Yearly Status Report - 2016-2017

Part A	
Data of the Institution	
1. Name of the Institution	**MAR CHRYSOSTOM COLLEGE OF EDUCATION**
Name of the head of the Institution	**Dr. Sherlin S**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**04651241242**
Mobile no.	**9489343987**
Registered Email	**mccbedcollege@gmail.com**
Alternate Email	**mcceiqac@gmail.com**
Address	**Malankara Avenue, Kirathoor Post, Kollemcode,**
City/Town	**Kollemcode**
State/UT	**Tamil Nadu**
Pincode	**629160**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**Self financed**
Name of the IQAC co-ordinator/Director	**Dr. S.T. Rose Pesiya**
Phone no/Alternate Phone no.	**04651241242**
Mobile no.	**9486680498**
Registered Email	**mcceiqac@gmail.com**
Alternate Email	**rosepesiya@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	**http://www.marchrysostom.edu.in**

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.marchrysostom.edu.in

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**2.27**	**2015**	**21-Dec-2014**	**20-Dec-2019**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**08-Sep-2014**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Spoken English	**04-Aug-2016** **6**	**99**

L::asset('/'),'public/').'/public/index.php/admin/get_file?file_path='.encrypt('Postacc/Special_Status/'.$instdata->upload_special_status)}}

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	2017 0	0
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	[View Link]()
10. Number of IQAC meetings held during the year :	5
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	No
Upload the minutes of meeting and action taken report	No Files Uploaded !!!
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

• Organisation of Community Based Engagement Programme • Organisation of Educational Tour • Women Empowerment programme • Ecological Empowerment • Cultural Empowerment • Women Empowerment • Skill Empowerment

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

Plan of Action	Achivements/Outcomes
Introduction of spoken English Women Empowerment programme Ecological Empowerment Skill Empowerment	Student teachers acquired communication skills for job interviews to the actual professional world Student teachers acquired Social Educational and Health Development Student teachers learned

	about the environmental impacts of their daily choices Student teachers acquired knowledge about how the individuals from diverse backgrounds to bring their unique perspectives and experiences Student teachers acquired different skills necessary for their teaching profession
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14. Whether AQAR was placed before statutory body ?	**No**
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**No**
16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2016**
Date of Submission	**25-Feb-2016**
17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**Mar Chrysostom College of Education has MIS Software through which appropriate coordination among management, administration, teachers and students is done. Through MIS Unique PNR number is generated for every student, which enables entire data related to her for all the three years. For examples, Students Admission, Icard generation, Fee receipts, generation of admission slip, Students List, etc. MIS maintains all students' records from admission to examination. Bona fide certificates, Character Certificates and Transfer Certificates, etc. are issued with the help of MIS. Library Management System for staff and students is operational. All accounting data is stored and generated through computer data.**

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Mar Chrysostom College of Education meticulously adheres to a structured framework that encompasses curriculum design, implementation, and evaluation. The Internal Quality Assurance Cell (IQAC) plays a pivotal role in shaping the college calendar of events for the entire academic year. An action plan is meticulously devised and implemented under the watchful supervision of the head of the institution. Prior to the initiation of classes, a comprehensive staff meeting is convened to discuss and strategize the effective implementation of the curriculum. Program leaders are appointed to oversee various aspects, and all faculty members are duly notified of their academic responsibilities. Faculty members are encouraged to meticulously fulfill their academic duties and maintain records by crafting detailed unit plans and organizing practicum activities such as model teaching, handwriting classes, and the preparation of teaching aids. In the pursuit of overall quality enhancement, teachers are motivated to actively engage in seminars, workshops, conferences, refresher courses, and orientation programs. Participation in research and extension activities, lecture series, and exchange programs is also encouraged. The institution boasts a well-equipped central library with an open-access system. Continuous improvement is ensured through regular assessments, feedback loops, and ongoing professional development initiatives. The IQAC vigilantly monitors all academic activities, issuing regular notices and directives to faculty members during monthly review meetings. Diverse classroom teaching methods tailored to the unique needs of different subjects, including lectures, PowerPoint presentations, internal examinations, group discussions, panel discussions, seminars led by student-teachers, assignments, fieldwork, project work, visits, and educational tours, are consistently employed for effective curriculum delivery. Debates, quizzes, educational films, and videos further contribute to the vibrant learning environment. The institution places significant value on student feedback, collecting comprehensive insights at the conclusion of every semester

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Communicative English	Nil	02/07/2017	30	Nil	Speaking skill

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	My Experiment with Truth	29/12/2016
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

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

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

	Certificate	Diploma Course
No Data Entered/Not Applicable !!!		

