

GNANAMANI COLLEGE OF EDUCATION

NH-7, A.K.SAMUTHIRAM, PACHAL POST, NAMAKKAL DISTRICT

SELF - APPRAISAL REPORT (SAR)



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

P. O. Box. No. 1075, Nagarbhavi, Bangalore - 560 072, India

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Format for Self-appraisal Report

Part I: Institutional Data

A. Profile of the Institution

1. Name and address of the institution:

Name : Gnanamani College of Education
 Address : NH-7, A.K.Samuthiram,
 Pachal Post,
 District : Namakkal
 State : Tamilnadu
 Pin Code : 637 018.

2. Website : www.gct.org.in

3. For communication :

Office

Name	Tel. No.	Fax No	E-Mail
Principal Dr. S.Arockiasamy Self-appraisal Coordinator	04286-293888	04286-293800	infogct99@gmail.com
Vice-Principal Mrs.S.Erin Prabha	04286-293999	04286-293800	infogct99@gmail.com

Residence

Name	Tel. No	Mobile No
Dr. S.Arockiasamy, Principal A.K.Samuthiram, Pachal Post, Namakkal.	04286-293888	9944492600
Mrs. S.Erin Prabha, Vice Principal, A.K.Samuthiram, Pachal Post, Namakkal	04286-293999	9443517166

4. Location of the Institution:

Urban ☐ Semi-urban ☐ Rural ☒ Tribal ☐

Any other (specify and indicate) ☐

5. Campus area in acres:

6.71 acres

6. Is it a recognized minority institution?

Yes ☒ No ☐

7. Date of establishment of the institution:

Month & Year	
MM	YYYY

8. University/Board to which the institution is affiliated:

Tamilnadu Teachers Education University, Chennai.

9. Details of UGC recognition under sections 2(f) and 12(B) of the UGC Act.

Month & Year		Applied for
MM	YYYY	
2f		

10. Type of Institution

- a. By funding
- i. Government ☐
 - ii. Grant-in-aid ☐
 - iii. Constituent ☐
 - iv. Self-financed ☒
 - v. Any other (specify and indicate) ☐
- b. By Gender
- i. Only for Men ☐
 - ii. Only for Women ☐
 - iii. Co-education ☐
- c. By Nature
- i. University Dept. ☐
 - ii. IASE ☐
 - iii. Autonomous College ☐
 - iv. Affiliated College ☐
 - v. Constituent College ☒
 - vi. Dept. of Education of Composite College ☐
 - vii. CTE ☐
 - Viii. Any other (specify and indicate) ☐

11. Does the University / State Education Act have provision for autonomy?

Yes ☒ No ☐

If yes, has the institution applied for autonomy?

Yes ☐ No ☒

12. Details of Teacher Education programmes offered by the institution:

Sl. No.	Level	Programme/ Course	Entry Qualification	Nature of Award	Duration	Medium of instruction
iii)	Secondary/ Sr. secondary	B.Ed.,	UG Degree	Bachelor degree	1 Year	Tamil & English
iv.	Post Graduate	M.Ed.,	B.Ed., Degree	Post Graduate Degree	1 Year	Tamil & English
v.	Other (specify)			Certificate		
				Diploma		
				Degree		

(Additional rows may be inserted as per requirement)

13. Give details of NCTE recognition (for each programme mentioned in Q.12 above)

Level	Programme	Order No. & Date	Valid upto	Sanctioned Intake
Secondary/ Sr.secondary	B.Ed.,	F.TN/SEC/SRO/NCTE/2004-05/838, 13.07.2005	-	100
	Add.Intake	F.SRO/NCTE/B.Ed-AI/2006-07/330, 15.04.2005	-	100
Post Graduate	M.Ed.,	F.SRO/NCTE/M.Ed/2006-07/1578, 07.12.2007	-	25 } 10 } 35
Other (specify)				

(Additional rows may be inserted as per requirement)

B) Criterion-wise inputs**Criterion I: Curricular Aspects**

1. Does the Institution have a stated
Vision

Yes	✓	No	
-----	---	----	--

Mission

Yes	✓	No	
-----	---	----	--

Values

Yes	✓	No	
-----	---	----	--

Objectives

Yes	✓	No	
-----	---	----	--

2. a) Does the institution offer self-financed programme(s)?

Yes	X	No	✓
-----	---	----	---

If yes,

- a) How many programmes?

Nil

- b) Fee charged per programme

S.No	Programme	Duration	Fees
1	Tamil	1 Year	Rs.35,000
2	English	1 Year	Rs.35,000
3	Matematics	1 Year	Rs.35,000
4	Physical Science	1 Year	Rs.35,000
5	Biological Science	1 Year	Rs.35,000
6	History	1 Year	Rs.35,000
7	Commerce	1 Year	Rs.35,000
8	Computer Science	1 Year	Rs.35,000

2.M.Ed Programme

S.No	Programme	Duration	Fees
1	M.Ed Education	1 Year	Rs.40,000

3. Are there programmes with semester system

NO

4. Is the institution representing/participating in the curriculum development/revision processes of the regulatory bodies?

Yes	X	No	✓
-----	---	----	---

If yes, how many faculty are on the various curriculum development/vision committees/boards of universities/regulating authority.

As the institutions is an affiliated one, it has to follow the curriculum as prescribed by the university. However the faculty send suggestion for the improvement of the curriculum

5. Number of methods/elective options (programme wise)

D.Ed.

-

B.Ed.

Four

M.Ed. (Full Time)

One

M.Ed. (Part Time)

-

Any other (specify and indicate)

-

6. Are there Programmes offered in modular form

Yes		No	✓
-----	--	----	---

Number	-
--------	---

7. Are there Programmes where assessment of teachers to the students has been introduced

Yes	✓	No	
-----	---	----	--

Number	Two
--------	-----

- 1) Feed back from Students is Collected now and then by the Staff
- 2) Teachers Appraisal format filled by the Staff

8. Are there Programmes with faculty exchange/visiting faculty

Yes	✓	No	
-----	---	----	--

Visiting Faculty

S.No	Name	Department	College
1	Fr.Dr.S.Sebastian	Psychology	Loyola College of Education, Chennai
2	Dr.Amalraj	Research	Saradha College of Education, Palayankottai.
3	Dr.S.Govindarajan	Pesonality Development	Saraswathi Swaminathan College of Education, Attur.
4	Dr.Zahitha Begam	Research	Periyar University, Salem

9. Is there any mechanism to obtain feedback on the curricular aspects from the

❖ Heads of practice teaching schools

Yes	✓	No	
-----	---	----	--

❖ Academic peers

Yes	✓	No	
-----	---	----	--

❖ Alumni

Yes	✓	No	
-----	---	----	--

❖ Students

Yes	✓	No	
-----	---	----	--

❖ Employers

Yes	✓	No	
-----	---	----	--

10. How long does it take for the institution to introduce a new programme within the existing system?

3 years as per NCTE norms

11. Has the institution introduced any new courses in teacher education during the last three years?

Yes	X	No	✓
-----	---	----	---

Number	
--------	--

12. Are there courses in which major syllabus revision was done during the last five years?

Yes	✓	No	
-----	---	----	--

Number	
--------	--

13. Does the institution develop and deploy action plans for effective implementation of the curriculum?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
-----	-------------------------------------	----	--------------------------

Yearly calendar (3 Years)

14. Does the institution encourage the faculty to prepare course outlines?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
-----	-------------------------------------	----	--------------------------

Criterion II: Teaching-Learning and Evaluation

1. How are students selected for admission into various courses?

- a) Through an entrance test developed by the institution ☐
- b) Common entrance test conducted by the University/Government ☐
- c) Through an interview ☐
- d) Entrance test and interview ☐
- e) Merit at the qualifying examination ☒
- f) Any other (specify and indicate) ☐

(If more than one method is followed, kindly specify the weightages)

2. Furnish the following information (for the previous academic year):

- a) Date of start of the academic year - 21.09.2008
- b) Date of last admission - 25.06.2009
- c) Date of closing of the academic year - 25.06.2009
- d) Total teaching days -180 days
- e) Total working days -220 days

3. Total number of students admitted

Programme	Number of students			Reserved			Open		
	M	F	Total	M	F	Total	M	F	Total
B.Ed.	105	95	200	--	--	--	105	95	200
M.Ed.	12	13	25	--	--	--	12	13	25

4. Are there any overseas students?

Yes		No	✓
-----	--	----	---

If yes, how many?

5. What is the 'unit cost' of teacher education programme? (Unit cost = total annual recurring expenditure divided by the number of students/ trainees enrolled).

a) Unit cost excluding salary component

Rs. 10416/-

b) Unit cost including salary component

Rs.34949/-

(Please provide the unit cost for each of the programme offered by the institution as detailed at **Question 12** of profile of the institution)

6. Highest and Lowest percentage of marks at the qualifying examination considered for admission during the previous academic session

Programmes	Open		Reserved	
	Highest (%)	Lowest (%)	Highest (%)	Lowest (%)
B.Ed.	Above 80%	50%	Above 55%	40%
M.Ed.	Above 65%	50%	Above 55%	50%

7. Is there a provision for assessing students' knowledge and skills for the programme (after admission)?

Yes

☒

No

☐

8. Does the institution develop its academic calendar?

Yes

☒

No

☐

9. Time allotted (in percentage)

Programmes	Theory	Practice Teaching	Practicum	Dissertation
D.Ed.				
B.Ed.	45	25 days	30	
M.Ed. (Full Time)	55	-	20	25
M.Ed. (Part Time)				

10. Pre-practice teaching at the institution

a) Number of pre-practice teaching days

7 days

b) Minimum number of pre-practice teaching lessons given by each student

2 Lessons

11. Practice Teaching at School

a) Number of schools identified for practice teaching

33 Schools

b) Total number of practice teaching days

40 days

c) Minimum number of practice teaching lessons given by each student

40 Lesson plans

12. How many lessons are given by the student teachers in simulation and pre-practice teaching in classroom situations?

No. of Lessons In simulation

No. 5 Lessons

No. of Lessons Pre-practice teaching

No. 2 Lessons

13. Is the scheme of evaluation made known to students at the beginning of the academic session?

Yes

☒

No

☐

14. Does the institution provide for continuous evaluation?

Yes

☒

No

☐

15. Weightage (in percentage) given to internal and external evaluation

Programmes	Internal	External
D.Ed.		
B.Ed.	20 Marks	75 Marks
M.Ed. (Full Time)		100 Marks
M.Ed. (Part Time)		

16. Examinations

a) Number of sessional tests held for each paper

3 Numbers

b) Number of assignments for each paper

3 Numbers

17. Access to ICT (Information and Communication Technology) and technology.

	Yes	No
Computers	Yes	-
Intranet	Yes	-
Internet	Yes	-
Software / courseware (CDs)	Yes	-
Audio resources	Yes	-
Video resources	Yes	-
Teaching Aids and other related materials	Yes	-
Any other (specify and indicate)	Using of films in documentry Preparation	

18. Are there courses with ICT enabled teaching-learning process?

Yes	✓	No	
-----	---	----	--

Number	One
--------	-----

19. Does the institution offer computer science as a subject?

Yes	✓	No	
-----	---	----	--

If yes, is it offered as a compulsory or optional paper?

Compulsory

☐

Optional

☒

Criterion III: Research, Consultancy and Extension

1. Number of teachers with Ph. D and their percentage to the total faculty strength

Number	5	26	%
--------	---	----	---

2. Does the Institution have ongoing research projects?

Yes	✓	No	
-----	---	----	--

- M.Ed., Research projects

Funding agency	Amount (Rs)	Duration (years)	Collaboration, if any
-	-	-	NIL
-	-	-	NIL
-	-	-	NIL
-	-	-	NIL
-	-	-	NIL

(Additional rows/columns may be inserted as per the requirement)

Number of completed research projects during last three years.

- 73 M.Ed., Research Projects
 - 1 on Environmental Study Projects
4. How does the institution motivate its teachers to take up research in education?
(Mark ✓ for positive response and X for negative response)

- ❖ Teachers are given study leave ☒
- ❖ Teachers are provided with seed money ☒
- ❖ Adjustment in teaching schedule ☒
- ❖ Providing secretarial support and other facilities ☒
- ❖ Any other specify and indicate ☒
- ❖ Monitory Assistance is given to attend seminars for Higher studies ☒
- ❖ Resource marital are provided from the library ☒

5. Does the institution provide financial support to research scholars?

Yes ☒ No ☐

6. Number of research degrees awarded during the last 5 years.

M.Ed., - 49

7. Does the institution support student research projects (UG & PG)?

Yes

☐

Not applicable

☒

8. Details of the Publications by the faculty (Last five years)

	Yes	No	Number
International journals		✓	
National journals - referred papers	Yes		3
Non referred papers			-
Academic articles in reputed magazines/news papers	Yes		4
Books	Yes		6
Any other (specify and indicate)	--		

9. Are there awards, recognition, patents etc received by the faculty?

Yes	✓	No	
-----	---	----	--

Number	2 (Two)
--------	---------

1. Dr. S. Arockiasamy - Best Teacher Award by Vivekananda Kendra
2. Mrs.S.Erin Prabha - Best Teacher Award in Salem & Namakkal Dist.

10. Number of papers presented by the faculty and students (during last five years):

	Faculty	Students
National seminars	10	
International seminars	2	
Any other academic forum	Yes Anti Ragging Cell Grievance Cell Discipline Committee Cultural Committee	Student Association, Alumini Association Co-curricular Cell Placement Cell

11. What types of instructional materials have been developed by the institution?

(Mark '✓' for yes and 'X' for No.)

- Self-instructional materials ☒
- Print materials ☒
- Non-print materials (e.g. Teaching) ☒
- Digitalized (Computer aided instructional materials) ☒
- Question bank ☒
- Any other (specify and indicate) ☒
- Research tools are provide ☒
- The college provides techonological hardware and software materials, audio visual, multimedia etc., ☒
- Current events are updated by the use of internet ☒

12. Does the institution have a designated person for extension activities?

Yes ☒ No ☐

If yes, indicate the nature of the post.

Full-time ☐ Part-time ☐ Additional charge ☒

13. Are there NSS and NCC programmes in the institution?

Yes ☐ No ☒

-Only citizenship camp one week programme

14. Are there any other outreach programmes provided by the institution?

Yes ☒ No ☐

- Career Guidance
- First Aid
- Personality Development
- Environment Project Work
- Aids Awareness Programme

15. Number of other curricular/co-curricular meets organized by other academic agencies/NGOs on Campus

Yes ☒ No ☐

NGO Organizations

Awareness programme conducted by St.Jhon's Ambulance service. (NGO)
Environmental projects in college campus and around A.K. Samuthiram, Pachal
Aids awareness programme (WORD NGO)

GO's Origanisization and enriched programme

- Collectorate programme CO-curricular cooptation, Tree planting programme
- Aids awareness programme.
- Human rights awareness programme.

16. Does the institution provide consultancy services? What is the net amount generated during last three years?

Yes ☒ No ☐

Free consultancy service is offered.

17. Does the institution have networking/linkage with other institutions/organizations?

Local level	Yes
State level	Yes
National level	

Criterion IV: Infrastructure and Learning Resources

1. Built-up Area (in sq. mts.) 3136.34
2. Are the following laboratories been established as per NCTE Norms?
- a) Methods lab Yes ☐ No ☐
- b) Psychology lab Yes ☒ No ☐
- c) Science Lab(s) Yes ☒ No ☐
- d) Education Technology lab Yes ☒ No ☐
- e) Computer lab Yes ☒ No ☐
- f) Workshop for preparing teaching aids Yes ☒ No ☐
3. How many Computer terminals are available with the institution?
60
4. What is the Budget allotted for computers (purchase and maintenance) during the previous academic year?
Rs.1700000/-
5. What is the Amount spent on maintenance of computer facilities during the previous academic year?
Rs.25000/-
6. What is the Amount spent on maintenance and upgrading of laboratory facilities during the previous academic year?
Rs.50000/-
7. What is the Budget allocated for campus expansion (building) and upkeep for the current academic session/financial year?
Rs.350000/-
8. Has the institution developed computer-aided learning packages?
 Yes ☒ No ☐
9. Total number of posts sanctioned
- | | Open | | Reserved | |
|--------------|------|---|----------|---|
| | M | F | M | F |
| Teaching | 14 | 5 | | |
| Non-teaching | 5 | 1 | | |
10. Total number of posts vacant
- | | Open | | Reserved | |
|--------------|------|----|----------|---|
| | M | F | M | F |
| Teaching | -- | -- | | |
| Non-teaching | -- | -- | | |

11. a. Number of regular and permanent teachers
(Gender-wise)

	Open		Reserved	
	M	F	M	F
Lecturers	9	5		
Readers	M	F	M	F
	1			
Professors	M	F	M	F
	4			

b. Number of temporary/ad-hoc/part-time teachers (Gender-wise)

	Open		Reserved	
	M	F	M	F
Lecturers				
Readers	M	F	M	F
Professors	M	F	M	F

c. Number of teachers from

Same state

ALL

Other states

12. Teacher student ratio (programme-wise)

Programme	Teacher student ratio
B.Ed.	1:7
M.Ed. (Full Time)	1:5

13. a. Non-teaching staff

	Open		Reserved	
	M	F	M	F
Permanent	5	1		
Temporary	M	F	M	F
	M	F	M	F
	2	-		

b. Technical Assistants Permanent

Temporary

M	F	M	F

14. Ratio of Teaching – non-teaching staff

3:1

15. Amount spent on the salaries of teaching faculty during the previous academic session (% of total expenditure)

64%

16. Is there an advisory committee for the library?

Yes

✓

No

17. Working hours of the Library

On working days

8.00AM to 6.30 PM

On holidays

9.30 AM to 5.30 PM

During examinations

2.00 PM to 8.00 PM

18. Does the library have an Open access facility

Yes

✓

No

19. Total collection of the following in the library

a. Books

6308

- Textbooks

4708

- Reference books

1600

b. Magazines

12

e. Journals subscribed

- Indian journals

15

- Foreign journals

5

f. Peer reviewed journals

6

g. Back volumes of journals

50

h. E-information resources

- Online journals/e-journals

15

- CDs/ DVDs

502

- Databases

449

- Video Cassettes

502

- Audio Cassettes

600

20. Mention the

Total carpet area of the Library (in sq. mts.)

