



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>	KRISHNASAMY COLLEGE OF EDUCATION FOR WOMEN
Name of the head of the Institution	Dr. G. MANJULA
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	04132615394
Mobile no.	9787508421
Registered Email	kcednprinci@gmail.com
Alternate Email	gmanjula1973@yahoo.com
Address	Krishnasamy College of Education for Women, Manapattu, Bahour Commune, Puducherry - 607 402.
City/Town	PUDUCHERRY
State/UT	Puducherry

Pincode	607402																		
<b>2. Institutional Status</b>																			
Affiliated / Constituent	Affiliated																		
Type of Institution	Women																		
Location	Rural																		
Financial Status	Self financed																		
Name of the IQAC co-ordinator/Director	Dr.K.Anand																		
Phone no/Alternate Phone no.	04132615394																		
Mobile no.	9894133248																		
Registered Email	iqackcedn@gmail.com																		
Alternate Email	anandkmax@gmail.com																		
<b>3. Website Address</b>																			
Web-link of the AQAR: (Previous Academic Year)	<a href="http://www.kcedn.org/naacaqar.htm">http://www.kcedn.org/naacaqar.htm</a>																		
<b>4. Whether Academic Calendar prepared during the year</b>	Yes																		
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="http://www.kcedn.org/calendar.htm">http://www.kcedn.org/calendar.htm</a>																		
<b>5. Accrediation Details</b>																			
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B</td> <td>2.54</td> <td>2012</td> <td>05-Jul-2012</td> <td>04-Jul-2017</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B	2.54	2012	05-Jul-2012	04-Jul-2017
Cycle	Grade	CGPA	Year of Accrediation	Validity															
				Period From	Period To														
1	B	2.54	2012	05-Jul-2012	04-Jul-2017														
<b>6. Date of Establishment of IQAC</b>	08-Jul-2019																		
<b>7. Internal Quality Assurance System</b>																			
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															

Staff secretary selection	05-Jul-2019 1	14
Student development - TET coaching	07-Jun-2019 2	55
Project: NCW workshop	04-Mar-2020 1	155
The Governing Council meeting	01-Aug-2019 1	7
Establishment of National Green Crops-ECO CLUB	21-Jan-2020 1	76
workshop on Legal Awareness Programme for Women funded by National Commission for Women(NCW)	04-Mar-2020 1	216
Soft Skill development	17-Oct-2019 1	55
Training of Teachers (ToT)	06-Sep-2019 1	8
TET coaching	07-Jun-2019 2	55
Staff Development program -Refresh series lecture	16-Jul-2019 6	15
<a href="#">View File</a>		

**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	Project: NCW workshop	NCW	2020 1	90000
<a href="#">View File</a>				

**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	<a href="#">View File</a>
<b>11. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No
<b>12. Significant contributions made by IQAC during the current year(maximum five bullets)</b>	
<p>Quality Culture : The IQAC took active involvement for the quality improvement of the college and developed quality culture among the students and members of the staff. All the stakeholders and management are expecting high level quality.</p>	
<p>The Guidance Issued by Timely Report with Photos: The cell insisted on following all the guidance issued by Governments of India, Puducherry Government, UGC, NCTE and other agencies undertaking all the recognised programme on the dates notified and send the timely report with photos to the concern organisation.</p>	
<p>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 the proper documents, consultation, feedback and cooperation to achieve highest percentage of student achievement and placement.</p>	
<p>Funds Generation for Project and Schemes : The IQAC insisted and motivated with the suggestion to generate funds for project and schemes from outside. Particularly from the Government of India Agencies to undertake projects, programmes etc., for the benefit of the stake holders, the students and teachers in schools and colleges. Therefore in this aspect we received Rs.90,000/ from National Commission for Women during this period to undertake Legal Awareness Programme for students and village women.</p>	
<p>Students and Staff Development : The IQAC of the college is always taking care 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.,. To enhance the professional competency of the staff members the administration has funded for one year certificate programme "Scholastic Updates Linked Professional Training (SCULPT)" organised by Sri Balaji Vidyapeeth Deemed University, Puducherry.</p>	
<p><a href="#">View File</a></p>	
<b>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</b>	
Plan of Action	Achivements/Outcomes
Planned to conduct staff development programme for the faculty of the college with the suggestions from the staff members and resolved to orientate new teaching methodology for the	Yes The Expectation of Staff members were received and programmes were organized as per the needs

