The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

AQAR for the year

> **2017 - 2018**

1. Details of the Institution

1.1 Name of the Institution

> V.O.C.College of Education

1.2 Address Line 1

> Palayamkottai Road

Address Line 2

> Thoothukudi

City/Town

> Thoothukudi

State

> Tamil Nadu

Pin Code

> 628 008

Institution e-mail address

> vocbedcollege@gmail.com
> vocbed@sancharnet.in

Contact Nos.

> 0461 - 2310600

Name of the Head of the Institution:

> Dr.T.Kanakaraj

Tel. No. with STD Code:

> 0461 - 2310600

Mobile:

> 9442127125

Name of the IQAC Co-ordinator: Dr.J.Josephine Saleth Mary

Mobile: 9486602082

IQAC e-mail address: iqacvocbed@gmail.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*   VOCCE 12611

1.4 **NAAC Executive Committee No. & Date:**   EC/64/RAR/26 dated 08-07-2013

1.5 Website address: www.voccedn.org

Web-link of the AQAR: http://www.voccedn.org/AQAR2017-18.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B++	81.50	2005	5 years
2	2nd Cycle	B	2.73	2013	5 years
3	3rd Cycle	-	-	-	-
4	4th Cycle	-	-	-	-

1.7 Date of Establishment of IQAC :DD/MM/YYYY   07/09/2005

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

   i.AQAR 2016 – 2017 submitted to NAAC on 06.04.2017

1.9 Institutional Status

University   State [_]   Central [_]   Deemed [_]   Private [_]

Affiliated College   Yes [✔]   No [ ]

Constituent College   Yes [ ]   No [✔]

Autonomous college of UGC   Yes [ ]   No [✔]

Regulatory Agency approved Institution   Yes [✔]   No [ ]

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution   Co-education [✔]   Men [ ]   Women [ ]

                           Urban [✔]   Rural [ ]   Tribal [ ]

Financial Status   Grant-in-aid [✔]   UGC 2(f) [✔]   UGC 12B [✔]

                           Grant-in-aid + Self Financing [ ]   Totally Self-financing [ ]

1.10 Type of Faculty/Programme

Arts [ ]   Science [ ]   Commerce [ ]   Law [ ]   PEI (Phys Edu) [ ]

TEI (Edu) [✔]   Engineering [ ]   Health Science [ ]   Management [ ]

Others   (Specify)

| Add on courses : PGDHE, CTPM, CIG, CTE |
| Value Added Courses : Computer Course, |
| Skill Development Programme |

1.11 Name of the Affiliating University *(for the Colleges)*   Tamilnadu Teachers Education University, Chennai.

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University   [--]

University with Potential for Excellence   [-]   UGC-CPE   [-]

DST Star Scheme	-	UGC-CE	-
UGC-Special Assistance Programme	-	DST-FIST	-
UGC-Innovative PG programmes	-	Any other (*Specify*)	-
UGC-COP Programmes	-		

2. IQAC Composition and Activities

2.1 No. of Teachers   7

2.2 No. of Administrative/Technical staff   1

2.3 No. of students   -

2.4 No. of Management representatives   1

2.5 No. of Alumni   1

2. 6 No. of any other stakeholder and
       community representatives   -

2.7 No. of Employers/ Industrialists   1

2.8 No. of other External Experts   -

2.9 Total No. of members   11

2.10 No. of IQAC meetings held   3

2.11 No. of meetings with various stakeholders: No. 12   Faculty 7

   Non-Teaching Staff-Student 1   Alumni 1   Others 3

2.12 Has IQAC received any funding from UGC during the year?   Yes ☐   No ✔

        If yes, mention the amount   Nil

2.13 Seminars and Conferences (only quality related)

  (i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. | Nil | International | | National | | State | | Institution Level | |

  (ii) Themes [   ]

2.14 Significant Activities and contributions made by IQAC

> 1.IQAC outlines the plan of action for every year.
> 2.To implement the plan IQAC conducts frequent meetings.
> 3. Motivating Research Activities.

2.15 Plan of Action by IQAC/Outcome

  The plan of action chalked out by the IQAC in the beginning of the year towards quality

  enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
Regular update of college website and bringing up e-journal of college activities and research articles.	Updating college website regularly. Our college has been releasing its biannual Journal Edu-Reach. An annual News Letter titled "V.O.C.C.E. Edu Times" was released by our college on 12.04.2018.

