



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution

V.O.C.COLLEGE OF EDUCATION

- Name of the Head of the institution **Dr.T.KANAKARAJ**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Alternate phone No. **04612310600**
- Mobile No: **9442127125**
- Registered e-mail ID (Principal) **vocbedcollege@gmail.com**
- Alternate Email ID **iqacvocbed@gmail.com**
- Address **Palayamkottai Road, Thoothukudi**
- City/Town **Thoothukudi**
- State/UT **Tamilnadu**
- Pin Code **628008**

2.Institutional status

- Teacher Education/ Special Education/Physical Education: **Teacher Education**
- Type of Institution **Co-education**
- Location **Urban**

- Financial Status **UGC 2f and 12(B)**
- Name of the Affiliating University **Tamilnadu Teachers Education University, Chennai.**
- Name of the IQAC Co-ordinator/Director **Dr.R.SASIPRIYA**
- Phone No. **9894260330**
- Alternate phone No.(IQAC) **04612310600**
- Mobile (IQAC) **9894260330**
- IQAC e-mail address **iqacvocbed@gmail.com**
- Alternate e-mail address (IQAC) **vocbedcollege@gmail.com**

3.Website address<https://voccedu.org/>

- Web-link of the AQAR: (Previous Academic Year) <https://voccedu.org/docs/2122/AOAR20-21.pdf>

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

- if yes, whether it is uploaded in the Institutional website Web link: <https://voccedu.org/docs/2122/2122.pdf>

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	81.50	2005	20/05/2005	19/05/2010
Cycle 2	B	2.73	2013	08/07/2013	07/07/2018

6.Date of Establishment of IQAC**07/09/2005****7.Provide the list of funds by Central/ State Government-UGC/ICSSR/ IUCTE/CSIR/DST/DBT/CPE of UGC/PMMMNTT etc.**

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount
Dr. C. Thanavathi	Major Research Project	NCERT	22/04/2019	572250

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

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

9.No. of IQAC meetings held during the year **14**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- (Please upload, minutes of meetings and action taken report) [View File](#)

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

- If yes, mention the amount

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

1. IQAC prepared and submitted AQAR for the years 2019-2020 and 2020-2021 on 28.08.2021 and 12.07.2022 respectively.

2. IQAC organized Three days institution level faculty development programme on Effective Documentation and Filing for Accreditation from 13.09.2021 to 15.09.2021. 3. IQAC organized Faculty development programme on paperless assessment and accreditation- Data management using Google Drive was conducted on 18.11.2021.

4. IQAC Prepared and Uploaded college data to the Management Information System (MIS) portal of AISHE, MHRD, Govt of India for the Academic year 2021-2022 • 5. IQAC Prepared and Uploaded college data NCTE - Performance Appraisal Report on 22.01.2022.

6. IQAC organized Certificate course on Digital Classroom Tools from 10.02.2022 to 22.04.2022. 7. IQAC prepared and structured curriculum related feedback format for the stakeholders

8. IQAC organized Faculty Exchange Programme in collaboration with St.Ignatius College of Education, Palayamkottai & MOU on 22.03.2022.

9. IQAC organized National Level webinar titled Enrichment programme on Gender Sensitization was conducted on 14.06.2022. 10. IQAC

organized Awareness programme on Intellectual property right was conducted on 17.06.2022. 11. IQAC motivated the functions of various clubs and committees of the institution towards accomplishing the objectives of the institution.

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

Plan of Action	Achievements/Outcomes
Course Induction	? Course induction for B.Ed. 1st year student teachers was organised on 23.11.2021 to make them understand the scope of teacher education program with the vision and mission of the college. Course induction for M.Ed. 1st year students was organised on 11.10.2021.
Course Orientation	? Course orientation for B.Ed. 2nd year student teachers was organised on 25.10.2021 to make them understand the nature of the program outcomes, course outcomes, working days, syllabus, course activities, club activities and responsibilities. ? M.Ed. II Year - IV Semester Orientation was conducted on 21.01.2022
Bridge course	? Bridge course on Communicative Skills was conducted for the 1st year B.Ed. students from 23.11.2021 to 25.11.2021 and 1.12.2021 to 8.12.2021.
Micro Teaching	The Micro Teaching Orientation was held on 12.01.2022 from 02.30 pm to 04.30 pm for B.Ed. I - Year (2021-2022) students through Google Platform Micro Teaching Practice Sessions for B.Ed. I Year were held from 01.02.2022 to 09.02.2022.

Teaching Practice	16 weeks Intensive Teaching Programme for 159 B.Ed. 2nd year students was held from 01.11.2021 to 28.02.2022.
Value based Program	? India's 75th Independence Day was celebrated on 15.08.2021 in the college at 8.00 a.m. ? Saraswathy Pooja was celebrated on 14.10.2021. ? Human Rights Day Oath was taken on 10.12.2021 ? Pongal day was celebrated on 12.01.2022. ? 73rd Republic day was celebrated on 26.01.2022 at 8.00 a.m. ? Labourer Abolition Oath was taken on 09.02.2022. ? Special Lecture on Keezhadi excavation was conducted on 31.03.2022. ? National Voter's Day was conducted on 25.01.2022
Motivational Program	? On 01.04.2022 Special Lecture on Creativity and Critical Thinking was conducted On 01.04.2022 ? A Spoken English Programme for student teachers was conducted in collaboration with Rotary Club of Tuticorin, SPIC Nagar & Rotary Club of Virudhunagar from 28.04.2022 To 30.04.2022
Students Support Programme	? Students' Council Election was conducted on 08.09.2021. ? Students' Council Inauguration was conducted on 16.09.2021. ? Grievance Redressal Meeting was conducted on 28.06.2022.
Sports and Culture	? Annual College Sports Day 2022 was conducted on 21.06.2022 ? District Level Throw Ball Tournament for Women student teachers was conducted on 13.04.2022 ? ECO club organised the Students Special Talk on account of International Day of

	<p>the Tropics on 29.06.2022 ? Science Club conducted an Exhibition of Teaching Learning Instructional Aids on 04.04.2022 ? IQAC & Eco club conducted a programme on Traditional Food Contest-cum-Sale on 18.06.2022. ? Quiz Mela was 2022 conducted on 26.04.2022. ? Quiz Programme On Education was organized on 06.05.2022</p>
Government schemes and program	<p>? SWACCH TECHNOLOGY CHALLENGE was organized by Thoothukudi Municipality on 05.01.2021 ? World Day Against Child labour Oath was taken on 10.06.2022 ? Oath was taken on eradication of Elder Abuse on 15.06.2022. ? As per the direction of Govt. of TamilNadu Food Safety Wing, TNFSDA Dept. Thoothukudi & EMPOWER INDIA Centre for Consumer Education Research & Advocacy & Bharath Petroleum Corporation Limited, World Consumer Rights Day was celebrated on 16.03.2022.</p>
Day observation	<p>? World Environmental Day on "ECO SYSTEM RESTORATION" was celebrated on 05.06.21. ? A special lecture on "Kalvithanthai Kamarasar" On account of Educational Development Day was conducted on 15.07.2021 ? Founder's day was observed on 13.08.2021 ? Programme on account of World Red Cross Day conducted on 07.05.2022 ? World Environment Day was celebrated on 04.06.2022. ? Special Lecture on "Education 5.0 Technology for a Sustainable Future" was conducted on account of National</p>

	Technology Day 11.5.2022.
Remedial coaching	? Remedial coaching was given to 1st and 2nd year student-teachers, those who scored low marks in model examination.
Enriching affective Domain	? An Invited Talk on Course - 2 Inequality, Discrimination and Marginalization (IDM) was conducted on 29.06.2021. ? Induction Programme of the Tutorial Group was conducted on 19.08.2021. ? Tutorial Group Inauguration programme was organised on 20.04.2022. ? Tutorial Group Meet was conducted on 20.05.2022.
Awareness Programme	? Enrichment Programme on Gender Sensitization was conducted on 16.06.2022 ? Webinar on Career Guidance for Prospective Teachers was conducted on 31.08.2021 ? Department of Education conducted An Invited Talk on Transgender on 02.07.2021 ? Special Lecture-cum-Demo on "Learn Fire Safety and Increase Protection" on 20.04.2022
Workshops/Seminars	? National Level Webinar "Road to MOOCs".was organized on 21.06.2021 ? Webinar series on the theme: Tamil usage in foreign countries was conducted on 28.09.2021 ? Workshop on QR Code Application conducted on 26.10.2021 ? Three days workshop on Self Development Programme : For M.Ed. I & II Year were arranged from 18.11.2021 to 20.11.2021 ? Workshop on How to Handle Online classes was organised on 24.01.2022 through Google Meet. ? One day

	<p>conference on "Economics" was organised by State Planning Commission was conducted on 25.06.2022</p>
<p>Research Activities</p>	<p>? Research Colloquium for I Year M.Ed. was organized on 22.07.2022 ? Hands on Training using SPSS Packages for B.Ed. I & II Year students was conducted on 15.02.2022 and 16.02.2022. ? Research Colloquium for M.Ed. I Year students conducted on 18.02.2022 ? Research Colloquium on Communication Skills: Academic Writing was conducted on 13.05.2022. ? National Level Webinar on "Tool Construction and Pilot Study" was conducted on 17.09.2021.</p>
<p>Extension activities</p>	<p>On account of the Founder's Day dinner was provided to the people in the Joseph Leprosy Home, Arockiapuram on 13.08.2021. ? Dress was distributed to Bharathiar Vidyalayam Hostel Students on 30.10.2021 ? Distribution of Deepavali Package to Special School children on 03.11.2021. ? National Achievement Survey 2021 was conducted by our Student-Teachers on 12.11.2021. ? Our students extended their service as volunteers for "Job fair of disabled persons" organised by V.O.Chidambaram College on 11.06.2022.</p>
<p>Club activities</p>	<p>? Eco Club Inauguration and Safety Measurement for Covid-19 among students were conducted on 31.08.2021. ? Mathematics club celebrated Ramanujan's birthday on 22.12.2021. ? National Science Day was celebrated on</p>

	<p>01.03.2022 by Science Club. ? On account of International Women's Day "Guest Lecture on How to escape from pain" was organized on 09.03.2022. ? Library club organized a Special Lecture on "A Overview of INFLIBNET" on 07.04.2022 ? Psychology Club conducted a special programme on Siblings Fest on 28.05.2022. ? Tamil Literary Association & History Club conducted a special table on History of Tamil on 03.06.2022.</p>
Field Visit	<p>? M.Ed. II year students went Field Based Internship in the Co-operative School to observe Curricular and Co-curricular activities both at Level I and Level II of Student Teachers from 08.11.2021 to 13.11.2021 (five working days). ? M.Ed. II year students went Field Based Internship in the Teacher Education Institution from 02.12.2021 to 18.12.2021 (fifteen working days). ? M.Ed. I year students went Field Immersion in Co-operative schools from 02.02.2022 to 12.02.2022 (ten working days).</p>
Add on courses	<p>? Online Computer Course Inauguration on "Innovative Teaching and Learning Tools (ITLT)" on 04.06.2021. ? Certificate Course on Skill Training Inauguration on "Skill is better than Strength" on 18.08.2021. ? Certificate course on Digital Classroom Tools was organised from 10.02.2022 to 22.04.2022. ? Computer Course Valediction program was organized on 28.06.2022 to</p>