academic year 2019 20	
Planned to Commence Classes for second year student teachers for the Academic Year 2019	Commenced from 14.06.2019 on student teachers as per Academic Calendar.
Planned to arrange school internship for 4 months in two spells	Yes allotted and completed with the co-operation of 6 schools in Puducherry and Cuddalore
Planned to provide Bus facilities for 3 new routes.	Yes based on the needs of the students and discussion with the administration and transport department of our college.
Planned the timetable with Staff allotment for the second year B.Ed., students for the year	Yes - based on their specialization
Planned to conduct Inauguration function for the first year student teachers of the Academic Year 2019-20	Yes - conducted with Guest, Parents & Students, refreshment and lunch for all were provided.
Planned to organize one week Orientation Programme for the Freshers 2019-20, for Second Year student-teachers and first year student teachers.	Yes with a special timetable from General to particulars
Planned to prepare First year and Second Year B.Ed., orientation Timetable for the academic year 201920	Yes with a special timetable from General to particulars
Planned to prepare the academic Calendar from June to May for the year 2019-20	Yes - Prepared based on Pondicherry University and Puducherry Government orders and printed & issued.
Planned to select the committee members for the academic year 2019 to 20	Yes - New Committees are constituted
<a href="#">View File</a>	

<b>14. Whether AQAR was placed before statutory body ?</b>	Yes
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Name of Statutory Body	Meeting Date
Governing Council	01-Aug-2019

<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	No
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<b>16. Whether institutional data submitted to AISHE:</b>	Yes
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Year of Submission	2020
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Date of Submission	17-Feb-2020
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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

The Institution follows a well-structured curriculum framed by Pondicherry University. For the effective transaction of the curriculum, the College has created various committees. Each committee had a minimum of two members and one co-ordinator. Each committee's activities were regulated by a deputy convenor and a convenor under the direction of an advisor. The work was decentralized and distributed to the committee members, where every initiative and activity was put into practice through discussion and resolved. Orientation about the Programme: The academic year for regular classes started with a formal inaugural programme organized with the chief guest, parents and family members of the newly joined students, and other guests, along with the Chairman of the college and other officials of the management and all other students and faculty members. Formal orientation of 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 activities of B.Ed. Through the orientation timetable, the perspective courses, pedagogy of school subjects, enhancement of professional capacity (EPC), CCE, internship programme, and teaching practice were explained in detail. Regular Time-Table: After a one-week orientation, the regular timetable was framed based on the subject preference of faculty members. For effective practice actices for each course paper were allotted to two faculty members. The regular timetable consisted of perspective course papers, pedagogical subjects, and enhancement of professional capacity (EPC) as per the university regulation. The full course has 4 credits and 2 credits half-courses, and non-credit papers were systematically organised with respect to their weightage. Apart from these, special periods are 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 has to emerge as a centre of excellence in teacher education. The faculty members have prepared content-synopsis for all courses for the 2 year programme in both in Tamil and in English (language) and distributed them along with the regular classes before the commencement of the examination of that particular subject. The content synopsis was finalised by Director and the Principal of the College. Apart from content-synopsis, the co-operative society provides book bank books and library books to the students every year. Moreover, the library has specialised journals, reference books, and textbooks for students' further studies. The College has provided all the facilities for emerging as a center for excellence in the teaching profession to the student-teachers. The CCE was organised by different modes. The evaluation was carried out by task and assignment, as well as formative and summative assessment. Class tests, unit tests, and model exams were administered in order to instill confidence to the student-teachers to increase their ability to face the examination.