2.15 Whether the AQAR was placed in statutory body   ✔ Yes   No

  Management | ✔ | Syndicate | | Any other body | |

  Provide the details of the action taken

  Plan of Action are approved by Management.

Part – B
Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
Ph.D.	1			
PG	2	Nil	2	
UG	1	Nil	1	
PG Diploma		1		1 (PDGHE)
Advanced Diploma				
Diploma				
Certificate				4 (CTE, CTPM,CIG & Certificate on Computing)
Others				
Total	4		3	
Interdisciplinary				
Value Added Course	1			

1.2   (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
       (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	-
Trimester	-
Annual	3 (B.Ed., M.Ed., M.Phil.)

1.3 Feedback from stakeholders*   Alumni ☐   Parents ☐   Employers ☐   Students ✔
    (On all aspects)

   Mode of feedback   :   Online ☐   Manual ✔   Co-operating schools (for PEI) ☐
Please provide an analysis of the feedback in the Annexure

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

> Yes the syllabus has been revised from the academic year 2016 – 2017.
> The syllabus for the I & II years are attached herewith.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

> Yes. Skill Development Centre has been established during this year.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of
permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
7	2	3	-	2

2.2 No. of permanent faculty with Ph.D.   5

2.3 No. of Faculty Positions
Recruited (R) and Vacant (V)
during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
-	3	-	-	-	-	-	2	-	5

2.4 No. of Guest and Visiting faculty and Temporary faculty   0   0   16

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	25	29	3
Presented papers	25	29	3
Resource Persons	-	1	1

2.6 Innovative processes adopted by the institution in Teaching and Learning:

A special curriculum for computer literacy and skill development have been introduced

2.7 Total No. of actual teaching days
     during this academic year   200 days

2.8 Examination/ Evaluation Reforms initiated by
     the Institution (for example: Open Book Examination, Bar Coding,
     Double Valuation, Photocopy, Online Multiple Choice Questions)

Exams are conducted by Tamil Nadu Teachers Education University, Chennai.

2.9 No. of faculty members involved in curriculum
     restructuring/revision/syllabus development
     as member of Board of Study/Faculty/Curriculum Development workshop
     0   0   3

2.10 Average percentage of attendance of students

B.Ed. I Year	- 88.8 %
B.Ed. II Year	- 89.2 %
M.Ed. I Year	- 90.3 %
M.Ed. II Year	- 88.62 %

2.11 Course/Programme wise

distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Ed.I Year	171	63.83	34.41	-	-	98.24
B.Ed. II Year	141	75	22	-	-	97
M.Ed.I Year	6	42	18	-	-	60
M.Ed.II Year	2	-	50	-	-	50
M.Phil.	1	Result Awaited				

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

   IQAC directs the staff members to evaluate students through continuous internal assessments.

The internal assessment consists of Model Test, Assignment and Seminar Presentation.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	1
UGC – Faculty Improvement Programme	-
HRD programmes	1
Orientation programmes	-
Faculty exchange programme	4
Staff training conducted by the university	1
Staff training conducted by other institutions	1
Summer / Winter schools, Workshops, etc.	177
Others	3

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	8	3	-	-
Technical Staff	-	-	-	-

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

Staff members are motivated to undertake major and minor projects. The scholars are given training to use computer for statistical calculation and data analysis. Research tools are developed and standardized.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	2	-	-
Outlay in Rs. Lakhs		1,20,000/-		

3.4 Details on research publications

	International	National	Others
Peer Review Journals	5	10	-
Non-Peer Review Journals	-	-	-
e-Journals	4`	15	-
Conference proceedings	6	20	-

3.5 Details on Impact factor of publications:

Range [ ]   Average [✓]   h-index [ ]   Nos. in SCOPUS [ ]

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	2 Years	UGC	1,20,000/-	87,500/-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects *(other than compulsory by the University)*	-	-	-	-
Any other(Specify) Post Doctoral Fellowship for Women	5	UGC	6,12,650/-	6,12,650/-
Total	-	-	-	-

3.7 No. of books published   i) With ISBN No.   [-]   Chapters in Edited Books   [8]

ii) Without ISBN No.   [-]

3.8 No. of University Departments receiving funds from

UGC-SAP [-]   CAS [-]   DST-FIST [-]

DPE [-]   DBT Scheme/funds [-]