280 sqt

Seating capacity of the Reading room

125

21. Status of automation of Library

Yet to intimate

☐

Partially automated

☒

Fully automated

☐

22. Which of the following services/facilities are provided in the library?

Circulation

☒

Clipping

☐

Bibliographic compilation

☒

Reference

☒

Information display and notification

☒

Book Bank

☒

Photocopying

☒

Computer and Printer

☒

Internet

☒

Online access facility

☒

Inter-library borrowing

☐

Power back up

☒

User orientation / information literacy

☒

Any other (please specify and indicate)

☐

23. Are students allowed to retain books for examinations?

Yes	✓	No	
-----	---	----	--

24. Furnish information on the following

Average number of books issued/returned per day

32

Maximum number of days books are permitted to be retained

by students

10 days

by faculty

15 days

Maximum number of books permitted for issue

for students

5 Nos

for faculty

10 Nos

Average number of users who visited/consulted per month

143

Ratio of library books (excluding textbooks and book bank

facility) to the number of students enrolled

1: 14

25. What is the percentage of library budget in relation to total budget of the institution

18%

26. Provide the number of books/ journals/ periodicals that have been added to the library during the last three years and their cost.

	I		II		III	
	Number	Total cost (in Rs.)	Number	Total cost (in Rs.)	Number	Total cost (in Rs.)
Text books	2618	2,93,215	1147	1,30,758	943	1,09,355
Reference books	500	62,500	400	88,000	700	89600
Journals/ Periodicals	15	6,120	17	8,976	17	8,976
Megazines	8	3,456	10	10,560	12	12,816
Dictionaries	20	6,960	15	4,875	15	4,980
Encyclopedia	30	40,758	15	26,430	15	28,020
Total	4,13,009		2,69,599		2,53,747	
Grand Total	9,36,355					
(Additional rows/columns may be inserted as per requirement)						

Criterion V: Student Support and Progression

1. Programme wise “dropout rate” for the last three batches

Programmes	Year 1	Year 2	Year 3
B.Ed.	-	-	-
M.Ed. (Full Time)	-	-	-

2. Does the Institution have the tutor-ward/or any similar mentoring system?

Yes	✓	No	
-----	---	----	--

If yes, how many students are under the care of a mentor/tutor?

25

3. Does the institution offer Remedial instruction?

Yes	✓	No	
-----	---	----	--

4. Does the institution offer Bridge courses?

Yes	✓	No	
-----	---	----	--

5. Examination Results during past three years (provide year wise data)

	UG(B.Ed)			PG(M.Ed)			M. Phil		
	I	II	III	I	II	III	I	II	III
Pass percentage	100%	98%	96%	99%	96%	-	-	-	-
Number of first classes	24	31	20	4	17	-	-	-	-
Number of distinctions	72	62	177	18	-	-	-	-	-
Exemplary performances (Gold Medal and university ranks)	2	-	-	-	-		-	-	-

6. Number of students who have passed competitive examinations during the last three years (provide year wise data)

NET

Any other (TRB)

Other Govt. Department

I	II	III
		1
40	22	
6	4	

7. Mention the number of students who have received financial aid during the past three years.

Financial Aid	I	II	III
Merit Scholarship			
Govt. Scholarship	40	43	48
Merit-cum-means scholarship			
Fee concession	11	13	14
Loan facilities	50	50	60
Any other specify and indicate			

(Additional rows may be inserted as per requirement)

8. Is there a Health Centre available in the campus of the institution?

Yes	✓	No	
-----	---	----	--

9. Does the institution provide Residential accommodation for:

Faculty

Yes	✓	No	
-----	---	----	--

Non-teaching staff

Yes	✓	No	
-----	---	----	--

10. Does the institution provide Hostel facility for its students?

Yes	✓	No	
-----	---	----	--

If yes, number of students residing in hostels

Men

17

Women

11

11. Does the institution provide indoor and outdoor sports facilities?

Sports fields

Yes	✓	No	
-----	---	----	--

Indoor sports facilities

Yes	✓	No	
-----	---	----	--

Gymnasium

Yes	✓	No	
-----	---	----	--

12. Availability of rest rooms for Women

Yes	✓	No	
-----	---	----	--

13. Availability of rest rooms for men

Yes	✓	No	
-----	---	----	--

14. Is there transport facility available?

Yes	✓	No	
-----	---	----	--

15. Does the Institution obtain feedback from students on their campus experience?

Yes	✓	No	
-----	---	----	--

16. Give information on the Cultural Events (Last year data) in which the institution participated/organised.

	Organised			Participated		
	Yes	No	Number	Yes	No	Number
Inter-collegiate	Yes		1	Yes		2
Inter-university		-		Yes		1
National		-			-	
Any other (specify and indicate)					-	

(Excluding college day celebration)

17. Give details of the participation of students during the past year at the university, state, regional, national and international sports meets.

	Participation of students (Numbers)	Outcome (Medal achievers)
State	-	-
Regional	-	-
National	-	-
International	-	-

18. Does the institution have an active Alumni Association?

Yes	✓	No	
-----	---	----	--

If yes, give the year of establishment

2006-07

19. Does the institution have a Student Association/Council?

Self A Yes il R

✓

 No

--

20. Does the institution regularly publish a college magazine?

Yes

☒

No

☐

21. Does the institution publish its updated prospectus annually?

Yes

☒

No

☐

22. Give the details on the progression of the students to employment/further study (Give percentage) for last three years

	Year 1 (%)	Year 2 (%)	Year 3 (%)
Higher studies	18%	27%	52%
Employment (Total)			
Teaching	79%	71%	43%
Non teaching	3%	2%	5%

23. Is there a placement cell in the institution?

Yes

☒

No

☐

If yes, how many students were employed through placement cell during the past three years

2006-07	2007-08	2008-09
45	52	60

24. Does the institution provide the following guidance and counseling services to students?

❖ Academic guidance and Counseling

Yes

☒

No

☐

❖ Personal Counseling

☒
☐

❖ Career Counseling

☒
☐

Criterion VI: Governance and Leadership

1. Does the institution have a functional Internal Quality Assurance Cell (IQAC) or any other similar body/committee

Yes ☒ No ☐

2. Frequency of meetings of Academic and Administrative Bodies: (last year)

Governing Body/management	One meeting per month
Staff council	One meeting per month
IQAC/or any other similar body/committee	Once in fifteen days
Internal Administrative Bodies contributing to quality Improvement of the institutional processes. (mention only for three most important bodies)	1. Academic committee. 2. Faculty Development Committee. 3. Guidance and counseling committee

3. What are the Welfare Schemes available for the teaching and non-teaching staff of the institution?

Loan facility	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Medical assistance	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Insurance	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Other (specify and indicate)	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

4. Number of career development programmes made available for non-teaching staff during the last three years

0	0	4
---	---	---

- a. Librarian attended seminar and personality development programme .
b. Office Staff participated in INTEL programme, Orientation programme.

5. Furnish the following details for the past three years

- a. Number of teachers who have availed the Faculty Improvement Programme of the UGC/NCTE or any other recognized organization

Nil

Staff members participated in the INTEL programme and Basic computer Awareness programme,

b. Number of teachers who were sponsored for professional development programmes by the institution

National

0	0	6
---	---	---

International

0	0	2
---	---	---

c. Number of faculty development programmes organized by the Institution:

Totally, three faculty development programmes organized by the institution (yearly once)

0	0	3
---	---	---

d. Number of Seminars/ workshops/symposia on curricular development,

Teaching- learning, Assessment, etc. organised by the institution

0	0	2
---	---	---

Number of seminars/ Workshops/ Symposiam

e. Research development programmes attended by the faculty

0	0	3
---	---	---

f. Invited/endowment lectures at the institution

0	0	0
---	---	---

Any other areas (specify the programme and indicate)

0	0	4
---	---	---

- ❖ Dr. Krishnaprasad on Topic Psychology
- ❖ Mr. S.Vallinayagam on Value Education
- ❖ Dr. K.Thirunavukkarasu on Teaching Skills
- ❖ Dr. S.Malaikkani on Personality Development

6. How does the institution monitor the performance of the teaching and non-teaching staff?

a. Self-appraisal

Yes	✓	No	
-----	---	----	--

b. Student assessment of faculty performance

Yes	✓	No	
-----	---	----	--

c. Expert assessment of faculty performance

Yes	✓	No	
-----	---	----	--

(Chief Executive, Administrative Officer Department Heads of Science & Humanity departments of Engineering college)

d. Combination of one or more of the above

Yes		No	✓
-----	--	----	---

e. Any other (specify and indicate)

Yes	✓	No	
-----	---	----	--

7. Are the faculty assigned additional administrative work?

Yes	✓	No	
-----	---	----	--

Admission, Inspection duties are assigned as administrative work to the faculty members. Each staff members spends one hour per day for one week during inspection and admission duty.

8. Provide the income received under various heads of the account by the institution for previous academic session

Grant-in-aid -NIL

➤ Fees -B.Ed., -35,000/-

-M.Ed.,-40,000/-

➤ Donation -NIL

➤ Self-funded courses -B.Ed & M.Ed.,

➤ Any other (specify and indicate) -NIL

9. Expenditure statement (for last two years)

	Year 1	Year2
Total sanctioned Budget	100	100
% spent on the salary of faculty	64	64
% spent on the salary of non-teaching employees	6	6
% spent on books and journals	3.50	3.25
% spent on developmental activities (expansion of building)	11.50	10
% spent on telephone, electricity and water	2.50	3.25
% spent on maintenance of building, sports facilities, hostels, residential complex and student amenities, etc.	3.50	3.50
% spent on maintenance of equipment, teaching aids, contingency etc.	2	2

% spent on research and scholarship (seminars, conferences, faculty development programmes, faculty exchange, etc.)	3.25	3.5
% spent on travel	2	2.50
Any other (specify and indicate)	--	
Total expenditure incurred	98.25	98.00

10. Specify the institutions surplus/deficit budget during the last three years? (specify the amount in the applicable boxes given below)

Surplus in Rs.	Deficit in Rs.
Rs.78,000/-	
Rs.1,36,400/-	
Rs.1,56,700/-	

11. Is there an internal financial audit mechanism?

Yes ☒ No ☐

12. Is there an external financial audit mechanism?

Yes ☒ No ☐

13. ICT/Technology supported activities/units of the institution:

Administration	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Finance	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Student Records	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Career Counselling	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Aptitude Testing	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Examinations/Evaluation/ Assessment	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Any other (specify and indicate)	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

14. Does the institution have an efficient internal co-ordinating and monitoring mechanism?

Yes

☒

No

☐

University will monitor the college. The different activities of the college are supervised and guided by Principal .The Principal and staff members monitor the students through invigilation. The Administrative officer gives random checking. The staff members are guided by the principal.

15. Does the institution have an inbuilt mechanism to check the work efficiency of the non-teaching staff?

Yes

☒

No

☐

They are monitored by Supervisors & Head of the Institutions

The institution gives opportunity for the non teaching staff members to attend seminars and personality development programme to equip themselves.

16. Are all the decisions taken by the institution during the last three years approved by a competent authority?

Yes

☒

No

☐

17. Does the institution have the freedom and the resources to appoint and pay temporary/ ad hoc / guest teaching staff?

Yes

☒

No

☐

18. Is a grievance redressal mechanism in vogue in the institution?

a) for teachers

☒

b) for students

☒

c) for non - teaching staff

☒

19. Are there any ongoing legal disputes pertaining to the institution?

Yes

☐

No

☒

20. Has the institution adopted any mechanism/process for internal academic audit/quality checks?

Yes

☒

No

☐

21. Is the institution sensitised to modern managerial concepts such as strategic planning, teamwork, decision-making, computerisation and TQM?

Yes

☒

No

☐

Criterion VII: Innovative Practices

1. Does the institution has an established Internal Quality Assurance Mechanisms?

Yes

☒

No

☐

2. Do students participate in the Quality Enhancement of the Institution?

Yes

☒

No

☐

3. What is the percentage of the following student categories in the institution?

	Category	B.Ed		M.Ed	
		Men %	Women %	Men %	Women %
a	SC	14.5	13	16	4
b	ST	1	0.5	-	-
c	OBC	21	49	24	56
d	Physically challenged	-	-	-	-
e	General Category	-	-	-	-
f	Rural	35	61	40	60
g	Urban	2.5	1.5	-	-
h	Any other (DNC)	1	-	-	-

4. What is the percentage of the staff in the following category?

	Category	Teaching staff %	Non-teaching staff %
a	SC	5	1
b	ST	-	-
c	OBC	9	4
d	Women	5	1
e	Physically challenged	--	--
f	General Category	--	--
g	Any other (specify)	--	--

5. What is the percentage incremental academic growth of the students for the last two batches?

Category	At Admission		On completion of the course	
	Batch I	Batch II	Batch I	Batch II
SC	24	55	24	55
ST	1	3	1	3
OBC	74	140	74	140
Physically challenged	--	--	--	--
General Category	1	-	1	-
Rural	100	100	100	100
Urban	--	--	--	--
Any other (DNC)	--	2	--	2

Part II: The Evaluative Report

1. Executive Summary

Gnanamani College of Education is situated at A.K. Samuthiram, Pachal, Namakkal District of Tamilnadu on the right side of the Namakkal Salem National Highway.

The Campus is Two kilometers away from Andagalur Gate on the Namakkal / Salem National High Way.

27 kms from Salem

23 kms from Namakkal

55 kms from Erode

165 kms from Coimbatore

Nearest Railway junction is Salem and nearest airport is Coimbatore, Salem & Tiruchirapalli.

On entering the campus, one would be enthralled by the beautiful lawns, flowering plants and huge multi storied buildings. The natural atmosphere maintained in the campus provides a calm and scenery atmosphere that is pleasant, and stimulating in every sense.

Spread over more than 5200 sq.mts of builtup space, the classroom, library, laboratories and earning centers of Gnanamani College of Education have been designed with meticulous attention and thoughtful design and use of space, making it truly world class. The vibrant interiors and exquisite finishing lend the college and ambience that is delightful and inspring.

Gnanamani College of Education sponsored by Christian Educational Trust was started and has been functioning from the year 2005 - 20060. Our college is recognized by the government of Tamilnadu, approved by NCTE (National Council of Teacher Education) and affilisted to Tamilnadu Teachers Education University, Chennai. Courses offered by our college are

- B.Ed.,(1 Year duration) & M.Ed.,(1 Year duration)

Relationship with parents.

Parent Teachers meeting are conducted and their options are collected, about their ward's perfomance. If the mentors find that the performance of the students is not unto the mark, the students are called to give reasons for amelioration. If the students find the subject tough, steps are taken to make them enter the comfort zone.

RELATIONSHIP WITH THE SCHOOLS IN NAMAKKAL DISTRICT:

We have cordial relationship with the following schools:

1. Government Boys. Higher Secondary School, Vennandur.
2. Government Girls. Higher Secondary School, Vennandur.
3. Government Higher Secondary School, Atthanur.
4. Government Higher Secondary School, Vaiappamali.
5. Government Higher Secondary School, Periyamanali.
6. Sengunthar Maha Jana Higher Secondary School, Gurusamipalayam.
7. Sengunthar Maha Jana Girls Higher Secondary School, Gurusamipalayam.
8. Government Higher Secondary School, Sivananda Salai, Rasipuram.
9. Government Boys Higher Secondary School, Annasalai, Rasipuram.
10. Government Higher Secondary School, Puduppalayam
11. Government Higher Secondary School, Vadugam.
12. Government Boys Higher Secondary School, Namagripatai.
13. Government Girls Higher Secondary School, Namagripatai.
14. Government Higher Secondary School, Mangalapuram
15. Government Higher Secondary School, Tho.Jaderpalayam.
16. Government Higher Secondary School, Singalandhapuram.
17. Government Higher Secondary School, Balukkuruchi.
18. Government Higher Secondary School, Kalappanayakkanpatty.
19. Government Boys Higher Secondary School, Senthamanagalam.
20. Government Girls Higher Secondary School, Senthamanagalam.
21. Government Higher Secondary School, Muthukappatty.
22. Government Boys Higher Secondary School Erumappatty.
23. Government Girls Higher Secondary School, Erumappatty.
24. Government Higher Secondary School, puthuchathiram.
25. Government Higher Secondary School, Sellappampatty.
26. Government High School, Pachal.
27. Government High School, Puthuppatty.
28. Government Higher Secondary School, Namakkal (South).
29. Government Higher Secondary School, Namakkal(North)
30. Government Higher Secondary School, Namakkal.
31. Government Higher Secondary School, Elur.
32. Government Boys Higher Secondary School, Paramathi.
33. Government Girls Higher Secondary School, Paramathi.

RELATIONSHIP WITH SOCIETY:

The needs of the society are taken into consideration and awareness is given to the people in the following areas,

- Recycling of Waste water
- Water purification
- Awareness of noise pollution
- HIV awareness

Challenges faced by the institutions in building the quality Education.

- 90% of students who are admitted in the B.Ed., college are from rural areas with a agricultural background. The management has arranged free transport facilities for these rural students in and around Pachal, covering villages around Rasipuram, Namakkal and Salem.
- The institution is exclusively for students who are in a downtrodden status. Quality education is provided, which leads to empowerment.
- Transportation is provided off charge for students during weekend holidays or during festival time in order to facilitate them for a safe and secure journey.
- 80% of the students come from Tamil medium but keeping in mind that they may be appointed in Matriculation Schools & bridge courses are conducted.
- As the students come out of rural areas they need some personality developments, Considering the same, personality development programmes are conducted for the student teachers.
- Physically handicapped students and very poor students are traced out by the management and full fee concession is provided to them by the management for the entire course.
- Bank loan is arranged for the financially backward students for our B.Ed., and M.Ed., Courses.
- One of the prime concerns of Gnanamani is to ensure the happiness of every student. Students are provided with best facilities so that they can pursue their studies in a happy and conducive atmosphere.

2. Criterion- Wise Analysis:

Criterion I: Curricular Aspects

1.1 Curricular Design and Development

1. State the objectives of the institution and the major considerations addressed by them? (Intellectual, Academic, Training, Access to the Disadvantaged, Equity, Self development, Community and National Development, Issue of ecology and environment, Value Orientation, Employment, Global trends and demands, etc.)

Objectives:

- To eliminate illiteracy
- To promote female education
- To develop self esteem and self confidence.
- To elevate of status of women in the society
- To empower women through education
- To develop students ability to make their own decisions
- To provide skills for income generation
- To prepare them to be good leaders

Gnanamani College of Education has been catering to the needs of aspiring teacher candidates since 2005 – 2006 under the able leadership of Dr.T.Arangannal, the Chairman and the tireless endeavor of Smt.P.Mala Leena the Correspondent of Gnanamani Group of Institutions. It was affiliated to the Periyar University Salem, from 2005 -2006 to 2007 -2008.After the inception of Tamil Nadu Teachers Education University Chennai in 2008 -2009, it become is affiliated to the newly born University.

B.Ed., Course of study has been offered at this college since 2005-2006 and M.Ed., course since 2007 -2008.The intake for the B.Ed., Course of Study for 2009-2010 is 200 and for the M.Ed., course it is 25.

The college offers one undergraduate programme, and one post graduate programme. The students are free to choose any elective subject of their choice. Both the programmes offered by the college aim at providing high quality education with best infrastructural facilities and modern educational technology.