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
<b>No Data Entered/Not Applicable !!!</b>					

## 1.2 – Academic Flexibility

### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
<b>No Data Entered/Not Applicable !!!</b>		
<b>No file uploaded.</b>		

### 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
BEd	Education (Elective Course)	01/07/2015

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

Certificate	Diploma Course
<b>No Data Entered/Not Applicable !!!</b>	

## 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	26/08/2019	21
Course - 13 EPC2: Drama and Art in Education	26/08/2019	21
Course - 14 EPC3: Critical Understanding of ICT	26/08/2019	21
Course - 11 d Yoga, Health Physical Education Part 1	26/08/2019	21
Course - 23 c. Yoga, Health Physical Education Part 2	08/07/2019	34
Course - 24 EPC4: Understanding the Self	08/07/2019	34
<a href="#">View File</a>		

### 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	55
<a href="#">View File</a>		

## 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 students. The suggestion boxes were kept in classrooms and were utilised to collect suggestions and feedback from the students, both teaching and non-teaching. The suggestion boxes were maintained by one senior staff member, one student representative, and the principal and director. The parents feedback was collected by conducting the parents meetings. Moreover, teaching and non-teaching staff members feedback was 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 group efforts. Recently, the college collected the students and staffs feedback through a Google form. 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 as on curriculum transaction and other on facilities. (i) Curricular and (ii) other aspects of the college both to arrive quantitative and qualitative conclusion of infrastructure and teaching learning methods. They were recorded in the oral and written feedback in various forms and actions initiated to bridge the gap to them. The feedback collected from the Google form itself has pictorial interference and has been taken for immediate reporting to the management. The data collected from paper feedback was analysed using an excel spreadsheet (a simple percentage analysis was conducted). The academic year 2019-20 feedback was analysed and its report represented the status of the various parents, alumni, and students. 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 satisfaction for the depth of the course content. and for the 16-week internship. 97 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 a 2-year B.Ed. programme. Most of the parents expressed good for the programme, 16 week internship , Pondicherry University Exam pattern and college, 63 percent of the parents marked field visits were 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 during teaching practice. They rates the performance of teachers as excellent who are the alumni of our college. Most of the student-teachers expressed satisfaction over methodology and EPC courses. Students: 94 percent of the first-year student teachers said excellent at the curriculum. 100 percent of the student teachers expressed excellent expectations for the internship period and visit, also EPC courses and ICT based methodolgy.

**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	22
<a href="#">View File</a>				

## 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
2019	22	0	19	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 (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
19	15	14	2	2	1
<a href="#">View File of ICT Tools and resources</a>					
<a href="#">View File of E-resources and techniques used</a>					

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

The administration provides complete academic freedom in line with the vision and mission of the college. The administration encourages the faculty members to act independently in academic aspects. Moreover, faculty members are linked with 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 to assist with their academic activities. The student-teachers left with fear because they share their views, raise their doubts, and asked their respective mentors for advice. Twice a week, based on the needs one hour is dedicated to peer-team discussion and remedial teaching where the mentees are allowed to interact with their mentors. In this session, the mentor's shares their remarks with other mentees. During this session, discussion among the mentees were encouraged. The mentor-mentee scheme was would implemented based on the academic performance of the students and grouping was made based on that every group consist of below average, average and average students. i.e., planned class teaching and intensive interaction with the students enabled the teachers to identify as slow and advanced learners who were then given assistance. 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 order to meet the requirement of intellectually different students, remedial teaching classes are organised into two types, such as formal and in-formal settings. And in every remedial class, the mentor, along with the subject teacher, initiates the discussion on the topic that would be taken 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. 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 was offered opportunities to learn from their peers. They utilise these hours to make lesson plans

and practise teaching with the help of their peers. These peer group discussions were conducted in a classroom setting or informally. All the student-teachers were benefited. On some occasions, the student seminar is organised for all the perspective and pedagogical courses. In every session, the concerned subject faculties acted as the co-ordinators and moderated the sessions. At the end of the session, the moderators shared and reflected about their views on the topic or courses.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
56	19	1:3

## 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
19	19	0	6	9

### 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
2019	Dr. N. Mahalakshmi	Assistant Professor	Dr.Radhakrushna Best Teacher State Award 2019,
Nil	Dr. R Gavoussalya	Assistant Professor	Dr.Radhakrushna Best Teacher State Award 2019,
No file uploaded.			