3.9 For colleges   Autonomy [-]   CPE [-]   DBT Star Scheme [-]

INSPIRE [-]   CE [-]   Any Other (specify) [-]

3.10 Revenue generated through consultancy   [Nil]

3.11 No. of conferences, seminars and workshops organized by the Institution

Level	International	National	State	University	College
Number	-	1 workshop 1 seminar	-	-	-
Sponsoring agencies	-	UGC	-	-	-

3.12 No. of faculty served as experts, chairpersons or resource persons   - 11

3.13 No. of collaborations   International [-]   National [-]   Any other [-]

3.14 No. of linkages created during this year   [-]

3.15 Total budget for research for current year in lakhs :

From Funding agency [87500+71500+61250=2,20,250/-]   From Management of University/College [-]

Total   [-]

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17 No. of research awards/ recognitions   received by faculty and research fellows
        of the institute in the year

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	1

3.18 No. of faculty from the Institution
        who are Ph. D. Guides and
        students registered under them

4

23

3.19 No. of Ph.D. awarded by faculty from the Institution

-

3.20 No. of Research scholars receiving the Fellowships -   1 (Existing)
        (Newly enrolled + existing ones)

3.21 No. of students Participated in NSS events   : Not applicable

3.22 No. of students participated in NCC events   : Not applicable

3.23 No. of Awards won in NSS   : Not applicable

3.24 No. of Awards won in NCC   : Not applicable

3.25 No. of Extension activities organized   : 19

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social
        Responsibility

> ❖   Mass Community Work
> ❖   Human Chain Rally
> ❖   Plastic Awareness
> ❖   Aids Awareness Programme
> ❖   Awareness of Voter's Day Rally
> ❖   Swatch Bhagvath Abhiyan

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	18259 sq.ft.	-	-	18259 sq.ft.
Class rooms (B.Ed.-20 & M.Ed.2)	22	-	-	22
Laboratories	7	-	-	7
Seminar Halls	3	-	-	3
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	-	1	UGC	1
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others	-	-	-	-

4.2 Computerization of administration and library

> Computer facilities with internet connection are available in the college office and library. In the office computers have been utilized for all the process of administration like admissions , processing, sending exam fees and exam results. In the library books are issued to the students by entering in the software installed in the computers.

4.3   Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	16256	-	10	2500	16266	
Reference Books	4000	-	13	-	4013	-
e-Books	-	-	-	-	-	-
Journals	40	-	23	20325	40	-
e-Journals	-	-	-	-	-	-
Digital Database	NLIST	5000	-	-	-	5000
CD & Video	-	-	-	-	-	-
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	81	2	8 (Places)	-	-	4	14	3
Added	-	-	-	-	-	-	-	-
Total	81	2	3 (places)	-	-	4	14	3

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

> Computer labs were updated and individual computers are allotted for staff members to prepare software and powerpoint preparation for regular teaching.

4.6 Amount spent on maintenance in lakhs :

i) ICT   65,729/-

ii) Campus Infrastructure and facilities   -

iii) Equipments   35,000/-

iv) Others   5,895/-

Total :   1,06,624/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> Students are encouraged to participate in various cultural programmes, seminars and symposiums. The career guidance cell is arranging campus interview programmes.

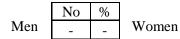5.2 Efforts made by the institution for tracking the progression

> Starting from the Bridge Course, various programmes are conducted in the campus to enable the student – teachers to progress in a full- fledged manner. Feedback is received from the mentors and Heads of the Institutions of the Co-operative schools about the performance of the student teachers during the internship training, which is also used to track the progression.
>
> Both curricular and co-curricular activities centre around the development of the ability, skill and interest of the prospective teachers.

5.3 (a) Total Number of students

UG		PG		Ph. D.	Others
I Yr.	II Yr.	I Yr.	II Yr.		
199	169	6	3	-	-

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men
No	%
-	-

Women
No	%
-	-

Course	Last Year 2016 – 2017						This Year 2017-2018					
	General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
B.Ed.	8	29	-	108	1	146	12	35	2	128	1	178
M.Ed.	-	1	-	1	-	2	0	1	0	5	0	6
M.Phil.	-	3	-	3	-	6	0	1	0	3	0	4

Demand ratio   Nil   Dropout % : 5

5.4 Details of student support mechanism for coaching for competitive examinations (If any)
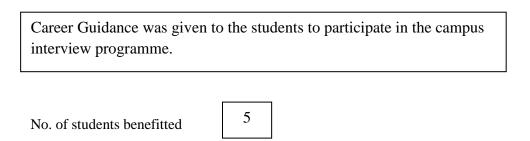
> Coaching was given to the students to write State Government Teachers Eligibility Test (TET), TRB and UGC NET.