	<p>distribute certificates to the beneficiaries. ? An Orientation on Guidelines to Enroll Online Course - SWAYAM & Special Lecture on "Digital Initiatives" were conducted on 12.01.2022.</p>
Day celebration	<p>V O Chidambaranar's 150th Birth Anniversary & Teachers' Day was conducted on 06.09.2021 ? International Forest Day was celebrated on 21.03.2022 ? World Water Day was celebrated on 22.03.2022 ? Institution Level Programme on account of International Yoga Day was celebrated on 20.06.2022</p>
Examination	<p>? The First Internal Test for M.Ed. I Year - First Semester and M.Ed. II Year - Third Semester was held from 20.12.2021 to 23.12.2021. ? The Second Internal Test for M.Ed. II Year - Third Semester was held on 19.01.2022 and 20.01.2022. ? The Third Internal Test for M.Ed. II Year - Third Semester was held from 22.01.2022 to 27.01.2022 through online. ? The Second Internal Test for M.Ed. I Year - First Semester was held from 24.01.2022 to 28.01.2022 through online. ? The First Internal Test for B.Ed. I Year - First Semester was held from 14.02.2022 to 18.02.2022. ? The Third Model Test for M.Ed. I Year - First Semester was held from 23.02.2022 to 26.02.2022. ? Online Model Test for B.Ed. I Year - First Semester (2021-2022) was held on 25.02.2022. ? First Model Test for M.Ed. II Year - IV Semester</p>

(2020-2022) was conducted from 07.03.2022 to 10.03.2022. ? Model Test for B.Ed. I Year - Second Semester (2021-2022) was held from 25.04.2022 to 29.04.2022. ? First Model Test for M.Ed. I Year - Second Semester (2021-2022) was held from 25.04.2022 to 28.04.2022. ? Second Model Test for M.Ed. II Year - Fourth Semester (2021-2022) was held from 25.04.2022 to 28.04.2022. ? Theory & Practical Examinations of Computer Course on Digital Classroom Tools (DCT) held on 22.04.2022 from 9.30 a.m. to 5.00 p.m. ? First Model Test for B.Ed. II Year (2021-2022) held from 09.05.2022 to 13.05.2022. ? Second Model Test for B.Ed. II Year (2021-2022) held from 06.06.2022 to 10.06.2022. ? Second Model Test for M.Ed. I Year - Second Semester (2021-2022) held from 06.06.2022 to 09.06.2022 ? Second Model Test for B.Ed. I Year - Second Semester held from 13.06.2022 to 17.06.2022 ? Third Model Test for M.Ed. II Year - Fourth Semester held from 13.06.2022 to 16.06.2022. ? Third Model Test for B.Ed. I Year - Second Semester held from 22.06.2022 to 27.06.2022 ? Third Model Test for M.Ed. I Year - Second Semester held from 22.06.2022 to 25.06.2022. ? Third Model Test for B.Ed. II Year held from 22.06.2022 to 27.06.2022.

NAAC: Quality Culture

? Blessing Meet for B.Ed. II Year Students conducted on 25.06.2021 by IQAC and college. ? Three days Institution Level

	<p>Faculty Development Programme on Effective Documentation and Filing for Accreditation from 13.09.2021 to 15.09.2021 by IQAC. ? Faculty Development Programme on Paperless Assessment and Accreditation - Data Management using Google Drive was conducted on 18.11.2021. ? Special Lecture on Writing of Reflective Journal through Google Platform was provided on 01.12.2021. ? Institute for Entrepreneurship and Career Development, Bharathidasan University, Trichy. Organised Faculty Development programme on Computer from 04.04.2022 to 08.04.2022. ? Awareness Programme on Intellectual Property Right conducted on 17.06.2022</p>
<p>MoU</p>	<p>? And MoU was signed with Department of Educational Planning and Administration of Tamilnadu Teachers Education University, Chennai on 16.12.2022. ? Faculty Exchange Programme with St. Ignatius College of Education, Palayamkottai was conducted on 22.03.2022. ? Our Teacher Educators extended their service as resource person on Three days workshop on "Psychological Perception of Youth" was conducted by Holy Cross Home Science college from 10.11.2021 to 12.11.2021.</p>
<p>Publications</p>	<p>? Edureach: VOC Journal of Educational Research July to December, 2021 Volume 4-Issue 2 and Jan to June, 2022 Volume</p>

	<p>5-Issue 1 were published. ? Edutimes: College Newsletter and Students Magazine were published on 17.06.2022 day. ? The book "360? day and night in mathematics" was published on 29.06.22.</p>
Students' Award	<p>? In District Level Essay Writing Competition, Prize Winner T.Narmatha got First Prize & Cash award of Rs.3000/- by Empower & Consumer Club On 02.03.2022 ? Department of Tamilnadu Arts and cultural provided the prizes and cash awards who won the district level competition on arts and cultural on 12.03.2022. ? In State Level Verse Competition, T.Narmatha won II Prize on 22.04.2022. ? St.Ignatius College of Education Palayamkottai organised State Level Inter Collegiate Quiz Competition on 23.04.2022. our students got II Prize - State Level Ms.A.Iswarya B.Ed. II Year Maths &Ms.J.Mahamooth Malfeena, B.Ed. I Year Maths.</p>
TNTET coaching	<p>? TNTET Coaching was facilitated by Alumni.</p>
Placement	<p>? Campus interview was held in association with Sakthi Vinayagar Hindu Vidyalaya on 22.03.2022. ? Campus interview was organised in association with X'an Matriculation school, Thoothukudi on 11.04.2022. ? Campus interview was organised in association with A.K.T. Group of Institutions on 18.04.2022. ? Campus interview was organised in association with Kamak School, Tuticorin on 27.04.2022.</p>

	? Jeenius-IIT/NET Coaching Classes of Thilak Foundation and Research Foundation, Thoothukudi conducted a campus interview on 19.05.2022.
Alumni	? Alumni Meet-cum- Induction programme was celebrated on 09.06.2022.

13. Whether the AQAR was placed before statutory body? **Yes**

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
Staff Council	09/12/2022

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	V.O.C.COLLEGE OF EDUCATION
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Extension activities	<p>On account of the Founder's Day dinner was provided to the people in the Joseph Leprosy Home, Arockiapuram on 13.08.2021.</p> <p>? Dress was distributed to Bharathiar Vidyalayam Hostel Students on 30.10.2021</p> <p>? Distribution of Deepavali Package to Special School children on 03.11.2021.</p> <p>? National Achievement Survey 2021 was conducted by our Student-Teachers on 12.11.2021.</p> <p>? Our students extended their service as volunteers for "Job fair of disabled persons" organised by V.O.Chidambaram College on 11.06.2022.</p>
Club activities	<p>? Eco Club Inauguration and Safety Measurement for Covid-19 among students were conducted</p>

	<p>on 31.08.2021. ? Mathematics club celebrated Ramanujan's birthday on 22.12.2021. ? National Science Day was celebrated on 01.03.2022 by Science Club. ? On account of International Women's Day "Guest Lecture on How to escape from pain" was organized on 09.03.2022. ? Library club organized a Special Lecture on "A Overview of INFLIBNET" on 07.04.2022 ? Psychology Club conducted a special programme on Siblings Fest on 28.05.2022. ? Tamil Literary Association & History Club conducted a special table on History of Tamil on 03.06.2022.</p>
<p>Field Visit</p>	<p>? M.Ed. II year students went Field Based Internship in the Co-operative School to observe Curricular and Co-curricular activities both at Level I and Level II of Student Teachers from 08.11.2021 to 13.11.2021 (five working days). ? M.Ed. II year students went Field Based Internship in the Teacher Education Institution from 02.12.2021 to 18.12.2021 (fifteen working days). ? M.Ed. I year students went Field Immersion in Co-operative schools from 02.02.2022 to 12.02.2022 (ten working days).</p>
<p>Add on courses</p>	<p>? Online Computer Course Inauguration on "Innovative Teaching and Learning Tools (ITLT)" on 04.06.2021. ? Certificate Course on Skill Training Inauguration on "Skill is better than Strength" on 18.08.2021. ? Certificate</p>

	<p>course on Digital Classroom Tools was organised from 10.02.2022 to 22.04.2022. ? Computer Course Valediction program was organized on 28.06.2022 to distribute certificates to the beneficiaries. ? An Orientation on Guidelines to Enroll Online Course - SWAYAM & Special Lecture on "Digital Initiatives" were conducted on 12.01.2022.</p>
Day celebration	<p>V O Chidambaranar's 150th Birth Anniversary & Teachers' Day was conducted on 06.09.2021 ? International Forest Day was celebrated on 21.03.2022 ? World Water Day was celebrated on 22.03.2022 ? Institution Level Programme on account of International Yoga Day was celebrated on 20.06.2022</p>
Examination	<p>? The First Internal Test for M.Ed. I Year - First Semester and M.Ed. II Year - Third Semester was held from 20.12.2021 to 23.12.2021. ? The Second Internal Test for M.Ed. II Year - Third Semester was held on 19.01.2022 and 20.01.2022. ? The Third Internal Test for M.Ed. II Year - Third Semester was held from 22.01.2022 to 27.01.2022 through online. ? The Second Internal Test for M.Ed. I Year - First Semester was held from 24.01.2022 to 28.01.2022 through online. ? The First Internal Test for B.Ed. I Year - First Semester was held from 14.02.2022 to 18.02.2022. ? The Third Model Test for M.Ed. I</p>

Year - First Semester was held from 23.02.2022 to 26.02.2022. ? Online Model Test for B.Ed. I Year - First Semester (2021-2022) was held on 25.02.2022. ? First Model Test for M.Ed. II Year - IV Semester (2020-2022) was conducted from 07.03.2022 to 10.03.2022. ? Model Test for B.Ed. I Year - Second Semester (2021-2022) was held from 25.04.2022 to 29.04.2022. ? First Model Test for M.Ed. I Year - Second Semester (2021-2022) was held from 25.04.2022 to 28.04.2022. ? Second Model Test for M.Ed. II Year - Fourth Semester (2021-2022) was held from 25.04.2022 to 28.04.2022. ? Theory & Practical Examinations of Computer Course on Digital Classroom Tools (DCT) held on 22.04.2022 from 9.30 a.m. to 5.00 p.m. ? First Model Test for B.Ed. II Year (2021-2022) held from 09.05.2022 to 13.05.2022. ? Second Model Test for B.Ed. II Year (2021-2022) held from 06.06.2022 to 10.06.2022. ? Second Model Test for M.Ed. I Year - Second Semester (2021-2022) held from 06.06.2022 to 09.06.2022 ? Second Model Test for B.Ed. I Year - Second Semester held from 13.06.2022 to 17.06.2022 ? Third Model Test for M.Ed. II Year - Fourth Semester held from 13.06.2022 to 16.06.2022. ? Third Model Test for B.Ed. I Year - Second Semester held from 22.06.2022 to 27.06.2022 ? Third Model Test for M.Ed. I Year - Second Semester held from 22.06.2022 to 25.06.2022.