The academic programmes offered by the college are in tune with the goals of the institution, and its university. The courses offered by the college are mostly value-added courses which are relevant to the present day needs of the society. Our B.Ed course of study has one paper in Environment Education as one of the elective papers. The students acquired the basic knowledge of environmental awareness through the study of this paper.

The Tamil Nadu Teachers Education University had designed the curriculum in such a way that it has great impact on the teacher and society at the national level with employment potential in certain disciplines like, Educational Technology, Mathematics, Psychology, Sociology, Languages, Physical Science, Biological Science, History and Commerce. The students are given focus on ICT Language lab has been established to improve the Communicative skills among the students, to help them compete in the global market. Under graduate students are given environmental education and post graduate students learn in detail about guidance and counseling.

The goals set by the college are also achieved through curricular and co-curricular activities that include seminars, workshops, personality development programmes like NSS, Citizenship camp, Training Programmes, First Aid programme, fests and students extension activities.

Computer literacy and computer skills are imparted to the students through regular curriculum. Huge investments are made by the college in establishing computer labs with internet facilities. Library has a collection of video and audio CDs which can be easily accessed by the students.

Our College of Education takes a lead in integration of technology of the teaching and learning. Advancement of the knowledge-base through research and scholarship, and leadership in service is ensured. Further, the college will be involved in preparing teachers who provide leadership and exemplary educational and related services to improve the lives in a changing and complex global society.

The mission of the College of Education is to prepare outstanding educators, scholars, and researchers, and to advance the profession of education, as broadly defined, through research on it and art of teaching and learning, the application of clinical processes, the effective uses of technology, and the analysis and development of leadership and educational policies.

Steps are taken to ensure

- academic excellence and integrity
- outstanding teaching and service
- scholarly research and professional leadership
- integration of teaching, research and service
- individual and collective excellence
- diversity, equity and social justice
- education of individuals across the life span Collegiality and collaboration

2. Specify the various steps in the curricular development processes. (Need assessment, development of information database pertaining to the feedback from faculty, students, alumni, employers and academic experts, and formalizing the decisions in statutory academic bodies).

Curriculum Development Process:

- Planning according to the University syllabus
- Teaching learning process(Theory class)
- Teaching practice school Visit
- Guiding M.Ed Dissertation
- Conducting Examination
- Conducting seminars, symposium, workshop regarding curriculum

Principal of this college acts as a Senate Member, Feed back from the students, alumni, faculty and academic peers are communicated to the academic bodies of the University for consideration during revision of syllabi. The curriculum is revised once in three years by the chairman and members of board of studies and then passed in the Academic council for implementation. Suggestions are submitted by the principal on behalf of the staff & students regarding tough areas in the syllabus.

3. How are the global trends in teacher education reflected in the curriculum and existing courses modified to meet the emerging needs?

Global trends in teacher education have been incorporated in the curriculum meant for teacher education. These include environmental issues, value, crises, women empowerment, techno based education, globalization, privatization technology enabled teaching etc.

4. How does the institution ensure that the curriculum bears some thrust on national issues like environment, value education and ICT?

The curriculum formulated by the 15 university and transacted by the 115 college bears testimony of imparting practical knowledge on environmental issues through visits, demonstrations, camps, community service value education is promoted through guest lectures, Yoga, meditation, discussion, etc. ICT potentials

inside the campus are greatly utilized by the students. Students make use of internet browsing, free of cost. Power point presentation with LCD projector facilities effective teaching – learning.

5. Does the institution make use of ICT for curricular planning?

Yearly plan is prepared by using ICT Classroom teaching – learning makes use of computers, CD's, Internet facilities etc. Study materials are read and downloaded for supplementing classroom teaching – learning.

1.2 Academic Flexibility

1. How does to institution attempt to provide experiences to the students so that teaching becomes a reflective process

Demonstrations are given in the class.

- Interaction is encouraged inside the classroom by make up teaching by a two way process.

- Discussion is initiated on problem centered themes.

- Guest Lectures on topics of educational and social significance are arranged.

- Students are encouraged to reflect their views on the classroom exposure.

2. How does to institution provide for adequate flexibility in the operational curriculum for providing varied learning experiences to this students both in the campus and in the field?

Besides regular classroom teaching-learning off campus learning experiences are given to the students through visits, field trips etc.

Adequate time is allotted to the coverage of theory, practicals and internal assignments.

Examples:

Students are sent to the practice teaching schools prior to their actual teaching practice.

Students are trained to undertake case study, action research etc.

Training in art and SUPW is also provided to the students.

3. What value added courses to the students have been introduced by the

Institution during the last three years which would for examples, develop Communication skills,(verbal and written) JCT skills, life skills, Community orientation, social responsibilities etc.

ICT skills > Operation of computer Internet awareness
Net Browsing

Life skills > Citizenship qualities
Environmental Awareness
Human Rights Education
Communicative English

Community Orientation and
Social responsibilities > Health and hygiene
Protection of the Environment
Aids Awareness.
Visits to orphanages celebration of
festivals with affected patients

1.3

Feedback on curriculum

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1. How does the institution encourage feedback and communication from the Students Alumni and Employers, Community, Academic peers and other State holders with reference to the curriculum?

-During the course of study feedback is obtained from the students. At the End of the course also feedback is received from the students.

-In the Alumni Association meeting, former students offer their feedback about the college, staff and college activities.

-Community feedback is received in parent Teacher Association meetings.

-Heads and Correspondents of schools also keep in touch with the college and offer their comments and suggestions for improvement of the Programmes undertaken in the college.

2) Is there a mechanism for analysis and use of the outcome from the feedback to review and identify areas for improvement and to changes to be brought in the curriculum? If yes give details on the same.

Feedbacks offered are discussed in the staff council with regard to their Values, relevance and practicability.

Feedbacks offered by different quarters are given serious thought and Modifications are done wherever necessary.

Expert opinions are also sought before putting in to practice of the Suggestions offered.

3) What are the contributions of the institution to curriculum development (Member of BOS / sending timely suggestions feedback etc)

Curriculum for the courses are designed by the Board of Studies of the university. Whenever curriculum is revised suggestions of the faculty are invited and the faculty offer their suggestions to the university.

1.4 Curriculum Update

1) Which courses have undergone a major curriculum revision during the last five years.

How did these changes contribute to the quality improvement and students satisfaction?

(Provide details of only the major changes in the content that have been made.)

The college was affiliated to the periyar university Salem at the time of its inception 2005-2006.

It has been affiliated to TamilNadu Teacher Education University from 2008-2009. Curriculum was revised from 2009-2010 for the B.ED and M.ED courses. Recent trends and developments in the field of teacher education have been incorporated in different papers and programmes introduced for the courses.

2) What are the strategies adopted by the institution for curriculum revision and update? (Need assessment student input, feedback from practicing schools etc)

Whenever curriculum is revised are opinions sought. The proposed curriculum is placed in the staff council. A consolidated report on the suggestions offered for improvement is sent to the university.

1.5 Best Practices in curricular Aspects

1. What is the quality sustenance and quality enhancement measure undertaken by the institution during the last five years in curricular aspects?

For both the courses quality enhancement measures are achieved by arranging guest lectures, organizing seminars, conducting certificate courses and add on programmes. The practice of obtaining feedback on curriculum and further processing also enhances the quality.

2. What innovations/best practices in 'Curricular Aspects' have been planned/ implemented by the institution?

- Inviting guest lecturers to deliver lectures on trust areas
- Arranging educational field trips
- Motivating the students to participate in curricular and extra curricular activities.

- Organizing sports meet in the campus either at the inter university level or at the zonal level.
- Conducting placement training programme every year
- Arranging for campus interview
- Yoga & mediation programmes are arranged
- Environmental Awareness programme is conducted.
- First Aid and AIDS Awareness programme, Personality Development Camp are some of the best, curriculum practices.

Criterion II: Teaching-Learning and Evaluation

2.1 Admission Process and Student Profile

1. Give details of the admission processes and admission policy (criteria for admission, adherence to the decisions of the regulatory bodies, equity, access, transparency, etc.) of the institution?

When the admission process opens up, a wide publicity is given to the courses offered in the college and the applications are invited from eligible candidates. The filled in applications are sorted out in the admission office. The eligible candidates are admitted after verifying the certificates as shown below.

1. Candidates should have passed U.G degree examination with 10+2+3 stream, with the same main subject in part III, for which they are seeking admission to the B.Ed., course.
2. Candidates who have taken more than one main subject in part III (double or triple major) of the U.G degree have to choose only one of the main subjects and apply for that optional in B.Ed.,
3. Candidates who have done their U.G degree in Applied Chemistry, Bio-chemistry or Applied Physics can apply for physical science as optional respective in the B.Ed., course those who have done Environmental Science and Microbiology can apply for Biological Science optional in the B.Ed., course.
4. In the case of candidates belonging to SC and ST communities, 40% of marks in the relevant UG degree course is enough for admission.
5. No age Limit

Equity is ensured at the time of admission by considering disadvantaged, financially oppressed, educationally backward, differently abled students and students with outstanding records in sports and games. The management extend support to the needy students from the Trust funds. For some students hostel rent is waived.

After admission the institution adopts methods for assessing student's knowledge, needs and skills before the commencement of the programme through marks secured by the candidates, and personal interview.

The eligible candidates are admitted on merit basis. The ranking list is displayed on the notice board of the admission department, and registrations are made accordingly.

2. How are the programmers advertised? What information is provided to prospective students about the programmes through the advertisement and prospectus or other similar material of the institution?

The publicity for all the courses is widely advertised through leading National and Local dailies; it is also announced through educational fairs and seminars conducted at important cities and districts. Posters and brochures are also sent to various academic institutions. Stalls are hosted in Educational Exhibitions & fairs for the advertisement of the courses.

3. How does the institution monitor admission decisions to ensure that the determined admission criteria are equitably applied to all applicants?

B.Ed., and M.Ed., courses offered by the college are self funded and eligible students are admitted through scrutiny according to the admission process. Equal opportunity is provided without bias.

4. Specify the strategies if any, adopted by the institution to retain the diverse student population admitted to the institution.(e.g. individuals of diverse economic, cultural, religious, gender, linguistic, backgrounds physically challenged)

- In case of candidates belonging to SC and ST community, 40% marks in the relevant UG degree courses is enough for admission.
- No age limit
- Concession is given for physically handicapped and financially backward students.
- No Language bar

5. Is there a provision for assessing student's knowledge/needs and skills before the commencement of teaching Programmes? If yes give details on the same.

After admission the institution administer tests for assessing student's knowledge, needs and skills before the commencement of the programme. Interviews are also held to serve the purpose.

2.2 Catering to Diverse Needs

1. Describe how the institution works towards creating an overall environment conducive to learning and development of the students?

Most of the modern subjects are computer-based. The library and information services are upgraded to provide the current technological developments to students through E-Journals, on-line journals, audio-visual aids and CDs. The college has a very resourceful library with a large number of latest books, national and international Journals in various subjects. The library functions right from 8.30 am to 6.30 p.m on all working days and Sundays. In order to manage the extended hours, additional staffs are being deployed by the management. The hostellers are benefited by a peaceful environment for self study.

2. *How does the institution cater to the diverse learning needs of the students?*

- Suitable methods of teaching are adopted
- Lab facilities, Library facilities are provided
- Computer facilities are made available
- Teaching practice is given by sending them to various Schools
- Teachers visit these schools to clarify their doubts
- Cultural programmes are arranged

3. What are the activities envisioned in the curriculum for student teachers to understand the role of diversity and equity in teaching learning process?

- Various inter-collegiate competitions
- Oratorical competitions
- Quiz and various co-curricular activities
- Seminars, workshops and training programmes
- They are also given challenging assignments
- Opportunities to handle seminars to fellow students
- They are also advised to write competitive examinations
- Advanced learners are helped in getting placements by conducting training programme, Aptitude test etc. are conducted to create equity among students and to get off the diversities.

4. How does the institution ensure that the teacher educators are knowledgeable and sensitive to cater to the diverse student needs?

The teacher educators in the college have undergone great transformation from the conventional chalk and talk method. The staff members use LCD

and OHP. Seminar presentation, project work and interactive lectures are frequently carried out through LCD and OHP.

Self appraisal formats are filled by the teachers themselves. Re-interview (Reviews) are conducted randomly by the management.

5. What are the various practices that help student teachers develop knowledge and skills related to diversity and inclusion and apply them effectively in classroom situations?

A detailed course plan for each department is prepared in consultation with the teachers and it is given to the students. They are also given advice on learning processes and use of reference text books, journals and internet. They are also encouraged to know the subject before hand which help them to understand the subject better and inculcate the habit of life long reading and learning and also knowledge management skills.

2.3 *Teaching-Learning Process*

1. How does the institution engage students in “active learning”? (Use of learning resources such as library, web site, focus group, individual projects, simulation, peer teaching, role-playing, internships, practicum, etc.)

The institution engages students in active learning in many ways. By using the learning recourses as stated below

- Students improve their knowledge by reading many books from the library provided by the institution
- Computer lab facilitates the students with educational web sites.
- Students are also motivated to engage study in groups.
- Students are also motivated to do individual projects; our faculty members guide the students to complete the projects.
- Our institution stimulates the students to improve their teaching competency.
- Students are trained to improve their teaching competency.
- Students are encouraged to have a role playing to improve their communication skills.
- Students are motivated to carry out the internship actively.

2. How 'learning' is made student-centered. Give a list of the participatory learning activities adopted by the Institution and those, which contributed to self-management of knowledge, and skill development by the students?

A detail course plan is prepared in consultation with the teachers and it is given to the students. They are also given advice on learning processes and use of reference books, journals, and internet. They are also encouraged to know the subject before hand which will help them to understand the subject better and inculcate the habit of lifelong reading and learning and also knowledge management skills.

Strategies followed for the student centered learning:

1. Students are encouraged to take part in seminars
2. Subject wise quiz competitions are conducted
3. Conduct of personality development programmes
4. Organizing national and state level seminars
5. Students are motivated to present abstracts in seminars
6. Students are given opportunity for doing internship
7. Educational trips
8. Field and industrial visits to understand. Green Clean campus, Noise Pollution, Recycling of Waste etc.,
9. Arranging guest lectures
10. Leadership quality is developed
11. Rural camps take students through an exciting learning experience which helps them to control and live with constrains.
12. AIDS awareness programmes are arranged. Students clarify their doubts regarding HIV ,AIDS and other genital problems and propagate awareness to the public.

3. What are the instructional approaches (various models of teachings used) and experiences provided for ensuring effective learning? Detail any innovative approach/method developed and/used.

- Interactive Method
- Programmed Learning
- Computer assisted learning
- Experimental Learning
- Seminar Presentation
- Panel Method
- Effective learning through OHP and LCD
- Demonstration class

- Workshop
- Symposium
- Debate
- Discussion

4. Does the institution have a provision for additional training in models of teaching? If yes, provide details on the models of teaching and number of lessons given by each student.

Yes, the institution has a provision for additional training in models of teaching. The teaching learning process provides micro teaching, observation, demonstration teaching, in-service training, special classes for particular programmes conducted by Intel. DIET, SSA etc., Internship trainings also provided.

5. Does the student teachers use micro-teaching technique for developing teaching skills? If yes, list the skills practiced and number of lessons given by each student per skill.

Yes, the student teachers use micro-teaching technique for developing teaching skills.

As per the syllabus six skills are practiced by students before going to the teaching practice.

- Students are made to understand the skills in microteaching.
- They are insisted to choose the model lesson
- They prepare the lesson plan(in the form of conversation mode)
- Practice teaching is given in the six skills namely.
 1. Skill of explaining
 2. Skill of questioning
 3. Skill of black board writing
 4. Skill of stimulus variation
 5. Skill of reinforcement
 6. Skill of demonstration
- Microteaching practice is given to students before macro teaching

6. Detail the process of practice teaching in schools. (Lessons a student gives per day, lessons observed by the teacher educators, peers/school teachers, feedback mechanism, monitoring mechanisms of lesson plans, etc.)

A student teacher has to plan a lesson to be taught within one period of class room teaching. He has to select a topic which is to be covered within a period of 45 minutes duration. The topic is also analysed in terms of the component of the topic. The teaching objectives and their weightage are also determined in terms of time (minutes) allotted to them.

Illustration:

1. Topic is selected
2. General objectives are stated
3. Specific objectives are stated
4. Pre-requisites or previous knowledge of the student is explored
5. Introducing of topic is done
6. Methods and techniques of teaching
7. Summing up takes place
8. Recapulatory questions are asked
9. Home work /assignment is given.

7. Describe the process of Block Teaching / Internship of students in vogue
Block Teaching is the reorganization of the academic year into working hours.

B.Ed.,

- | | |
|--|-----------------------|
| 1. Total number of working days | = 180 days |
| 2. Total number of hours | = 1060 hours |
| 3. Number of hours for Theory | = 820 hours |
| 4. Number of hours for Teaching Practice | = 240 hours (40 days) |

M.Ed.,

- | | |
|---|----------------------|
| 1. Total number of working days | = 180 days |
| 2. Total number of hours | = 1060 hours |
| 3. Number of hours for Theory | = 940 hours |
| 4. Number of hours for Research collection work | = 120hours (20 days) |

Internship training is given to our B.Ed., students. It develops their future career, offers glimpses into issues.

Our students take internship training in the selected schools. They assist the regular teachers, supervise the students, and participate in all curricular & co-curricular activities. They update their skills through this internship training rather than during micro teaching.

8. Are the practice teaching sessions / plans developed in partnership cooperatively involving the schools staff and mentor teachers? If yes give details on the same.

Yes, During teaching practice the teacher educators go to the practice teaching schools. They observe the B.Ed trainees class gives suggestions to overcome them draw backs. And then the guide teachers act as mentors and

correct the trainees. Good report is maintained between the B.Ed faculty and the guide teacher.

9. How do you prepare the student teachers for managing the diverse learning needs of students in schools?

The teachers and students keep pace with the recent development in their subjects by periodically consulting the internet, latest books and national and international journals. The college organizes national or state level seminars or workshops which are sponsored by the management. Eminent personalities are invited to give lectures on current developments and trained in microteaching skill to meet the needs of the school students.

10. What are the major initiatives for encouraging student's teachers to use / adopt technology in practice teaching?

Students are motivated to use technological equipments available in the school. Resource materials are also to be adequately used by them during teaching practice.

2.4 Teachers Quality:

1. What is the ratio of student teachers to identified schools? Given the details on what basis the decision has been taken?

The ratio of student teachers in teaching practice school is 1:40 as per state government norms.

2. Describe the mechanism of giving feedback to the students and how it is used for performance improvement.

For performance improvement conversations, discussions, exchange of ideas etc., in the class are given as feed back to the students.

3. How does the institution ensure that the student teachers are updated on the policy directions and educational need of the schools?

Students are provided updated information on the policy directions and changes in curriculum. Educational needs of the schools are obtained by meeting and conversing with the Headmaster, teachers and Students.