No. of students beneficiaries   TET | 169 |

NET | 2 |

5.5 No. of students qualified in these examinations

NET | - | SET/SLET | - | GATE | - | CAT | - |

IAS/IPS etc | - | State PSC | - | UPSC | - | Others TET | 35 |

.6 Details of student counselling and career guidance

> Career Guidance was given to the students to participate in the campus interview programme.

No. of students benefitted | 5 |

5.7 Details of campus placement

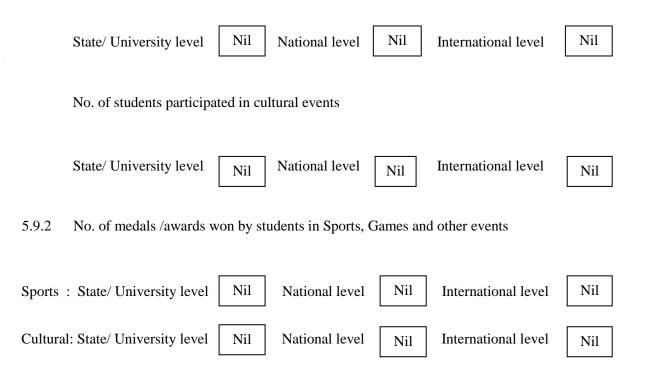| On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
1	7	5	45

5.8 Details of gender sensitization programmes

There is no gender based problem. Women Cell is functioning in our college.

5.9. Students Activities

5.9.1   No. of students participated in Sports, Games and other events

State/ University level Nil   National level Nil   International level Nil

No. of students participated in cultural events

State/ University level Nil   National level Nil   International level Nil

5.9.2   No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level Nil   National level Nil   International level Nil

Cultural: State/ University level Nil   National level Nil   International level Nil

5.10 Scholarships and Financial Support

	Number of students	Amount in Rs.
Financial support from institution	5	20,000/-
Financial support from government (State Scholarship) BC, MBC &DNC	69	2,07,020/-
SC Scholarship	56	4,58,888/-
Physically Challenged	2	12,000/-
Financial support from other sources	2	1,20,000/-
Number of students who received International/ National recognitions	-	-

5.11   Student organised / initiatives

Fairs   : State/ University level   Nil   National level   Nil   International level   Nil

Exhibition: State/ University level   Nil   National level   Nil   International level   Nil

5.12   No. of social initiatives undertaken by the students   Nil

5.13 Major grievances of students (if any) redressed: Nil

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

V.O.Chidambaram Pillai Educational Society, formed under the able leadership of Kulapathi Sri. A.P.C. Veerabahu B.A., just 2 days before the independence on the 20th of August 1947, started V.O.C.College the first arts College for Men in Thoothukudi in the year 1951 and our College of Education in 1955. V.O.C. College of Education was formally opened by the then Chief Minister of Tamil Nadu Sri. K. Kamaraj on the 5th of July 1955.

Affiliated to the Madras University, when it commenced with a sanctioned strength of 60, it was steadily expanded till the strength rose to 140 in 1968. When the Madurai Kamaraj University was born on the 5th August 1965, our college was made to change its affiliation to the new university. In 1966, the very next year, the college started offering M.Ed. course. The college was functioning under Manonmaniam Sundaranar University from 1990 to 2008.

The college has also been offering M.Phil course in Education from 1986 onwards. The college was recognized as the approved Centre for Research from 1990 for doing Ph.D. in Education. The college has been brought under the newly started Tamilnadu Teachers' Education University from the year 2008-2009. The strength of the college has been raised to 200 as per the permission granted by NCTE for admitting 100 more students as an additional intake from the academic year 2008-2009.

Subbiah Vidhyalayam Boys' Higher Secondary School has been our Model School since 1956. The Model School is now renamed as Bharathiyar Vidhyalayam Higher Secondary School. In 1962, the college hostel was constructed on the Palayamkottai Road, Thoothukudi. Recently a new Women's Hostel has been established inside the college premises. Our college has now been functioning with B.Ed., M.Ed., M.Phil. and Ph.D., Courses.