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Life Skill Training	02/07/2017	99

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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BEd	Internship Training	99

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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained

The feedback gathered from the curriculum is presented for approval to the Principal, College Board of Studies Members (BOS), and members of the syllabus framing committee. Following the Institutional Hierarchical Framework, these feedback sessions are discussed during staff meetings led by the principal. Initiatives and measures are then implemented with the principals consent. Our institute consistently engages with its stakeholders to collect feedback for the holistic development of the institution. Various types of feedback are obtained from different stakeholder groups throughout the academic year, including current students, alumni, faculty, parents, and employers.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BEd	Education	100	146	99

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses

2016	99	0	9	0	11

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
11	11	8	3	3	2

View File of ICT Tools and resources

View File of E-resources and techniques used

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

In our institution, mentoring system has been introduced from 2016-2017, for establishing a better and effective relationship between student and teacher and also continuously monitor, council and guide students in educational and personal matter. All teachers work as mentors for students allotted to them. The students must feel to confide in their mentors. This is a continuous process till the end of academic career of student. The aim of student mentor-ship is – 1. To enhance teacher –student relationship. 2. To enhance student's academic performance and attendance. 3. To minimize student's dropout ratio. 4. To monitor the student's regularity and discipline. 5. To enable the parents to know about the performance of regularity of wards. The IQAC had taken the initiative of implementing the mentoring of students. Students are based on the streams of studies and also according to their core subjects. They are divided into groups of 10-15 students. Mentors are expected to offer guidance and counselling as and when they required. It is the practice of mentors to meet students individually or in groups. Type of mentoring done in our institution is 1. Professional Guidance – Regarding professional goals, selection of career and higher education. 2. Career Advancements – Regarding self-employment, entrepreneurship development, opportunities, morale, honesty, integrity required for career growth. 3. Coursework Specific – Regarding attendance and performance in present semester and overall performance in the previous semester.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
99	9	1:11

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
1	1	0	1	5

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

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

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last	Date of declaration of

BEd	10914	year	05/06/2017	21/08/2017

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The college has an examination committee to carry out the effective implementation of internal assessment and college examination. The college has also implemented various reforms in internal evaluation system. At the beginning of each year, the students are instructed about the syllabus and evaluation process. The formative approach to evaluate student's achievements includes various academic activities, e.g. Seminars Presentation, Group Discussion, Unit Tests, Assignments and seminars etc. The Students knowledge of the subject is evaluated on the basis of their presentation skill, communication skill and language fluency. The Unit Tests are conducted which includes short answer and Essay type questions. The students are asked to submit home assignments within proper time schedule. The internal examination schedule is coordinated with the academic calendar. The results of the internal examinations are published as early as possible. The concerned subject teachers conduct a personal interface meeting with the students in front of the Principal. The students are apprised of their strength and weaknesses for further improvement. The results are analyzed to identify slow and advanced learners. The IQAC monitors the evaluation process in its meetings and provides suggestions for improvement.

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

The institutional academic calendar contains plans for curricular and co-curricular activities based on the available working days as per norms framed by the university. The college commence the academic year in accordance with the schedule and guidelines given by the university academic calendar. Every Semester the college prepares academic calendar in accordance with the university calendar and it will be intimated to all the students. The academic calendar provides information about the date of commencement of the, Internal Assessment Test schedule, Model Exam schedule, academic related activities, club related activities, National days, and information with respect to State government and local holidays. The institution strictly follows the schedules in the academic calendar for the conduction of CIE. Internal tests are conducted by Examination Committee on the dates planned in academic calendar. Results of internal assessment are declared and communicated to students within a scheduled time.

2.6 – Student Performance and Learning Outcomes

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

http://www.marchrysostom.edu.in

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
10914	BEd	Education	99	94	94.94

2.7 – Student Satisfaction Survey

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

http://www.marchrsostom.edu.in

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

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

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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Awareness programme on World Tuberculosis Day, Workshop on Arts and Drama	B.Ed Students	24/03/2017

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	Nil	Nil	Nill	Nill

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nil	Nil	Nil	Nil	Nill

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
Nill	Nil	0	0

No file uploaded.