4. How do the students and faculty keep pace with the recent developments in the school subjects and teaching methodologies?

Students and faculty keep pace with the recent developments in the school subjects and teaching methodologies through referring to books in the library, and internet. They read articles in journals and update their knowledge.

5. What are the major initiatives of the institution for ensuring personal and professional/ career development of the teaching staff of the institution (training, organizing and sponsoring professional development activities , promotional policies, etc.,)

- ❖ Faculty development programmes are arranged
- ❖ In-service training is given
- ❖ Sponsorship for seminars (National and international) are made by the management
- ❖ Guest lectures are arranged

6. Does the institution have any mechanism to reward and motivate staff members for good performance? if yes, give details.

The institution have any mechanism to reward and motivate staff members for good performance?

- ❖ Best result producing teacher is awarded with cash prizes
- ❖ Teachers for good performance are honoured with medals

2.5 Evaluation process and Reforms :

1. How are the barriers to student learning identified, communicated and addressed? (Conducive environment, infrastructure access to technology ,teacher quality etc)

- ❖ Barriers of the student learning are identified by conducting tests.
- ❖ Our institution arranges special classes for weak students.
- ❖ It also provides ventilated class room with adequate furniture.
- ❖ For technological knowledge development among the students our institution provides public address system ,tape recorder, TV set ,LCD projector, display boards, camera etc.,
- ❖ To give effective learning for the students our institution provides well qualified and competency staff members.

2. Provide details of various assessment / evaluation processes (internal assessment, mid term assessment, term end evaluations, external evaluation) used for assessing student learning?

Syllabus copy enclosed Page No. 7 to 16

3. How are the assessment / evaluation outcomes communicated and used in improving the performance of the students and curriculum transaction?

- ❖ Results are communicated to parents by post
- ❖ Meritorious student's marks and names are displayed on the notice board
- ❖ Weak students marks are taken special attention and evening coaching is provided for those students.

4. How is ICT used in assessment and evaluation processes?

Marks of students are fed into the computer and rank list is prepared.

Students are categorized into groups on the basis of their performance.

2.6 Best practices in Teaching Learning and Evaluation Process :

1. Detail on any significant innovations in teaching / learning / evaluation introduced by the institution ?

- ❖ Use of LCD for lectures and seminars by both students and staff
- ❖ Use of OHP for lectures
- ❖ Learning through Website and Internet
- ❖ Educational Trip / Field Trip
- ❖ Organization of seminar
- ❖ Organization of Training Programmes / Workshop
- ❖ Arranging guest lectures by eminent speakers
- ❖ Library kept open during extended hours
- ❖ Availability of National, International Journals and On – line journals
- ❖ Teacher taught interaction
- ❖ Feedback from the students and review of faculty performance
- ❖ Action plan of the college by and staff
- ❖ Review of work in the staff meeting
- ❖ Life skill practice

2. How does the institution reflect on the best practice in the delivery of instruction, including use of technology?

Teachers reflect on availability and utilization of power point presentation, use of LCD, use of pictures, charts, models and internet facilities.

Criterion III: Research, Consultancy and Extension

3.1 Promotion of Research:

1. How does the institution motivate its teachers to take up research in education?

PROMOTION OF RESEARCH:

The college has established a research committee and the committee consists of our college Chairman as President and our Principal as the Secretary and a Faculty Member as Research Committee Coordinator.

The objectives of the committee are:

- ❖ To motivate the enthusiastic teachers to involve themselves in undertaking research.
- ❖ To utilize the maximum research facilities available in the college.
- ❖ To encourage the faculty to undertake major and minor research projects.
- ❖ A central instrumentation facility has been established for research activities and hence the committee looks into the optimal utilization of the facility.
- ❖ The research committee also approves the conduct of National level Seminar/ Workshops
- ❖ The committee also helps in identifying thrust areas of research in different disciplines
- ❖ To subscribe for many National and International journals, in the library committee
- ❖ To apply to the management for financial support to carry out minor projects of interest which involve only recurring expenditures.
- ❖ To motivate the Post Graduate students to undertake research projects.

COMPOSITION OF THE COMMITTEE:

- | | | |
|--------------------------------------|---|--------------------|
| • Dr. T. Arangannal, Chairman | - | Honorary President |
| • Mrs. P.Mala Leena, Chair Person | - | Advisor |
| • Dr. T.V. Mohan, Principal | - | Advisor |
| • Mrs.S. Erin Prabha, Vice Principal | - | Secretary |
- ❖ Library is equipped with international and National journals with back volumes for reference. Advanced level text books are also available for reference.

- ❖ The management provides a token grant as seed money for minor research projects
- ❖ Encouraging staff to apply for various funding agencies.
- ❖ Encourage the staff members to use the maximum lab facilities available.
- ❖ Encourage the staff members for attending International Seminar / Workshop sanctioning 'On Duty' for the staff members and TA, DA are provided for the same.
- ❖ Provide leave at the time of completion of the Ph.D., Work.
- ❖ Internet facilities are available.

2. What are the thrust areas of research prioritized by the institution?

Educational research is a relatively new branch of knowledge. Problems in research in education are innumerable and can be variously classified. The most pertinent classification of the fields from which educational problems emerge is given below.

- Educational Psychology
- Philosophy of Education
- Sociology of Education
- Economics of Education
- Educational Administration
- Educational Evaluation
- Educational Technology
- Teacher Education and Teaching behavior
- Curriculum construction and text books
- Guidance and counseling

3. Does the institution encourage Action Research? If yes give details on some of the major outcomes and the impact.

YES, the institution encourages Action Research.

Our purpose is to improve school practices and at the same time, to improve those who try to improve the practices.

- Improvement in student attendance.
- Self discipline
- Increased participation in co-curricular activities.
- Enhancement of interested in sports and games.

OUTCOMES AND IMPACT:

Action Research is made by the staff members and the students for the purpose of rectifying critical problems and to give suggestions for the improvement of the quality of our institution.

4. Give details of the Conference / Seminar / Workshop attended and / organized by the faculty members in last five years.

WORKSHOP:

The SUPW workshop was conducted on 19.01.2006. Demonstration was made by Mr. R. Manivelan, Arts and Crafts expert.

As a woman of Inter personal skills, Mrs. S. Sumathi handled fabric painting and canvas painting classes. Workshop was conducted on 13.12.06 and 14.12.06 for our students by Mrs. M. Latha Natarajan, M.B.A., M.Phil., PGDPM, Ph.D., Assistant M.B.A. on stress management and Human Resources Practice.

Dr. Sebastian conducted Psychology Experimental Workshop for our students on 28th and 29th December 2007. Jewel making workshop was conducted by the Editor of Thanga Mangai Mrs. Bala for our students and it was highly appreciated by our Chairman and Faculty members.

Orientation to Research in Education was conducted by Dr.S.Sebastian, Dr.A.Amalraj, Dr.B.Krishna Prasad and Dr.S.Arockiasamy on.

3.2 Research and Publication Output:

1. Give details of instructional and other materials developed included teaching aids and / or used by the institution for enhancing the quality of teaching during the last three years.
2. Give details on facilities available with the institution for developing instructional materials?

FACILITIES AVAILABLE FOR DEVELOPING INSTRUCTIONAL MATERIALS

The facilities available for developing instructional materials are as follows.

- Usage of appropriate teaching aids
- Research tools are provided
- Power point presentation is available
- The college provides technological hardware and software materials, audio, visual, multimedia etc.

- Question bank is provided for all the subjects with maximum number of possible expected questions.
 - Resource materials are provided from the library.
 - Printed materials covering the entire syllabus are issued to the students.
 - Current events are updated by the use of Internet.
3. Did the institution develop any ICT / technology related instructional materials during the last five years? Give details.

ICT / TECHNOLOGY RELATED INSTRUCTIONAL MATERIALS:

Hundreds of ICT / Technology related Instructional materials are available in the library. Online browsing is provided both for staff and students. All Hi - tech equipments like OHP slide projector, film projector, digital camera, web camera, handy camera are provided by the institution.

4. Give details on various training programmes and / or workshops on material development (both instructional and other materials)
- TRAINING PROGRAMMES / WORKSHOPS ON MATERIAL DEVELOPMENT**

a. ORGANISED BY THE INSTITUTION :

Our Institution organized faculty development programme for the faculty members of various departments of Gnanamani College of Education and the various teaching skills were discussed. SUPW workshops fabric painting, Jewel making, documentary film production workshop was conducted.

b. ATTENDED BY THE STAFF

All our faculty members have attended a training programme conducted by INTEL for all the teaching faculties of B.Ed Colleges in Namakkal District and submitted a project titled as "Implementation of Technologies in Educational Field". Embroidery workshop, Human right workshop, self - employment. Programmes were attended by staff members.

c. TRAINING PROVIDED TO THE STAFF "E-MEDIA" TRAINING

Mr. S. Karthik, Director of Media studio for profession and Education, Erode gave effective training regarding the usage of electronic media in education for all our faculty members which provided

5. List the journals in which the faculty members have published papers in the last five years.

List Enclosed

6. Give details of the awards, honors and patents received by the faculty members in last five years.

AWARDS, HONOURS AND PATENTS RECEIVED BY THE FACULTY MEMBERS:

- ❖ Awards, Honors and Patents conferred on Dr. S.Arockiasamy,

- ❖ Best Teacher Mrs. Erin Prabha

7. Give details of the Minor / Major research projects completed by staff members of the institution in last five years.

- ❖ MINOR / MAJOR RESEARCH PROJECTS – BY STAFF MEMBERS

- ❖ All M.phil and Ph.D. Work Details

- Criterion

Research and publication output

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- 1) Give details of instructional and other materials developed including Teaching aids and / or used by the institution for enhancing the quality of Teaching during the last three years.

The instructional materials developed by the staff include charts, pictures, slides, transparency sheets, models both static and dynamic CPs etc.

- 5) List the journals in which the faculty members have published papers In the last 5 years.

Dr.S.Arockiasamy,

Name of the journals and publication details.

6) Give details of awards honours and patterns received by the faculty members

Mrs.S.Erin prabha - Best teacher award by

7) Give details of the minor/major research projects completed by staff members of the institution in the last five years.

Mrs. Erin prabha - M.phil - Edu

Mr.Muthukumar - M.phil - subject - Edu

Mr.Malarvanan - M.phil - subject - Edu

3.3 Consultancy

1. Did the institution provide consultancy services in last five years ? If yes, give details. Yes, the institution provided consultancy service in last three years.

S.NO	Area of Consultancy	Nature of Consultancy	Benificiaries
1.	HIV I & II HBV	Screening the population for the disease & Counseling	Students & public in and around Rasipuram, Bus Drivers & Conductors
2.	Nutritional Awareness to the school going children	Screening the weakness of the body	School going Children of Ulagappampalayam
3.	Phyto chemical Therapy to control AIDS virus	Free treatment to AIDS patients	Treatment given to public in and around Namakkal, and also In Gnanamani clinic.
4.	Enviromental clubs	Pollution Awareness	Power loom and Handloom workers.

5.	A biotic stress tolerant mulberry (Salinity & Drought)	Indian sericulture farmers	Dept of Sericulture; Govt. of TamilNadu
6.	Awareness on Vermicompost	Local farmers	CSRTI, Mysore, TNPCB, Chennai& Agriculturists.
7.	Diet Counselling	Patients	Gnanamani Hospital
8.	Diet Counselling	TV Viewers	Akaash Channel, Namakkal.
9.	Nutrition Awareness Programmes	Jaycees Club	School students & Public
10.	Career Guidance	Choosing of course after +2	Hr. Sec students

2. Are faculty / staff members of the institute competent to undertake consultancy ? If yes, list the areas of competency of staff members and the steps initiated by the institution by the institution to publicise the available expertise.

Yes, there are competent staff members who have undertaken consultancy work in various areas.

List the areas of competency of the staff members

1.	HIV Awareness	Mr. R. Villavan
2.	Pollution Awareness	Mr. T. Tamilkumaran
3.	Nutrition & Diet Counseling	Mr. S. Malarvannan
4.	Personality Development	Mr. V. Baskar
5.	First Aid	Mr. Clament (St. John's Ambulance)
6.	Vermin culture	Mr. L. Sengottaiyan
7.	Sericulture	Mr. A.K.Subramaniam
8.	Self Employment programme	Mrs. C. Nithyadevi
9.	Citizenship Camp	Mrs. S. Kalpana
10.	Career Guidance	Mrs. S. Erin Prabha

The institution publicizes the expertise through the college website, newspapers, pamphlets, brochure etc. At present mostly free consultancy service is being offered.

3. How much revenue has been generated through consultancy in the last five years? How is the revenue generated, shared among the concerned staff member and the institution?

Staff members are service oriented, they willingly do free consultancy for the welfare of the community. The staff involved in the consultancy services is honored in meetings during college day by awarding them mementoes. All facilities are provided to them including man power that are available within the college itself.

4. How does the institution use the revenue generated through consultancy?

No revenue was generated as consultancy was free.

3.4 .Extension Activities:

1. How has the local community benefited from the institution?
(Contribution of the institution through various extension activities outreach programmes, partnering with NGO's and GO's)

Neighborhood communities are supported and strengthened by our institution through camp activities. We organize special camps and help them in all possible ways. There is one citizenship camp unit with 200 students headed by two Programme Officers and two Assistant Officers. Before the starting of special camp, preliminary survey is conducted in the villages and then the programmes are chalked out with the help of local village leaders. The above said unit organizes special camps and helps the people in all possible ways. The neighborhood communities are supported and strengthened by our institution through NSS activities at Kathiranallur, Muthukapatty and Kalyani.

Area of partnering with NGO'S and GO'S

NGO organizations:

1. NGO-AIDS Awareness Programme (WORD)
2. First Aid Programme conducted by St. John's Ambulance service
3. Environment projects in college campus, in and around A.k Samuthiram

NGO's -Organization and enriched programmes.

- a. Nehru Yuva Kendra youth affairs programme.
- b. Collectorate Programme.

Industrial visits have strong relevance to the academic curriculum.

- Banking awareness programme conducted by commerce Department include Awareness and Handling of ATM, Cheque Writing, Ledger Maintenance, Debit, Credit and Balance Sheet Preparation etc.,
- Field visits by History Department to Tiruchengode, Ooty, Fort inscriptions, Sculptures and Art & Architecture in Sidhar Malai enriched the student knowledge.
- A medical camp was conducted by students to the people of A.K.Samuthiram to educate public are by the institution.

2. How has the institution benefited from the community? (Community participation in institutional development, institution-community networking, Institution-school networking, etc.)

Community participation in Institution Development:

The students mingle with the public in the villages and organize various programme and educate them in hygiene and sanitation, cleanliness, importance of tree planting, aids awareness, pollution free environment and disuses of plastic bags etc. They also perform cultural programme in the evening to entertain the villagers.

The College contributes to the development if the local community through its well planned out reach programmes of the extension service. Proper use of toilets, how to save their years from noise pollutions, maintaining green and clean surroundings etc., are practiced by them, They are encouraged by our students to form self help groups.

“Aids awareness programme” and protected drinking water programme were organised to the village public. “Each one Teach one” programme is also implementing the community.

Institutional-community networking

Even during the teaching practise the students follow the practice of EACH ONE TEACH ONE practice for getting rid of illiteracy in and around of A.K. Samuthiram. Door to door pamphlets were issued by the students regarding pollution awareness etc.,

FUTURE PLANS AND MAJORACTIVITIES

The college has decided to launch a project called cent percent literacy in A.K.Samuthiram Panchayat.

4. Is there any project completed by the institution relating to the community development in the last five years? If yes, give details.

PROJECTS COMPLETED BY THE INSTITUTION RELATING TO THE COMMUNITY DEVELOP

The college has donated water containers, C.Ds and DVD's for it use of the members of the local community.

5. How does the institution develop social and citizenship values and skills among its students?

The institution has undertaken the following programmes for development of citizenship value and skills among the students

- Environment Projects
- Science Programme
- Pollution Awareness Project
- Human Rights Awareness Project
- Aids Awareness Programme.

By giving them personality development programmes.

3.5 Collaborations

1. Name the national level organizations, if any, with which the institution has established linkages in the last five years. Detail the benefits resulted of such linkages.

1. Give details of the collaborative activities of the institutions with the following Organizations

1. Local Bodies for community:

Municipality, Village and Panchayat Union.

2. State:

St.John's ambulance service

3. National:

Ministry of Youth Affairs Cultural Programmes.

2. Name the international organizations, with which the institution has established any linkage in the last five years. Detail the benefits resulted out of such linkage.

International:

- Nil

3. How did the linkages if any contribute to the following?

Curriculum-

- Nil

4.What are the linkages of the institutions with the school sector? (institute-school-community networking)

The institution has established links with the schools to get placement for it student teachers.

5.Are the faculty engaged in schools and with teachers and other school personnel to design, evaluate and deliver practice teaching? If yes, give details.

While going for practice teaching our staff members help and guide the students and they observe the student teacher's classes. Suggestions are made to correct their mistakes.

1.How is the faculty collaborating school and other college or university faculty?

During teaching practice, the trainees, become part and parcel of the school and they participate in their day to day programme and in conducting functions,programmes, shows, the sports day and school cultural day.

Collaborate with other colleges

- a. Dr. S.Arockiasamy, Principal of Gnanamani College of Education, presided the NSS camp fire programme and delivered the importance of NSS among student community, in KRP COLLEGE OF EDUCATION.
- b. Dr. S. Arockiasamy, Principal of Gnanamani College of Education, presided the NSS camp fire programme and delivered the importance of NSS among student community, in PGP college of education.
- c. Our staff members participated in many seminars, workshops, symposium in Periyar University Salem

3.6 Best practices in research, consultancy and extension

1. What are the major measures adopted by the institution to enhance the quality of research, consultancy and extension activities during the last five years?

Resource materials are provided from the library. Our college library possesses 10000 volumes of books for reference

The following have been acting as visiting professors of the college for the purpose of enhancement of research

1. Dr. Jagitha Begum ... Associate professor, Department of Education, Periyar University, Salem.
2. Dr.S.Sebastian. S.J, Principal, Loyala College of Education, Chennai
3. Dr. B. Krishna Prasad, Principal, NVKSD College of Education, Attur, Kanyakumari District.

Our library has sufficient number of Research theses.

2. What are significant innovations/good practices in Research, consultancy and extension activities of the institution?

Subscription to national and international journals

Computer lab facilities are provided for data analysis. Registration fee, avail travelling allowance are met by the management for staff attending seminars.

Availability of internet facility round the clock.

CRITERION IV:**INFRASTRUCTURE AND LEARNING RESOURCES****4.1 Physical facilities**

- i. Does the institution have the physical infrastructure as per NCTE norms? If yes specify facilities and the amount invested for developing the infrastructure. Enclose the plan of the building.