	<p>? Third Model Test for B.Ed. II Year held from 22.06.2022 to 27.06.2022.</p>
NAAC: Quality Culture	<p>? Blessing Meet for B.Ed. II Year Students conducted on 25.06.2021 by IQAC and college. ? Three days Institution Level Faculty Development Programme on Effective Documentation and Filing for Accreditation from 13.09.2021 to 15.09.2021 by IQAC. ? Faculty Development Programme on Paperless Assessment and Accreditation - Data Management using Google Drive was conducted on 18.11.2021. ? Special Lecture on Writing of Reflective Journal through Google Platform was provided on 01.12.2021. ? Institute for Entrepreneurship and Career Development, Bharathidasan University, Trichy. Organised Faculty Development programme on Computer from 04.04.2022 to 08.04.2022. ? Awareness Programme on Intellectual Property Right conducted on 17.06.2022</p>
MoU	<p>? And MoU was signed with Department of Educational Planning and Administration of Tamilnadu Teachers Education University, Chennai on 16.12.2022. ? Faculty Exchange Programme with St.Ignatius College of Education, Palayamkottai was conducted on 22.03.2022. ? Our Teacher Educators extended their service as resource person on Three days workshop on "Psychological Perception of</p>

	<p>Youth" was conducted by Holy Cross Home Science college from 10.11.2021 to 12.11.2021.</p>
Publications	<p>? Edureach: VOC Journal of Educational Research July to December, 2021 Volume 4-Issue 2 and Jan to June, 2022 Volume 5-Issue 1 were published. ? Edutimes: College Newsletter and Students Magazine were published on 17.06.2022 day. ? The book "360? day and night in mathematics" was published on 29.06.22.</p>
Students' Award	<p>? In District Level Essay Writing Competition, Prize Winner T.Narmatha got First Prize & Cash award of Rs.3000/- by Empower & Consumer Club On 02.03.2022 ? Department of Tamilnadu Arts and cultural provided the prizes and cash awards who won the district level competition on arts and cultural on 12.03.2022. ? In State Level Verse Competition, T.Narmatha won II Prize on 22.04.2022. ? St.Ignatius College of Education Palayamkottai organised State Level Inter Collegiate Quiz Competition on 23.04.2022. our students got II Prize - State Level Ms.A.Iswarya B.Ed. II Year Maths &Ms.J.Mahamooth Malfeena, B.Ed. I Year Maths.</p>
TNTET coaching	<p>? TNTET Coaching was facilitated by Alumni.</p>
Placement	<p>? Campus interview was held in association with Sakthi Vinayagar Hindu Vidyalaya on 22.03.2022. ? Campus interview was organised in association</p>

	with X'an Matriculation school, Thoothukudi on 11.04.2022. ? Campus interview was organised in association with A.K.T. Group of Institutions on 18.04.2022. ? Campus interview was organised in association with Kamak School, Tuticorin on 27.04.2022. ? Jeenius-IIT/NET Coaching Classes of Thilak Foundation and Research Foundation, Thoothukudi conducted a campus interview on 19.05.2022.
Alumni	? Alumni Meet-cum- Induction programme was celebrated on 09.06.2022.
13.Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name of the statutory body	Date of meeting(s)
Staff Council	09/12/2022
14.Whether institutional data submitted to AISHE	
Year	Date of Submission
2021-2022	16/12/2022
15.Multidisciplinary / interdisciplinary	
<p>V.O.C. College of Education is Affiliated to Tamilnadu Teachers Education University. It is actively engaged in offering Quality Teacher Education Programmes B.Ed., M.Ed., M.Phil., and Ph.D., through Multi-disciplinary Approach by integrating the disciplines such as Pedagogical subjects, Psychology, Philosophy, Research in various fields of Education such as Soft Skills, Teacher Education, Life Skills, Special Education and Education Planning and Administration in addition to this discipline science subjects such as Physics, Chemistry, Botany and Zoology are also integrated particularly in</p>	

pedagogical classes apart from the Multi-disciplinary approach the institution offers add on courses in various disciplines -Information and Communication Technology and skill oriented programmes. Our institution is planning for inclusion of more disciplines to offer integrated teacher education programmes in the future as per the NEP Policy.

16.Academic bank of credits (ABC):

From 2021, we follow the credit based programme prescribed by Tamilnadu Teachers Education University. It motivates the preparedness of the institution for credit transfer and credit storage to facilitate students mobility, academic flexibility, freedom to choose own learning path and recognition for learning achievements. The students of our institution have been earning additional credits from SWAYAM online courses.

17.Skill development:

Our institution has already started its preparation for skill development activities and exclusive skill development cell has been established and it has organised skill development, online and offline programmes. Our institution is also facilitating value added courses on skill development to the students. This skill development programme develops various skills among the students through various institutions undersigned MOU.

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

Our institution is always optimistic for integrating Indian knowledge system with the contents of teacher education programmes giving importance for Indian arts, culture and language with a view to preserve iconic legacies of Indian heritage and transforms them to the future generation. Our institution has Tamil literary club, history club for showing our Indian values and Culture. Our institution has organised Yoga, Traditional food festivals and Indian arts and culture oriented activities. Therefore, the college is prepared to take up the leadership role to reconnect the past glory and assimilate and adopt it in a day to day life situation by integrating Indian knowledge system with teacher education programmes.

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

Outcome based Education is the key element of teacher education curriculum designed by TNTEU to enabled the students to be able to do what is essential for them at the end of their learning. The college curriculum planning committee has carefully planned all the programmes of study focussing on outcome based education. Our students has taken training internship practice teaching, field visit to cooperative school and filed immersion in teacher education institutions. So, our college is prepared to focus on the outcome based education.

20.Distance education/online education:

The college has conducted online programmes during the period of Covid-19. The college has the IGNOU study centre from 2000 onwards. It is conducting various courses like CTE, CIG, CGC, B.Ed., PGDHE, etc. for various stakeholders. The students also completed some online certificate courses.

Extended Profile

1.Student

2.1	180
Number of students on roll during the year	

File Description	Documents
Data Template	View File

2.2	286
Number of seats sanctioned during the year	

File Description	Documents
Data Template	View File

2.3	180
Number of seats earmarked for reserved categories as per GOI/State Government during the year:	

File Description	Documents
Data Template	View File

2.4	156
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Number of outgoing / final year students during the year:		
File Description	Documents	
Data Template	View File	
2.5 Number of graduating students during the year		156
File Description	Documents	
Data Template	View File	
2.6 Number of students enrolled during the year		180
File Description	Documents	
Data Template	View File	
2.Institution		
4.1 Total expenditure, excluding salary, during the year (INR in Lakhs):		173.90862
4.2 Total number of computers on campus for academic purposes		95
3.Teacher		
5.1 Number of full-time teachers during the year:		19
File Description	Documents	
Data Template	View File	
Data Template	View File	
5.2 Number of sanctioned posts for the year:		19
Part B		
CURRICULAR ASPECTS		

1.1 - Curriculum Planning

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

The institution plans the curriculum to develop well-co-ordinated, quality teaching learning and assessment programs which build student's knowledge and skills. Effective curriculum delivery is carried out as follows

1. The annual academic calendar is prepared according to the university calendar.
2. Computer assisted learning, experimental learning, participative learning and problem solving method are also used for curriculum transaction.
3. Classroom teaching is supplemented with seminars, workshops on SPSS package, special lectures, group discussions, departmental quiz, paper presentation by the students for effective delivery of curriculum, which is done in a planned manner.
4. Co-curricular activities are conducted through clubs, cells, committees and associations.
5. Value added courses and add on courses based on the need and interest of students are provided.
6. All internal examinations like class tests, internal test are conducted to check whether the students have acquired knowledge as outlined in the objectives of the curriculum.
7. Tutorials are held regularly to monitor the progress of the students. Steps are taken by the professors to improve the performance of advanced learners still better record of regular attendance, mark lists, question bank, student internship, music, dance and progress of the students are maintained by the college.

File Description	Documents
Details of a. the procedure adopted including periodicity, kinds of activities b. Communication of decisions to all concerned c. Kinds of issues discussed	View File
Plan developed for the academic year	View File
Plans for mid- course correction wherever needed for the academic year	View File
Any other relevant information	View File

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

A. All of the above

File Description	Documents
Data as per Data Template	View File
List of persons who participated in the process of in-house curriculum planning	View File
Meeting notice and minutes of the meeting for in-house curriculum planning	View File
A copy of the programme of action for in- house curriculum planned and adopted during the academic year	View File
Any other relevant information	View File

1.1.3 - While planning institutional curriculum, focus is kept on the Programme Learning Outcomes (PLOs) and Course Learning Outcomes (CLOs) for all programmes offered by the institution, which

A. All of the Above

are stated and communicated to teachers and students through Website of the Institution Prospectus Student induction programme Orientation programme for teachers

File Description	Documents
Data as per Data Template	View File
URL to the page on website where the PLOs and CLOs are listed	https://drive.google.com/file/d/1TcTZfCnGOUhclZ_OD2N7NHSu5Er_Az38/view
Prospectus for the academic year	View File
Report and photographs with caption and date of student induction programmes	View File
Report and photographs with caption and date of teacher orientation programmes	View File
Any other relevant information	View File

1.2 - Academic Flexibility

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

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

62

File Description	Documents
Data as per Data Template	View File
Circular/document of the University showing duly approved list of optional /electives / pedagogy courses in the curriculum	View File
Academic calendar showing time allotted for optional / electives / pedagogy courses	View File
Any other relevant information	Nil

1.2.2 - Number of value-added courses offered during the year	
2	
1.2.2.1 - Number of value-added courses offered during the year	
2	
File Description	Documents
Data as per Data Template	View File
Brochure and Course content along with CLOs of value-added courses	View File
Any other relevant information	View File
1.2.3 - Number of students enrolled in the value-added courses as mentioned in 1.2.2 during the year	
174	
1.2.3.1 - Number of students enrolled in the value-added courses as mentioned in 1.2.2 during the year	
174	
File Description	Documents
List of the students enrolled in the value-added course as defined in 1.2.2	View File
Course completion certificates	View File
Any other relevant information	No File Uploaded
1.2.4 - Students are encouraged and facilitated to undergo self-study courses online/offline in several ways through Provision in the Time Table Facilities in the Library Computer lab facilities Academic Advice/Guidance	All of the above

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

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

103

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

103

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

1.3 - Curriculum Enrichment

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

It is highly arbitrary on the part of a farmer to force one soil to yield the product of another, 1 tree to bear another fruit, for every kind of soil has different characteristics and different trees yield different kinds of fruits. Therefore the skilled farmer needs to know about the nature of soil about different kinds of trees their variety, their characteristics and how to cultivate the 1 and to grow more. So is with the teacher.