Our college is recognized as one of the best study centres by IGNOU, New Delhi and offering CTE, CTPM, CIG and PGDHE. National Assessment and Accreditation Council re-accredited our college in the academic year 2012 - 2013 and awarded "B" grade. Our college has celebrated Golden Jubilee, Diamond Jubilee in the academic years 2005-2006, 2015-2016 respectively.

Our Motto :

1.Love, Knowledge and Virtue
2.Quality Made Affordable
3.Equity and Excellence with Ethics.

Our Vision :

1. To stress Inter Religious Values.
2. To cater to the Educational as well as Employment needs of the youth especially from Disadvantaged backgrounds.
3. To disseminate Knowledge in a Spirit of Love and Dedication.

Our Mission :

1. Service to Humanity.
2. Power of Discrimination
3. Promote and Produce True Learning
4. Power of Love
5. Swadeshi Spirit
6. Spirit of Enterprise
7. We feeling

Panchasheela Principles of the College

1. Acquisition of enough Knowledge.
2. Belief in God and Morals.
3. Cultivation of Child Psychology.
4. Dedication to Pupil Welfare.
5. Eschewing of Separatist Tendencies.

The emblem of our college has three images inscribed on a shield : a lotus, a swan and a ship. The lotus represents knowledge and wisdom as it emerges clean from murky water in the morning. The swan symbolizes love because of its long-lasting monogamous relationship. And the ship, representing VOC's Swadeshi Ship, symbolizes virtue. Our emblem envisions education as a process of disseminating knowledge, in a spirit of love and virtue, for the development of the individual and the nation. Thus, the motto of our college – "Love, Knowledge and Virtue" (md;G> mwpT> mwk;) – is enshrined in the emblem.

6.2 Does the Institution has a management Information System

Yes. Management Information System is in place. Admission related documents are maintained. Database of students' attendance and marks are computerised.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

> The college is following the syllabus framed by the Tamilnadu Teachers Education University, Chennai. We adopt the method of evaluation recommended by the University. The syllabus is hereby attached for your perusal. In addition to this, we have well prepared separate curriculum for add on courses such as computer course and skill development.

6.3.2 Teaching and Learning

> Different methods and techniques are employed for teaching. All the teachers are using LCD and Smart Board.

6.3.3 Examination and Evaluation

> As prescribed by the university the college has been conducting internal assessment.

6.3.4 Research and Development

> The college has established good support with research organisation like SERDE (Society for Education Research and Excellence), SETRAD (Society for Educational Technology Research and Development) etc. Faculty from nearby institutions are having linkage with our Research Centre for carrying out their research.

6.3.5 Library, ICT and physical infrastructure / instrumentation

> Library reference is made through internet connection (Inflibnet). Interactive Board and Smart Board were installed.

6.3.6 Human Resource Management

Teachers from our model school Bharathiyar Vidyalaya, A.P.C.Veerabahu Matriculation Higher Secondary School, V.O.C. Educational Society for the Mentally Retarded Children and Professors from V.O.C.College & A.P.C.Mahalaxmi College for Women, Tuticorin share their expertise for the benefit of our students. Our staff members develop themselves in such a way that they address our students in various meetings and preside over functions. Students with adequate skill in making use of computers and also students of good spoken English ability act as tutors in the extension activities of the college.

6.3.7 Faculty and Staff recruitment

No staff members were recruitment during this year.

6.3.8 Industry Interaction / Collaboration

College is a centre of IGNOU B.Ed. course.

6.3.9 Admission of Students

Admissions have been done following the norms and standards prescribed by the government.

6.4 Welfare schemes for Teaching, Non-Teaching and Students

Category	Schemes	No. of Beneficiaries
Teaching	1. Maternity Leave	1
	2. Increment in Salary	16
	3. Motivating to participate in Sports Activities.	23
	4. Permission for Doing Degrees, Ph.Ds.	5
	5. On Duty	15
	6. Academic Counsellor of IGNOU	22
	7. Recreation (Tour)	-
	8. Sharing Duties	23
	9. Cordial Relationship among Management, Staff & Students	23 All
	10. Sent off Party for relieving and retiring staff	2