We have full pledged physical infrastructure as per NCTE norms. The facilities and amount invested for developing the infrastructure are stated below: Spacious class rooms , well equipped laboratories, play fields, 24 hour protected water supply hostel with spacious rooms Health center

S.NO	FACILITIES	Rs
01	Land	30,00,000
02	Laboratory	9,05,000
03	Building	5,00,00,00
04	Furniture	7,00,000
05	Equipments	12,,08,00
06	Chemicals	3,00,00
07	Library	15,00,000
08	Computer	15,00,000
09	Sports	2,00,000
10	Miscellaneous	1,00,000

- The institution has augmented the facility to enhance increase in intake of students.
- Provided facilities for the intake of another 100 students.
- LCD projectors fitted permanently in the seminar halls.
- Well equipped class room with LCD's and OHP facilities
- College office is equipped with computers and laser printers.
- 24 hours free internet facilities for M.Ed students.
- Highly equipped physical science and Biological science labs
- Availability of photocopier and internet facility in the library
- Availability of National, international, online E-Books and E-journals.
- Sophisticated and hygienic canteen
- Indoor and outdoor games facilities,
- Full pledged library

- ii. How does the institution plan to meet the needs for augmenting the infrastructure to keep pace with the academic growth?

Infrastructure is adequate for 200 B Ed students and 50 M Ed students.

Lab facilities and library facilities are augmented to keep pace with increased intake of students in future.

- iii. List the infrastructure facilities available for co-curricular activities and extra curricular activities including games and sports

Extracurricular activities and sports

Auditorium for cultural activities, playground and courts for outdoor games

Audio visual Facilities

Modern technology Lab

Science Laboratories

Good Library

4. Give details on the physical infrastructure shared with other programmes of the institution or other institution of the parent society or university.

The college is self sufficient as far as the infrastructure is concerned

5. Give details on the facilities available with the institution to ensure the health and hygiene of the staff and students (rest rooms for women, wash room facilities for men and women, canteen, health centre etc)

- Separate rest rooms and toilets for men and women are provided by the college
- Sophisticated and hygienic canteen facilities are available
- Our management has provided excellent medical service facility to staff and students through its dispensary inside the campus.

6. Is there any hostel facility for students? If yes, give details on capacity, no of rooms occupancy details, recreational facilities including sports and games, health and hygiene facilities etc

- a. Capacity of hostel; 50 rooms are allotted for both UG and PG students.
- b. Occupancy: each room accommodates 2 to 4 students depending on the size of the room.
- c. Recreational facilities :
 - i. Movies of different languages are screened at every week end
 - ii. Common TV hall
 - iii. Internet facility
 - iv. Good canteen
 - v. Availability of coin phones
 - vi. Sports and games facilities
 - vii. Indoor gym

- d. Indoor games :
- i. table tennis
 - ii. carom
 - iii. chess
- e. Outdoor games :
- i. volley ball
 - ii. hand ball
 - iii. basket ball
 - iv. throw ball
 - v. tennikoit
 - vi. kho kho
 - vii. ball badminton
 - viii. athletics
- f. Health and hygiene (Health care centre, ambulance, nurse, and qualified doctor) centralized facilities.
- i. A residential doctor and a nurse are attached to the hostel Who take care of the hostel students.

4.2 Maintenance Of Infrastructure

i.What is the budget allocation and utilization in the years for the maintenance of the following? Give justification for the allocation and unspent balance if any.

BUDGET ALLOCATION AND UTILIZATION LAST 3 YEARS

	2006-07	2007-08	2008-09
BUILDING	1,00,00,000	1,00,00,000	--
LABORATORIES	1,00,000	3,00,000	1,05,000
FURNITURE	2,00,000	3,00,000	50,000
EQUIPMENTS	2,00,000	4,00,000	98,000
COMPUTERS	5,00,000	5,00,000	--
TRANSPORT/VEHICLE	10,00,000	10,00,000	10,00,000
LIBRARY	5,00,000	2,00,000	2,00,000

2. How does the institution plan and ensure that the available infrastructure is optimally utilized?

- The college auditorium is common for all the colleges inside the campus with a seating capacity of 400
- Seminar halls are optimally used for conduct of seminars, association meetings, workshops, cultural programmes etc
- Play ground and canteen-open to all

- Guest house-well furnished A/C Guest House is available for visitors, VIP's and guests.
- Free transportation facilities
- Computerized library
- Computer laboratories are maximally utilized as per need by both staff & students

3. How does the institution consider the environmental issues associated with the infrastructure?

The college is located in bushy green atmosphere enjoying free air and free from pollution and other environmental hazards

Library as Learning Resources

1. Does the institution have a qualified librarian and sufficient technical staff to support the library? Yes

Name of the librarian: Mr.P.Udayakumar

Qualification and Experience: M.Com., M.L.I.S., (5 years)

Name of the technical staff: Mr. Manikandan. DCSE.,
Mr.Vasanth, Lib. Asst.,

2. What are the library resources available to the staff and students? (number of books-volumes and titles, journals and international, magazines audio-visual teaching learning resources, software, internet.....)

S.NO	Name of the Articles	Total
1	Text books	4708
2	Reference books	1600
3	No of journals	17
4	No of encyclopaedia	60
5	dictionary	50
6	No of magazines	12

Subject wise books

S.NO	Name of the subject	Quantity
1	Education	2717
2	Psychology	608
3	Methodology	1580
4	Technology	406
5	Special education	128
6	Philosophy	254
7	Physical and health education	199
8	School text books	416
	Total	6308

MAGAZINES

a. Kalvi Today

- b. India today
- c. Sports star
- d. Kalki
- e. Educational world
- f. Mangaiyar Malar

SUBJECT MAGAZINES

- 1. Chemistry for You
- 2. Reader's Digest
- 3. Mathematics Today
- 4. Tamil Computer
- 5. Nalvazhi
- 6. Herald of Health
- 7. Competition Refresher
- 8. Physics for You
- 9. The Week
- 10. Competition Success Review
- 11. Competition Wizard

LIST OF JOURNALS

I. INTERNATIONAL JOURNALS

- 1. New Frontiers in Education
- 2. International Journal of scientific compiling
- 3. International Educators

II. NATIONAL JOURNALS

- a. Journal of Indian Education
- b. Yojana
- c. sajosps
- d. Meston Journal of Research in Education
- e. The English classroom
- f. Physics Education
- g. Indian Journal of Applied Psychology
- h. Pramana
- i. Proceedings Mathematical science
- j. Indian Education
- k. Journal of Educational Research & Extension
- l. Journal of Educational Planning & Administration
- m. Journal of extension and research
- n. Indian Education Review
- o. Miracle of Teaching
- p. Journal of Educational Technology
- q. University News/ Journals of Higher Education

E-RESOURCES

RESEARCH

1. <http://www.umi.com/research-Disseration> abstracts
2. <http://www.aera.nte/-American> Research
3. <http://www.gvu.gatec.edu/user.surveys> Educational Surveys

HIGHER EDUCATION

1. <http://www.education.nic.in/htmlweb/higed.htm-Higher> education in India
2. <http://www.tuniv.ac.in/universities.htm-Tamilnadu> Universities
3. <http://www.tuniv.ac.in/transche.htm-Tamilnadu> state council for higher education
4. <http://www.education.nuk-in.org> Educational expercts.
5. <http://www.top.marks.co.uk> education in uk

E-LIBRARIES

1. <http://www.nle.bne.ca> The National Library of Canada
1. <http://www.Nla.gov.au> The National Library of Australia
2. <http://www.Indianc.edu/-vlib-vliborg-virtual> Library
3. <http://www.national> museumindia.org/index.html-National Museum of India
4. <http://www.tunuiv.ac.in> Tamilnadu government site on universities in Tamilnadu
5. <http://www.teachersresources.com> Teachers Resources
6. <http://www.ericis.syr.edu/virtual.lessons-Virtual> lessons
7. <http://www.cast.org.in/ejournal-e-journals>
8. <http://www.language> inindia.com Literature journals

EDUCATIONAL e-JOURNALS

1. Classroom connect <http://www.classroom.net/>
2. Creative Classroom Online <http://wwwcreativeclassroom.org/>
3. Early Childhood Educators <http://wwwusers.sgi.net/~cokids/>
4. Current Issues in Education <http://cie.ed.asu.edu/>
5. Early Childhood Research Quarterly <http://www.udel.edu.ecrq/>
6. E school News <http://www.eschoolnews.com/>
7. From Now On, the Educational Technology Journal <http://fno.org>
8. Instructor Magazine <http://teacher.scholastic.com/products/instructor.htm>
9. Journal of Staff Development <http://www.nsdc.org/library/jsd/jsd.htm>
10. Journal of Vocational Education and Training <http://www.triangle.co.uk/vae/index.htm>
11. Leading & Learning With Technology(ISTE)<http://www.iste.org/LL>
12. School Administrator <http://www.aasa.org/>
13. Special Education News <http://www.specialednews.com>
14. Teacher Magazine <http://www.teachermagazine.orh/>

15. Technology and Learning <http://www.teachlearning.com/index1.html/>

E BOOKS NAMELIST

1. Education by story telling teacher
2. Education according to some modern masters
3. Education in Prussian tour
4. Education reform
5. Education extension
6. Language in education
7. Organic education
8. The philosophy of teaching
9. The point of contact in teaching
10. Post secondary schools with occupational programmes
11. Supplement to the education directory colleges and universities
12. About education
13. Establishing the need for community education
14. Creating a center for educational statistics
15. Education directory state education agency officials
16. The education of Cyrus
17. International library of sociology and social reconstruction
18. United states department of education
19. How to help your children
20. Learning to teach from the master teacher
21. The education people of India
22. Reading and spelling manual
23. Read how to teach it
24. The teach yourself books
25. Teach yourself new new testaments greek
26. Teacher education and the public school
27. Teaching
28. Teaching of history
29. Teaching high schools mathematics
30. Teaching learning theory and teacher education
31. Teaching to read
32. Teaching the common branches
33. Education and life
34. The fundamentals of learning
35. Ideas and realities studies in education and economics

AUDIO-VISUAL TEACHING RESOURCES

S.No	Name of the items	Quantity
1.	CHP	3
2.	SLIDE PROJECTOR	4
3.	LCD PROJECTOR	4
4.	TAPE RECORDER	3
5.	VIDEO CASSETTS	360
6.	AUDIO CASSETTES	448
7.	DIGITAL CAMERA	3
8.	COMPUTERS	73
9.	TV	5
10.	DVD	5
11.	DISPLAY WHITE SCREEN	5
12.	CHARTS	52
13.	CD's	502
14.	TRANSPARENCY SHEET	82
15.	SLIDE PROJECTOR SLIDES	420
16.	HANDY CAMERA	4
17.	PRINTER	4

COMPUTERAIDED TEACHING LEARNING

- Each department is provided with 1 or 2 computers to help the teachers in preparing computer aided teaching. i.e., power point presentation. Seminar halls are permanently fitted with LCD and periodically classes are being taken using LCD facility. Apart from power point presentation OHP is also used for teaching learning.

3. Does the institution have in place, a mechanism to systematically review the various resources for adequate access, relevance etc. and to make acquisition decision. If yes, give details including the composition and functioning of library committee?

Yes. The Advisory committee consists of the chairman, principal, heads of departments and librarian and two students respectively one from PG and another from UG. This committee looks after the following:

- Purchase of books, journals, magazines and equipments
- Budget preparation for the library
- Contacting the publishers for purchase of books
- Checking whether the books are accessed at a time
- Purchase of new journals both national and international and ordering for e journals
- Periodical checking of library registers.

4. Is your library computerized? If yes, give details.

Yes.

- Partially automated
- Library services are partially computerized and progress is on for student entry, book entry and bar coding.

5. Does the institution library have Computer, Internet and Reprographic facilities? If yes, give details on the access to the staff and students and the frequency of use.

Yes.

The facilities of Computer, internet and reprography are available in the library

Reprographic facilities are attached to the library

Bar coding is used to control access

Modern library software has already been installed.

Browsing facilities are available during the working hours of the library.

6.Does the institution make use of Inlibnet /Delnet /Inc facilities? If yes, give details.

Yes. The institution is making progress to develop the library network.

7.Give details on the working days of the library? (Days the library is open an academic year, hours the library remains open per day etc.)

Working days of the library 280 days and 12 hours per day for benefits of both staff and students.

8.How do the staff and students come to know of the new arrivals?

New books and journals (new arrivals) are displayed in separate rack for the attention of staff and students to acquaint themselves with the latest arrivals. Library has a reference book section also; other than this a circular is also sent to the staff members about the new arrivals.

9.Does the institution's library have a book bank? If yes, how is the book bank facility utilized by the students?

Yes.

- Lending of books for SC/ST students only from the book bank for entire course
- According to the needs of the students,the library helps in collection of books from the publisher with free of cost for the book bank.
- Collection of some new books as specimen from the publisher for the book bank.

10. What are the special facilities offered by the library to the visually and physically challenged persons?

There are no visually challenged students. Separate seats with fan are provided for physically challenged students.

4.4. ICT AS LEARNING RESOURCES

1. Give details of ICT facilities available in the institution (computer lab, hardware, software, Internet connectivity, access, audio visual, other media and materials)and how the institution ensures the optimum use of the facility.

The institution has upto date computer facility. The computer lab has 73 computers and LAN facility.73 licensed softwares are available.

Teacher are permitted to prepare computer aided teaching i.e., power point presentation, seminar hall is permanently fitted with LCD and periodically classes are being taken using LCD projector. Apart from power point presentation, OHP and slide projector are also used for teaching learning process.

Internet connectivity is available during the working hours.

2.Is there a provision in the curriculum for imparting computer skills to all students? If yes give details on the major skills included.

Yes. The curriculum imparts the computer skills to all the students as follows.

1. LCD power point presentation.
2. The students have to go through different websites relating to the prescribed school curriculum.
3. The students are allowed to use the internet facilities during their free hours.

3.How and to what extent does the institution incorporate and make use of the new technologies / ICT in curriculum transactional processes?

www.gnanamani.org.in is the college website. The website is updated on the following aspect every year.

- ◆ Course curriculum
- ◆ Staff particulars
- ◆ Achievement of students
- ◆ Gold medalists
- ◆ Departmental activities
- ◆ Guest lecturers
- ◆ Visitors to the departments
- ◆ Seminars/ workshops
- ◆ Library details
- ◆ Alumni
- ◆ Software created
- ◆ Awards conferred
- ◆ Paper published
- ◆ Association events
- ◆ Laboratory facilities
- ◆ Placement cell
- ◆ Book published

4.What are major areas and initiative for which student teachers use/ adopt technology in practice teaching? (Developing lesson plans, classroom transactions, evaluation, preparation of teaching aids)

a. Developing lesson plan.

A lesson plan format is designed by using multimedia projector and projected for the whole class, so that the student teachers take notes for developing lesson plan .

b. Class room Transaction:

The student teachers prepare particular topics using film strips, transparencies which are difficult for the students and also for proper classroom interaction.

c.Evaluation:

The achievement and diagnostic test papers are evaluated by manually, and the marks obtained by the school students are stored in the excel .

d.Preparation of Teaching Aids:

In the class, the lecturer of the concern department presents the models and preparation of teaching aids using LCD, slide projector etc.,So, that the students teachers get idea regarding the preparation of teaching aids for future teaching practice.

4.5. OTHER FACILITIES

1. How is the instructional infrastructure optimally used? Does the institution share its facilities with others for e.g.: serve as information technology resource in education to the institution (beyond the programme), to other institutions and to the community.

- Library facilities and seminar halls are shared with our sister concern
- Seminars and workshops

2.What are the various audio-visual facilities / materials (CDs, audio and video cassettes and other materials related to the programme,) available with the institution? How are the student teachers encouraged to optimally use them for learning including practice teaching?

S.No	Name of the items	Quality
1	OHP	3
2	SLIDE PROJECTOR	4
3	LCD PROJECTOR	4
4	TAPE RECORDER	3
5	AUDIO CASSETTE	448
6	VIDEO CASSETTE	360
7	DIGITAL CMERA	3
8	COMPUTERS	73
9	TV	5
10	DVD	5
11	DISPLAY WHITE SCREEN	5
12	CHARTS	52
13	CD's	502
14	TRANSPARENCY SHEET	82
15	SLIDE PROJECTOR SLIDES	420
16	HANDY CAMERA	1
17	PRINTER	4

The students are taught how to use the above audio- visual facilities, practically in teaching learning process. They are encouraged to optimally use them for learning and during teaching practice. Individual assignment of mark is maintained for handling the audio- visual aids in teaching learning.

3.What are the various general and methods laboratories available with the institution? How does the institution enhance the facilities and ensure maintenance of the equipment and other facilities?

The various laboratories are
Physical Science Lab,
Biological Science Lab,
Psychological Lab,
Computer Lab.

Each laboratory has lab assistant to look after the lab and to help the students. The lab assistants and the staff will report the requirements needed for the laboratories.

4. Give details on the facilities like multipurpose hall, workshop, music and sports, transport etc. available with the institution.

- g. Multipurpose hall: It consists of 250 seating arrangements.
- h. Workshop: A general workshop is available for the students.
- i. Music: There is a separate music room with versatile musical instruments. The music teacher helps the students to handle the instruments.
- j. Sports: The sports room is well equipped with all sports kits. A big playground is available to conduct the sports events.
- k. Transport: All day scholars staff and students utilize free transport facility provided by the management.

5. Are the classrooms equipped for the use of latest technologies for teaching? If yes, give details. If no, indicate the institution's future plans to modernize the classrooms.

Yes, the classrooms are equipped for the use latest technologies for teaching. They are:

- 1. LCD
- 2. Multimedia projector
- 3. Slide projector
- 4. Video's & CDs
- 5. Digital camera
- 6. Handy camera
- 7. OHP

4.6 Best Practices In Infrastructure And Learning Resources

1. How does the faculty seek to model and reflect on the best practice in the instruction, including the use of technology?

The faculty takes decisions with regards to use of teaching aids based on the size of the group of learners or an individual learner. For example, in a programmed lesson or a computer assisted Instruction (CAI) programme are meant for individual learning. It takes into account the difficulties usually encountered by an individual learner who is learning on his own without any help from others.

Projected aids, like film strips, slides, OHP, LCD are shown to 100 students at a place. Media like radio, T V., newspapers are also utilized by the students.

3. List innovative practices related to the use of ICT, which contributed to quality enhancement.

The following ICT are very effective and innovative teaching aids for quality enhancement.

- Slides for demonstration
- Use of transparencies
- Educational TV programmes
- Video CD's and DVD's
- Documentary films
- Technologies like e-mail, internet.

3. What innovations/best practices in infrastructure and learning resources are in vogue or adopted/adapted by the institution?