Good quality education is the foundation of new discoveries, new knowledge, innovation and entrepreneurship that trigger growth and prosperity the individual as well as that of a nation.

Today education is the hope and dream of every person. Education has to prepare man to face the unknown, unpredictable and uncertain tomorrow. In modern age, a society cannot achieve a goal without education. The main aim of education is to modify the behaviour of student according to new needs and expectations of the society.

So education is essential for the growth development of India as well as society ad such kind of education is provided to student-teachers, who are going to mould the future generation.

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

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

Education is an integral part of every human being; next to home, school forms be potential development which will depend largely on be significant people in the individual's environment.

School a miniature society provides for be all round development

of the students through its curricular and co-curricular activities. Students are developed aesthetically, emotionally, physiologically, financially, spiritually and socially.

Students of B.Ed get wholesome knowledge about the various activities, types of schools and the functioning machinery through their visit to schools during their internship training programme.

Virtual visit to different kinds of schools , enabled students to know about various kinds of schools, via ICSE, CBSE etc. state board schools were also visited by the students.

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

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

Students derive a lot of experience through hidden curriculum which refers to the messages communicated by the organisation that are implied, which is based on the norms and values of the organisation.

To become competent and committed professionals willing to perform the identified skills/tasks. To acquaint the students with the teacher education programmes at all levels. To use competencies needed for becoming an effective teacher. To develop managerial and organisational skills and to acquire evaluation competency. To gain insight into the need and objectives of teacher education. To examine critically the concerns that arises from vision of school education and teacher education. To reflect on the multiple contexts in which the school and teacher education institutions are working/functioning. To enable the students appreciate the need for research in teacher education. To create an awareness of

present scenario of teacher education.

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

1.4 - Feedback System

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

All of the above

File Description	Documents
Sample filled-in feedback forms of the stake holders	View File
Any other relevant information	No File Uploaded

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

Feedback collected, analyzed, action taken and available on website

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

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of students during the year

180

2.1.1.1 - Number of students enrolled during the year

180

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

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

176

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

176

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

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

0

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

0

File Description	Documents
Data as per Data Template	View File
Certificate of EWS and Divyangjan	No File Uploaded
List of students enrolled from EWS and Divyangjan	No File Uploaded
Any other relevant information	No File Uploaded

2.2 - Honoring Student Diversity

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

Entry - level assessment analyses

The college preparedness of all newly admitted students to ensure, they have the best possible chance of success in attaining their academic goals. During the interview, at the time of admission, the students' talents are enquired and noted. Students are assessed based on their performance in the first - ten days after joining the college during their Bridge course. At the time of Bridge Course Pre-test and Post-test are conducted on the communicative skills. This helps to identify the learning needs of the students and their level of readiness to undergo a Professional education programme.

•Assessment methodology

Students' performances are measured by Pre-test and Post-test examination both in oral and written form. These examinations are assessed by the faculty and student progress in entry-level. Coursework are analysed and reported in the Bridge course Report.

Course for assessment

Bridge course examines the minimum skill proficiencies for entry-level college study. They are basic skills LSRW, Personality development, Science proficiency, and communication skills.

A talent show was organized to encourage the students to exhibit their special talents in co-curriculum & extracurricular

activities.

File Description	Documents
Documentary evidence in support of the claim	View File
Documents showing the performance of students at the entry level	View File
Any other relevant information	No File Uploaded

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

All of the above

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

2.2.3 - There are institutional provisions for catering to differential student needs; Appropriate learning exposures are provided to students No Special effort put forth in accordance with learner needs Only when students seek support As an institutionalized activity in accordance with learner needs Left to the judgment of the individual teacher/s Whenever need arises due to student

Two of the above

diversity	
File Description	Documents
Relevant documents highlighting the activities to address the differential student needs	View File
Reports with seal and signature of the Principal	View File
Photographs with caption and date	View File
Any other relevant information	No File Uploaded
2.2.4 - Student-Mentor ratio for the academic year	
14:1	
2.2.4.1 - Number of mentors in the Institution	
14	
File Description	Documents
Data as per Data Template	View File
Relevant documents of mentor-mentee activities with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded
2.3 - Teaching- Learning Process	
2.3.1 - Multiple mode approach to teaching-learning is adopted by teachers which includes experiential learning, participative learning, problem solving methodologies, brain storming, focused group discussion, online mode, etc. for enhancing student learning Describe the varied modes of learning adopted and their basic rationale for adopting such learning mode/s for different courses of each programme in not more than 100-200 words.	
<p>Group discussion, debates, seminar, Quiz programmes, project works are some of the multiple mode approaches followed in our institution.</p> <ul style="list-style-type: none"> • Self learning is promoted through Self-study, library study, assignment, and Seminar presentation. • Work experience on the preparation of socially useful productive work (Wealth from Waste) enhances the student teacher's creativity 	

and interest in the preparation of improvised teaching aids.

- Skills training program is given to the students on the bases of ICT (Computer class) understand teaching and learning tools, prepare assignments in Ms-word, calculations in Ms-Excel, developing their skills in digital media tools in their teaching and learning. Vocational skills (paper art, thread work, embroidery works) Library skills, Communication skills, and Life skills.

- Online mode of teaching-learning allowed new methods of teaching with the access of advanced tools and technology (Google meet, Google classroom) during the lockdown period of the covid pandemic.

- Mooc- (Online course) were offered to both B.Ed and M.Ed Scholars.

Blended online and offline (face-to-face) mode of Teaching-learning was followed. Self-study, Collaborative learning, Co-operative learning, revision methods, assignment, project work were carried out in blended online Teaching-learning

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

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

7

File Description	Documents
Data as per Data Template	View File
Link to LMS	https://voccedu.org/docs/2122/LMS.pdf
Any other relevant information	No File Uploaded

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

343

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

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

Five/Six of the above

File Description	Documents
Data as per Data Template	View File
Lesson plan / activity plan / activity report to substantiate the use of ICT by students in various learning situations	View File
Geo-tagged photographs wherever applicable	View File
Link of resources used	https://drive.google.com/file/d/1eAiK34gAA_G2lAzVeGqrSU8ginx66G1NF/view
Any other relevant information	No File Uploaded

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

Mentoring has long been recognised as a powerful tool in professional attributes in students' development. Our Institution recognizes and identifies the need for mentoring. Plan, develop, support, and promote the mentoring relationship with students

support is to be ensured broadly in :-

- Time allocation - Regularly time is allotted for mentoring activities every month.
- Regular and timetable - Mentoring meetings on a monthly basis.
- Mentors act as a counsellor, guide, instructors and facilitate the mentees for the future.
- Mentor provides constructive feedback about the mentee's activities (or) achievements inside and outside the classroom.
- Every mentor is allotted with students-teachers from B. Ed., M.Ed. and M.Phil.
- Every mentor has the responsibility to take care of all the mentees such as providing them career counselling, supporting them in their curriculum, providing remedial coaching, and supporting them as and when needed.

The mentor also works for finding out the hidden talent of the students in various aspects of academic, co-curricular, extra-curricular, and extramural activities. So that they can be promoted to do various activities in the concerned area for their holistic development

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

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

Five/Six of the above

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

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

The classroom is a dynamic environment, bringing together students from diverse backgrounds with different abilities and aptitudes. Multi-pronged teaching methodologies helps to enrich the teaching learning process inside and outside the classrooms.

Teaching Learning process nurtured creativity, innovativeness, intellectual and thinking skills, empathy life skills among students were based on technological aspects during this year. Students were made to document all their work done during their academic year. The activities conducted during the academic year were also digitalized by the student.

Students were encouraged to prepare useful videos, based on educational aspects, which will be useful in their teaching. Students shared their videos and ppt prepared by them using Whatsapp group and Google classroom. Students were made to explore new aspects of Teaching Learning Process. The technical skills of the students increased day by day. The communication skills of the students also improved. Students expressed their interest and involvement in learning new aspects.

Impact of the subject matter taught on the students through cooperative learning to improve their understanding of subjects. In cooperative learning, groups of students worked face-to-face and learned to work as a team. They were individually accountable for their work, and the work of the group as a whole.

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

2.4 - Competency and Skill Development

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

All of the above

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

2.4.2 - Students go through a set of activities as preparatory to school- based practice teaching and internship. Pre practice teaching / internship orientation / training encompasses certain significant skills and competencies such as Formulating learning objectives Content mapping Lesson planning/ Individualized Education Plans (IEP) Identifying varied student abilities Dealing with student diversity in classrooms Visualising differential learning activities according to student needs Addressing inclusiveness Assessing student learning

Ten/All of the above

Mobilizing relevant and varied learning resources Evolving ICT based learning situations Exposure to Braille /Indian languages /Community engagement	
File Description	Documents
Data as per Data Template	View File
Reports and photographs / videos of the activities	View File
Attendance sheets of the workshops / activities with seal and signature of the Principal	View File
Documentary evidence in support of each selected activity	View File
Any other relevant information	View File
2.4.3 - Competency of effective communication is developed in students through several activities such as Workshop sessions for effective communication Simulated sessions for practicing communication in different situations Participating in institutional activities as ‘anchor’, ‘discussant’ or ‘rapporteur’ Classroom teaching learning situations along with teacher and peer feedback	All of the above
File Description	Documents
Data as per Data Template	View File
Details of the activities carried out during the academic year in respect of each response indicated	View File
Any other relevant information	View File
2.4.4 - Students are enabled to evolve the following tools of assessment for learning suited to the kinds of learning engagement provided to learners, and to analyse as well as interpret responses Teacher made written tests essentially based on subject content Observation modes for individual and group	All of the above

**activities Performance tests Oral assessment
Rating Scales**

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

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

All of the above

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

2.4.6 - Students develop competence to organize academic, cultural, sports and community related events through Planning and scheduling academic, cultural and sports events in school Planning and execution of community related events Building teams and helping them to participate Involvement

All of the above

in preparatory arrangements	
Executing/conducting the event	
File Description	Documents
Data as per Data Template	View File
Documentary evidence showing the activities carried out for each of the selected response	View File
Report of the events organized	View File
Photographs with caption and date, wherever possible	View File
Any other relevant information	View File
2.4.7 - A variety of assignments given and assessed for theory courses through Library work Field exploration Hands-on activity Preparation of term paper Identifying and using the different sources for study	All of the above
File Description	Documents
Data as per Data Template	View File
Samples of assessed assignments for theory courses of different programmes	View File
Any other relevant information	No File Uploaded
<p>2.4.8 - Internship programme is systematically planned with necessary preparedness Describe institution's preparatory efforts at organizing internship programme in not more than 100-200 words with respect to the following: Selection/identification of schools for internship: participative/on request Orientation to school principal/teachers Orientation to students going for internship Defining role of teachers of the institution Streamlining mode/s of assessment of student performance Exposure to variety of school set ups</p>	
<p>Internship Programme in teacher education is very important to shape the trainees into an effective teacher of tomorrow. It provides not only practice teaching but opportunities to participate in activities of the school like a regular teacher.</p> <p>• Our student - teachers were given orientation about practice teaching, preparation and presentation of teaching aids, records and rules and regulation to be followed during the practice teaching in school.</p>	

- The Orientation given on different technology of teaching like team teaching, quiz, play way methods etc., and on evaluative technologies which help them to use in their lesson plan.
- Management of curricular, co-curricular and extra-curricular activities in school.