## 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	year	06/11/2020	02/03/2021
No file uploaded.				

### 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 checked by conducting various tests and assessments. The formative and summative assessments were carried out according to the Pondicherry University curriculum and norms. 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 publicised and mentioned in the academic calendar. In the first half of the academic year 2019-20, these

continuous assessments were carried out as per usual mode. But, due to COVID 19, all the CCE was conducted online (65 tests) in the second half of the academic year. These tests were centralised 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. In the academic year 2019-20, the Practicum and Assignments, content tests, class tests, periodic unit tests, and model examinations were conducted systematically in both regular and online mode.

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

Every year, the academic calendar is prepared by the academic planning committee for the implementation of the academic programme and other activities. The college academic calendar is the plan for directing the curricular and extra-curricular activities of the college. The days of events, important 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 plans and executes 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 2019-20 were also mentioned. The calendar is made based on UGC, Pondicherry University and School Academic Calendars and this ensured that there all the programmes were held. 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 2019-20 were shifted to some other days to ensure flexibility. A few programmes and events mentioned in the academic calendar for 2019-20 were: • B.Ed., classes commenced on August 19th, 2019. • The first spell school internship programme was from August 22 to October 21, 2019. And second, from 23 October to 24 December 2019. • The first spell review meeting was held on September 14, 2019 and second spell review meeting was held on November 30, 2019 based on 4 month internship. • II Year B.Ed. School Engagement and Internship began on December 4, 2019. • 27th February to 2nd March, 2020-Community Living Camp • First Model Examinations–6th January to 8th January, 2020

**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.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	34	34	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://www.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	1	National Commission for Women	90000	90000
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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
National Seminar on "Sustainable Development of Students and Teachers Through Constructivist Approach"	Education	24/04/2019

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
Co-operative Society	Stationeries	Faculty and Students	Stationeries	Service	04/09/2019
No file uploaded.					

#### 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
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)
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National	Education	7	4
<a href="#">View File</a>			

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	5
<a href="#">View File</a>	

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
Presented papers	3	7	Nil	Nil
Attended/Seminars/Workshops	Nil	Nil	Nil	Nil
Resource persons	2	Nil	Nil	Nil
No file uploaded.				

### 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
Fit India Movement	DHTE Pondicherry	7	34
Special programme on Avoid Single Use Plastics	Godrej Consumer Ltd	7	34
Legal Awareness Workshop	NCW Delhi	13	56
<a href="#">View File</a>			

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
<b>No Data Entered/Not Applicable !!!</b>			
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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	Kamban Vizha	7	34
Government	DHTE Pondicherry	150th Birth Anniversary of Mahatma Gandhi (Naitalim week)	7	34
Government	DHTE Pondicherry	Vigilance Aswawareness Week	7	34
Government	GC through Pondicherry University, and NCTE	Rashtriya Ekta Divas (National Unity Day)	7	56
Government	GC through Pondicherry University, and NCTE	National Education Day	7	34
Government	Swachh Bharat movement	Swachhta Pakhwada	7	34
Government	Swachh Bharat movement	Elocution	7	5
Government	Jalshakthi	Drawing competition	7	34
Government	Jalshakthi	Survey on JAL SHAKTI in the adopted village area	7	34
Government	Swachh Bharat Mission	Swachhata hi Seva	7	4
<a href="#">View File</a>				

**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	Student	self	120
<a href="#">View File</a>			

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
Teaching Competency	School Internship	St. Anne's English High School, Kattukuppam, Puducherry	22/08/2019	23/12/2019	5
Teaching Competency	School Internship	Prof. Annoussamy Higher Secondary School, Bahour, Puducherry	22/08/2019	23/12/2019	5
Teaching Competency	School Internship	St. Joseph Matric. High School, Krimapakkam, Puducherry	22/08/2019	23/12/2019	3
Teaching Competency	School Internship	Krishnasamy Mem. Matric. Hr. Sec. School, Cuddalore.	22/08/2019	23/12/2019	8
Teaching Competency	School Internship	Krishnasamy Matric Hr. Sec. School of Excellence, S. Kumarapuram, Cuddalore.	22/08/2019	23/12/2019	9
Teaching Competency	School Internship	Krishnasamy Vidyanekethan Senior Secondary School, S. Kumarapuram, Cuddalore.	22/08/2019	23/12/2019	4
<a href="#">View File</a>					