The following are the innovative learning resources and infrastructure adopted by the institution,

- Computerized library
- Well equipped laboratory
- Net access during the working hours
- Updated new magazines and journal, newspapers
- Audio – visual aids for teaching and learning
- Multipurpose hall
- Seminar hall

CRITERION V: STUDENT SUPPORT AND PROGRESSION

5.1 Student Progression

1. How does the institution assess the student preparedness for the programme and ensure that they receive appropriate academic and professional advice through the commencement of their professional education programme (student's pre-requisite knowledge and skill to advance) to completion?

Quiz programme, Bridge courses, career guidance programme are conducted by the institution to make the students preparedness for the programme and ensure that they receive appropriate academic and professional advice at the commencement of their professional education programme.

2. How does the institution ensure that the campus environment promotes motivation, satisfaction, development and performance improvement of the students?

Management scholarship are given to the students. To promote motivation, free transport facilities, canteen, free medical aid, bank facilities (ATM), and various accommodation facilities are given to the best of their satisfaction. Opportunities are given to the students to participate in intercollegiate competition, inter university competitions, seminars, workshops for the development and performance improvement of the students.

3. Give gender wise drop out rate after admission in the last five year and list possible reason for the drop out. Describe (if any) the mechanism adopted by the institution for controlling the drop out?

There are no drop outs after the admission during the last 3 years.

4. What additional services are provided to students for enabling them to compete for the jobs and progress to higher education? How many students appeared/qualified in SLET, NET, central/state services through competitive examination in the last years?

In each branch the staff-in-charge identifies the advance learners and motivates them to qualify themselves in various competitive examinations in order to get a decent career with a good salary. Each branch is maintaining the list of advanced learners who were given coaching. Coaching were given for TRB, TNPSE, Banking, NET, SLET. 27 students from English and Maths branches appeared for the TRB exams and got Government posting.

5. What percentage of students on an average go for further studies/choose teaching as a career? Give details for the last three years?

S.NO	Year	Higher studies	% of higher studies
1.	2005-06	17	17%
2.	2006-07	25	25%
3.	2007-08	20	20%

S.NO	Year	Teaching career	% of Teaching career
1.	2005-06	80	80%
2.	2006-07	72	72%
3.	2007-08	77	77%

6. Does the institution provide training and access to library and other education related electronic information, audio/video resources, computer hardware and software related and other resources available to the student teachers after graduating from the institution?

If yes give details on the same.

Yes, the students are provided training to access to library and also to make use of audiovisual resources like OHP, slide, multimedia presentation, TV, Tape, Radio to prepare programmed learning, and to download from websites related to their subjects.

7. Does the institution provide placement services? If yes, give details on the services provided for the last two years and the number of students who have benefited?

All the eligible and willing students are given professional counselling for placement in the campus. Campus interviews are conducted by various schools in and around Namakkal district. The college provides training programmes for communication skills and teaching skills. There is a placement cell under the co-ordination of the placement officer. Campus interviews are arranged during the last 4 years.

S.NO	Year	No. Employed	% employed	% employed/Hr studies	Un
1.	2005-06	57	57%	43%	
2.	2006-07	73	73%	27%	
3.	2007-08	82	82%	18%	
4.	2008-09	89	89%	11%	

8. What are the difficulties (if any) faced by placement cell? How does the institution overcome these difficulties?

It is not able to supply teachers with fluency in English as a majority of the students seeking for job hail from rural areas with poor knowledge in English.

9. Does the institution have arrangement with practice teaching schools for placement of the student teachers?

Students have been appointed as teachers through parent's teacher's association in the following schools.

- a. Government Higher Secondary School, Pudhupalayam.
- b. Government Girls Higher Secondary School, Vennandur.

The following schools have selected candidates for next year appointment.

1. Vetri Vikas Higher Secondary School, Mallur & Rasipuram.
2. Vidya Mandir Metric Higher Secondary School, Rasipuram.
3. Vidya Mandir Metric Higher Secondary School, Gurusamypalayam.
4. Rasi International School, Rasipuram.
5. SRV Higher Secondary School, Rasipuram
6. SRV Excel Higher Secondary School, Rasipuram

10. What are the resources (financial, human and ICT) provided by the institution to the placement cell?

Minimum amount is allotted by the management as petty cash for conducting campus interviews by the placement cell. All staff members involved in placement duties, are given training about the proposed roles.

5.2 Students support

1. How are the curriculum (teaching learning process), co curriculum and extra curricular programmes planned, (developing academic calendar, communication across the institution, feedback) evaluated and revised the objectives and effective implementation of the curriculum?

At the beginning of the academic year itself coverage of syllabus and unit tests, inter assessment schemes are planned. As a result the institution has produced excellent results since its inception. The following table shows, the academic performance of the outgoing students over the last three years.

Academic Calendar

	UNDER GRADUATE			
Results	2005-06	2006-07	2007-08	2008-2009
Total strength	100	100	100	200
Pass percentage	98%	100%	100%	99%
No of first classes	99%	100%	66%	99%
No of distinctions	60%	9%	34%	84.5%
Ranks		3 rd & 9 th		Not yet declared
Gold medals	-	-	-	Not yet declared

	POST GRADUATE	
Results	2007-08	2008-09
Total strength	25	25
Pass percentage	100%	100%
No of first classes	100%	100%
No of distinctions	15	20
Ranks		Not yet declared
Gold medals		Not yet declared

2.How is the curricular planning done differently for physically challenged students?

So far the college has not admitted physically challenged students. If admitted in future necessary arrangements will be done for their training.

3. Does the institution have mentoring arrangements? If yes, how is it organized?

Students participated in Salem productivity council conducted various competition for the students, staff mentoring the students participate various competition and got prize.

(Ex) Geetha parameshwari was encourage to participate in co-curricular (physically Handicapped) activity (poem writing) and she was also trained for TRB and is appointed now as Government UG Assistant

4.What are the various provisions in the institution, which support and enhance the effectiveness of the faculty in teaching and mentoring of students?

Paper presentation, seminar and workshop are arranged for the improvement of faculty. Preservice, in-service & orientation programmes are conducted for them.

5.Does the institution have its websites?.If yes What is the information posted in its website and how often is it updated?

Yes, the institution provided remedial programme for academically low achievers. Extra classes and special classes were by the respective faculty members. Repeated tests and home were conducted, the list marks were sent to their parents.

All faculty members are involved in students counselling both academically and personally. Tutor incharge of each student gives counselling periodically based on their progress. Their personal problems are also discussed. Peer groups help in the improvement of slowlearners.

6. Does the institutions have a remedial programme for academically low achivers?If

yes give details.

7. What specific teaching strategies are adopted for teaching?

Advanced learners:

For advanced learners assignments are given to the students and they are asked to refer to libraries, websites etc.. They are asked to conduct seminar classes. Team projects are given to the students. Branch wise club activities are conducted by the advanced learners every month. Competitions are conducted.

Slow learners

For slow learners, interaction classes are conducted. Repeated coaching classes are taken by the faculty members. Demonstration classes are conducted. Many class tests are conducted for the academic development. They are motivated to actively participate in all curricular and extra curricular activities.

8. What are the various guidance and counselling services available to the students? Give details.

- Educational guidance
- Vocational guidance
- Personal guidance
- Avocational guidance

9. What is the grievance redress mechanism adopted by the institution for students? What are the major grievances redressed in last two years?

There is a grievance redress cell in the college for the students and staff. The management in consultation with the principal and student representative analyze the grievances and takes appropriate actions.

Grievances redressed during the last two years.

- A separate library hour allotted in the time table for post graduate students.
- A separate seminar hour in the time table.
- Multiple copies of recent reference book.
- Concession in course fee for the students under poverty line
- Free boarding and lodging for sports students
- Sports kit to players
- Tuition fee concession given to fatherless students.
- Special arrangements for English medium students.

10. How is the progress of the candidates at different stages of programmes monitored and advised?

Demo classes are given. Training in micro and macro teaching is given. Students practice sessions are supervised. Suggestions are offered. Tests are conducted. Feedback on students performance are offered.

11. How does the institution ensure the student's competency to begin practice teaching (pre practice preparation details) and what is the follow up support in the field (practice teaching) provided to the students during practice teaching in school?

Admission
Micro teaching
Macro teaching
Demonstration classes by teacher education
Demonstration classes by senior school teachers

1. Micro teaching skill demonstrated by faculty members.
2. Micro teaching practice -7 days
3. Observation of subject teachers -10days
4. Macro teaching 30 days, lesson plan and teaching aids

1. List the current office bearers

President	:	L.Sengottaiyan (Tamil)
Secretary	:	S.Nithya(Physical Science)
Treasurer	:	P.Sathya(Chemistry)
Finance Secretary	:	N.Viji(Physical Science)
Sports Secretary	:	T.Indrani(English)
Hostel Secretary	:	S.Latha(Tmail)

ii. Give the year of the last election

2008-2009

iii. List Alumni Association activities of last two years.

Book donation to our juniors

- a. To canvas for B.Ed admission
- b. Donation to schools (fan, clock, steel bureau)
- c. Blood Donation

iv. Give details of the top ten alumni occupying prominent position.

- > Councillor
- > Self-help committee
- > Foreign employee (English department)
- > Appointed in Mont fort school with hike salary
- > Working as lecturer in engineering college
- > Working as lecturer in GCED College

v. Give details on the contribution of alumni to the growth and development of the institution.

Endowment by the alumni is created and recognition is given to the best outstanding students of the year. (University rank holder)

2. How does the institution encourage students to participate in extra curricular activities including sports and games? Give details on the

achievements of students during the last two years. (Institution level / inter collegiate/ inter university)

Students proficient in sports and extra curricular activities are identified at the time of admission itself and circular to this effect is issued to all the classes. Interested students are motivated to practise in different events. Based on the interest and talent they are selected to represent the college in the inter collegiate sports and cultural activities. The selected students are given intensive practice by the coach / physical director in the morning and evening hours. They are given good nourishment by the college. The players are given track suits, T-shirts and shoes. The winning students are honoured by the college on sports day with special prizes and complaints.

<i>Year</i>	<i>Nature of the cultural</i>	<i>Nature</i>	<i>Prize details</i>
2007-08	Speech	College Level	I
2007-08	Speech	College Level	II
2007-08	Speech	College Level	III
2007-08	Essay Writing	Inter College Level	I
2007-08	Essay Writing	College Level	II
2007-08	Essay Writing	College Level	II
2007-08	Fashion Show	College Level	II
2007-08	Fashion Show	Inter College Level	II
2007-08	Fashion Show	College Level	II
2007-08	Fashion Show	College Level	II
2007-08	Fashion Show	Inter College Level	II
2007-08	Mime Show	College Level	III
2007-08	Poetry (Tamil)	College Level	I
2007-08	Poetry (Tamil)	College Level	II
2007-08	Poetry (Tamil)	Inter College Level	III
2007-08	Drawing	College Level	I
2007-08	Drawing	College Level	II
2007-08	Drawing	College Level	III
2007-08	Maths Competition	College Level	I
2007-08	Maths Competition	Inter College Level	II
2007-08	Maths Competition	College Level	III
2008-09	Soap carving	College Level	III
2008-09	Folk Dance	College Level	II
2008-09	Folk Dance	Inter College Level	II
2008-09	English Essay	College Level	II
2008-09	Tamil Essay	College Level	III
2008-09	Oratorical Computation	Inter College Level	III
2008-09	Classical Dance	College Level	II
2008-09	Folk Dance	College Level	II
2008-09	Folk Dance	College Level	II
2008-09	Science Model making	Inter College Level	II
2008-09	Science Model making	College Level	II
2008-09	Science Model making	College Level	II
2008-09	Maths Comprtition	College Level	I

We conduct sports and games for a week or ten days during the last session of the programme in order to ensure that all the students and staff participate. Staffs helps in the conduct of sports events with the help of physical directors. The winning students are given prizes, cups, trophies, championship cups and certificates on the celebration of the sports day.

3 .How does the institution involve and encourage students to publish materials like catalogues, wall magazines, college magazines, and other material. List the major publications/materials brought out by the students during the previous academic session.

Students are motivated to participate and present paper in the seminar. They are permitted to take part in workshop training program

List of students who have presented papers in various seminars

S.No	Name	Department	Title of the paper
1	Mr. Venakateswaran	Education	Research in Education
2	Mr. M.P.Srini	Education	Research in Education
3	Mr. C.Rajamurali	Education	Research in Education
4	Ms. Asha	Education	Research in Education
5	Ms. S.Kalpana	Education	Research in Education
6	Ms. Gowsalya	Education	Research in Education
7	Ms. Anjel Pearl Merlin	Education	Research in Education
8	Ms. Uma	Education	Research in Education
9	Ms. K.V.Sheeba	Education	Research in Education
10	Ms. P.Santhi	Education	Research in Education
11	Mr. R.Palanivel	Education	Research in Education
12	Ms. M.Thenmozhi	Education	Research in Education
13	Ms. C.Nithyadevi	Education	Research in Education
14	Mr. R.Panneerselvam	Education	Research in Education

4. Does the institution have a student council or any similar body? Give details on constitution, major activities and funding.

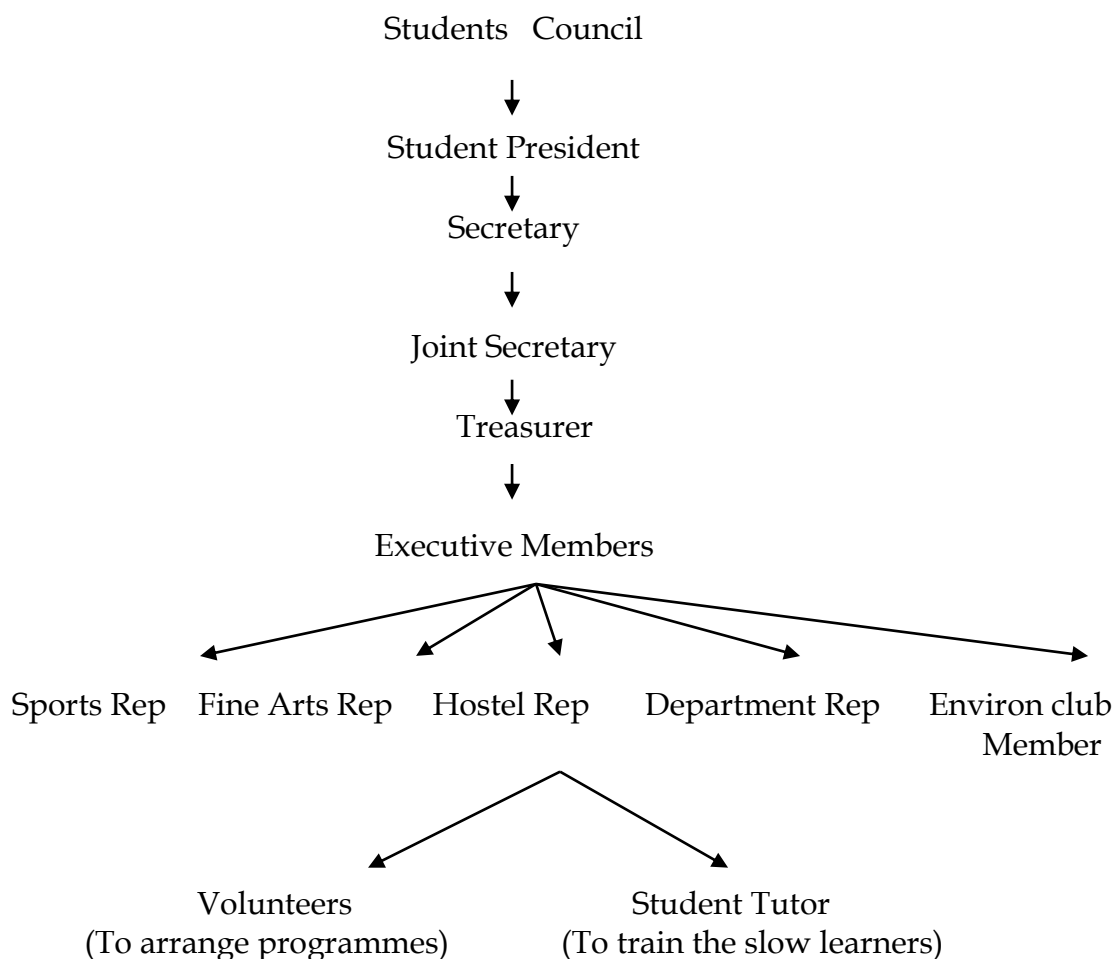
Various branches of the institution elect the student representative. The student's problems are brought to the knowledge of the principal. Every subject group conducts association meeting and office bearers like president, Vice president, Secretary and Treasurer are elected. They are totally responsible for organizing various programmes through out the year which provide a platform for students community for exhibiting their talents.

Guest lecturers are also organized by inviting eminent persons. The funds for these activities are generated by contributions from students, management and external funding agencies.

5. Give details of the various bodies and their activities (academic and administrative), which have student representation on it.

The institution believes in participatory management. Our college has a set of office bearers for association activities. They help in organizing the activities in consultation with Head of our institution and our staff members. There is no representation of students in academic and administrative bodies but they are being consulted and the feedback is taken before finalizing the decisions on

matters pertaining to the institutional administration. The following committees are in vogue;



6. Does the institution have a mechanism to seek and use data and feedback from employers to improve the preparation of the programme and the growth and development of the institution?

Yes .Regular feedback on teaching, course facilities are taken from the student. Automated system is installed in the college for collecting feedback on faculty members who are individually briefed on the outcome of the findings. Each mentor obtains feedback from the students. Outgoing students also provide feedback on the courses. Alumnae are asked to leave their feedback in prescribed forms. Personal interaction of teachers with parents and a general meeting organized often involving them help us to collect feedback.

Placement coordinator collects and analyzes feedback from prospective employers. Campus recruitment is another area for collecting the feedback from the employers. Based on their suggestions new add-on programmes are introduced.

5.3 Best Practices In Student Support And Progression

Give details of institutional best practices in student support and progression?

- The institution has the following best practices towards students support and progression.
 - Free Education for handicapped students where admitted.
 - To the poor and needy students institutional assistance in getting Educational Loan.
 - Fatherless children are given financial assistance.
 - Sports student are given first preference.
 - Feedback from student on campus is given due consideration.
 - Feedback on course content also helps in revamping the syllabus.
 - Book bank has been established in the library.
 - Conduct of Bridge courses to the fresher who come from rural areas.
 - Encouraging the students to take part in inter-collegiate cultural events.
 - Advanced learners are encouraged to take up the competitive examinations.
 - Establishment of tutorial systems for the benefit of students on academic and personal counseling.
 - There is an established alumni Association.
 - Free education for wards of staff members.
 - Parents are informed about the students progress every month.
- Counseling are given to parents and students. Students are helped to
- get financial support from the government.(backward
- scholarship/educational loan)
- Students dropout- Nil (100% attendance)
- Parents teachers meeting is conducted twice in every six months.
- Management council meeting every month.
- Staff meeting every week.
- Emergency meeting on the eve of college anniversary and other functions.