The Headmasters/ Headmistress and school teachers were oriented through the guidelines sent to them individually.

- Student-teachers were given freedom in selecting and practicing internship teaching in school for their own place, under the administrative control of the Chief Educational officer concerned after obtaining the orders \ proceedings of the Chief Educational officer.
- Student-teachers will undergo a 16-week internship in the school.
- The total number of lesson plans written for both Level I - 30 and Level II - 30.

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

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

2.4.9.1 - Number of final year students during the academic year

161

File Description	Documents
Data as per Data Template	View File
Plan of teacher engagement in school internship	View File
Any other relevant information	No File Uploaded

2.4.10 - Nature of internee engagement during internship consists of Classroom teaching Mentoring Time-table preparation Student counseling PTA meetings Assessment of student learning – home assignments &

Nine/All of the above

tests Organizing academic and cultural events Maintaining documents Administrative responsibilities- experience/exposure Preparation of progress reports

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

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

The student-teachers are expected to write model lesson plans under the guidance of the teacher educators prior to intensive teaching practice. During the intensive teaching practice the lesson plans records and teaching aids are checked by the teacher educator during their visit.

- The teacher educator, whenever visits the school, interacts with the head of the institution, the mentors and the trainees, and thus a real flow of feedback is ensured regarding the performance of the trainee.

Feedback about the student-teachers is collected from different groups, the head of the institution, mentors, school students, peer teachers, students and teacher educators.

- The competency of the student teachers is assessed by the evaluation form. The evaluation form tests the following ten competencies.

1. Lesson plan preparation

2. Motivation

3. Presentation of the lesson (Explaining, Questionnaire, Demonstration)

4. Black Board usage

5. Use of Teaching Materials

6. Student's participation

7. Feedback

8. Evaluation

9. Class control

Remarks and suggestions by the Guide Teachers.

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

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

All of the above

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

2.4.13 - Comprehensive appraisal of interns'

Five of the above

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

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

2.5 - Teacher Profile and Quality

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

19

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

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

13

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

2.5.3 - Number of teaching experience of full time teachers for the during the year	
19	
2.5.3.1 - Total number of years of teaching experience of full-time teachers for the academic year	
237	
File Description	Documents
Copy of the appointment letters of the fulltime teachers	View File
Any other relevant information	No File Uploaded
<p>2.5.4 - Teachers put-forth efforts to keep themselves updated professionally Describe the nature of efforts by teachers to keep themselves updated professionally in not more than 100-200 words 1. In house discussions on current developments and issues in education 2. Share information with colleagues and with other institutions on policies and regulations</p> <p>The Institution ensures that the Staff members undertake a number of professional development initiatives to keep themselves professionally updated. The institution plays a very active role in providing good infrastructural and ICT facilities for the Principal, Staff members and students.</p> <p>Staff members are permitted to attend the orientation, refresher courses, workshop, seminar and symposium organized by government and non-governmental organizations. The staff members are free to avail the opportunity of pursuing higher studies in various Universities to pursue M.Phil. and Ph.D. programmes to upgrade their knowledge and qualification. The staff members were permitted to present papers in seminars and workshops at state, national and international level. The staff members also permitted to act as resource persons, examiners, to serve in the inspection commission of different universities. The staff members also write books and articles and publish them in UGC refereed journals and other International journals. They are encouraged to undertake projects at state, national and international level. The college has also published the proceedings of some national and international conferences held in the college both online and offline mode. Student teachers were motivated to carry out action research under the guidance of staff members.</p>	

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

2.6 - Evaluation Process

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

Institution provides CIE both formative and summative. External examination for 70 marks is conducted by TNTEU and the remaining 30 mark as Internal marks for the full course of 100 marks. For the half course 35 marks for the external examination and the remaining 15 marks as internal marks for non- semester pattern and External examination for 70 marks and the remaining 30 mark as Internal marks for the semester pattern. The internal marks comprises of tests, assignments, seminar and attendance. The academic performances of students were evaluated through periodic class test, monthly test and three hours model examination. The term examinations are conducted by the examination committee of the college based on the academic calendar. The answer sheets are corrected and distributed to the students with in the week of the final examination .Marks obtained in various tests are recorded and registered. The registers are maintained by the institution. Method of teaching is also changed by the teacher to improve the performance of the students. Students Performances in various co-curricular activities have been evaluated and overall best student, the best students from pedagogy, three students for better proficiency in English and the best library user be awarded with prizes.

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

2.6.2 - Mechanism of internal evaluation is transparent and robust and time bound; Institution adopts the following in internal evaluation Display of internal assessment marks before the term end examination

Five of the above

Timely feedback on individual/group performance Provision of improvement opportunities Access to tutorial/remedial support Provision of answering bilingually

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

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

The college has a well-organized mechanism for Redressal of examination related grievances. The students can approach the college examination committee to redress the examination related grievances as per the requirement.

- If any student feels that the marks given to them in any paper are not just, they can meet the respective Teacher educator and clarify their doubts.
- Re-examination for absentees who were unable to write their internal examination.
- Improvement Examination is conducted for the students based on their grievances.
- Question paper for internal examinations conducted in the college is given in Bi-lingual form both in Tamil and English to reduce the grievance regarding language issues.
- The College examination committee looks after the complaints or grievances related to formative tests and summative examination. Students are made aware of the methodology of question pattern and the answering procedures.

- Student-teachers have the freedom to use the suggestion box to put in the note of dissatisfaction with the internal examination mechanism.
- The entire mechanism to deal with examination related grievances is time bound as per university rules and regulations.

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

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

Our college adopts the academic calendar in line with Tamilnadu Teacher Education University. The calendar outlines the course work schedule, internal examination schedule, external examination schedule and practical examination related to internal evaluation. The academic calendar is developed and uploaded in the college website. The academic calendar is printed and distributed to the students and teacher every year. The plan of conducting examination is developed by academic calendar committee and examination committee tentatively. The dates of internal evaluation are printed in the college academic calendar. This helps the teacher to plan the teaching learning process and students plan for the examination. The college with respect to the university guidelines prepare and holds the internal examination for students for 70 marks respectively. This further is followed with the format from the university. Students are made aware of the methodology of question pattern and the answering procedures. Based on the situation, if needed a slight changes can be made in the schedules of internal evaluation. In this case the exam committee announces the revised schedule after consultation with the academic calendar committee.

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

2.7 - Student Performance and Learning Outcomes

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

The institution aspires to emerge as a leading institution for preparing high quality specialists and professionals in the field of education. The Institution collects feedback from the students based on the components of CLOs and PLOs. Based on the feedback, teacher educators identify the reasons for the lapse in student achievement and provide remedial coaching to the slow learners. The high achievers are encouraged through special attention to their studies. Guidance and counselling is given to the students to overcome the barriers and improve their learning. At the end of bridge course, feedback is recorded through oral and written tests for both pre-test and post-test to the students which will help them to train and improve their communication skills. At the time of practice teaching, "Teacher competency scale" has been given to the guide teachers who are working in schools. Suggestion regarding students-teachers performances is also collected from Headmaster/Headmistress of the school. They observe the classroom teaching of trainees and give feedback and suggestion to improve their performances in teaching. The teacher educators visit the schools and observe the teaching by the student teacher. Internal marks are given to the student teacher. Feedback is given then and there.

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

2.7.2 - Pass percentage of Students during the year

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

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

Mapping CLOs with PLOs focuses on student learning and allows the faculty to make a visual map of the programme. This help to explore how students are meeting programme outcomes. The progressive performance of students and attainment of professional & personal attributes in line with the PLOs and CLOs is monitored and used for further improvement.

- Questioning students during classroom discussions to check their understanding of the material being taught.
- Circulating around the classroom during seatwork and engaging in one-to -one contact with students about their work.
- Assigning, collecting and correcting homework regarding all the works.
- Student's performances are evaluated fairly and explained about their contribution towards learning.
- Guidance and counselling is given to the students to overcome the barriers and improve their learning.
- Students are made to think ahead in terms of their learning and skills to improve their performances.
- Teacher educator identify the reasons for the lapse in students' achievement and provide remedial coaching to the students in need.
- The result of the students are analysed and it is provided to the concerned course teacher by the examination committee for the further improvement of the students both cognitive and professionally.

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

2.7.4 - Performance of outgoing students in internal assessment

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

activities during the year

336

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

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

Institution has evolved its own dynamic mechanisms for student assessment and adoption of remedial measures to assist students facing constraints. The needs of the students were initially identified through personal interaction with principal and staff during their admission. Initially the learning needs of the students are identified during Bridge course. At this time of Bridge course pre-test and post-test are conducted both in spoken and written mode in English and Tamil language proficiency. Training in communicative skills both in English and Tamil are identified during the Bridge course. College provides remedial programmes for academic low achievers by evaluating the mark obtained in college internal examination. Personal and academic guidance are also provided along with academic programme. College provide guidelines about assessment process to students - defines student's assessment and why it is important, identifies the form and purposes of student assessment in the teaching learning process, discusses methods in student assessment and make importance about assessment. Individual attentions are provided to each and every student at the entry level itself. The institution also gets feedback from the students about the over-all assessment of academic programme to improve standard in future based on the students needs.

File Description	Documents
Documentary evidence in respect to claim	View File
Any other relevant information	No File Uploaded

2.8 - Student Satisfaction Survey

2.8.1 - Online student satisfaction survey regarding teaching learning process

Nil

RESEARCH AND OUTREACH ACTIVITIES

3.1 - Resource Mobilization for Research

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

1

File Description	Documents
Data as per Data Template	View File
Sanction letter from the funding agency	View File
Any other relevant information	View File

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

1

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

3.1.3 - In-house support is provided by the institution to teachers for research purposes during the year in the form of Seed money for doctoral studies / research projects Granting study leave for research field work Undertaking appraisals of institutional

Three of the above

functioning and documentation Facilitating research by providing organizational supports Organizing research circle / internal seminar / interactive session on research

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

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

Three of the above

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

3.2 - Research Publications

3.2.1 - Number of research papers / articles per teacher published in Journals notified on UGC website during the year**13**

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

3.2.2 - Number of books and / or chapters in edited books published and papers in National / International conference-proceedings per teacher during the year**16**

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

3.3 - Outreach Activities**3.3.1 - Number of outreach activities organized by the institution during the year****3.3.1.1 - Total number of outreach activities organized by the institution during the year****5**

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

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

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

155

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

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

210

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

210

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

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

Outreach from the college were conducted in two different methods namely (1) Taking the students to the community and (2) Brining the community to the college.

1. On account of founder's day, our College visited St.Joseph HIV AIDS and leprosy home at Arockiyapuram every year to create the awareness about the adults and leprosy patients .
2. Another program for this year distribution of dresses to Bharathiyar Vidyalayam Hostel Students and distribution of deepavali packages to VOCES special school for the intellectual disabled, along with our students.
3. Our students voluntarily acted as an invigilators, motivation given by the CEO to our students for National Achievement Survey 2021 at various places.
4. Our college students enthusiastically participated in Job mela sponsoring meeting held at V.O.C Chidambaram College for the disabled people conducted by Thoothukudi Collectorate.Students know about the opportunities given to the disabled people.

