uninterrupted Power Supply

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

<https://www.drsacedn.com/wp-content/uploads/2022/12/Institutional-Best-Practices-2019-2020.pdf>

7.3 – Institutional Distinctiveness

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

PERFORMANCE OF OUR COLLEGE The College opened its doors in August 1995, for imparting knowledge to the first generation learners of rural areas of Tiruchendur Taluk and around Thoothukudi District to bring about a radical change in the society. The College commenced with a humble beginning that followed a prosperous path and achieved a milestone of celebrating the Silver Jubilee – 25 Glorious Years of its existence in 2020. **NAAC ACCREDITATION** The College was awarded "B" grade with CGPA score of 2.49 in September, 2008 and "B" grade with CGPA score of 2.74 in September, 2016 by the Executive Committee of the NAAC. **COLLEGE JOURNAL AND MAGAZINE** Our college publishes a Bi-annual Research Journal on "New Horizons in Educational Research" and College magazine showcasing the creative talents of our Students. **IQAC, ALUMNI AND PTA** The vibrant IQAC, Alumni, PTA and exemplary work done by the various committees brings the College to the forefront in various fields and materializes the concept of holistic development of the individuals. This Institution is unique and occupies a place of honour to find our alumni well placed in all walks of life. **EXAMINATION RESULTS** The performance of our students in examination is exceptional in spite of the fact that majority of them have a rural background. The secret of success is due to the remedial teaching which is undertaken to cater to the needs of slow learners. **LIFE SKILLS TRAINING** Our college conducts life skills training programme on various topics such as Self motivation, Women Empowerment, Transactional Analysis, Time Management, Stress Coping Management, Personality Development, Emotional Intelligence, Disaster Management, Self esteem, Positive thinking, etc. **ORIENTATION PROGRAMME IN ENGLISH GRAMMAR** Our College organizes orientation programme in English Grammar for B.Ed. I-year students every year for enhancing the communicative ability of the students. **CLUBS AND COMMITTEES** Various committees and clubs are functioning in the college to bring in proper co-ordination between the institution and the prospective teachers. **CAMPUS INTERVIEW** Campus Interview is a regular feature of the academic activity of our college. The campus placement process of our college strives to achieve with 100 placement in every academic year. **YOGA TRAINING** Our College offers Yoga training to all our students and every day one batch of students attends yoga class from 3.30 p.m. to 4.30 p.m. **SKILL DEVELOPMENT CAMP** Community Based Engagement / Skill Development Camp is conducted in our College campus for five days every year as a co-curricular programme. Experts from various fields trained our students for acquiring better skill development. **VILLAGE ADOPTION** Our College has adopted a village

nearby our campus at Ganthipuram and the Panchayat Union School in Ganthipuram and carryout various community activities such as adult education, awareness of health and hygiene, medical inspection, assisting school with teaching aids and equipments, and enhancing the school campus by carrying out cleaning activities and plantations.

Provide the weblink of the institution

<https://www.drsacedn.com/igac-institutional-distinctiveness/>

8.Future Plans of Actions for Next Academic Year

The college plans the following activities to be carried out for the next academic year:

- To encourage the faculty to keep updating themselves in their respective disciplines by participating in FDPs, Webinars, Seminars, Workshops and orient with Pedagogical methodologies.
- To Orient the students with digital access of various resource materials.
- Due to Covid-19 outbreak Online Classes shall be planned in order to continue education.
- Online Platforms like Zoom, Google Meet, and Microsoft Teams shall be planned to be used for sustaining education of the students.
- Learning Management System shall be planned to be used effectively for sharing content materials and for creating Online courses.
- Attendance of students and Test Scores shall be registered in the ERP System.
- The students shall be trained in preparing Slides using Power Point and to access classes through Online Platforms.
- To orient the students about careful usage of Social media.
- To create awareness among the Prospective teachers about cyber crimes and safe usage of Online Platforms.
- To train the Prospective teachers to handle audio-visual equipments and ICT tools