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year	
Department	Number of Publication
Nil	0
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Nil	Nil	Nil	Nill	Nill	Nill	Nill
No file uploaded.						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nil	Nil	Nil	Nill	Nill	Nill	Nill
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	2	10	1
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Awareness on TB,AIDS Awareness	YRC, RRC	2	99
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Nil	Nil	Nill	Nill
No file uploaded.			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites

Swachh Bharat	NSS	Awareness Program	10	99
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Nil	Nill	Nill	Nill
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Internship	Internship Teaching Practice	18 Schools	18/01/2016	20/02/2016	99
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Mar Gregoriuos Matriculation HSS, Kirathoor	20/01/2016	Teaching, Week Students Development, Festivals	108
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
450000	468365

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Laboratories	Existing
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation

Library management System	Fully	infolibrary version 0.5	2006

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
e-Journals	3513	489045	110	21179	3623	510224

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	Nil	Nill	Nill

No file uploaded.

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	21	1	21	1	0	4	1	100	0
Added	0	0	0	0	0	0	0	0	0
Total	21	1	21	1	0	4	1	100	0

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

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	Nill

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
405000	444579	457000	477365

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

To ensure transparency and quality improvement, Mar Chrysostom College of Education adheres to specific procedure and policies when submitting its Annual Quality Assurance Report (AQAR). Here's a summary of the key steps: Nestled in a serene, green environment, the college boasts a well-designed building that

maximizes natural light and ventilation. Its unique architecture, featuring a parabolic shape and a long hallway, creates a distinctive charm. Comprehensive Facilities: The college strategically invests in and efficiently utilizes its infrastructure. This includes well-equipped classrooms with modern furniture, well-stocked laboratories, a comprehensive library with books and journals, and unique parliament-style classrooms that foster interactive learning. To ensure optimal functionality, the college implements measures like voltage fluctuation control and readily available drinking water. Technology and Maintenance: The college prioritizes the upkeep of its resources. Regular maintenance ensures optimal function of computer, science, and psychology labs. Additionally, the college maintains and upgrades computers, printers, scanners, and both wired and wireless networks, including Wi-Fi. The auditorium, arranged in a theater-style setup, provides a flexible venue for presentations and events. Versatile Spaces: The college boasts versatile spaces like the seminar hall and auditorium, which host guest lectures, conferences, technical symposiam, and cultural activities. Essential equipment like photocopiers, cameras, computers, printers, and scanners are promptly serviced and covered by annual maintenance contracts. Library: The well-supported college library functions under the guidance of an advisory committee. This committee oversees the systematic acquisition of resources like books, furniture, book racks, internet facilities, e-journals, and ensures proper building maintenance through dedicated budget allocations. Promoting Athletics: The college fosters a strong athletic culture through its physical education, sports science. These departments actively encourage student participation in national, state and intercollegiate tournaments. Self-Assessment: The college conducts a comprehensive self –assessment process, evaluating various aspects like curriculum, teaching practices, student performance, infrastructure, faculty development, and governance, using criteria set by the National Assessment and Accreditation Council (NAAC). Data collection: Relevant data pertaining to the aforementioned area is gathered from various sources, including official records, surveys, and feedback from students, faculty and alumni. Report Preparation: A designated committee often within the Internal Quality Assurance Cell (IQAC) prepares the AQAR based on the self-assessment and collected data. The report follows the prescribed format and structure outlined by NAAC Internal Review and Approval: The draft AQAR undergoes a thorough review and approval process by the college's IQAC to ensure accuracy and adherence to NAAC guidelines. Submission: The final AQAR is submitted electronically by authorized college official through the NAAC online portal, adhering to the stipulated deadlines. To ensure transparency and quality improvement, Mar Chrysostom College of Education adheres to specific procedure and policies when submitting its Annual Quality Assurance Report (AQAR). Here's a summary of the key steps: Nestled in a serene, green environment, the college boasts a well-designed building that maximizes natural light and ventilation. Its unique architecture, featuring a parabolic shape and a long hallway, creates a distinctive charm. Comprehensive Facilities: The college strategically invests in and efficiently utilizes its infrastructure. This includes well-equipped classrooms with modern furniture, well-stocked laboratories, a comprehensive library with books and journals, and unique parliament-style classrooms that foster interactive learning. To ensure optimal functionality, the college implements measures like voltage fluctuation control and readily available drinking water. Technology and Maintenance: The college prioritizes the upkeep of its resources. Regular maintenance ensures optimal function of computer, science, and psychology labs. Additionally, the college maintains and upgrades computers, printers, scanners, and both wired and wireless networks, including Wi-Fi. The auditorium, arranged in a theater-style setup, provides a flexible venue for presentations and events. Versatile Spaces: The college boasts versatile spaces like the seminar hall and auditorium, which host guest lectures, conferences, technical symposiam, and cultural activities. Essential