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

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

12

File Description	Documents
Data as per Data Template	View File
Appropriate certificates from the awarding agency	View File
Any other relevant information	No File Uploaded

3.4 - Collaboration and Linkages

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

20

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

20

File Description	Documents
Data as per Data Template	View File
List of teachers/students benefited by linkage – exchange and research	View File
Report of each linkage along with videos/photographs	View File
Any other relevant information	View File

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

6

File Description	Documents
Data as per Data Template	View File
Copies of the MoU's with institution / industry/ corporate houses	View File
Any other relevant information	View File

3.4.3 - Institution has linkages with schools and other educational agencies for both academic and outreach activities and jointly organizes Local community based activities

All of the above

Practice teaching /internship in schools
Organizes events of mutual interest- literary, cultural and open discussions on pertinent themes to school education
Discern ways to strengthen school based practice through joint discussions and planning
Join hands with schools in identifying areas for innovative practice
Rehabilitation Clinics
Linkages with general colleges

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institution has adhered to the requirements mentioned by the statutory body National Council for Teacher Education (NCTE) for the conduction of the Teacher Education Programmes. The built up area of the college building and the college hostel together is greater than the requirement for B. Ed., M. Ed., M.Phil. and Ph.D. programmes offered by the institution. The following infrastructure facilities are available in the campus to support teaching- learning process: There are twenty six classrooms include 7 classrooms are equipped with ICT facilities such as projectors and laptop. There is a fully air-conditioned seminar hall and one Multi-purpose hall. The library has adequate seating facilities and houses a good number of print resources. Library Resource Centre is equipped with five computers exclusively for students use. Spacious and well-equipped laboratories for Physical Science, Biological Science and Psychology. One Computer lab and One ICT Resource centre are equipped with 80 computers for certificate course. There are a good number of recognized schools within reasonable distance for fieldwork and practice teaching related activities of the student teachers.

File Description	Documents
List of physical facilities available for teaching learning	View File
Geo-tagged photographs	View File
Any other relevant information	No File Uploaded

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

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

8

File Description	Documents
Data as per Data Template	View File
Geo-tagged photographs	View File
Link to relevant page on the Institutional website	https://drive.google.com/file/d/1qU005H8XVi3_l3rVFWskTL51TatvaT2G/view
Any other relevant information	No File Uploaded

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

2077711.00

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

4.2 - Library as a Learning Resource

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

Our College library is situated in M.C.Veerabahu Memorial Block.

Total Area of Library is 196.54 Sq.mts.(2115.60 Sq.ft.)Library contains 16595 volume of books includes all disciplines.Our library is partially automated.The software used for automation is V.O.C.C.E. L.M.S.software designed by Department of Computer Science, V.O.Chidambaram College, Thoothukudi.Total collections are entered in the computer with title of the book, author name, publishers details, price, year of publication. Procurement of Periodicals done through Computer. Students can search the books through the computer.We are following open access system.Our library has five computers with internet connection for the students to access e-resources. N-LIST Annual Membership fee for the year 2021-2022 through online payment. The INFLIBNET-N list provides access to e-resources to students, research scholars and faculty members by creating N-list username and password. Researchers canaccess e-resources under N list programme, desired e-resources to reach out to full-text e-resource on publishers' website, browse or navigate articles/book chapters through publishers' website.

File Description	Documents
Bill for augmentation of library signed by the Principal	View File
Web-link to library facilities, if available	https://drive.google.com/file/d/1Fqpln3Xp4VfFLZxl557UrZIp2Ju9c9FQ/view
Any other relevant information	No File Uploaded

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

Our library has five computers with internet connection for the students to access e-resources. The INFLIBNET-N list provides access to e-resources to faculty members,students, research scholars and by creating N list username and password. For 2021-2022 we created 180 passwords for Faculty Members, B.Ed., M.Ed., Ph.D. Research Scholars. Researchers can access e-resources under N list programme, desired e-resources to reach out to full-text e-resource on publishers' website, browse or navigate articles/book chapters through publishers' website.

Library resources available in our library can be accessed through our college website by creating link. "EduReach"our journal uploaded in college website can be accessed through online mode. Students and teachers can access the college News Letter "Edu

Times" published through online mode.

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

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

Four of the above

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

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

19936

File Description	Documents
Data as per Data Template	View File
Income Expenditure statements highlighting the expenditure on purchase of books, journals, e-resources with seal and signature of both the Principal and Chartered Accountant	View File
Any other relevant information	View File

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

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

386

File Description	Documents
Document showing the number of teachers and students using library / e-library per working day/ logins in remote access for 10 days each for five months during the academic year with seal and signature of both the librarian and principal	View File
Link to certified copies of the ledger pages/screenshots of the data for 5 days each for 5 working months selected by the institution	https://drive.google.com/file/d/1gyvwH2GenUKilwMMpnk_dpI4IZyuxrlZ/view
Any other relevant information	No File Uploaded

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

Two of the above

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

4.3 - ICT Infrastructure

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

Classrooms and Multipurpose Hall with audio visual facilities. The institution has ICT enabled classrooms for pedagogy classes. The institution has a multipurpose hall with public address system, ICT facilities. An air-conditioned Computer Lab with 45 computers,

non air-conditioned computer labs are available for varies certificate courses. An air-conditioned seminar hall with ICT facilities is available for accommodating. headphones and essential software for learning. The institution has a spacious library with five computers for the exclusive use of research scholars. Studio Facility Studio facility in the institution is used for developing e-content by the teacher educators. Our institution has an audio-visual room to store all the electronic equipment safely.

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

4.3.2 - Student – Computer ratio during the academic year

1:4

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

4.3.3 - Available bandwidth of internet connection in the Institution (Leased line) Opt any one:

D. 50 MBPS - 250MBPS

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

4.3.4 - Facilities for e-content development are available in the institution such as Facilities for e-content development are available in the institution such as Studio / Live studio Content distribution system Lecture Capturing System (LCS) Teleprompter Editing and graphic unit	Five or more of the above
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File Description	Documents
Data as per Data Template	View File
Link to videos of the e-content development facilities	https://drive.google.com/file/d/1WEpmsNM2MU4G4uu35TIGLilUSUWoaozo/view
List the equipment purchased for claimed facilities along with the relevant bills	View File
Link to the e-content developed by the faculty of the institution	https://drive.google.com/file/d/1dTJXrTgWa3bIAXXw0oYq5i-W6tAh_TGM/view
Any other relevant information	No File Uploaded

4.4 - Maintenance of Campus and Infrastructure

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

1118208.00

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

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

- **Physical Infrastructure Maintenance Policy Civil, plumbing**

and electrical maintenance is a regular process.

- Stock verification is done annually. Maintenance Procedure Maintenance is by permitted vendors of the institution.
- Staff members are allotted responsibilities for prevention management.
- Library Maintenance Policy Library works on all days except public holidays. Stock verification is done annually.
- Library systems are under continuous maintenance. Maintenance Procedure The Library Committee of the college takes care of the development, use and maintenance of library resources.
- Systems maintenance is a regular process. Maintenance Procedure Computers and other accessories are maintained on a periodical basis.
- Faults of the system are rectified every month. Laboratory Maintenance Policy Lab equipment are maintained periodically.
- Stock verification is done annually. Maintenance Procedure Stock registers are maintained by teacher educators.
- Any repair work is done immediately. Sports Infrastructure Maintenance Policy Sports infrastructure is available for use on all working days. Sports equipment stock verification is done annually. Maintenance Procedure Track is maintained by regular weeding and leveling.

File Description	Documents
Appropriate link(s) on the institutional website	https://vocedu.org/docs/2122/Procedures.pdf
Any other relevant information	No File Uploaded

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

Four of the above

assessment of learning	
File Description	Documents
Data as per Data Template	View File
Report on each capability building and skill enhancement initiative adopted with seal and signature of the Principal	View File
Sample feedback sheets from the students participating in each of the initiative	View File
Photographs with date and caption for each initiative	View File
Any other relevant information	No File Uploaded
5.1.2 - Available student support facilities in institution are Vehicle Parking Common rooms separately for boys and girls Recreational facility First aid and medical aid Transport Book bank Safe drinking water Hostel Canteen Toilets for girls Indicate the one/s applicable	Nine or more of the above
File Description	Documents
Geo-tagged photographs	View File
Any other relevant information	No File Uploaded
5.1.3 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above

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

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

Five or more of the above

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

5.2 - Student Progression

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

Number of students placed as teachers/teacher educators	Total number of graduating students
31	155

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

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

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

13

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

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

0

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

5.3 - Student Participation and Activities

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

Student Council is a group of elected Student Teachers working together with an adult advisor within the frame work by laws to provide a means for student Teachers expression and assistance in college affairs and activities give opportunities for Student Teachers experience in leadership and encourage Student-Teachers, Faculty, Community relations.

Objectives of student council:

- To develop and provide opportunities for leadership and service in the college.
- To promote respect for law and order and the general welfare of the college and community.
- To develop Student Teachers Potential and encourage making a well informed honest, interested and active citizenship.

Roles:

- Student Council represents the college Academic Activities effectively.
- Student councils are a great way for students take on leadership roles, promote the voice of the student teachers, solve problems and impact his/her student community.
- The council serves as voice for an entire student teachers and actively works with Teacher Educators to promote a better leadership environment.
- Student council provide communication between Student Teachers, Teacher Educators, Management and Society to organize curricular as well as co-curricular activities inside and outside of the college premises.
- It reflects the positive image of the Institution at all times.

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

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

18

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

5.4 - Alumni Engagement

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

Former students or alumni of an institution can play an immensely positive role in higher education transformation. The alumni of our institution also play a vital role in building great ability of skills and knowledge in a sharing network. Our institution establishes and maintain good relations with its alumni by inviting them in decision making, network building and development processes towards the overall advancement of the higher education and the student community. For this the institution has established open and direct communication channels with the alumni and ensured that alumni representatives provide a strong support

to the managing body of the institution. In addition to alumni donations, the alumni association serves many other purposes such as - being or building institution's ambassadors, recruiting prospective students and mentoring current ones, providing assistance to students in career advancement; helping alumni to stay connected with each other and providing valuable feedback to the institution. An efficient alumni network with external stakeholders is also assisted in building the institution's reputation. Our Alumni are truly a strong support to our institution. Thus our active Alumni Association contribute in academic matters, student support as well as mobilization of resources - both financial and non-financial.