Category	Schemes	No. of Beneficiaries
Non – Teaching	1. Motivating to participate in Sports Activities.	5
	2. Recreation (Tour)	5
	3. Cordial Relationship among Management, Staff & Students	All
	4. Sent off Party for relieving and retiring Staff	1
Students	1. Bridge Course for developing fundamental skills (LSRW)	All
	2. Life Skill Programme	All
	3. Part Time Jobs such as Tuition, working in departmental stores, medical stores etc.	Around 100
	4. Conducive Family Environment while Dining	All
	5. Cash Award (Endowment)	5
	6. Scholarship	129
	7. 50 % concession by the Management for the students studying Add on courses at IGNOU	177
	8. Joy of giving – Birthday wishes - Appreciation for doing Things	All
	9. Daily prayer for exhibiting speaking skills	All
	10.Teachers playing second parent role for the welfare of students (personal, social, emotional, vocational, academic and recreational aspects) and also remedial.	All
	11. Developing Positive Attitude	All
	12.Mingle with i) Old age people in homes ii) Special children in special school	All
	13.Practicing discipline (Behaviour Modification)	All
	14.Important National & International Day Celebrations	All
	15.Preparing Reflective Journal	All
	16. Assessment by students in teaching learning process and essential requirements	All
	17. Project for overcoming social issues	5

6.5 Total corpus fund generated   -

6.6 Whether annual financial audit has been done   Yes   No ✔

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	-	-	Yes	IQAC
Administrative	-	-	-	-

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes   Yes [ ]   No [✔]

For PG Programmes   Yes [ ]   No [✔]

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Nil

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

Nil

6.11 Activities and support from the Alumni Association

Our alumni extended their whole hearted support to the regular functioning of the college. Their service is keenly felt in all the seminars and workshops that the college conducts.

6.12 Activities and support from the Parent – Teacher Association

Parents are often visiting the institution and they are consulting the Principal and faculty members for the improvement of their children.

6.13 Development programmes for support staff

> Office is automated computer provisions with Internet connection which is helping the office staff members to maintain files and registers.

6.14 Initiatives taken by the institution to make the campus eco-friendly

> Our students implant trees and water them. Our students render their services in maintaining the environment clean.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

> Some innovative techniques like Debate, Quiz, Video Conferencing Seminars, Group discussions were introduced for curriculum transaction. Spoken English classes were conducted in the technical assisted laboratories.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

> 1. Regular update of college website and bringing up e-journal of college activities and research articles.
> 2. Staff members are doing minor projects.
> 3. Our college has been launching its bi-annual journal Edu-Reach successfully.
> 4. An Annual News Letter titled VOCCE Edu Times was released in this academic year.

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

1. Bridge Course on Communicative Skills.
2. Compulsory Computer Programme.
3. Remedial Coaching.
4. Skill Development Programme .
5. Students Project for social welfare.
6. Language Corner.
7. Parent – Teacher : Student – Child Concept
8. Earn while learn.
9. Family Dining.
10. Birthday wishes – Joy of giving.
11. Appreciation Desk
12. Daily Prayer
13. Enjoy Positive Attitude
14. Home Visit
15. Code of Behaviour Modification
16. Village Adoption
17. Staff Welfare Committee
18. Day Celebrations
19. Publication of Students
20. Think Tank
21. Assessment Committee

Provide the details in annexure (annexure need to be numbered as i, ii,iii)

7.4 Contribution to environmental awareness / protection

Prevention of Diseases, Conservation of Environment were the topics that were discussed with people of slum areas. Our students implant trees and water them regularly. Our students render their services in maintaining the environment clean.

7.5 Whether environmental audit was conducted?   Yes [ ]   No [✔]

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

1. Based on the responses, modifications are done in teaching learning process and infrastructural facilities.
2. Appreciation desk, for affective domain of human resources should be formally developed.
3. Essential modifications in village adoption could be cond.

8. **Plans of institution for next year**

> 1. Proposed to conduct seminars and workshops and to undertake minor and major projects.
>
> 2. Proposed to launch a Students' Magazine to find out the inherent potential and the creativity of the students.
>
> 3. To motivate the students to undertake the Action Research Projects to analyze the current issues in TLP.

Name **Dr.J.Josephine Saleth Mary**
Associate Professor in Mathematics
Co-ordinator, IQAC

Name **Dr.T.Kanakaraj**
Principal,
V.O.C.College of Education,
Chairperson, IQAC

_____

_____

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

_____***_____