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http://www.marchysostom.edu.in

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Fees Concession, Poor Fund	26	260000
Financial Support from Other Sources			
a) National	Nill	Nill	Nill
b)International	Nill	Nill	Nill
View File			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Bridge Courses	01/09/2016	99	Our Faculty Members and Resource Person
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
Nill	Nil	Nill	Nill	Nill	Nill
No file uploaded.					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	2	3

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus	Off campus

Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
3	30	18	2	10	6

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2016	20	20	20	Manonmaniam Sundaranar University, Tirunelveli	MA, Msc

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

Items	Number of students selected/ qualifying
Any Other	1

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

Activity	Level	Number of Participants
Sports Day	Institutional	90

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nill	Nil	Nill	Nill	Nill	Nill	Nill

No file uploaded.

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

The student community has a Student Council known by the name student's Union which includes Chairperson, Vice-Chairperson, General Secretary, University Union- Councilor, Arts Club Secretary, Sports Captain, SC/ST Representative, Magazine Editor, House Captains and Class leader. The members of the student's Union are elected by the students. They play a lead role in the organization and conduct of various activities like Community living camps, house activities, SUPW activities, study tours, excursions, field trips, outreach programmes, community-related programme for students and provide the necessary support for the smooth conduct of these by deploying students into various committees. Students are given charge of decorating the stage, the board, arranging the auditorium, of anchoring programmes etc.etc. The students union also keeps the college authorities informed on the needs of the students. the

student share also grouped into four Houses namely- Dr. Radhakrishnan, Srinivasa Ramanujan, Dr. Abdulkalam, M.S. Swaminathan under the leadership of student leaders. The competitions for the Arts day and Sports Day are held house wise. We also have the students as members in the five clubs namely Anti Narcotics Club, Eco Club, Health Red Cross Club, Social Service Club and Women's cell . there is the representation of students in the Editorial Board of the college Magazine. This year the general election for the Students Union was conducted on 8th November 2016 and the union members took their oath on 8th November 2016. The Union Members for this year were Chairperson - K Magazine Editor – Mr. Edwin Sam - Sports Captain – Silvia Rose. The following Programmes where organized and conducted by the students:- 1. Onam Celebration on 10th September 2016 Tamil Optional students. 2. Independence day on 12/08/2016 by English Optional Students. 3. Teachers Day on 05/09/2016. 4. 30 4. 49 first year B.Ed students served as invigilators in Work experience Mela at Mar Grgoriuos Matric Higher Secondary school Kollencode on 26/10 /2016. 6. Interaction and cultural exchange programme on Global collegiality for excellence. 7. Community living camp from 07/09/2016 to 11/09/2016. 8. Awareness class by Red cross club on International Aids day 16/10/2016. 9. Human rights day quiz competition chart and ppt presentation by Social Service club on 09/12/2016 10. Christmas Celebration on 23/12/2016. 10. Sports day on 1st April 2017. Art's fest on 21st March 2017. 11. Food Fest 14. Eco Club planted samplings 15. A Silent protest rally against the violence towards women using a black piece of cloth to cover the mouth with placards bearing the message on 8/3/2017.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

47

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

The Alumni Association organises the alumni awards day and they also award the B.Ed topper of the academic year. Organised a one day In service Programme Cultural Events in association with IQAC on 6th March 2017.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The Institutions always believe in the practices of decentralisation and participative management. Practice of Decentralization is having own significance in the management. It reflects the policy decision making, planning and administration, and office management. Management and Administration is responsible for quality initiative to promote education to all sections. The Institutions enhance the quality at various levels - Management, College Development Committee, Governing Council, Principal, IQAC Committee, NAAC Committee, Various Committees, Academic Staff Welfare, Administrative and Non teaching Staff, all the stakeholders involve in the decentralization and participative management all are working together for