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

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

All of the above

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

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

1

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

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

Former students or alumni of an institution can play an immensely positive role in higher education transformation. The alumni of our institution also play a vital role in building great ability of skills and knowledge in a sharing network. Our institution establishes and maintain good relations with its alumni by inviting them in decision making, network building and development processes towards the overall advancement of the higher education and the student community. For this the institution has established open and direct communication channels with the alumni and ensured that alumni representatives provide a strong support to the managing body of the institution. In addition to alumni donations, the alumni association serves many other purposes such as - being or building institution's ambassadors, recruiting prospective students and mentoring current ones, providing assistance to students in career advancement; helping alumni to stay connected with each other and providing valuable feedback to the institution. An efficient alumni network with external stakeholders is also assisted in building the institution's reputation. Our Alumni are truly a strong support to our institution. Thus our active Alumni Association contribute in academic matters, student support as well as mobilization of resources - both financial and non-financial.

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

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

V.O.C.College of Education is run by V.O.Chidambaram Pillai Educational Society formed under the leadership of Kulapathi Sri.A.P.C.Veerabahu in the year 1955 and it is affiliated to Tamilnadu Teachers Education University, Tamilnadu.

The missionary favour is enshrined in the Motto - 'Love, Knowledge and Virtue'. That is, education is envisioned as a process of disseminating knowledge in the spirit of love and dedication to the highest ideals of nationalism and education for the all-round development of the learners with the ideal qualities simplicity, service and selfless sacrifice in academic, social and civic life. The College has highly encouraging management and excellent administration with sufficient infrastructure facilities.

Essential decisions on day to day administrative affairs are taken by the management. IQAC prepares and presents the strategic plan before the staff council. With the spirit of love and dedication parental care with family environment are provided with the concept of Parent -Teacher: Child - Student relationship. Discipline committee take care the behaviour of students. School headmasters, school teachers, alumni, students and parents are stakeholders of the college.

The democratic leadership leads to collective responsibility and fraternity among teaching faculty, non-teaching staff and students towards the vision and mission of the institution.

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

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

A stratified student centred system is in practice in our college. The Board of Management is chaired by the President followed by the Secretary which includes 3 members from the V.O.Chidambaram Educational Society, Principal, Senior most staff representatives, Assistant and a University Representative. It meets twice a year to decide over the important strategies of the college to monitor the progress of the college. The Principal and IQAC Coordinator shoulder the administrative responsibilities entrusted by the Management. The senior faculty plays a pivotal role in the micro level management.

The Principal heads the academic council and governs the academic functioning of the college. The council meets periodically to suggest measures for improving the teaching, learning and evaluation standards. The Principal constitutes different committees and teacher representatives are given due authority to participate and blend in governance.

The Staff Council is a strategic decision making body. Important academic decisions are resolved under the leadership of the Principal to improve the processes of admission, teaching, learning, examination, evaluation, placement, research and extension in order to become an educational friendly institution of academic excellence, the Staff Council meets every now and then. The above are the two practices of decentralization and participative management.

File Description	Documents
Relevant documents to indicate decentralization and participative management	View File
Any other relevant information	No File Uploaded

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

Financial, academic and administrative strategic plan is prepared every academic year by submitting proposal to the management. At the end of financial year estimated budget is collected based on the requirement for the next year by the coordinators and faculty in charges of the program and cell/club/association/committee and support staff. Salary of teaching and non-teaching, expenditure for program, activities and infrastructural facilities are maintained transparently. Academic Calendar, internal mark, attendance, duty leave and achievements/participation in competition, curricular and co-curricular activities of students, programmes and activities organised and attended by teachers and their role as resource person in programs, activities, events, instructional and infrastructural facilities and MOU of institution are maintained properly. The college has a multi-layered organisational structure to ease and stream line the routine administrative activities of the top level administrators including the President, Secretary and the Principal. Admission process, time table, work allotment, co-ordinator of club, cell and committee, teaching learning process, online classes, online programmes, faculty development program, duty allotment for programmes are conducted and reported. Financial and academic audit is conducted regularly. Thus financial academic and administrative functions are transparent.

File Description	Documents
Reports indicating the efforts made by the institution towards maintenance of transparency	View File
Any other relevant information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic plan is effectively deployed Describe one activity successfully

implemented based on the strategic plan with details of deployment strategy, during the year in not more than 100 - 200 words

The college creates hospitable contexts and promising opportunities for students to develop as readers, writers, speakers, listeners, in cultural knowledge and critical thinking processes that nourish the students' future. Our institution offers a lot of opportunity to our trainee teachers, and one among them is Bridge Course on communicative skills. This course is more than remedial, devoted that it was to the consolidation and extension of the student-teachers' knowledge in English and Tamil. Bridge course in our college has been one-time crash program lasting for ten days which helps the students to know the importance of communicative skills in their teaching profession. So, our college has under taken this course which aimed at giving confidence to students to communicate effectively in English and Tamil. The student teachers especially from the vernacular medium will benefit in being able to better understand and use both the languages effectively. It helps the students in communicating with the outside world. It also acts as a tool which helps for our student-teachers' success in their field of study.

File Description	Documents
Link to the page leading to Strategic Plan and deployment documents	https://drive.google.com/file/d/1RKaD8HiYLwPP5ErFZuyRxUE_r9FhrFyf/view
Documentary evidence in support of the claim	View File
Any other relevant information	No File Uploaded

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

The Board of Management is the top statutory decision - making body which is chaired by the President followed by the Secretary. The Board of Management includes 3 members from the V.O.Chidambaram Educational Society and the Principal of the college. Senior most staff representatives from the college are also one among the layered governing body.

Academic Council: The Principal heads the academic council and governs the academic functioning of the college. This academic council comprises of IQAC coordinator, Research Co-ordinator, M.Phil. Co-ordinator and M.Ed. Co-ordinator and senior faculty of

the college. The council meets periodically to suggest measures for improving the teaching, learning and evaluation standards. Further it is involved in planning and executing the academic activities. The principal constitutes different committees and teacher representatives are given due authority to participate and blend in governance.

Staff Council: The Staff Council is a strategic decision-making body which comprises of the Principal of our college, senior faculty and the Librarian. Important academic decisions are resolved under the leadership of the principal. To continually improve processes of admission, teaching, learning, examination, evaluation, placement, research and extension in order to become an educational friendly institution of academic excellence, the Staff Council meet every now and then.

File Description	Documents
Link to organogram on the institutional website	https://drive.google.com/file/d/1HGtXOTX-36asnKvqE8NqA9LpXdKcFpn6/view
Documentary evidence in support of the claim	View File
Any other relevant information	View File

6.2.3 - Implementation of e-governance are in the following areas of operation Planning and Development Administration Finance and Accounts Student Admission and Support Examination System Biometric / digital attendance for staff Biometric / digital attendance for students

All of the above

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

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

IQAC Decisions to Facilitate a Smooth Transition to Online Teaching

The sudden transition to online teaching during the pandemic was a major concern of IQAC. Extensive consultations were made during IQAC meetings to provide alternative teaching and learning pathways. The teachers were asked to complete the syllabus using WhatsApp group and Google classroom. They were asked to form mentor-mentee WhatsApp groups. It was then decided to go for google meet account to organize online programmes to keep the students engaged and active. The IQAC then directed the teachers to prepare study material, question bank, TET study material and e-books for students. The teachers were motivated to prepare e-resources. The IQAC decided to conduct computer classes and other classes through college G-Suite Account and to institutional domain IDs, so that all teachers use institutional Learning Management System. The remote learning efforts of the institution were periodically reviewed by IQAC.

Outcome of the decisions

The IQAC decisions helped teachers to become experts in delivering their lessons online. Teachers developed e-content and shared e-resources to support the online learning of the students. . Google classroom became the learner management system for all the teachers and students

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

6.3 - Faculty Empowerment Strategies

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

The following welfare measurements for teaching and non-teaching staff are implemented in V.O.C.College of Education:

1. Welfare measures for teaching staff

Staff Quarters, Provident Fund, Gratuity, Group Insurance, Medical Leave, Maternity Leave, Mediclaim Policy, Canteen, Support Funds to attend Seminars/ Conferences, Children of the staff members are given priority during admission. The faculty members are encouraged to pursue Higher Education.

2. Welfare measures for non-teaching staff

Provident Fund, Gratuity, Group Insurance, Maternity Leave, Staff Quarters. Children of the staff members are given priority during admission. The staff members are encouraged to participate in their professional activities.

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

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

3

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

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

8

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

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

4

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

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

Performance Appraisal System

The institution has Performance Appraisal System for both teaching and non-teaching staff.

Performance appraisal of the faculty is conducted annually and is a mandatory process. There is separate forms to be filled by teaching and non-teaching faculty.

Performance Appraisal System for Teachers

The performance appraisal form for the teaching faculty is circulated during the end of every academic year and the faculty is required to fill in the required details and submit the same to the Principal. The Principal gives personal suggestions and feedback and also points out the areas for improvement, if any. Thus the entire performance appraisal is not a fault finding exercise but aimed at improving the entire teaching learning system of the institution.

Performance Appraisal System for Non-teaching Staff

The proforma for non-teaching staff appraises different aspects of their work. All non-teaching faculty fill-in their personal details and submit the same to the Principal during the end of each academic year. The Principal then objectively appraises each of their performance in the academic year and gives needed suggestions for improvement.

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal or /and external financial audit regularly Describe the process of internal and external financial audits along with the mechanism for settling audit objections, if any, during the year in not more than 100 - 200 words

The task of the financial management is done at periodical intervals where accounts of the previous year is carefully scrutinized by the Principal and presented before the governing body for approval. The chartered accountants conduct statutory audit of the accounts maintained by the college. Besides, the college has conducted external audit of the salary and other related accounts.

With regard to internal audit, the college has an inventory inter departmental audit system. The team which visits every laboratory physically verifies resources kept in the laboratories and also inspects records maintained by them. The college conducts Internal and External Financial Audits regularly at periodical intervals. The Internal Audit is being conducted every year on a continuous basis by the Internal Committee Members.

The Internal Committee checks all financial items and systems associated with the finance. The committee submits the findings and suggestions in the form of report at the end of the every financial year to the college.

The government audit is conducted by staff from the audit section of the Regional Joint Director of Collegiate Education's Office, Tirunelveli. They prepare the audit report and submit the same to the government.

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

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

1

File Description	Documents
Data as per Data Template	View File
Income Expenditure statements highlighting the relevant items with seal and signature of both the Chartered Accountant / Principal	View File
Copy of letter from the NGO / Individual / Philanthropists stating the Fund / Donation given	View File
Any other relevant information	View File

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

The following are the sources of funds in the institution:

Fees collected from the students

Aided staff salary grant

UGC Grants

Funds received from alumni

Utilization of funds

The following are the overheads of the expenditure incurred annually:

Maintenance Expenses: Cost incurred to keep the assets and other material resources in good working condition Infrastructure

Augmentation Expenses: Expenditure for construction work, purchase of equipment, books and other resources.

Salary Expenses: Payment of salary and other benefits to unaided staff

Fuel Expenses: Cost incurred for fuel for generator and RO plant.

Recurring Expenses: Subscription charges for magazines and

newspapers, electricity bills.

Financial Support to Teachers: Cost incurred for providing financial support to teachers to attend seminars, workshops and conferences.

Publication Expenses: Expenses incurred for the publication of Journal, News letter and Magazine.