CRITERION VI: GOVERNANCE AND LEADERSHIP

6.1 Institutional Vision and Leadership

1. What are the institutions stated purpose, vision, mission and values?
How are they made known to the various stake holders?

VISION:

Our vision is to develop the institution into a renowned `center of learning`, which nurtures aspiring students into professionals of outstanding caliber, exhibiting patriotism besides being a good human being.

MISSION:

Our mission is to build the institution endowed with excellent infrastructure with adequate research facilities with a conducive environment to attract well qualified, competent and student-friendly teachers through provision of the right ambience for the teaching-learning process.

The spins offs of our research should lead to the scientific and technological advancement of the country.

The outstanding professionals whom the institution produces should significantly contribute to the socio-economic prosperity of India.

VALUES:

Honesty, sincerity, dedication, truthfulness are the values being followed in all activities of the institution.

Through academic achievement, and by providing quality based education, research work and extension activities carried out by the institution, they are made known to various stake holders.

2. Does the mission include institution goals and objectives in terms of addressing the needs of the society, the student it seeks to serve the school sector, educational institutions traditions and value orientations?

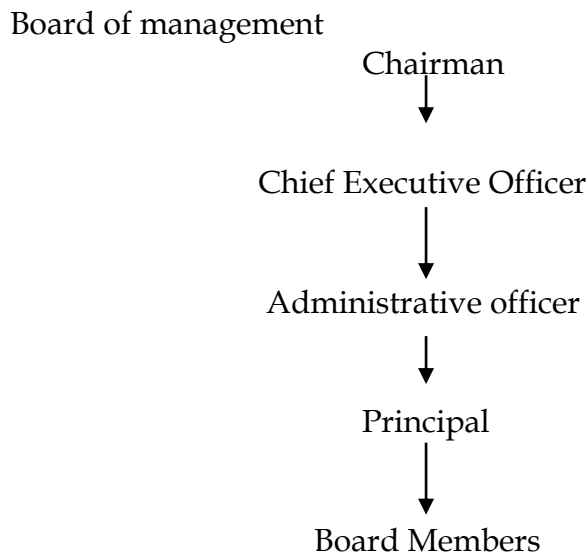
YES,

Goal: To encourage, nurture and develop a sense of internal strength and confidence to face challenges of life and to contribute towards national development. Our goal is framed in a way to the attainment of our college motto, "Enlightened to Enlighten".

Objectives:

- to eliminate illiteracy
- to promote female education
- to develop self esteem and self confidence

- to elevate the status of women in the society
 - to empower women through education
 - to develop ability to make their own decisions and negotiate
 - to provide skills for income generation
 - to prepare them to be good women leaders
3. Enumerate the top management commitment, leadership role and involvement for effective and efficient transaction of teaching and learning processes (functioning and composition of various committees and boarding of management, BOG,etc)



Committees

- Placement cell
- Grievance cell
- Career Guidance Committee
- Environment Club
- Quiz Club
- Science Club
- Fine Arts Club
- Aids Awareness Committee

The management is committed to provide high quality academic programmes, training activities and research facilities in higher education.

Proper infrastructure and modern technology are provided by the institution to achieve excellence in teaching learning process. Sufficient buildings and well equipped classrooms, resented innovative teaching aids, good hostel facilities for students, library and laboratory facilities, play grounds are provided for students by the management.

4. How does the management and head of the institution ensure that responsibilities are defined and communicated to the staff of the institution

During the time of appointment, the management explains the nature of the job, prevailing rules and regulations. The members of the staff are assigned various duties of the curricular and co-curricular activities by the principal. The chairman assigns some additional responsibilities to the faculties regarding admission and placement. It is intimated through circulars and at council meetings

5. How does the management/ head of the institution ensure that valid Information (from feed back and personal contact etc.) is available for the management to review the activities of the institution?

- The management concentrates on all activities of the institution. The activities of the institution are reviewed by the management with the principal periodically. Necessary guidance and valuable suggestions are given for effective functioning of the institution. The feedback of the students and that of the stakeholders from personal contacts are considered for developing the activities of the institution.

6. How does the institution identify and address the barriers (in achieving the missions/vision and goals?

Feedback given by the students about the staff members, and to programmes executed helps us to identify the barriers. The students can contact the chairman through the suggestion box. From the letters given by students, the chairman and the managing board will take necessary actions accordingly.

7. How does the management encourage and support involvement of the effectiveness and efficiency of the institutional process?

The management supports the following to improve the efficiency of the Staff

- Gives full freedom to plan and execute curricular and co-curricular activities.
- Encourages The staff members to qualify themselves and update their knowledge by participating in various programmes like seminars, workshops, conferences etc On duty and full expenditure is sponsored by the management.
- Encourages research activities by financially supporting minor projects.
- Encourages staff publish papers in journals.
- Free boarding and lodging for both gents and ladies staff.
- Periodical review meeting to have a glance over their performance.

8. Describe the leadership role of the head of the institution in governance and management of the curriculum, administration, allocation and utilization of resources for the preparation of students.

Principal as the head of the institution leads the students and staff towards the vision. She fulfills this role through constant consultation and interaction with the staff council, administrative staff and those

involved in policy decision. She motivates and inspires the faculty and supports both the staff and the students she acts as a bridge between the management to the students. She conveys the message from the management to the staff and message from the students (particularly grievance) to the managements.

Principal duty

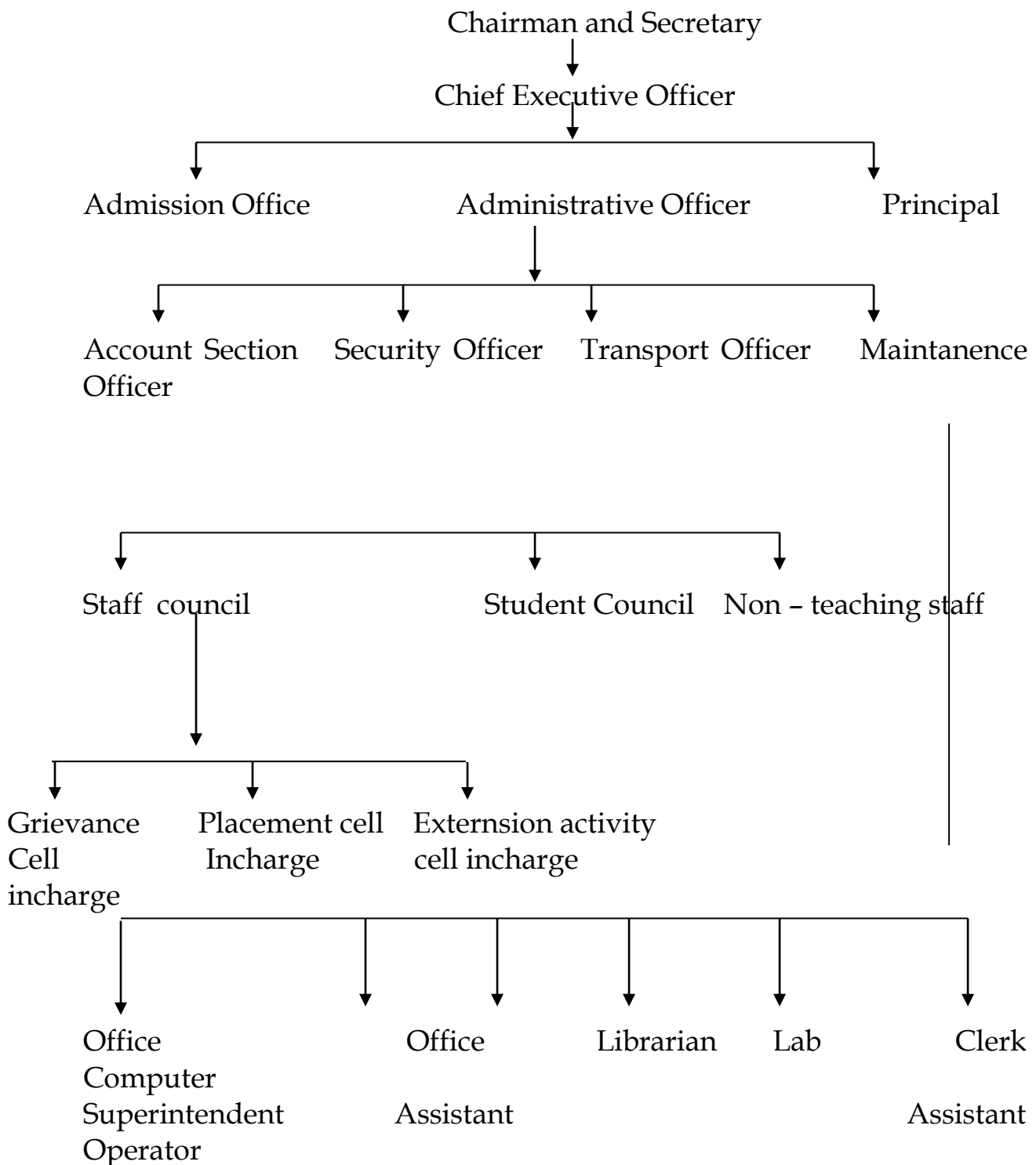
- Academic planning for the year is done.
- Monitoring the implementation of the plans through regular meetings of the staff and various committees.
- The interview panel selects the appropriate candidates for teaching and non-teaching members of the staff and students.
- Improving the teaching-learning process by proving latest technological tools and books.
- Coordinates all the activities with the active support of the heads of the departments and the staff.
- Identifies the infrastructural needs and brings them to the knowledge of the benefit of the students.

6.2 Organizational Arrangements

List the different comities constituted by the institution for managements of different institutional activities? Give details of the meeting held and the decisions made regarding academic managements, finance, infrastructure, faculty research, extensions and linkages and examinations during the last year.

- Academic Committee
- Finance Committee
- Building Management Committee
- Extension Committee
- Staff Council

ORGANISATIONAL STRUCTURE



Regulatory Bodies

4. To what extent is the administration decentralized? Give the structure and details of its functioning (Refer 6.21)

The Chairman of the college is the Head of the management take care of the infrastructure and maintenance, financial support, creation of assets. The academic programmes are carried out by the Chairman, Principal as decided and directed by the university and state government education department.

5. How does the institution collaborate with other sections/departments and school personnel to improve and plan the quality of educational provisions.?

By conducting seminars, workshops, group discussion, there will be a chance for students and staff members of different departments to share their knowledge. During Teaching practice there starts a tie between the institute and various schools. Exchange of faculties as guest lecturers improves the co-ordination.

6. Does the institution use the various data and information obtained from the feedback in decision making and performance improvement? If yes, give details.

Yes, The college collects feedback and also information obtained from the feedback and also information from the suggestion box. These are pooled up and analyzed and then it is rectified by the staff supported by the management. Eg, Water problem, slow learners problem, staff grievance rectified.

7. What are the institutions initiatives in promoting in promoting co-operation, sharing of knowledge, innovations and empowerment of the faculty?(Skill sharing across departments creating/providing conducive environment)

- The staff members are given training in faculty development programme
- Encouraging staff members to present the concepts with the help of multimedia presentation.

6.3 Strategy Development And Deployment:

1. Has the institution an MIS in place, to select, collect align and integrate data and information on academic and administrative aspects of the institutions.

Yes the college collects feedback on teachers and also suggestions through suggestion box. Feedback from the student is also obtained and these information used for better administration and academic reforms by the management.

2. How does the institution allocate resources (human and financial) for accomplished and sustaining the changes resulting from the action plans?

Requirement of human Resource is recruited by the interview panel and financial resource is drawn out of tuition and special fees.

3. How are the resources needed (human and financial) to support the implementation of the mission and goals, planned and obtained?

- Through advertisement and call letters candidates are called for interview, selection panel at promptly and the needed vacancy is filled.
- Fee structure is intimated during admission time and then term fee collection is reminded to students by circulars from the management and counter signed by principal, accounts department monitors the fee collection
- There are different committees in the institution for monitoring different activities. Staffs have to be allotted for admission work, cultural activities etc depending upon their potential.

4. Describe the procedure of developing academic plan. How are the practice Teaching school teachers, faculty and administrators involved in the planning process?

The principal develops the academic plan in consultation with the management. This plan is intimated to the staff and students. Audits are made now and then. Admission and administration some of the areas where the staff and administrators are involved. Students are also involved as they become the members of certain committee.

5. How are the objectives communicated and deployed at all levels to assure individual employee's contribution for institutional development?

Every individual has responsibility and he/she is accountable for institutional development. Contributions of ideas by any individual is welcomed in this regard. The objectives are communicated through notice board and circular. Options are accepted in board meetings and suggestions are made in staff meetings.

6. How and will what frequency are the vision, mission and implementation, plans, monitored, evaluated and revised?

Review will be conducted for the staff periodically by the management to ensure and improve their efficiency in teaching. Academic achievements of the students will be monitored by the Principal, and the staff members by periodical tests competitions etc.,

7. How does the institution plan and deploy the new technology?

Teachers use different technologies for teaching in the classroom. Power point Presentation, O.H.P etc. and students are trained to use them.

6.4 Human Resource Development

1. How will You identify the faculty development needs and career progression of the staff?

Performance of the staff shown in the management review helps the faculty development needs. Accordingly, the principal of the institution arranges various faculty development programmes to the staff members.

2. What are the mechanisms in place for performance assessment (teaching, research service) of faculty and staff? (Self appraisal method, comprehensive evaluations by students and peers). Does the institution use the evaluations to improve the teaching research and service of the faculty and other staff?

YES, the institution has a mechanism to assess the performance of the faculty by getting feedback from students as well as through self appraisal report from staff. These data are satisfaction processed and concerned teacher through the principal which in turn helps the teachers to improve his/her performance.

3. What are the welfare measures for the staff and faculty?(mention only those which affect and improve staff well being, satisfaction and motivation)

- The management recognizes the values of teachers and gives almost importance to the needs of the college. The following welfare measures are provided to attract and retain the best minds in teaching. Some of the welfare measures provided by the college are
- The hostel gents and lady staff are given free food and accommodation.
- The other staff members are given free transportation.
- Wards of staff are given free education.
- Sponsorship and On duty (OD) is allotted for all staff who present papers in National & International Seminars,
- Marriage Leave 10 days with salary and Rs.1000/- is given as complement.
- Processing for staff quarters is on pipe line.
- The staff members avail free medical facilities in the dispensary attached to the college.
- The female staff members are given maternity leave and after 6 months they can rejoin

1. Has the institution conducted any staff development programme for skill up-gradation and training of the teaching and non-teaching staff? If yes, give details.
2. What are the strategies and implementation plans of the institution to recruit and retain diverse faculty and other staff who have the desired qualifications, knowledge and skills (Recruitment policy, salary structure, service conditions) and how does the institution align these with the requirements of the statutory and regulatory bodies (NCTE, UGC, University etc.)?
3. What are the criteria for employing part-time/ Adhoc faculty? How is the part-time/ Adhoc faculty different from the regular faculty? (E.g. salary structure, workload, specializations).
4. What are the policies, resources and practices of the institution that support and ensure the professional development of the faculty? (E.g. budget allocation for staff development, sponsoring for advanced study, research, participation in seminars, conferences, workshops, etc. and supporting membership and active involvement in local, state, national and international professional associations).
5. What are the physical facilities provided to faculty? (Well-maintained and functional office, instructional and other space to carry out their work effectively).
9. What are the major mechanisms in place for faculty and other stakeholders to seek information and/or make complaints?
10. Detail on the workload policies and practices that encourage faculty to be engaged in a wide range of professional and administrative activities including teaching, research, assessment, mentoring, working with schools and community engagement.
12. Does the institution have any mechanism to reward and motivate staff members? If yes, give details.

6.4 Human Resource Management (P118)

1. How do you identify the faculty development needs and career progression of the staff?
Self appraisal of the staff is examined carefully. Needs of the staff through dialogue are taken care of by the management.
2. What are the mechanisms in place for performance assessment (teaching, research, services of faculty and staff? (Self appraisal method, comprehensive evaluation by students and peers). Does the institution use the evaluations to improve teaching, research and service of the faculty and other staff?
 - ❖ Self appraisal report is got through supply of forms.
 - ❖ Students feed back on teachers are obtained.
 - ❖ Principals report on staff performance is also received.

3. What are the welfare measures for the staff and faculty? (mention only these, which effect and improve staff well – bring, satisfaction and motivation)

- ✓ Incentives for higher qualifications
- ✓ Teachers are given study leave.
- ✓ Adjustment in teaching schedule
- ✓ Medical Assistance wherever needed
- ✓ Festival Advance
- ✓ Secretarial support to research projects.

4. Has the institution conducted any staff development programme for skill up gradation and train up of the teaching and non – teaching staff? If yes, give details.

Academic enrichment and personality programmes are conducted for the teaching faculty. Programmes in office management, official procedures and handling of equipments are conducted for the non – teaching staff.

5. What are the strategies and implementation plans of the institution to recruit and retain diverse faculty and other staff who have the desired qualification, knowledge and skills (Recruitment policy, salary structure, service conditions) and have does the institutions align these with the requirements of the stationary and regulatory bodies? (NCTE, UGC, University, etc)?

For recruitment of new staff advertisements are given in the news papers. Salary given to the staff is negotiable. Steps taken in the regard are in tune with the requirements of the statutory and regulatory bodies such as NCTE, University etc.

6. What are the criteria for employing part time / adhoc faculty? How are the part time / adhoc faculty different from the regular faculty? (E.g. salary structure, work load, specializations)

Not applicable as all faculty members are full time and regular basis.

7. What are the policies, resources and practices. If the institution that support and ensure the profession development of the faculty? (E.G. budget allocation for staff development, sponsoring for advanced study, research, participation in seminars, conferences, workshops etc and supporting membership and active involvement in local, state, national and international professional associations)

The institution encourages the teachers to undertake research by paying registration fee to the staff attending seminars related to research.

Provision of library and internet facilities.

Announcing incentives for obtaining Ph.D.

Sanctioning special leave for field visits and collection of data.

8. What are the physical facilities provided to faculty? (Well maintained and functional office, instructional and other space to carry out their work effectively)

As per NCTE norms the institution has provided very good physical facilities with spacious class rooms, halls, and laboratories such as science laboratory, psychology laboratory, technology laboratory language laboratory a well equipped computer lab is also available for the members of the staff.

9. What are the major mechanisms in place for faculty and other stake holders to seek information and / or make complaints?

- A suggestion box is provided
- The faculty can approach the chairman and correspondent at any office hour for redressal of their grievances
- The public can seek information through phone also.

10. Detail on the workload policies and practices that encourage faculty to be engaged in a wide range of professional and administrative activities including teaching, research, assessment, mentoring, working with schools and community engagement.