efficient functioning of the Institutions. Administration: Administration is the backbone of the Institution. Institution firmly believes to provide quality education to the society. The College administration plays an integral role, leading and supporting the development and implementation of policies, programs, and initiative that are associated with the vision and mission of the college. The administration ensures the smooth functioning in the all areas like Admissions, Account and Finance, Record Keeping, Evaluation and Supervision, and Maintenance. Faculty Members: Faculties maintains the healthy relationship with students, faculties, and community. The faculties are executing the policies and programs accurately and constructively. The College faculties represent the ethics and attend the professional ethics in the education.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Library, ICT and Physical Infrastructure / Instrumentation	The admission processes of the students are followed as per the rules and regulations of Higher Education Department of Tamil Nadu Teacher Education University. Proper guidance is given to students for their admission documents are verified by the admission committee. College administration ensures free and fair admission process and also take care of students facilities regarding admission MCCE execute curriculum of Tamil Nadu Education University, Chennai and give suggestions Board of Studies for curriculum development IQAC insures planned educational development. Management actively collects feedbacks from students and takes necessary actions on feedbacks. Regular classes are conducted in college and students are motivated for better academic performance. Under the guidance of IQAC, is promoting quality enhancement activities in academics through seminars. Practical are done as per guidelines of Tamil Nadu Education University, Chennai . MCCE has its systematic procedure for conducting examination as per the University guidelines, Examination Committee of the College conducts meeting prior to the Internal, Model examinations for fair examination. Examination Committee takes necessary steps to reduce malpractices. College has rich library where reference books, journals, newspapers, are available in plenty. The College library has computer with

	internet connection which helps teachers and students to enhance their knowledge and they can add more feathers in the cap of their research works and specific knowledge about various subjects. Records of Library are maintained systematically.

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

E-governace area	Details
Student Admission and Support	Planning and Development: To use ICT in the process of planning college-events and activities, institute uses personal e-mails .Important notices and reports are also circulated via e-mails. ICT has been introduced in the Administrative work College staff uses smartphone with inbuilt social app like Gmail to communicate. WhatsApp Group helps to provide the brief notices of any event to be happened on college. WhatsApp Groups are also used for awareness and of smooth functioning of the same. The Institution has to use Tally ERP 9 software to monitor financial activities. This module includes tuition fee and transport fee etc. This module will cover admissions to all the programs offered by the Institution. Institution needs to maintain student personal information, parent details and academic record Filling of examination forms, obtaining hall tickets, uploading of marks, examination fee and issue of certificates etc. Examination in charge needs to supervise the entire process of examination under the guidance of university This module will cover admissions to all the programs offered by the Institution. Institution needs to maintain student personal information, parent details and academic record

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	Nil	Nil	Nil	Nill
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for

teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2016	Psychological Development	Psychological Development	02/09/2016	02/09/2016	11	10

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Lesson Plan Writing2	2	15/09/2017	15/09/2017	3

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
All the non-doctoral staff members are encouraged to get enrolled for part-time Ph.D. program. Medical leave Subsidized on campus medical facilities Identity cards Workspace Maternity benefits as per norms Teaching and Non-Teaching Staff organizes tour, and sports activities for the staff Faculty members are provided with Individual cabin and system to facilitate good ambience. As Institution has a multicultural environment in the campus, the management ensures the celebration of all the festivals together. Shuttle services are	Medical leave Subsidized on campus medical facilities Identity cards Maternity benefits as per norms Teaching and Non-Teaching Staff organizes tour, and sports activities for the staff As Institution has a multicultural environment in the campus, the management ensures the celebration of all the festivals together. Shuttle services are available in the campus helps faster and comfortable commutation. Provision of OD for Participation of Seminars, workshops, conferences, and paper evaluation	The management also extends financial assistance to the needy students for pursuing higher education in our institution as per the requirement. Medical leave Subsidized on campus medical facilities

available in the campus helps faster and comfortable commutation. Provision of OD for Participation of Seminars, workshops, conferences, and paper evaluation		

6.4 – Financial Management and Resource Mobilization

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

MCCE regularly conducts internal and external financial audits. It has a full-time Treasurer and Accounts Department since inception to ensure maintenance of annual accounts and audits. 1. The following agencies conduct regular financial audit in the Institute: 2. External Audit: External Audit is conducted by the following: (a) CAG through Louis Sudharson F.C.A, Chartered Accountant of the Institute, (b) Internal Audit: Internal Audit is conducted by an Internal Auditor. Louis Co conducts statutory audit covering all financial and accounting activities of the Institute. This includes scrutiny of the following: (a) all receipts from fee, donations, grants, contributions, and interest earned and returns on investments (b) all payments to staff, vendors, contractors, students and other service providers.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	Nill	Nill
No file uploaded.		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Jhon Mores Co.	Yes	Geomanagerial Service
Administrative	Yes	Jhon Mores Co.	Yes	Geomanagerial Service

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

1. Regular parent -teacher meet to discuss about the educational progress of the students 2. Suggestions regarding academic and administrative reforms are heartily welcomed and implemented 3. Parents are always extent their supportive hands

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

Nil

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

• Teachers may be encouraged to acquire higher qualification through research •

Complete Automation of Library and digital and virtual library may be provided
* Increased use of ICT-assisted teaching-learning methods

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Nill
c)ISO certification	Nill
d)NBA or any other quality audit	Nill

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Celebrating International Women's Day	08/03/2017	08/03/2017	95	4

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

Percentage of power requirement of the University met by the renewable energy sources
Minimum use of power, minimum wastage of paper. The classrooms are well ventilated with good air circulation and natural light flowing in. The college campus is environmentally friendly with huge trees spread out across the college building

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Scribes for examination	Yes	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							
View File							

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

Title	Date of publication	Follow up(max 100 words)

Academic Calendar 2017-2018	14/09/2016	The Academic calendar not only gives the schedule of academic activities through the year but also serves to comprehend the code of conduct to be followed by the student-teachers inside the campus.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Morning Assembly	01/06/2016	31/03/2017	99

View File

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

Rainwater Harvesting Clean and Green Campus Plastic Free Campus Green Landscaping with Trees Herbal Garden

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

To provide financial assistance to the needy students who are financially weak to save them from discontinuation of their studies. To motivate the students by providing financial assistance in form of cash prizes to? the scholar students, students belong to poor class and other needy students.

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

http://www.marchrysostomcollege.edu.in

7.3 – Institutional Distinctiveness

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

The performance of the institution in one area is distinctive to its vision, priority and thrust with its Mission statement and objectives of the institution. So, in the Mission statement the College has planned to develop the teachers' quality introducing new technology in the class room teaching through LCD projectors and allow the students a positive platform to present their views through seminars and symposiums. This is the key objectives to produce good human resources with skill and ability to serve the Nation. The Vision, Mission and Objectives are communicated through College website, hoardings and posters and disseminated in all the important place of the college. Our Mission is Transformation of Society through Human Resources. With this very vision and mission statement, we continuously work on this path. We try to inculcate our age-old traditions and culture among our students and try to offer them value based education in tune with the modern and competitive era. The output of our efforts is the placements got to our students in various schools. During the year 2016-17 we opened a new avenue for the placement in Government Job, CBSC Schools, and Matriculation schools for our students. In this way, we are trying to empower the students to make them strong and independent individuals. To make the Vision statement distinctive the Institution introduces and promote participative management at the strategic level, functional level and operational level simultaneously. Non teaching staff are the part of this management . To make the system more active and distinctive the teachers and non-teaching staffs plays pivotal role through the

decentralize system under the leadership of the Principal. The principal, governing body and members of the IQAC are involved in defining policies and procedures for framing guidelines and rules and regulations pertaining to admission, examination, code of conduct for discipline etc. Faculty members share their knowledge as a mentor and dedicatedly take the entire student in to their confident with the students. Under the leadership of the Principal most of the faculty members engaged themselves and involved in different social related research activities with the support of Governing Body. College has a practice of good decentralization and participative management system. There are several committees, cell in function. Students are members mostly in all these committee. Students union is formed by the open election among the students and the winner are the member automatically in different committee cell. An advisory committee for fee settlement , library and College canteen. College bus is also a big facilities for those students are coming from a long distance to the College. All the student annual function and cultural development works are monitored by the students union.

Provide the weblink of the institution
http://www.marchrysostomcollege.edu.in

8.Future Plans of Actions for Next Academic Year

 As the Institution is preparing for the NAAC Visit the criteria were divided and faculty was put in charge of compiling the data for the same. Based on the feedback given by the students of the year 2016 -2017 it was planned to have better planning in matters of submission of assignments of the student teachers and the submission of assignments was spread uniformly over the period. It was decided to have programmes for equipping students to face emergencies during natural calamities and disaster management classes are to be organized. Training in reflective practices also to be given. Students to be encouraged to prepare and present papers and avail the opportunities for the same. Student teachers to be encouraged to undertake projects based on social issues, participate in action research. Encourage teachers to design new socially relevant and also taking necessary steps to introduce MEd course Enhance research activities and publications More seminars and conferences to be conducted Faculty development and exchange programmes State level Sports and Games to be conducted for BEd colleges students Taking all efforts to make the Wi Fi campus for making students to submit project To organize international conference in the next Academic year.