Expenses for Organizing Academic Programmes: Expenditure on organizing seminars, workshops, conferences, special lectures and special addresses.

Miscellaneous Expenses: Postage and printing charges, purchase of stationery.

File Description	Documents
Documentary evidence regarding mobilization and utilization of funds with seal and signature of the Principal	View File
Any other relevant information	View File

6.5 - Internal Quality Assurance System

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

The IQAC has certain procedures to work towards quality assurance that make every member accountable for it. These include:

Defining the roles of members

The IQAC members are given well defined roles and responsibilities to work for quality assurance.

Consideration of student needs

Decisions are made by the IQAC considering the needs of the students.

Working with focus

A theme is decided at the beginning of each academic year. The

themes are related to the mission of the institution and help to work with Planning for curricular transaction

The teaching plans for all courses help in curricular transaction. Action plans are drawn apart from the regular curricular activities.

Review of teaching-learning process

The progress in the implementation of teaching plans is discussed in formal and in formal ways.

Professional development of teachers

Quality research projects undertaken by teachers. And completed courses for professional development

Collection and analysis of feedback

Feedback from the participants and stakeholders are analyzed systematically to identify the areas for improvement.

Documentation of work done

The IQAC takes special efforts to document all the work done in the institution in a systematic way.

File Description	Documents
List of activities responsible for ensuring quality culture in the Institution with seal and signature of the principal	View File
Any other relevant information	View File

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

The IQAC periodically reviews and upgrades the quality of teaching-learning process in the following ways:

Teaching Plan

A teaching plan is prepared by the teachers for the courses they handle. The progress in the implementation teaching plans is

discussed by the Curriculum Planning Committee under the guidance of IQAC.

Review of Technology Integration

The IQAC organizes several programmes which are used to increase and expand the technical abilities of teachers

Reflections

Reflective Portfolios helps teachers to reflect on their pedagogical approaches by these reflective practices faculty members develop a deeper understanding of their teaching styles and beliefs.

Analyzing the attainment of learning outcomes

Internal examinations marks are analyzed to identify the unattained learning outcomes and made efforts to achieve them.

Remedial Coaching and Enrichment Activities

Remedial coaching is a part of the teaching learning process. Enrichment content is also planned by teachers.

Academic Audit

The IQAC conducts academic audit to improve its functioning.

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

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

56

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

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

Four of the above

File Description	Documents
Data as per Data Template	View File
Link to the minutes of the meeting of IQAC	https://drive.google.com/file/d/1m01xShMOIBt7hMV4UFGMTZBT6fMhM3l1/view
Link to Annual Quality Assurance Reports (AQAR) of IQAC	https://drive.google.com/file/d/1oblFCbxGRs2uKlz6hbPQgksNfyCPpbaY/view
Consolidated report of Academic Administrative Audit (AAA)	View File
e-Copies of the accreditations and certifications	View File
• Supporting document of participation in NIRF	No File Uploaded
Feedback analysis report	View File
Any other relevant information	No File Uploaded

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

For first cycle:

1. IQAC initiates online teaching learning process with the use of Google meet, Zoom meet app and to submit the seminar, assignment and classwork Google classroom, whatsapp and blogs were used due to corona pandemic.
2. MoU was signed with St.Xavier's College of Education, Tirunelveli, St.Ignatius College of Education, Tirunelveli and Department of Educational Planning and Administration of Tamilnadu Teachers Education University, Chennai.

For second cycle:

1.IQAC encourages student's participation in competitions, in District Level Essay Writing Competition, student teacher T.Narmatha got First Prize - Cash award of Rs.3000/- by Empower and Consumer Club on 02.03.2022. Department of Tamilnadu Arts and cultural conducted district level competition on arts and cultural on 12.03.2022 provided the prizes and cash awards to our students. In State Level Verse Competition, student teacher T.Narmatha won II Prize on 22.04.2022. St.Ignatius College of Education Palayamkottai organised State Level Inter Collegiate Quiz Competition on 23.04.2022. Our student teachers A.Iswarya, and J.Mahamooth Malfeena got II Prize.

Campus interview was held in association with Sakthi Vinayagar Hindu Vidyalaya on X'an Matriculation school, Kamak School, Jeenius-IIT/NET Coaching Classes of Thilak Foundation and Research Foundation, Thoothukudi and A.K.T. Group of Institutions on 22.03.2022, 11.04.2022, 27.04.2022, 19.05.2022 and 18.04.2022 respectively.

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The energy policy of the institution provides guidelines for the energy usage and conservation in the institution. It also guides the institution for investing in renewable energy sources.

Energy Conservation Measures

- The institution uses LED electrical bulbs for less consumption of electricity inside its campus.
- The sizes and location of windows in the campus reduce the need for artificial lighting during day hours.
- The institution moves towards using inverter air conditioners instead of non-inverter air conditioners.
- Energy generator of 125 KVA was fixed to produce energy.
- The trees in the institution reduce energy costs by lowering air temperature, increasing humidity, and influencing wind speeds.
- The institution puts enough efforts for the maintenance of electrical equipment supervised by a teacher.
- The institution conducts programmes for energy conservation and encourages the students and teachers to use fuel less vehicles.

Alternate Sources of Energy

The institution promotes the solar energy by installing Solar Panels in the campus.

File Description	Documents
Institution's energy policy document	View File
Any other relevant information	View File

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

At V.O.C. College of Education, activities pertaining to keep the environment green and pollution free is encouraged and best efforts to manage waste from its origin to its final disposal is

done. This includes the collection, transport, treatment and disposal of waste. It is worth mentioning that it is mandatory for all students to undergo a course named Environmental Education through which awareness about environment and related issues with solution strategies is imparted. Many environmental awareness programs are also organized.

Waste management :

Ø Separate Dustbins for recyclable and non-recyclable wastes are available in common places

Ø Paperless Communication (e-mail / What app communication) is a regular practice

Ø Metal and other scraps are given to agents for further processing

Ø Sanitary napkin incinerator machine is available in rest room

Ø Liquid Waste Management sprinklers are used in gardens to prevent water wastage

Ø Rain Water Harvesting system is in place

Ø Waste water from the RO plant is also used for watering the plants

Ø Used batteries and electronics wastes are disposed through outside agencies

Ø Out-dated computers with minimum configurations not suitable for the revised regulations of the College are sold as scrap to authorized buyers.

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

7.1.3 - Institution waste management practices include Segregation of waste E-

Two of the above

waste management Vermi-compost Bio gas plants Sewage Treatment Plant	
File Description	Documents
Documentary evidence in support of each selected response	View File
Geo-tagged photographs	View File
Income Expenditure statement highlighting the specific components	View File
Any other relevant information	No File Uploaded
7.1.4 - Institution has water management and conservation initiatives in the form of 1. Rain water harvesting 2. Waste water recycling 3. Reservoirs/tanks/ bore wells 4. Economical usage/ reduced wastage	Three of the above
File Description	Documents
Income Expenditure statement highlighting the specific components	View File
Documentary evidence in support of the claim	View File
Geo-tagged photographs	View File
Any other relevant information	View File
7.1.5 - Institution is committed to maintenance of cleanliness, sanitation, green cover and providing a pollution free healthy environment Describe the efforts of the institution towards maintenance of cleanliness, sanitation, green cover and providing a pollution free healthy environment in not more than 100 - 200 words	
<p>V.O.C.College of education desire for a clean environment represents a powerful sense of destiny and hope for the future. A clean learning environment improves student's sense of well-being and health. Germs, bacteria and disease thrive in a dirty environment. Students are asked to bring reusable water bottles, asked to bring their own cups to have their tea and they were asked to make sure that their waste goes to the right place. Campus cleaning was done by the student teachers with the help of the sweepers. Green Cover, defined as natural or planted vegetation covering a certain area of terrain, functioning as protection</p>	

against soil erosion, protecting the fauna, and balancing the temperature. The tree plantation program aims to plant saplings, maintain and increase the greencover, and drive carbon sequestration. V.O.C.College of education organises a Plantation Activity named Birthday tree plantation and massive tree plantation is done every year. The purpose of this activity was to create awareness about the importance of trees and plants in our lives. V.O.C.College of education provides clean, green cover and a pollution free healthy environment.

File Description	Documents
Documents and/or photographs in support of the claim	View File
Any other relevant information	View File

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

All of the above

File Description	Documents
Videos / Geotagged photographs related to Green Practices adopted by the institution	View File
Circulars and relevant policy papers for the claims made	View File
Snap shots and documents related to exclusive software packages used for paperless office	View File
Income- Expenditure statement highlighting the specific components	View File

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

639094.00

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

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

The students are taken regularly to visit schools of different boards of education in the locality to know their innovative practices. The alumni experts available in the locality were invited as resource persons in online and offline programmes organized by the institution and they were contributing college fee for the needy students. The practices in all religions are respected by encouraging students to organize celebration of different religious festivals. College has signed MOU with other colleges in and around Thoothukudi and Tirunelveli districts and professors were sharing their knowledge with other college students. Poor school students were given free education and hostel facilities. Special students of the society were given free deepavali gifts. Students have acted as Examination center superintendent for National achievement survey 2021. Students have rendered their service in disabled person job fair conducted at V.O.C.College organised by Handicapped Welfare Department, Tamilnadu Government on 11.06.2022. Staff and students of the college visited VOCCE special school and entertained disabled students on humanitarian day and provided lunch. Staff and students visited St.Joseph Leprosy home and provided lunch.

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

7.1.9 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this

A. All of the above

regard: The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized

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

7.2 - Best Practices

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

DIGITAL CLASSROOM TOOLS (DCT)

Objective:

To understand teaching and learning tools, to prepare assignment in MS word, to create multimedia presentation for teaching, to do calculation in MS Excel to develop skills in adobe photo shop.

Context:

Technology in the classroom provides teachers with more tools to support students like textbooks, technology equips educators with various tools.

The practice:

The student teachers were divided into four batches, demo and practical session were handled, project works, theory and practical examination were handled through google class room.

Evidence of success:

Students developed their self-confidence, digital teaching skills, creating multimedia presentation and calculation skill.

Obstacles faced

In the beginning prospective teachers could not cope-up with the programmes and having digital fear.

Resources

Human, Digital Resources, Well-furnished halls and computer laboratory

File Description	Documents
Photos related to two best practices of the Institution	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

7.3.1 - Performance of the institution in one area of distinctiveness related to its vision, priority and thrust Describe the institutional performance in one area of distinctiveness related to its vision, priority and thrust in not more than 100 -200 words

The mission of the institution is to stress inter-religious values among student teachers. This was done through all faith prayer and verse reading from holy book of all religion. College Prayer song makes our student-teacher feel that they all are equal. To make students excellent various programmes and activities are organized. Bridge course on communicative skills was conducted to improve their communication. Quiz master competition is conducted every year. Skill development training is given. Campus interview is conducted for employment opportunity. To disseminate knowledge in a spirit of love and dedication the institution is particular in helping the differently abled person and the needy. Donations are not collected from students for admission and also for

appointment. The following "PANCHASHEELA" principle has been adopted for the trainees.

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

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