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	01/11/2016	Community	54

product Ltd., Puducherry		development programs	
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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
1400000	1460714.64

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
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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
I-librarian	Fully	Lite	2012

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	7566	903201	173	18133	7739	921334
Reference Books	234	18240	0	0	234	18240
Journals	14	12680	7	8640	21	21320
e-Journals	1	5000	0	0	1	5000
CD & Video	30	4695	7	540	37	5235
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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
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

### 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	28	20	29	0	0	2	0	80	6
Added	1	0	0	0	0	0	0	0	1
Total	29	20	29	0	0	2	0	80	7

#### 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-Content - Study Material - Unit wise and E-posters	<a href="http://kcedn.org/econtent.php">http://kcedn.org/econtent.php</a>

#### 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
740000	795984	630000	664730.64

##### 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 adequate infrastructure and it meets the infrastructure norms and facilities stated in the regulation of NCTE and Pondicherry University. The College has 8.54 acres area of land with safety features and serene location. It has high rising compound walls for security reasons. The campus 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 for maintaining and utilization of physical resources: 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 by keeping Stock register and by allotting to in-charge who are assigned. The stock register is updated for every Purchase or replacement or internal transfer within Sister Institutions. Moreover, the academic communication and relevant source are entered in the inward and outward register before being distributed to the concerned section/person. Library: The library books were organized and maintained by the principle of Colon Classification schedule. 7847 books, and 16 national and international journals and e-journal were available for the academic year 2019-20. Students and staff are allowed to visit library during the college timings. Each student

can take 2 books and each staff member can take 10 books for their reference. Student 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 students or staff members lose the book which they borrowed from library, then they are advised to buy the same book and return to the College. So, no book lose issues raised. 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, 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: Proper annual maintenance contract for various equipment such as computers, photocopier, electric generator, and UPS inverter is done. The devices are checked monthly once by the concerned person and a detailed report is given. In the academic year 2019-20, the biometric system was implemented for staff attendance, high speed internet connections and CCTV cameras quotations were received to install in both buildings.

<http://www.kcedn.org/index.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	56	60000
Financial Support from Other Sources			
a) National	SC - scholarship	3	20000
b) International	Nil	Nil	Nil

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#### 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
Yoga, Health and Physical Education	19/08/2019	56	self
Remedial coaching	11/03/2020	56	self
Soft skill development	19/08/2019	56	self

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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	Number of benefited students by career	Number of students who have passed in the comp. exam	Number of students placed
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		examination	counseling activities		
2020	TET Coaching	34	34	0	20
2019	TET Coaching	30	30	2	10
<a href="#">View File</a>					

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
0	0	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
KMMHSS, KMHE, KVN	34	12	-	10	8
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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	Department graduated from	Name of institution joined	Name of programme admitted to
2019	6	B.Ed	Education	PG college	M.Sc and M.A
2020	6	B.Ed	Education	PG college	M.Sc and M.A
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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
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 and games	university Level	2
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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	National/	Number of	Number of	Student ID	Name of the
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award/medal	Internaional	awards for Sports	awards for Cultural	number	student
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