The work load norms as specified by NCTE are strictly followed in the college. Teaching staff interact with the members of the local community at week end various committees constituted discharge their functions very effectively.

11. Does the institution have any mechanism to reward and motivate staff members? If yes, give details.

- Award for producing good results in the university examinations.
- Award for organization of community service camp.

IP 122

Financial Management and Resource Mobilization

1. Does the institution get financial support from the government? If yes, mention 15 fronts received in the last three years under different heads. If no, give details of the source of revenue and income generated.

No fee collection and funds from the trust.

2. What is the quantum of resources mobilized through donations? Give information for the last three years.

The management does not collect any donation as such.

3. Is the operational budget of the institution adequate to cover to day to expenses? If no have is the deficit met?

Yes. As the budget is very carefully planned and prepared the question of deficit does not arise.

4. What are the budgetary respire to fulfill the missions and offer quality (Budget allocations over the past five years, depicted through income expenditure statements, future planning, resources allocated during the currency year and excess / deficit.

Budget details enclosed.

5. Are the accounts audited regularly?

If Yes, give the details, if internet and external audit procedures and information on the outcome of last two and its (major pending pears, objections raised and dropped).

Yes, audited regularly internal and external audits are done.

6. Has the institution computerized its finance management systems?

If yes, give details.

Yes, Finance management system has it computerized.

6.5 Financial Management and Resource Mobilization

1. Does the institution get financial support from the government? If yes, mention the grants received in the last three years under different heads. If No, give details of the source of revenue and income generated
8. What is the quantum of resources mobilized through donations? Give information for the last three years.
9. Is the operational budget of the institution adequate to cover the day-to-day expenses? If no, how is the deficit met?
10. What are the budgetary resources to fulfill the missions and offer quality programmes? (Budget allocations over the past five years, depicted through income expenditure statements, future planning, resources allocated during the current year, and excess/deficit)
11. Are the accounts audited regularly? If yes, give the details of internal and external audit procedures and information on the outcome of last two audits. (Major pending audit paras, objections raised and dropped).
12. Has the institution computerized its finance management systems? If yes, give details.

6. 6 Best practices in Governance and Leadership

1. What are the significant best practices in Governance and Leadership carried out by the institution?

4. Has the institution conducted any staff development programme for skill appointed by upgradation and training of the teaching and non-teaching staff? If yes, give details.

- Staff development programmes are conducted every year by the principal and Resource persons in the beginning of the year.
- Staff members are encouraged to participate in-service programme conducted by the Government DIET etc.
- Orientation programme are attended by principal and staff.
- Non-teaching staff are encouraged to attend Library-workshop and INTEL programmes regarding computer training.

5. what are the strategies and implementation plans of the institution to recruit and retain diverse faculty and other who have desired qualifications, knowledge and skills (Recruitment policy, salary structure, service conditions) and how along the institution align with these requirements of the statutory and regulatory bodies (NCTE, UGC, University etc.)

They are appointed by the management after recruited by a panel of experts including the chairman executives, principal, HOD's and subject expert. Rules and regulations are given as handout (printed material) as per norms of the institution. Salary is fixed according to the NECT\UG\State Government norms.

6. What are the criteria for employing part-time / Adhoc faculty? How are the part-time / Adhoc faculty different from the regular? (eg; salary structure, worked, Specialization)

A first aid lecture is appointed to take first aid classes for a week and consolidated salary of Rs.100 per student is paid. He has been specialized in First Aid Training and a central Government employee.

7. What are the policies, resources the institutions that support and ensure the professional development of the faculty? (eg. Budget allocation for staff development, sponsoring for advanced study, research

Participation in seminars, conferences, workshops etc., and supporting membership and active involvement, national and international professional associations).

- 1) Seminar on direction of short documentary film.
- 2) Personality development seminar.
- 3) Aids camp

Total budget allocation is 1,00,000 per year.

8. What are the physical facilities provided to faculty? (Well maintained and functional office instructional and other space to carryout their work effectively?)

- staff Room
- library facilities
- Free transport
- Free education for wards
- Banking facilities
- Awards and Rewards for their achievements are provided by the management.

9. What are the major mechanisms in place of faculty and other stake holders to seek information and / or make complaints?

Often meeting s are conducted for stake holders by the faculty. Suggestion boxes area link between the management/ institution and the stake holders for readdressing the grievances.

10. Detail on the workload policies and practices that encourages faculty to the engaged in a wide range of professional and administrative including teaching, research, assessment, mentoring, working with schools and community engagement?

- Work load is allotted according to work schedule table
- M.Ed., staff are engaged in dissertation guideship work
- B.Ed staff are involved in environment project awareness programme SUPW work etc.,
- Teaching Practics Schools are visited by staff members.

11. Does the institution have any mechanism to reward and motivate staff members? If yes, give details.

Yes,

- For good result producing faculty a cash prize of Rs.10,000 or a gold coin is provided.
- A staff who participates in maximum number of seminars is appreciated
- Centum result producing staff is honored
- Sports /Games prizes are given.

Financial Management And Resource Mobilization:

1.Does the institution get financial support from the government? If yes, mention the grants received in the last three years under different heads, if no, give details of revenue and income generated.

The college has just now applied for 12(B) status and hence there is no support from the government . All the programmes and activities of the college are carried out from the fees collected and the infrastructure facilities provided by the management.

2. what is the quantum of resource mobilized through donations? Give information for the last three year.

NIL

3. Is the operational budget of the institution adequate to cover the day to day expenses? If no, how is the deficit met?

Yes,

There is an adequate budget to cover the day to day expenses.

4. What are the budgetary resources to fulfill the mission and offer quality programmes?(Budget allocations over the past five years, as depicted through income expenditure statements, future planning, resources allocated during the current year and excess/deficit)

It is given table 9 (expenditure statement).

5. Are the accounts audited regularly? If yes, given the details of internal and external audit is done by an auditor. The audit reports will be kept for perusal when the peer team visits the campus.

The accounts are regularly audited. The internal audit is done annually and external audit is done by an auditor. The audit reports will be kept for perusal when the peer team visits the campus.

6. Has the institution computerized its finance management system? If yes give details, No, except for the fee collection, there is no computerized financial management system.

Best Practices in Government and Leadership:

1. What are the significant best practices in Government and leadership carried out by the Institution?

- There is a governing body which functions democratically
- Students evaluation on teachers
- Self appraisal report by the teachers is submitted and evaluated
- Several welfare schemes are adopted for the teachers by the management
- Workshops and training programmes are organized for teachers for quality improvement.
- The prospectus contains all details of the to a complaint cell.
- Students participation in the governance.

7.1 Internal quality assurance system

1. How does the institution ensure the quality of its academic programmes?

The college ensures the quality of the academic programme through observation by the Principal, expert review, self evaluation, peer valuation feedback from students are sought regularly. Comments and suggestions also are obtained from the parents occasionally.

7.2 Inclusive Practices.

1. How does the institution sensitize teachers to issues of inclusion and the focus given to these in the national policies and the school curriculum?

So far no physically challenged students have been admitted. If admitted in future these will be taken care of as per policies of the govt.

2. What is the provision in the academic plan for students to learn about inclusion and exceptionalities as well as gender differences and their impact on learning ?

Students are sensitized about the need for avoiding gender discrimination students are prepared to carry on this mission inside and outside the college.

3. Detail on the various activities envisioned in the curriculum increase learning environments that foster positive social interaction, active engagement in learning and self motivation.

Field Trips,
Camp activities
Guest teachers on community issues.
Action research
Case study
Extension work

4. How does the institution ensure that student teachers develop proficiency for workshop with children from diverse backgrounds and exceptionalities.

Students are prepared to deal with pupils from diverse backgrounds. The college insists on looking into the needs and expectations of these children with at most care.

5. How does the institution address to the special needs. If the physically challenged and differentially able students enrolled in the institution?

So far the question has not risen. In admitted they will be assisted in visiting the library, laboratories, attending physical education classes etc.

6. How does the institution handle and respond to gender sensitive issues (activities of women cell and other similar bodies dealing with gender sensitive issues)?

It is a co-education college. As the students attending the course are either graduates or post graduates with social maturity, such problems do not arise generally.

7.3 Stake holder Relationships

1. How does the institution ensure the access to the information on organizational performance (academic and administrative to the stake holders.)

The stake holders access to the information on organizational performance through forests, college website, brochures and display of information on the college notice board.

2. How does the institution share and use the information / data on success and failures of various professes, satisfaction and dissatisfaction if students and stake holders for bringing qualitative improvement?

Programmes of the college are revived periodically dissatisfaction of students and stake holders are taken into account expectations of the students and stakeholders are given due respect and steps are taken to fulfill them.

3. What are the feedback mechanisms in vogue to collect, and collate data from students, professional community, Alumni and other stakeholders on programme quality? How does the institution use the information for quality improvement?

Feedback on programme quality obtained from

Students

Alumni

Parents

Peers

Employers

Outside Experts

Administrative Bodies

Feedback received from various quarters are recorded and examined they are discussed in the staff council. Suggestions offered are given serious note and programmes are designed to improve to quality.

CRITERION VII: INNOVATIVE PRACTICES

Internet Quality Assurance System:

1. Has the institution established internal quality Assurance Cell (IQAC)? If yes, give its year of establishment, composition and major activities undertaken.

Institution has established Internal Quality Assurance Cell. Year of establishment 2005.

IQAC consists of the following members. Chairman, Chief executive, Administrative office, subject Experts, Academic Development Officer and Principal.

Major Activities: The College of education has active Quality Assurance Cell. It initiates quality enhancement as follows, appointing competent teachers with M.Ed, M.Phil, Ph.D qualification. Faculty Development programme is organized every year according to UGC norms. Every staff member's activity is evaluated by Questionnaire method may questions were given according to subject allotment. Their ability and skills are analyzed by their answers. Student's feed back system is followed in every department. Members collect the feedback from the students at the end of the course and while implementing innovative method.

College norms were followed by Principal, Principal carry out the norms and guide the staff members. The staff member's co-ordinate with the Principal and work out their dedicated duties.

2. Describe the mechanism used by the institution to evaluate the achievement of goals and objectives.

Various mechanisms are used by the institution to evaluate the achievement of goals and objectives.

- Each one teach one policy is followed by our institution
- Exclusively women education is given by our college
- Personality development is given to prepare them as confident women in the society.
- They are trained to stand in their own legs.
- Leadership qualities are developed while their course of studies.
- Women empowerment is boototed by the college management and the faculty
- In order to bring them to the lime light citizenship camps are also given.

3. How does the institution ensure the quality of its academic programmes?

The institution ensures the quality of its academic programmes in many ways. Students are motivated to engage them in SUPW-Socially Useful Productive Workshop:

Many products are made through this work like preparation of toys, detergents, Shampoo, Greeting cards, Envelopes, Note Books and Shell/Nylon wire products and food processing etc.,

Awareness programmes: Aids camp, First aid camp and citizenship camps were held to have a good relation ship with the society.

- Environment projects
- Biological projects (Vermi culture and Seri culture)
- Psychology Seminar:
Intelligence test, aptitude test, personality test, perception test were all taught to the students with well equipped teachers. These tests help the students to improve their personality and learning technique in a good manner.

Workshop:

Jewel Making is an interesting thing in the workshop

Talent Show:

Talent show was conducted to bring out the hidden talents of the students of the students. All 100 students proved their creativity in various fine arts activities such as dance, drawing ,song poem, fancy dress, fashion show, mono acting, miming etc.,

Ramanujam “Maths-contest”

On behalf of the mathematics department Mrs. S.Erin Prabha, Lecture in maths conducted Maths contest on the birthday of the great mathematician Ramanujam on December 22’nd 2006,2007,2008 and 2009.Studets were selected for prizes.

Preparation for competitive examinations:

Dr.Sivakumar, HOD, Department of Political Science, Thiruvalluvar Arts College, Rasipuram arranged programme in our B.Ed College on 24.9.2008 for the betterment of the students to prepare for the various competitive examinations with special emphasis on civil services examinations.

The programme includes the following:

- Planning and learning.
- Approaches for writing all competitive examinations.
- Syllabus and other related information’s for I.A.S.,I.F.S.,I.P.S., written examinations this programme the students were aware of the competitive examinations.
- TRB examination coaching was conducted in free of cost.

Co-Curricular activities:

Poetry Reading, Solo Dance, Solo Song, Elocution Competition, Mono Acting, Essay Writing, Drawing Competition, Mimicry and Fashion show competition etc.,

Sports:

Kho-Kho, Kabbadi, Volley Ball, Throw Ball, Ball Badminton, 100 mts running, Long Jump, High Jump etc.,

4. How does the institution ensure the quality of its administration and financial management process?

Institution assures quality of its administration and financial management process. The mechanism ensures systematic planning implementation and monitoring of programmes and activities of the college at various departments like Tamil, English, Physical Science, Biological Science, History and Commerce, Computer Science.

Feed back is collected from students for all subject members. Document growth and progression of the students accessed throughout their education period. Teacher submits self appraisal report to the department. Meanwhile a student of various departments submits their intensive practice record as well as Internal Assessment record.

Teachers contribute their valuable skills and ability through academic activities:

Career advancement of teachers is directly corrected with performance appraisal. Students are involved in all activities organized by the

Our students have academic relationship with Namakkal Kalvi Ulagam and Salem Vaniga Valakam which gives ideas for our students to do their teaching aids in a creative manner.

Relationship with parents

Parent teachers meeting were conducted and their opinion is collected, about their ward's performance. If the mentors find that the performance of the students is not upto the mark, the students are called to give reason for amelioration. If the students find the subject tough, steps are taken to make them enter the comfort zone.

We also get good guidelines from the employers of campus requirement about the feed back of the students and steps are taken to suit their requirements.

RELATIONSHIP WITH SCHOOL HEAD MASTERS:

There is Cordial relationship with the local Schools :

1. Government Higher Secondary School, Atthanur.
2. Government Higher Secondary School, Vaiappamali.
3. Government Higher Secondary School, Periyamanali.
4. Sengunthar Maha Jana Higher Secondary School, Gurusamipalayam.
5. Sengunthar Maha Jana Girls Higher Secondary School, Gurusamipalayam.
6. Government Higher Secondary School, Sivananda Salai, Rasipuram.
7. Government Boys Higher Secondary School, Annasalai, Rasipuram.
8. Government Higher Secondary School, Puduppalayam
9. Government Higher Secondary School, Vadugam.
10. Government Boys Higher Secondary School, Namagripatai.
11. Government Girls Higher Secondary School, Namagripatai.
12. Government Higher Secondary School, Mangalapuram
13. Government Higher Secondary School, Tho.Jaderpalayam.
14. Government Higher Secondary School, Singalandhapuram.
15. Government Higher Secondary School, Balukkuruchi.
16. Government Higher Secondary School, Kalappanayakkanpatty.
17. Government Boys Higher Secondary School, Santhamanagalam.
18. Government Girls Higher Secondary School, Santhamanagalam.
19. Government Higher Secondary School, Muthukappatty.
20. Government Boys Higher Secondary School Erumappatty.
21. Government Girls Higher Secondary School, Erumappatty.
24. Government Boys. Higher Secondary School, vennandur.
25. Government Girls. Higher Secondary School, vennandur.

RELATIONSHIP WITH SOCIETY :

- The needs of the society is also taken into consideration and the awareness is given to the people in the following terms,
- Recycling of waste water
- Water purification
- Awareness of noise pollution
- Difficulties in Darkness
- HIV awareness

2. How does the institution share and use the information / data on success and failures of various processes, satisfaction and dissatisfaction of students and stakeholders for bringing qualitative improvement?

Satisfaction of the students and stakeholders:

- Best infrastructural facilities are made
- Campus can be seen with healthy clean green
- Gardens are well maintained
- Strict disciplined system is followed
- Competent faculty and cordial students teacher relationship is found.
- Safety and security in the college and hostel is ensured
- Clinic is attached within the campus and concession is given for students.
- Reputation of the institution with good academic performance and academic achievement gives more satisfaction for the students.
- Well equipped library and Internet facilities are available.
- Good organization of seminars, workshops and guest lectures are well satisfied
- Co – Curricular activities develop the holistic personality of the students.
- Free transport facilities are available.
- Institution is exclusively for women students.
- Campus interview is also organized
- Open and Spacious playground can be seen
- Audio Visual based teaching and learning methodology is followed
- The students were trained in the indoor games like chess, carom, and Table tennis and so on.

- Well maintained hostel with modern facilities like steam cooking hygienic preparation and a neat and convenient dinning hall is available.
- Student feel comfortable with our canteen facilities also
- BSNL telephone booth and one rupee coin is provided.
- Periodical monitoring and personal care is given to the students
- Counseling and guidance is also given whenever needed.
- Innovative approaches are practiced to develop the student's skill in maintaining the Indian values, traditions and ethos.
- Encouragement and motivations are g students to organize co-curricular activities
- Quality and efficient delivery of the curriculum is very much satisfied.
- Better academic results are also a good satisfaction.
- Continuous improvement in teacher quality through various innovative teaching creative thinking and learning methods.

Dissatisfaction of the students and stakeholders:

- Mobile Phones are restricted inside the campus but students are willing to use it
 - Extra coaching classes may be arranged
 - To improve the rural students spoken English extra class may be arranged
3. What are the feed back mechanisms in vogue to collect, collate and data from students, professional community, Alumni and other stakeholders on programme quality? How does the institution use the information for quality improvement?
- Parents, teachers meetings are held monthly once.
 - In the preparation of Alumni meets many feed backs were heard over and rectified.
 - Through suggestion box many feed have been rectified.
 - All the grievances are heard from the students and solved by the grievance cell
 - Major problems are dealt in the meeting within the principals and managements to discuss about the ways to solve the problems and finally policy decision is made.

3. Mapping of the Academic Activities of the Institution

(1) Mapping for B.Ed.,

Month	August				September				October				November				December				January				February				March				April				May			
Week	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40
Admission and Orientation																																								
Theory																																								
Tutorials/ Seminars																																								
Sessional Work – Tests & Assignments																																								
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Practice Teaching/ Internship																																								
Co-curricular Activities																																								
Working with community/ project work																																								
End-Term Examination																																								

Note: A week is of six working days and a day is of six clock hours

The table should cover the entire academic session and may be extended as per the requirement

3. Mapping of the Academic Activities of the Institution

(1) Mapping for M.Ed.,

Month	August				September				October				November				December				January				February				March				April				May			
Week	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40
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Note: A week is of six working days and a day is of six clock hours

The table should cover the entire academic session and may be extended as per the requirement

Declaration by the Head of the Institution

I certify that that the data included in this Self-Appraisal Report (SAR) are true to the best of my knowledge.

This SAR is prepared by the institution after internal discussions, and No part thereof has been outsourced.

I am aware that the Peer team will validate the information provided in this SAR during the peer team visit.

**Signature of the
Head of the institution
with seal:**

Place:

Date: