



Yearly Status Report - 2017-2018

Part A

Data of the Institution

1. Name of the Institution		KRISHNASAMY COLLEGE OF EDUCATION FOR WOMEN
Name of the head of the Institution		Dr .R.MUTHUMANICKAM
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		04132615394
Mobile no.		9443149383
Registered Email		kcednprinci@gmail.com
Alternate Email		dr.muthumanickam@rediffmail.com
Address		MANAPATTU, BAHOUR COMMUNE, PUDUCHERRY
City/Town		PUDUCHERRY
State/UT		Puducherry
Pincode		607402

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Women			
Location		Rural			
Financial Status		Self financed			
Name of the IQAC co-ordinator/Director		Dr. G. MANJULA			
Phone no/Alternate Phone no.		04132615394			
Mobile no.		9787508421			
Registered Email		iqackcedn@gmail.com			
Alternate Email		gmanjula1973@yahoo.com			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		http://www.kcedn.org/naacagar.htm			
4. Whether Academic Calendar prepared during the year		Yes			
if yes, whether it is uploaded in the institutional website: Weblink :		http://www.kcedn.org/calendar.htm			
5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.54	2012	05-Jul-2012	04-Jul-2019
6. Date of Establishment of IQAC			04-Jul-2016		
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		
Student Council Election	29-Aug-2017 1		55		

Community based task conducted Swachta	01-Nov-2017 15	55
NCW LAP Project	13-Nov-2017 10	67
The Governing Council meeting	31-Jan-2018 1	7
Various Awareness Programme	02-Feb-2018 5	55
National Seminar on Skills in Education and Employability	09-Mar-2018 1	250
Orientation Programme for the first Year student-teachers Freshers	21-Aug-2017 5	31
Soft Skill Programs	22-Aug-2017 1	55
Staff secretary selection	05-Jul-2017 1	10
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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
Krishnasamy College of Education for Women	Programme on Womens Writing	NCW	2017 1	28500
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

3

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

Quality Culture :The IQAC members involved themselves in the quality improvement of the college and enabled to develop quality culture in the college which in turn enable all the members of the college at all levels to work in such way to sustain and promote the quality of the college in all aspects

Curriculum Transactions and Evaluation Process :The implementation of curriculum transactions and evaluation process are made systematic with the involvement of all the members of the staff with proper documents, consultation, feedback and cooperation to achieve highest percentage of student achievement and placement.

Generate Funds for Project and Schemes :The IQAC insisted and motivated with the suggestion to generate funds for project and schemes from outside sources. Particularly from the Government Agencies to undertake projects, programmes etc., for the benefit of the stakeholders, the students and teachers in schools and colleges. Therefore towards that we received Rs. 28,500/ from National Commission for Women during the period to undertake Legal Awareness Programme for students and village women.

The Guidance Issued by Timely Report with Photos : The cell insisted to follow all the guidance issued by Government of India, Puducherry Government, UGC, NCTE and other agencies and undertaking all the recognised programmes on the dates notified and send the timely report with photos to the concerned organisation.

Students and Staff Development :The IQAC of the college is regularly insisting on the welfare and the development of the students through various measures and programmes namely - conducting National Seminar, Students Seminar, Inviting Special Guests for updating the knowledge and creating awareness etc.,.

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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
Plan to Suggest topics for Awareness Program.	Yes - based on the needs of the students
Plan to prepare Orientation to the faculty members for upgrading their skills in teaching and publishing papers.	Yes - The Expectation of Staff members were received and programmes were organized as per the needs
Plan to prepare Teaching Class Timetable for the academic year 2017-18.	Yes with a special timetable from Pre and Post teaching practice
Plan to prepare Orientation Programme for the fresher 2017-18.	Yes with a special timetable from General to particulars
Plan to constitute various staff committees for the efficient and co-ordinated functions of the college in	Yes New Committees were constituted

the academic year 2017-18.	
Plan to allot Staff based on their specialization for the first year B.Ed. students' timetable for the year.	Yes Based on their specification and choice
Plan to form AntiRagging Committee.	Yes - Anti-ragging Committee was constituted
Plan to for doing to do the Government programmes that have to be implemented like Swachta Pakhwada Programme.	Yes done with the involvement and appreciated of public and students. Reports were submitted to concerned authorities.
Plan to prepare the Financial needs for maintainance, library books, computer facilties 2017-18.	Yes the budgeted amount were utilized and college got the good infrastructure
Plan to prepare Academic Calendar for the year 2017-18.	Yes - Prepared based on Pondicherry University and Puducherry Government orders and printed & issued.
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14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1" style="width: 100%;"> <thead> <tr> <th style="width: 50%;">Name of Statutory Body</th> <th style="width: 50%;">Meeting Date</th> </tr> </thead> <tbody> <tr> <td>The College Governing Council Meeting</td> <td>31-Jan-2018</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	The College Governing Council Meeting	31-Jan-2018
Name of Statutory Body	Meeting Date				
The College Governing Council Meeting	31-Jan-2018				
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	2018				
Date of Submission	03-Mar-2018				
17. Does the Institution have Management Information System ?	No				

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

As per the NCTE New Regulation 2014 for 2 Year B.Ed., Programme, a well-structured curriculum is framed by Pondicherry University and this was followed by the College from 2015-16 onwards. For the effective transaction of the curriculum, the College created various committees. In every co-ordination committee, there are a minimum of 6 to 7 staff members, consisting of two or

three staff members as members, one as co-ordinator, deputy convenor and the Principal as Convener. This process has enabled the decentralization and distribution of the works effectively done, where every initiative and activity were systematically, efficiently, and effectively to achieve the vision and mission of the college. The 2 Year B.Ed., curriculum is systematically transacted in the college as per the National Level Expectations with the ground-level reality. Few activities of the College are briefly written. Orientation about the academic programme: The academic year for regular classes started with a formal inaugural function organized with the chief guest, parents and family members of the newly joined students, and other guests, along with the Chairman and other officials of the administration and all other students and faculty members. The Vision and Mission of the College, affiliation with Pondicherry University, recognition by the NCTE, UGC 2 (f) status, etc. were briefed. The College organised an orientation programme for one week for newly joined students to familiarise themselves with the entire curriculum activity of B.Ed. through the Orientation Time-table, the Perspective Courses, Pedagogy of School Subjects, Enhancing Professional Capacities (EPC), CCE, Internship Programme, etc., were explained in detail. Regular Time-table with Flexibility: After a one-week orientation, the regular timetable was framed based on the subject preference of faculty members. Effective practices for each course paper were allotted to two faculty members. The regular timetable consists of perspective course papers, pedagogical subjects, and enhancement of professional capacity (EPC) as per the university regulation. Apart from these, special periods were allotted for soft skill development programmes, SUPW, music and association activities including the library. Creation of Teaching Resources: As stated in the academic calendar, the College provides education, especially for the downtrodden, socially and economically backward women. Also as stated in the mission, the College plans to emerge as a centre of excellence in teacher education. The faculty members have prepared content-synopsis for all courses for the B.Ed. programme both in Tamil and English language and distributed to enable the students to discuss in the class. Apart from that, the co-operative society provides books from the Book Bank. Moreover, the library has specialised Journals, Reference books, and Textbooks for students for further studies. The Continuous and Comprehensive Evaluation (CCE) was organised through different modes. The evaluation was carried out by task and assignment, tests, report submission etc., as formative and summative assessment. Class tests, unit tests, and model exams were administered to instill confidence in student-teachers in their ability to face the examination. Remedial teaching programs are organized to improve the students' academic performances.

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
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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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	Programme Specialization	Date of implementation of
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CBCS		CBCS/Elective Course System
BEd	Education	03/06/2015

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
Course - 12 EPC1: Reading and Reflecting on Texts	22/08/2017	30
Course - 13 EPC2: Drama and Art in Education	22/08/2017	30
Course - 14 EPC3: Critical Understanding of ICT	22/08/2017	30
Course - 11 d Yoga, Health Physical Education Part 1	22/08/2017	30
Course - 23 c. Yoga, Health Physical Education Part 2	22/08/2017	24
Course - 24 EPC4: Understanding the Self	22/08/2017	24
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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	Education	54
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
The college received feedback from the stakeholders, the parents, the alumni, and the student-teachers. Every year, at the end of the program, the feedback forms are distributed to the students to know about their feedback. The feedbacks were collected for two type of analysis A) Quantitative and B)

Qualitative and also in two aspects: one on curriculum transaction and other on facilities. The suggestion boxes are kept in the college and the parents feedback are collected by conducting the parents meetings and suggestions and feedback from the student-teachers were collected. The suggestion boxes were maintained by one senior staff member, one student representative, and the Principal. Moreover, teaching and non-teaching staff members feedback is collected through a staff meeting which was conducted every month. Apart from these kinds of oral feedback, the college has advised the staff members and student-teachers to give written suggestions and feedback as individual as well as a group. The data collects from paper feedback were analysed using an excel spreadsheet (a simple percentage analysis was conducted). The academic year 2017-18 feedback was analysed and its report represented the opinions of the various stakeholders, parents, alumni, and student-teachers. Alumni: The Alumni of Krishnasamy College of Education for Women appreciated the 2 year B.Ed. Curriculum of Pondicherry University by stating it was excellent (85 percent). 96 percent of the alumni expressed the depth of the course content was satisfactory. 96 percent of the alumni marked excellent for the 16-week internship. 97 percent marked excellent for the EPC courses and a one-month visit to schools, innovative centres, community centres, and educational resource centres. Parents: 62 percent of the parents marked 'good' for the two-year B.Ed. programme. 63 percent of the parents marked field visits as good. 75 percent of the parents marked good for 16 weeks of internships in schools. 84 percent marked good for college timing. 94 percent marked good for the Pondicherry University Examination pattern. Employers: 90 percent of employers marked it as excellent for the 16-week internship programme, 1 week visit and performance of the student teachers. Student-teachers: 94 percent of the first-year student teachers were excellent at the curriculum. 100 percent of the student teachers expressed 'excellent' for the internship period and visit. 90 percent of the first-year student teachers marked 'excellent' for the ICT-based methodology. 100 percent of first year and second year student teachers marked 'excellent' for the EPC courses.

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	50	35	30
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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
2017	30	0	10	0	0

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 Tools and resources	Number of ICT enabled	Number of smart classrooms	E-resources and techniques used

	ICT (LMS, e-Resources)	available	Classrooms		
10	8	14	2	1	7
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)

The administration encourages the faculty members to act freely in academic aspects. The faculty members are internally linked with the sister institutions where they share their new knowledge in curriculum and professional development. This information was shared with the college student-teachers with the help of the mentor-mentee scheme. The college has a mentor-mentee scheme in which each staff member is allotted 4-6 students. All the student-teachers were comfortable to share their views, raising their doubts, and asking their respective mentors for advice. Twice a week, based on the needs one hour was dedicated to peer-team discussion and remedial teaching where the mentees are allowed to interact with their mentors. In this session, the mentors share their remarks with other mentees. If any need arises discussions among the mentees are encouraged. The mentor-mentee scheme was implemented, in which grouping of the students based on their academic performance. Every group consists of below average, average and above average students. i.e., planned class teaching and intensive interaction with the students enable the teachers to identify slow and advanced learners who are then given assistance by way of personal guidance to improve their academic competence. Remedial teaching and peer tutoring classes were conducted for the benefit of student-teachers, especially below average students to improve their academic performance with the help of other mentees and mentors. Remedial Teaching: In the institution, remedial teaching classes are organized into two types, such as formal and in-formal settings. The remedial teaching classes were organized from December 2017 to April 2018 for all the perspective courses. In every remedial class, the mentor, along with the subject teacher, initiates the discussion on the days topic from the perspective or pedagogical subject course paper and students reflect their views. The concerned faculty members moderate that session and reflect on the respective courses. It is one of the best methods to ensure academic knowledge among the student-teachers from at all levels. The mentor always motivates the student-teachers in such a way that they feel free to express their grievances and get them corrected in each course. Peer group teaching: Apart from the remedial teaching, the peer group discussion was conducted. Peer group discussion/teaching is encouraged for student-teachers to assist one another in preparing academic activities. Like a microteaching practice, here, every student-teacher was offered opportunities to learn from their peers. They utilize these hours to make lesson plans and practice teaching with the help of their peers. These peer group discussions were conducted in a classroom setting or informally. All the students have benefited out of that. On some occasions, the student-teachers seminar is organized for all the perspective and pedagogical courses. In every session, the concerned subject faculties acted as the co-coordinators' and moderated the sessions. At the end of the session, the moderators shared and reflected on their views on the course.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
54	10	1:5

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
10	10	0	0	4

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
No Data Entered/Not Applicable !!!			
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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 semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BEd	BEd1	Second Year	12/06/2018	07/08/2018

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

The student-teachers learning abilities and their academic performance are regularly monitored by conducting various tests and assessments. The formative and summative assessments were carried out according to the Pondicherry University curriculum. Apart from the paper and pen examination, the student teachers were often assessed through active participatory field engagement, tasks and assignments, student-seminars, presentations, etc. These assessment activities were conducted periodically for every course paper, such as Perspective, Pedagogical, EPCs, Yoga and Health, etc. The college has a curricular execution committee that looks after all the examination work. The committee usually conducts the continuous comprehensive evaluation, also known as the content test, unit test, and model examination, at the end of every academic year. The test dates were well published and mentioned in the academic calendar. In the first half of the academic year 2017-18, these continuous assessments were carried out as per usual mode. These tests were centralized and received answer scripts were distributed to the respective subject teachers. The concerned subject teachers were involved in the process of evaluation and gave feedback based on the test performance. The valued answer scripts were discussed by the faculty members for the academic improvement of student-teachers. Hence, in the academic year 2017-18, the Practicum and Assignments, Content Tests, Class Tests, Periodic Unit Tests, and Model Examinations were conducted systematically.

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

The College Academic Calendar is the canon for directing the curricular and extra-curricular activities of the college in a planned way. Therefore, due importance is provided for the preparation. All the academic planning, governing council meetings, IQAC meetings, staff meetings, days of events, national and international days, commencement of the academic year, days of school visit, field visit, teaching practice, teaching practice review meeting, model examinations, community living camps, annual day, sports day, etc. are meticulously listed in the calendar. The academic planning committee prepares and carries out all the events mentioned in the calendar. The Institution adheres to the academic calendar for the conduct of all programmes and Continuous Comprehensive Evaluation (CCE). Furthermore, the curriculum, syllabus, regulation, internal and external marks details, curricular and co-curricular activities, and theory and practical courses for the academic year 2017-2018 were mentioned. The College calendar was made based on UGC, Pondicherry University and School Academic Calendars and ensured that there is no programme that will be left over without attendance. In such a situation, any programme scheduled for that particular day could not be conducted. Based on needs and situations a few programmes or events mentioned in the academic calendar for 2017-18 was shifted to some other days to ensure flexibility. • B.Ed., classes commenced on 17th August 2017. • The first spell school internship programme was from 18.09.2017 to 24.11.2017 and second spell school

internship programme was from 27.11.2017 to 26.01.2018. • The first spell review meeting was held on 13th November 2017 and second spell review meeting was held in the month of Dec. 2017 based on 4 month internship. • Second Year B.Ed. School Engagement and Internship began from 30th October to 4th November 2017. • 2nd February 2018 to 6th February 2018 - Community Living Camp • First Model Examinations starts on 26th March 2018.

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://kcedn.org/admission.htm>

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
BEd1	BEd	Education	24	24	100
View File					

2.7 – Student Satisfaction Survey

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

<http://kcedn.org/naacaqar.htm>

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
Minor Projects	15	NCW	28500	28500
No file uploaded.				

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
National Seminar on Skills in Education and Employability	Education	09/03/2018

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
No Data Entered/Not Applicable !!!				
No file uploaded.				

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
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Co-operative Society	Stationeries	Faculty and Students	Stationeries	Service	22/08/2017
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

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

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

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)
National	Education	4	3
View File			

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

Department	Number of Publication
Education	10
View File	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
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
No Data Entered/Not Applicable !!!						
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	Nil	10	Nil	Nil
Presented papers	2	17	Nil	Nil

Resource persons	Nil	4	Nil	Nil
View File				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Avoid single use Plastic materials awareness programme	Godrej consumer product Ltd., Puducherry	10	54
Awareness about the Legal Rights of women	NCW, New Delhi	10	54
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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
Youth Voters Festival	Inter-Collegiate Competition 2018	Elections Department, Puducherry	54
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 activities	Number of students participated in such activities
Government	DHTE Pondicherry	"DigiLocker"	4	54
Government	Swachh Bharat movement	Swachh Bharat movement	10	30
Government	Election department	"Youth Voters Festival	7	54
View File				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Teaching Internship	Students	Self	120
View File			

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

Nature of linkage	Title of the linkage	Name of the partnering	Duration From	Duration To	Participant
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		institution/ industry /research lab with contact details			
Teaching Competency	School Internship	A.J Higher Secondary School,TN Palayam, Puducherry.	18/09/2017	26/01/2018	2
Teaching Competency	School Internship	Krishnasamy Mem. Matric. Hr. Sec. Sch ool,Cuddalor e - 607 001.	18/09/2017	26/01/2018	9
Teaching Competency	School Internship	Prof. Annusamy Higher Secondary Sc hool,Bahour, Puducherry	18/09/2017	26/01/2018	3
Teaching Competency	School Internship	Krishnasamy Matric Hr. Sec. School of Excellenc e,S.Kumarapu ram, Cuddalore.	18/09/2017	26/01/2018	6
Teaching Competency	School Internship	Krishnasamy Vidyaneketha n,S.Kumarapu ram, Cuddalore.	18/09/2017	26/01/2018	3
Teaching Competency	School Internship	Subiksha High School, Manaveli, Ar umbarthapura m, Puducherry.	18/09/2017	26/01/2018	1
View File					

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
Godrej consumer product Ltd., Puducherry	01/11/2016	social awareness programme	80
No file uploaded.			

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
1050000	10952190.95

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Seminar halls with ICT facilities	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Laboratories	Newly Added
Others	Existing
View File	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
ILIBRARIAN	Partially	Lite	2011

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	7603	889521	35	7515	7638	897036
Reference Books	202	15640	0	0	202	15640
Journals	14	12680	1	2000	15	14680
e-Journals	1	5000	0	0	1	5000
View File						

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
All the staff	study material	Ms-Word and Website	15/06/2017
View File			

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/	Others
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								GBPS)	
Existing	26	20	27	0	0	2	0	80	4
Added	1	0	0	0	0	0	0	0	1
Total	27	20	27	0	0	2	0	80	5

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

80 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
e-posters	http://eeposters.blogspot.com/

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
1030000	1069928.8	750000	788247.13

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)

The College has good infrastructure and it meets the infrastructure facilities stated in the regulation of NCTE, Pondicherry University. The College has 8.54 acres area of land. The area is secured with high walls and manned by security 24/7. The campus has two main blocks namely A, B. Building Block A has all facilities such as classrooms (lecture halls), Integrated Resource Centre, Library and reading hall, ICT resource centre, office room, Staff room, principals room, language laboratory, curriculum laboratory physics, chemistry, biology, Drama Art and Craft Resource Centre, Common room etc. Building Block B has lecture hall, Seminar hall and large multipurpose hall, toilet for persons with disability (PWD), co-operative society, yoga health and physical education resource centre. Procedures and policies: The academic resources such as laboratory, classroom, library, e-resources, journals, stationery requirements for examination, distribution of textbooks from co-operative and physical resources such as sports material, computers, photocopier, generator, inverter, are updated frequently. The stock register is updated for every Purchase or replacement, internal transfer within institution. Moreover, the academic communication and relevant sources are entered in the inward register before it being given to the concerned section/person. Similarly, the outward registers are also maintained. Library: The library books were organized and maintained by the principle of Colon Classification schedule. 7515 books, and 14 national and 1 international journal and 1 e-journal were available in the academic year 2017-18. Students and staff are allowed to visit library during the college timings. Each student can borrow 2 books and each staff member can borrow 10 books for their reference. Student-teachers can return or renew it on the 14th day of issue and staff can return or renew the books borrowed on the 30th day of issue. If the student-teachers or staff members lose the book which they borrowed from library, then they are advised to buy the same book and return it to the College. The library has reading hall for reading purpose where, the daily newspapers and magazines are available. Laboratories: There are 6 laboratories

such as Integrated Resource Centre, ICT resource centre, language laboratory, curriculum laboratory physics, curriculum laboratory chemistry and curriculum laboratory biology. All the laboratory materials are listed in the respective stock register. The stock register is the evidence for entering the item purchased with price of the item. If any material/item moved or damaged or replaced after registering their status on the stock register is recorded. Apart from the stock record entry, every year internal audit is done to check the material availability status. General Physical resources: The annual maintenance contract is executed by the College for the maintenance of various equipment such as computers, photocopier, electric generator, and UPS inverter and monthly once the concerned person checks the devices and report the condition of the devices to the Principal. The College has appointed an electrician for regular maintenance of the electrical works.

<http://kcedn.org/facilities.htm>

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	Student welfare	54	55000
Financial Support from Other Sources			
a) National	Post Matric Scholarship Scheme for Scheduled Caste Students	1	36000
b) International	Nil	Nil	Nil

[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 implementation	Number of students enrolled	Agencies involved
Guidance and Counselling	01/09/2017	54	self
Soft skill development	28/08/2017	54	Self
Remedial Teaching	22/01/2018	54	Self
Yoga, Yoga and Health Education	04/09/2017	30	Self

[View File](#)

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed

2018	TET	24	54	0	3
View File					

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	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
3	20	3	Various Institutions	17	12
View File					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	5	B.Ed	Education	Various Institutions	M.A and M.Sc
View File					

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
No file uploaded.	

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

Activity	Level	Number of Participants
Sports	College	54
cultural activities	College	54
View File		

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/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
View File						

5.3.2 – Activity of Student Council & representation of students on academic & administrative

The students representative election is conducted every year at the beginning of the academic year. The student representative election was conducted for the academic year 2017-18 to elect Students Chairman, Vice-chairman, Secretary, Joint - secretary, Co-operative secretary and Co-operative Joint-secretary from both first year and second year B.Ed., by voting method and preferential voting method. These students formed as a council and this method is successful. The details of student-teachers selection with Pedagogical Subject wise, Tamil Pedagogical Subject • First Year - K. Keerthana (Tamil / Tamil) Second Year - P. Valli (Tamil / Tamil) English Pedagogical Subject • First Year -M. Farhana Khanam - English/English Second Year - K. Guna Priya (English/English) Mathematics Pedagogical Subject • First Year - A. Sivasankari (Maths/English) Second Year - B. Sowmiya (Maths/English) Physical Science Pedagogical Subject • First Year - V. Subasree (Phy.Sci/Bio.Sci) Second Year - R. Kalaivani (Phy.Sci/Bio.Sci) Bio Science Pedagogical Subject • First Year - E. Theseega (Bio.Sci/Phy.Sci) Second Year - B. Revathy (Bio.Sci/Phy.Sci) Social Science Pedagogical Subject • First Year - K. Sabitha (Social /English) Second Year -J. Iswaraya (Social /Tamil) OFFICE BEARERS 2017-2018 1. B. Revathy - Bio.Sci/Phy.Sci CHAIRMAN, 2. K. Keerthana - Tamil / Tamil VICE CHAIRMAN, 3. M. Farhana Khanam - English/English SECRETARY, 4. K. Guna Priya - English/English JOINT - SECRETARY, 5. P. Valli - Tamil/Tamil CO-OPERATIVE SECRETARY, 6. M. Sarulatha - English/English CO-OPERATIVE JOINT - SECRETARY. The above student-teachers were involved in the curricular planning and co-curricular activities such as functioning Co-operative society, Green Gardening, the school internship program, field visits, literary and cultural competitions, sports competitions, etc. Moreover, the student-teachers development programmes were organised with the initiation of the student council. For the academic year 2017-18, a soft-skill development program, music classes, art and craft training, socially useful products training, home gardening training, smart interactive board training, national seminars, and various workshops for professional development and educational tours were planned. A few student-teachers council involved activities were: • Literary Competition: The literary competitions (essay writing, elocution, poetry writing, and quizzing) are conducted and the prizes distributed. • Cultural Competition: The cultural activities - Solo dance, Group dance, Drawing, Solo song, Hand craft, Rangoli, Mono-acting, Mime, Drama, Painting, Poster Placard making and cooking competition are conducted every year. • SUPW Art and Craft: A special training is provided to the student-teachers for preparing Socially Useful Productive Work (SUPW), Art Craft practices and Home Gardening training by the expert. • Vocal Skill Training: Music classes are organised for the students for their vocal skill development. • Sports and Games: The Institution organizes an annual sports day from 23rd April to 30th April 2018 to motivate the student-teachers to participate in the sports and games every academic year. Intramural Sports Competition- Indoor games(Chess, Carrom, Table Tennis) and outdoor games (Throw ball, Tennikoit), track events (100, 200, 400, 400 x 100 metre relay), and field events (Long jump, Shot-put, Discus, Javelin, Shuttle Relay) are conducted and the prizes are awarded to the winners in the annual day.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

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

2400

5.4.4 – Meetings/activities organized by Alumni Association :

The Alumni association has been functioning in the college since 2006-07. As a continuous event the alumni meeting was held in the academic year 2017-18. A separate register was maintained for recording the events of Alumni association in the institution. The college chairman is the patron, the college principal is the chairman and one of the faculties is the secretary and 5 old students are executive members of the association. The general body meeting was held once in a year and decides the date for alumni meet. In the general body meeting, introducing 4 year integrated programme, and providing guidance for the students to appear in the competitive exams were discussed. All the alumni members were invited by posting invitation, registration was done by alumni association committee coordinator. Most of the student-teachers attend and gave their review and feedback about the college. They also share their experiences happily with their friends and faculties.

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 Krishnasamy College of Education for Women has a well-organized structure managed by the SSKRET trust. The management has a hierarchy of positions such as Principal, Administrative officer, Managing director, Chief executive officer and finally, Chairman to review and evaluate the academic and administrative processes of the College. The Governing Body directs the organizations management systems, their implementation and continuous improvement. Apart from these, internally, the academic planning committee reviews the academic process and the finance administrative committee manages the administrative process. 1. Decentralization through Committees: The Krishnasamy College of Education for Women has rich educational practices in academic as well as administrative aspects. The College has a democratic organisational culture. The academic calendar preparation committee is directly responsible for coordinating all the faculty members for the academic and curricular development of the students. There were eight committees constituted in the academic year 2017-18. Each committee has convener, co-ordinator and members of the committee. Every committee consists of committee convener, staff and student members. They together plan the activities. The function of every committee in the Institution is well defined. All co-ordinators report to Principal and Principal monitors the effective functioning of these bodies. In the academic year 2017-2018, under the guidance of Dr.R.Muthumanickam, Principal of the College as Convenor and Dr.G.Manjula, Vice-Principal of the College as Deputy Convenor, eight committees were constituted: Time Table and Attendance Maintenance Committee Examination and Academic Calendar preparation committee admission and placement committee Conference and workshop committee Student and staff Development committee Linkage and Project Committee Student Grievance Redressal Committee Publication Committee and so on. The work was distributed to the appropriate individuals or committees, and a staff meeting took place. The staff meeting was conducted on the 10th or 11th of every month, where the active process and upcoming events were discussed usually. The final decisions were taken based on the acceptance of all the staff members, management, and administrative personnel. This formal and informal arrangement and practices lead to decentralisation and participative management in a democratic organisational culture for setting the values and also planning, implementation, and achieving the vision. 2. Functions of Various bodies: The

rules and regulations are stated in the college academic calendar based on the Pondicherry University regulations and NCTE norms. The Chairman is the head of the institution and the Principal is responsible for the college functions and growth, including administrative, academic, co-curricular, extra-curricular, and linkage. IQAC of the College is involved in developing a quality system to improve the academic and administrative performance of the College. All staff members and student-teachers are oriented about the Administrative codes followed in the Institution and it is published in the academic calendar. The College has a grievance redressal committee which addresses genuine complaints, issues, and difficulties of student-teachers, staff, and parents. Student-teachers are encouraged to give the suggestion/feedback in to the suggestion box to express constructive suggestions and grievances. The Grievance redressal committee resolves complaints and grievances with sensitivity and confidentiality.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Human Resource Management	The 2 Year B.Ed., programme has 10 staff members as per NCTE and Pondicherry University Norms. The staff members were appointed by interview with a university-nominated nominee. In the academic year 2017-18, all the staff members were available as per the norms of NCTE. Moreover, the staff members are advised to attend the college without taking leave. There was an alternate timetable, which was made to manage teaching hours in the place of leave granted to a particular staff member.
Library, ICT and Physical Infrastructure / Instrumentation	The college library has more than 7515 books and 14 national and international journals with reading hall facilities. Students can take out 2 books and renew them after 14 days. Staff members can take out 10 books and the renewal period is 30 days. The physical infrastructure is enriched with needs-based. The computer laboratory and ICT integrated Resource Centre were updated with software in the academic year 2017-18. The RO water plant and CCTV quotations were received to be installed in the college in the academic year 2017-18. A bio-metric system was installed to gather the attendance of both the staff and students.
Research and Development	The institution management encourages the teaching staff members to attend the various programmes and also

provides facilities for their extension studies or Ph.D. In the academic year 2017-18, the CEO of the college declared that, the publication of the teacher would be awarded. Hence, the staff members attempted to publish their research articles in the reputed journals. Moreover, the staff members used the student-teachers to conduct the survey and also teach them about action research, which was useful for their teaching-learning process as teachers. The research articles published by the teachers were listed on the college website at <http://kcedn.org/researcharticle.htm>.

Industry Interaction / Collaboration

The College has collaborations with nearby industry and institutions for the mutual benefit of the institutions. The few industries/institutions that collaborated with the college in the academic year 2017-18 were Godrej Consumer Products Ltd., Kattukuppam, Mahatma Gandhi Medical College and Research Centre, Pillyarkuppam, and Professor Annousamy Higher Secondary School, Bahour (government-aided). In the academic year 2017-18, the Swatch Bharat awareness programme was conducted in association with the Godrej Consumer product Ltd.

Examination and Evaluation

The curricula execution committee follows up the examination, teaching practice, and evaluation work. It also arranges remedial teaching for slow learners. As stated in the academic calendar, a teacher has the freedom to conduct a class test. Every teacher in each course has conducted two or three class tests. Similarly, the unit wise tests were conducted with respect to the weightage of the units, as it was 10 units for the full course paper and 5 units for the half course. Apart from these tests, two model examinations are conducted. The first model is conducted after 50percent of the syllabus is completed. The second model examination is conducted after the completion of 100percent of the syllabus as per the university examination pattern.

Teaching and Learning

IQAC also periodically conducts meetings for the purpose of enriching the teaching-learning process and methodology of teaching. As discussed in the meeting, all the staff members develop notes for the lessons. They

also prepared unit-wise synopsis that were distributed to the student-teachers before teaching. It is flipped Classroom strategy, where students get the knowledge before they attend the teaching session and effectively present and discuss what they have learned.

Curriculum Development

The College has an academic calendar preparation committee that looks after effective curriculum transaction. The curricular activities were preliminarily discussed in the staff meeting one month before the start of the academic year. The activities planned in the meeting are listed in the academic calendar. Apart from the entire planning described as in the calendar, every month the curricular committee gathers and discusses what should be completed or altered. Moreover, the curricular execution committee prepares the timetable and monitored the student attendance. The curriculum-related programs, seminars, and discussions were carried out in the academic year 2017-18. It included EPC, Pedagogy, and Perspective course papers.

Admission of Students

The College admits student-teachers with a vision of the emergence of excellence in teacher education and the empowerment of women in the rural area. Hence, the college has a transparent admission mechanism to admit students. The students were admitted by interview and after certificate verification in the academic year 2017-18. In that academic year, 31 student-teachers were enrolled in the first year programme and 24 student-teachers studied in the second year B.Ed. programme. The tuition fee and other fees are as per university guidelines.

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

E-governance area	Details
<p>Examination</p>	<p>Continuous Comprehensive Evaluation, Practical Examination, and Model Examination were conducted periodically, and students marks were maintained and analyzed with Excel. The university examination application, registration, issuing of the hall ticket, and payment were carried out exclusively online. In the first half of the academic year 2017-18, these</p>

continuous assessments were carried out as per usual mode.

Planning and Development

The colleges IQAC meeting in the academic year 2017-18 advised that a conversion of part of the functions of the college into electronic mode is essential. The information or circular was distributed via Paid Bulk SMS services, email, and WhatsApp". The college advised carrying out the teaching-learning process with the help of ICT, and staff members regularly used smart-board and computer laboratory regularly. The teaching content as well as the lesson synopsis was shared in the students group in pdf format.

Administration

According to the IQAC meeting for the academic year 2017-18, the student-teachers and teachers attendance were collected through a biometric system. The circulars were displayed as both hard and soft copies for both staff and students. The administrative function of the College was carried out using mail communications system. The major tasks of the college were carried out using computer applications such as Excel, Word, etc. All the information and updates about the College were displayed in the college website. Issues of Transfer Certificates and Bonafide Certificates were in printed format.

Finance and Accounts

The College has a Finance and Accounts Section and has implemented e-governance as per government instructions. The employees salary was deposited directly into his or her bank account. The e-banking system was used to maintain the acquaintance and employees have provident fund (EPF).The college also offers Employees State Insurance (ESI) to all workers. Moreover, all the transactions above the minimum level are paid by RTGS or cheque only. The audit statements were maintained by specialized software. The GST and other payments were paid and maintained in digital format. The TDS deduction and maintenance are done electronically.

Student Admission and Support

The student-teachers were admitted by interview and after certificate verification. Once, the students were admitted to the program, their profiles

and details were maintained electronically, such as in excel. The college pays the amount for the special BULK-SMS package from dial4sms.com annually. All the announcements and circulars were sent through SMS. The student-teachers attendance was collected through biometrics during the academic year 2017-18.

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
No Data Entered/Not Applicable !!!				
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)
2017	DIGILOCKER - ONLINE PROGRAM	DIGILOCKER - ONLINE PROGRAM	10/08/2017	10/08/2017	12	3
2018	Skills in Education and Employ ability	Skills in Education and Employ ability	09/03/2018	09/03/2018	10	4
2017	MATHEMATICS DAY	Nil	22/12/2017	22/12/2017	10	Nil
No file uploaded.						

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
Skills in Education and Employability	7	09/03/2018	09/03/2018	1
No file uploaded.				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
10	0	12	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
EPF, Medical Insurance, Festival Bonus,	EPF, Medical Insurance, Festival Bonus	Student welfare scheme

6.4 – Financial Management and Resource Mobilization

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

The college has an internal and external auditing mechanism. Every financial year, the budget is prepared which includes recurring expenses such as salary, electricity, internet charges, maintenance costs, stationery, consumable charges, transport charges, and non-recurring expenses like lab equipment, furniture, and other expenses. A permanent accountant has been appointed to audit income and expenses regularly. The internal audit was carried out regularly. All the internal recurring and non-recurring vouchers for the financial year 2017-18 were audited by an external chartered accountant annually as per government rules. The auditor ensures that all payments are duly authorised after the audit.

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
NCW, New Delhi	28500	Awarness Program
No file uploaded.		

6.4.3 – Total corpus fund generated

6130177.93

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	Administration and Sisters Institution	Yes	Principal
Administrative	Yes	Administration and Sisters Institution	Yes	Principal

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

1. The inaugural function for the 2017-18 batch was celebrated on 17th August, 2017. On the same day, a parent-teacher association meeting was conducted. Discussions were held with members of the parent-teacher association to get suggestions for quality improvement aspects. 2. The college organized a special programme where parent-teacher association members were invited to participate in that program. The five day of community living camp was conducted in

Manapattu, Varkalodai, and Kanniyakoil villages from 2nd February 2018 to 6th February 2018 under the caption Water Conservation. 3. Various programmes related to Swachh mission were organised with the involvement of parent-teachers association members, local leaders, and local people. On that day, special lectures and a homoeopathic medical camp were conducted.

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

1. Professional development and administrative training programmes are organised for the welfare of teachers. 2. National Level Legal Awareness Programme funded by National Women Commission New Delhi, 2017-18 was conducted on 13th to 23rd October 2017. 3. Orientation to the faculty members was given for upgrading their skills in teaching and publishing papers.

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

1. The AQAR from 2012-13, to 2016-17 were prepared and discussed to mailed to the concerned NAAC section. 2. The first IQAC meeting for the academic year 2017-18 was conducted on 07.07.2017. 3. The second IQAC meeting was organized on 11.10.2017 and the third IQAC meeting was conducted on 12.02.2018.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

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
2017	Staff secretary selection	07/07/2017	12/07/2017	12/07/2017	10
2018	Awareness Programme conducted (Medical, Pedagogical and Perspectives) to Staffs and Students	11/10/2017	02/02/2018	06/02/2019	64
2018	The Governing Council meeting	11/10/2017	31/01/2018	31/01/2018	7
2017	Student Council Election	11/10/2017	29/08/2017	29/08/2017	54
2017	Soft Skill Programs	07/07/2017	22/08/2017	31/03/2018	54
2018	NCW LAP - 2017-18 Project	11/10/2017	13/11/2017	23/11/2017	67

2017	1	Nil	14/08/2017	30	GREEN SCHOOL HOME GARDENING	This program makes the student-teachers aware of the organic food and cultivation of natural food production. Student-teachers practices organic food production in the campus practically .	54
2017	1	1	21/09/2017	1	100 VOTER ENROLLMENT 21st Sep 2017	Programme for 100 percent Voter enrollment was organized with the support of the Pondicherry Election Department on 21st September 2017. The Student-teachers, Faculty members and the Election Dept. officers attended the programme.	70
2017	1	1	03/11/2017	20	NCW - A PROGRAMME TO CREATE AWARENESS ON LEGAL	To create Awareness on Legal Rights	120

					RIGHTS		
2018	1	Nil	09/03/2018	1	National Seminar on "Skills in Education and Employability	insisted that the teachers are transmitting the information, love and affection to all the Children they should also develop the essential skill among the students to survive in the developing world. 250 teachers and students from various colleges at	250
2017	1	4	01/09/2017	15	SWACHHTA PAKHWADA	Slogan competition, Sewa Diwas, Samagra Swachhata (Cleaning work) and Shresth Swachhata (Iconic Places) Program with Field based Training.	40
2017	2	4	16/09/2017	15	Swachhta-Hi-Seva	Samagra Swachhata (Cleaning work)	40

						Shresth Swachhata (Iconic Places) - Cleaning work Sewa Diwas- Program with Field based Training Awareness Rally Cleaning Work Special Lecture on Womens Mental Health	
2017	1	5	02/02/2018	5	Community Living Camp	Dental Camp Special Lecture on "The Role of Women in Science and Education Special Lecture on "Child Health Programs"	120
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 Calander	22/08/2017	Every year the academic calendar was prepared through the Committee members with help of Principal. It gives in right direction to the teacher and students. It consists code of conduct to be followed in the college.
Krsih Chronicle - Newsletter June-December Edition	23/01/2018	The college publishes college newsletter Krish Chronicle as half-yearly. Published newsletter were hosted in the the college website, http://kcedn.org

		/newsletter.htm
Krsih Chronicle - Newsletter January - May Edition	26/06/2018	The college publishes college newsletter Krish Chronicle as half-yearly. Published newsletter were hosted in the the college website, http://kcedn.org /newsletter.htm

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Gender Champion Program	20/11/2017	30/04/2019	64
Morning Assembly	21/08/2017	10/05/2018	64
Community Living Camp	02/02/2018	06/02/2018	40
Legal Awareness Program	03/11/2017	23/11/2017	80
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

- **Solid waste management:** The College maintains the solid waste management process by collecting and treating solid waste into usable waste. It has constructed a biodegradable waste pond on the campus where the solid waste can be changed and used as a valuable resource in the form of manure or natural fertilizer. The same manure was utilized to develop the green garden, which is practiced every year.
- **Liquid waste management:** The liquid waste is converted into usable water in the form of water to the garden.
- **Rain water harvesting:** There is a rainwater harvesting technique utilised to harvest rainwater from roofs and other above surfaces to be stored for later use. The collected water is used for gardening. So, during the summer hot days, this harvesting of rainwater is technically used and solves the problem of water scarcity.
- **Green Gardening program:** The College motivates both the student-teachers and teaching and non-teaching staff to practise home gardening and chemical free fertilizer use. Hence, the college practices green gardening on the college campus with the full participation of all the staff members, student teachers, and non-teaching staff.
- **Conducting Awareness Programs:** Every year, the college conducts many awareness programmes for both the student-teachers and nearby villages. Water conservation, plastic free environment, use of single use plastic, dengue, oral hygiene, and tobacco eradication awareness programmes were conducted in the academic year 2017-18. The institute celebrates environmental days on the college campus.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Quality education is the major goal of the Krishnasamy College of Education for Women, and hence, the college has made a lot of efforts to maintain the best administrative and academic processes. It has also marched towards the vision of a Centre of Excellence in Teacher Education. It creates a facilitative teaching-learning environment with various impetuses to achieve the academic excellence of the learners. The college has a list of best practices such as publishing the college newsletter Krish Chronicle, academic calendar, and journal publication, undertaking projects, conducting national level workshop/seminar and awareness programs, doing extension activities for the

society, promoting staff welfare schemes, arranging peer tutoring and remedial teaching, organising student council and leadership development activities, conducting special training programmes, conducting programmes for competitive examinations, functioning co-operative society, eco club, and Green gardening program, and organising annual sports, literary, and cultural activities.

----- Institutional Best Practices - I -----

----- 1. Title of the Practice I: Hybrid Teaching - Learning Practice (Remedial Teaching Peer Tutoring) 1. Remedial Teaching Objectives of the Practice: ? To develop inclusive practice of building team with three levels of achievements. ? To improve the academic achievements with the peer influences. ? To raise their level of comprehension of basic subjects to provide a stronger foundation for further academic work. ? To develop discussion and peer presentation of unit wise learning materials both in formal and informal methods. The Context: In the institution, remedial teaching classes are organized into two types, such as formal and in-formal settings. The remedial teaching classes were organized from December 2017 to April 2018 for all the perspective courses. In every remedial class, the mentor, along with the subject teacher, initiates the discussion on the days topic from the perspective or pedagogical subject course paper and students reflect their views. The concerned faculty members moderate that session and reflected on the respective courses. It is one of the best methods to ensure academic knowledge among the student-teachers from low to high levels. The mentor always motivates the student-teachers in such a way that they feel free to express their grievances and get them rectified in each course. 2. Peer group teaching The goal of peer tutoring is to help students engage their own active learning and critical thinking skills. Objectives of the Practice: ? Promoting independence in learning ? Personalizing Learning ? Facilitating tutee insights into learning, and learning processes ? Providing a student perspective on learning and university success ? Respecting individual differences ? Following the job description (guidelines). The Context: Apart from the remedial teaching, the peer group discussion was conducted. Peer group discussion/teaching is encouraged for student-teachers to assist one another in preparing academic activities. Like a microteaching practice, here, every student-teacher was offered opportunities to learn from her peers. They utilize these hours to make lesson plans and practice teaching with the help of their peers. These peer group discussions were conducted in a classroom setting or informally. Everyone got practice and benefit. On some occasions, the student-teachers seminar is organized for all the perspective and pedagogical courses. In every session, the concerned subject faculties acted as the co-coordinators' and moderated the sessions. At the end of the session, the moderators shared and reflected on their views on the course. 3. Evidence of Success: This practice has proven very successful as it is providing good platform for the students to express their thoughts, views and needs. Student-teachers are also more interactive with the teachers and approach teachers without any hesitations to report any issue related to classes, practicals and others. The discussion on such issues and students feedback in faculty meeting has helped greatly to make a few necessary changes in the functioning of the department and take corrective and precautionary measures. 4. Problems Encountered and Resources Required ? Taking student-teachers into confidence for assessing and getting feedback on sensitive issues. ? Subjective and split opinions (difference of opinions), views, thoughts and perceptions are made. It is difficult to assess the severity of the problem. ? Sudden implementation of changes are made in functioning style. -----

----- Institutional Best Practices - II -----

----- 1. Title of the Practice: Sustainable Development through Organic Farming Practices 2. Objective: The following are the objectives of Organic Farming. i. To promote organic farming in the college campus and home and to make individuals self- sufficient in vegetable pulses production. ii. To know the

importance of organic farming. iii. To promote the importance of organic vegetables. iv. To know the importance of natural fertilizers and organic vegetables. 3. Context: The organic farming practice is being followed in this institution since 2014. Every year student-teachers are trained to grow vegetables in today's world where we all consume vegetables that are laden with hazardous chemical pesticides. This creates health problems in different forms. Keeping this in mind, the College organizes organic farming production thereby educating the youth to maintain organic farming in home and produce organic vegetables to make them self-sufficient. 4. Practice: The first year student-teachers of B.Ed. programme took up the initiative to set up vegetable gardens in the college campus with the expertise put in by the expert Mr.S.Parthiban, the Agricultural trainer cum Ex-ward member from Kattukuppam. Seeds required for setting up the gardens are provided by the College. The student teachers are responsible for maintaining the garden. Particular care is taken to avoid the use of chemical fertilizers and pesticides. The invited guest Mr.S.Parthiban, presented the video demonstration on how to prepare the natural fertilizer in order to protect the plants from the pests. Seeds of transplanted crops like Tomato, Brinjal, Ladies Finger, Beans, Snake Guard, Bitter Guard, Bottle Guard and Chilli were sown in nursery beds one month in advance by drawing lines. After sowing and covering with top soil and then spraying with 220 grams neem cake powder so as to save the seeds from ants. About 30 days after sowing for tomato and 40-45 days for brinjal and chilli the seedlings are removed from nursery and transplanted along one side of the ridges of spacing of 30-40 cm. The plants should be irrigated immediately after planting and again on 3rd day. The seedlings were watered once in two days in the earlier stages by the concerned group of students and then once in 4 days later. The students take care of the plants by using natural fertilizer. 5. Evidence of success: The faculty members and the student-teachers have been benefited from this initiative by setting up their home garden in their residences. 6. Problems encountered: Initially, the faculty members and student teachers were worried about space for setting up the gardens. They were doubtful about the quality of seeds, maintenance of the gardens and also about the expenses to be incurred.

----- Institutional Best Practices - III

----- 1. Title of the Practice: Development of ICT Skills among the Staff and Students 1. Objectives: The following are the objectives of Development of ICT Skills: • To encourage teachers to adapt to technological advancements including ICT adoption in class room teaching. • To develop ICT capability in finding, selecting and using information. • To use ICT for effective and appropriate class taking and communication. 2. Context • The teachers find it difficult to keep pace with the techno - savvy student-teachers. It has become essential for some of the teachers to adapt the latest pedagogic styles and include ICT in class room teaching. The mismatch between the student-teachers and the teachers in the use and comfort of handling varieties of tools available for teaching - learning needs to be bridged. 3. The practice • A multipurpose hall is made ICT ready and a well-equipped computer lab is used for class room teaching. • The staff members are trained to use the Power Point Presentations, browsing the internet for useful resources, uploading content on the college website, use of google docs for information sharing, etc. • Smart Board Practice during the School Internship is provided 4. Evidence of Success • Most of the teachers have adopted modern pedagogical styles and ICT in their classes. • Appropriately paced and timely completion of syllabus using ICT resources is ensured. • Improvement in using ICT resources for both staff and students. 5. Problems encountered and Resources required • Development of animation based power point presentations in teaching has been a hindrance for want of in depth knowledge and technical expertise. • The demand for ICT resources is increasing and paucity of funds has been the biggest impediment for the students which may dampen the spirit of technology adoption by teachers. • Continuation of practice in the residence is

a problem due to parental support and financial position

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

<http://www.kcedn.org/naacaqar.htm>

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

A good performance management system works towards the improvement of the institution in terms of its achievements of the overall organizational mission and vision. A effective welfare Schemes for teaching and non- teaching staff: Staff Development Committee of Krishnasamy College of Education for Women discusses the needs of the institutions, including teaching and non-teaching staff. At the beginning of the year 2017-18, the feedback and suggestions of staff were collected and discussed in the staff meeting. Based on the feedback and suggestions, the academic planning was organized. Moreover, the administration gets direct and written feedback from each staff member for the upcoming year. Planning is made at the end of the previous year where the requirements of the staff members are fulfilled. The staff development committee which takes care of all the needs of teaching and non-teaching staff was formed. The institution consistently inspires staff and provides a platform for methodological skill development, multidisciplinary scheme development, and can encourage ethical and human value development. It provides for ethical and moral value-based self-development to meet the challenges of the dynamic teaching-learning environment. Hence, the institution has a collaborative and interactive work culture. The College motivated non-doctoral staff members to get enrolled for part-time Ph.D. in the year 2017-18, One staff member attended the Ph.D entrance examination due to the encouragement of the management, Mr. S.Deenadayalan, Assistant Professor. The College offered special leave for those pursuing Ph.D. To honor the staff member's academic and extension activities, their achievements were posted in the faculty details in the college website. The staff development committee arranged series of the faculty development program for the year 2017-18 internal speaker and external speaker. Moreover, The Institution provides quality higher education through holistic training and skill development workshops, focusing on preparing for classroom lectures and accessing the open source journals. In the academic year 2017-18, the college periodically organized training programmes in the latest ICT applications and tools in higher education, which was strengthened in multiple dimensions. Moreover, the Governing Council meeting was organized on 31st January 2018 where all the teaching-learning processes and quality improvement of the college and also staff and student-teachers development schemes were analyzed and their suggestions were carried out. The discussed areas were (i) Teaching, Learning, and Evaluation related activities (ii) Co-Curricular, Extension, and Professional Development related activities and (iii) Research Publications and Academic Contributions. The college provides staff welfare schemes to both teaching and non-teaching staff such as Employee Providential fund, Maternity benefits as per norms, Child Care leave, and free transport were offered. It also provides Staff Welfare fund, Salary Advance to needy staff members on festival season and free uniforms for women staff. It also organizes every day Yoga classes for morning assembly frequent special training and refresher courses are organized for the benefits of the staff members and student-teachers. Every year the College arranges tour for both the teaching and non-teaching staff members.

Provide the weblink of the institution

<http://kcedn.org/activities.htm>

8.Future Plans of Actions for Next Academic Year

1. Implementing New Program: The College is presently offering the 2 year B.Ed. Programme with six pedagogical subjects namely Pedagogical subjects Tamil, English, Mathematics, Physical Science, Bio-science, and Social Studies. The next academic year one more pedagogical subject either commerce or computer science is planned to add. This request has been forwarded to the administration for getting its approval. 2. Teaching and Learning process: The change in teaching-learning process is adopted by the faculty members. Hence, the college has planned to arrange the special training for the faculty members to access and familiarize teaching methodologies. 3. Implementing Skill development programme/seminar/workshop: The College has planned to offer the special programme for development of the skills of both the teacher and student-teachers hence the seminar and workshop committee has proposed some programmes to be conducted in 2018-19. 4. Implementing Physical Resources: To develop the infrastructure based on the suggestion and feedback from the different stakeholder, the college has proposed to install the Water purifier and received quotation for RO plant. Hence, the college has ordered to install RO and Solar power plate and also initiated for up gradation of Internet speed. 5. Extending Transport facilities: The new programme for additional intake of the student-teachers, the college has planned for extending the transport facilities for the academic year 2018-2019. The new bus has been requested from the management.