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

The student representative election was conducted for the academic year 2019-20 to elected the representatives , the students Chairman, the Vice chairman, the Secretary, the Joint - secretary, the Co-operative secretary and the Co-operative Joint-secretary from both first year and second year B.Ed., by adopting preferential voting method. These students form a council and it denotes they were successful in their life. The details of student-teachers representative with Pedagogical Subject wise (2019-20), Tamil Pedagogical Subject First Year - K.Kanimozhi - Tamil / Tamil Second Year - R. Akshayadevi - Tamil / Tamil English Pedagogical Subject First Year - A.S. Fouzia Banu -English/English Second Year - D.Pritha -English/English Mathematics Pedagogical Subject First Year - S. Aswiniya -Maths/English Second Year - M. Ranjitha -Maths/English Physical Science Pedagogical Subject First Year - S. Suganya -Phy.Sci/Bio.Sci Second Year - A.Soniya -Phy.Sci/Bio.Sci Bio Science Pedagogical Subject First Year - R.Thamarai Selvi - Bio.Sci/Phy.Sci Second Year - K. Krishnaveni - Bio.Sci/Phy.Sci Social Science Pedagogical Subject First Year - K. Sharmila -Social/English Second Year - P. Radhika -Social /Tamil OFFICE BEARERS 2019-2020 1. M. Ranjitha Maths/English CHAIRMAN 2. S. Aswiniya Maths/English VICE CHAIRMAN 3. K.Kanimozhi Tamil / Tamil SECRETARY 4. D.Pritha English/English JOINT - SECRETARY 5. A.S. Fouzia Banu English/English CO-OPERATIVE SECRETARY 6. R.Thamarai Selvi Bio.Sci/Phy.Sci CO-OPERATIVE JOINT - SECRETARY The student-teachers were involved in the curricular planning and co-curricular activities such as functioning of Co-operative society, Green Gardening, the school internship program, field visits, literary and cultural competitions, sports competitions, etc. They actively participated in engagement with the field, tasks, and assignments related to theory courses. Moreover, the student development programmes were organised with the support of the student council. For the academic year 2019-20, 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. Literary Competition: The College arranges literary competitions to expose students talents every year. The literary competitions (essay writing, elocution, poetry writing, and quizzing) are conducted and the prizes are 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 organised an annual sports day every year to motivate the student-teachers to participate in the sports and games. During 2019-2020 it was from 20.03.2019 to 30.03.2019. 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) due conducted and the prizes are awarded to the winners every year.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

434

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

3400

5.4.4 – Meetings/activities organized by Alumni Association :

The college has an Alumni Association functioning systematically. Old students who have completed B.Ed. programme in the College are enrolled as the members of this Alumni's Association. Every year Alumni meet are conducted in the college. Invitation will be sent to the Alumni students to participate in the Alumni meet. During the Alumni meet, the students share their views to agument the academic performance.

## **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 College has a well-organized structure which is managed by the SSKRET trust. The management has a hierarchy of positions such as Principal, Director, Administrative officer, 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 College has rich educational practices, in academic and administrative matters. The College has a democratic organisational culture. The academic planning committee is directly responsible for coordinating all the faculty members for the academic and curricular development of the students. It also designates the Staff members for various committees. There were eight staff committees constituted in the academic year 2019-20. Each committee had chairperson, co-ordinator and members of the committee. They together plan the activities. The function of every committee in the Institution is well defined. All Chairperson report to Principal and Principal monitors the effective functioning of these bodies. In the academic year 2019-2020, under Dr.G.Manjula, Principal and Dr.R.Muthumanickam, Director of the College, eight committees were constituted: (i)Time Table and Attendance Maintenance Committee (ii)Examination and Academic Calendar preparation committee (iii)admission and placement committee Conference and workshop committee (iv)Student and staff Development committee Linkage and Project Committee Student Grievance Redressal Committee (v) Publication Committee and so on. Each committee was responsible for overall development of the College. 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 on-going and upcoming events were discussed and also the work is distributed to the individuals or committees. The final decisions were taken based on the acceptance of all the staff members and administrative personnel. The Principal of the College and the management sought the opinion and the suggestions of all the staff members of the College were followed. This formal and informal arrangement 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 college has a Governing Council based on the Pondicherry University regulations. 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 students, staff, staff and parents at an individual. Students are encouraged to use the suggestion/feedback box to express constructive suggestions and grievances. It 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
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 strategies, where students get the knowledge before they attend the teaching session and effectively present, discuss what they learned or had a knowledge. Moreover, teachers prepared lesson PowerPoint Presentation and shared it among the students during the second half of the academic year 2019-20 due to COVID 19
Research and Development	The institutions 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 2019-20, the CEO of the college. Encouraged the staff members 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 <a href="http://kcedn.org/researcharticle.htm">http://kcedn.org/researcharticle.htm</a> .

<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>The college library has more than 7847 books and 16 national and international journals with reading hall facilities. Students can borrow 2 books and renew them after 14 days. Staff members can borrow 10 books and the renewal period is 30 days. The physical infrastructure is enriched with needs-based requirement. The computer laboratory, and ICT integrated Resource Centre were updated with software in the academic year 2019-20. The RO water plant and CCTV quotations were received to be installed in the college in the academic year 2019-20. A bio-metric system was installed to gather the attendance of both staff and students.</p>
<p>Human Resource Management</p>	<p>The 2 Year B.Ed., programme has about 19 teachers staff members as per NCTE and Pondicherry University Norms. The staff members were appointed by are interview with a university-nominated nominee through news paper advertisement. In the academic year 2019-20, all the staff members were available as per the norms of NCTE, and additionally, 9 new faculties were appointed for the 4 year B.Sc.B.Ed in advance. There was an alternate timetable, which was made to manage teaching hours in the place of leave of a particular staff member due to personal reasons.</p>
<p>Admission of Students</p>	<p>The college admits students 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 2019-20. In that academic year, 22 students were enrolled in the first year programme and 34 students studied in the second year B.Ed. programme. The tuition fee and other fees are as per university guidelines.</p>
<p>Curriculum Development</p>	<p>The College has an academic planning 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 2019-20. The activities planned in the meeting were listed in the academic</p>

colander. Apart from the entire planning described as in the calendar, every month the curricular committee gathers and discusses about the curriculum implementation. 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 2019-20. It included EPC, Pedagogy, and Perspective course papers.

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 50 percent of the syllabus is completed. The second model examination is conducted after the completion of 100 percent of the syllabus as per the university examination pattern. In 2019-20, the 65 online tests were conducted due to COVID.

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 2019-20 were Godrej Consumer Products Ltd, Kattukuppam, Mahatma Gandhi Medical College and Research Centre, Pillyarkuppam, and Professor Annusamy Higher Secondary School, Bahour (government aided). In the academic year 2019-20, the Swatch Barath awareness programme was conducted in association with the Godrej Consumer program. The COVID awareness programme was conducted with MGMRCI and extension activities were carried out in Professor Annusamy Hr. Sec. School. In the pandemic period, a few programmes were conducted online in collaboration with other institutions and industry.



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

E-governance area	Details
Planning and Development	<p>The college IQAC meeting for the academic year 2019-20 declared that a conversion of part of the functions of the college into electronic mode as essential . The information or circular were distributed via Paid Bulk SMS services, email, and WhatsApp. The college advised the staff to carrying out the teaching-learning process with the help of ICT, and staff members regularly used smart-board and computer laboratory. The teaching content as well as the lesson synopsis were shared with the students group in pdf format.</p>
Administration	<p>The IQAC meeting for the academic year 2019-20, insisted on the students and teachers attendance were collected through a biometric system. The circulars were displayed in 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 are done with printed forms.</p>
Finance and Accounts	<p>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 specialised software. The TAX was paid and maintained in digital form. The TDS maintenance are done electronically.</p>
Student Admission and Support	<p>The students were admitted by interview and after certificate verification. Due to COVID-19, there only 22 students were admitted in the academic year 2019-20. From 2019-20 onwards, they were provided admission</p>

form online and instructed new candidates to register. Once, the students were admitted to the program, their profiles and details were maintained electronically, such as in excel format. The college paid the amount for the special BULK-SMS package from dial4sms.com annually. All the announcements and circulars were sent through SMS. The student attendance was collected through biometrics during the academic year 2019-20.

**Examination**

Continuous and Comprehensive Evaluation (CCE), Practical Examination, and Model Examination were conducted periodically, and students marks were maintained and analysed 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 2019-20, these continuous assessments were carried out on physical basis. But, due to COVID 19, all the continuous and comprehensive evaluation (CCE) were conducted through online (65 tests) for the first and second year student-teachers in the second half of the academic year.

**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
<b>No Data Entered/Not Applicable !!!</b>				
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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)
2019	workshop – Training of Teachers	Nil	06/09/2019	06/09/2019	8	Nil
2019	Faculty	Nil			8	Nil

	Development Programme		09/12/2019	13/12/2019		
2019	Krishnamy Paadasala expo-2019	Nil	23/01/2019	24/01/2019	4	Nil
2019	National Seminar on "Sustainable Development of Students and Teachers Through Constructivist Approach"	Nil	24/04/2019	24/04/2019	12	Nil
2019	SKILL DEVELOPMENT WORKSHOP	Nil	08/07/2019	08/07/2019	12	Nil
2020	A Special lecture on "Awareness Creation on COVID-19"	A Special lecture on "Awareness Creation on COVID-19"	20/02/2020	20/02/2020	12	4
2019	Staff Development program (Refresh series lecture)	Staff Development program (Refresh series lecture)	16/07/2019	21/07/2019	12	Nil
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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
SKILL DEVELOPMENT WORKSHOP	12	08/07/2019	08/07/2019	1
Staff Development program (Refresh series lecture)	12	09/12/2019	13/12/2019	5
No file uploaded.				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
12	12	11	11

#### 6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Staff development committee	Nil	Student development and association

### 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 was appointed to audit income and expenses regularly. The internal audit has been carried out regularly. All the internal recurring and non-recurring vouchers for the financial year 2019-20 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
Nil	0	Nil
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#### 6.4.3 – Total corpus fund generated

7711629.64
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### 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	Sister Institutions	Yes	Principal
Administrative	Yes	Sister Institutions	Yes	Principal

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

1. The inaugural function for the 2019-20 batch was celebrated on August 19th, 2019. 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 as well as for facilities for transport, timing etc., 2. The college organised a special programme where parent-teacher association members were invited to participate in that program. The One week of community living camp were conducted in Manapattu, Varkalodai, and Kanniyakoil villages from February 28th to March 2nd, 2020 under the caption Water Conservation. Various programmes 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. 3. The University Social Responsibility programme for the academic year 2019-20 was organised with the help of the student-teacher association.

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

Professional development and administrative training programmes were organised for the welfare of teachers. 1. On July 8th, 2019, a special lecture on communication skills was delivered by Prof. Dr. M. Raziya, of Bharathidasan Government College of Arts and Science, Puducherry. 2. On July 16th, 2019, a staff development programme was organized. 3. Dr.R. Natrajan, Principal of KMMHSS, delivered a special lecture on The Role of the Teacher in Future India on August 19, 2019. 4. 5th September 2019, Mrs.Santhi Pandian, Principal, Krishnaswamy Mat. Hr. Sec. School of Excellence, S.Kumarapuram, Cuddalore. delivered a special address on Education 5. National Level Legal Awareness Programme funded by National Women Commission New Delhi, 2019-20 was conducted on 4th March 2020.

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

1. The composition of IQAC was reconstituted in the academic year 2019-20 due to a change in principal. Dr. G. Manjula, the current vice-principal, was appointed as the Principal of the College by the duly appointed selection committee of Pondicherry University on 3/06/2019. 2. The AQAR for 2012-13, AQAR for 2013-14, AQAR for 2014-15, AQAR for 2015-16, and AQAR for 2016-17 were uploaded in the college website and mailed to the concerned NAAC section and received acknowledgement. 3. The first IQAC meeting for the academic year 2019-20 was conducted on June 18, 2019. The second IQAC meeting was organised on 11.10.2019 and the third IQAC meeting is conducted on 22.01.2020.

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
2019	Staff Development program	22/01/2020	16/01/2020	21/01/2020	21
2019	The Governing Council meeting	18/06/2019	01/08/2019	01/08/2019	7
2019	Workshop on Legal Awareness Programme for Women funded by National Commission for Women (NCW),	18/06/2019	04/03/2020	04/03/2020	216

2019	TET coaching - 2 day programme	22/01/2019	07/06/2019	08/06/2019	55
2019	Staff secretary selection	14/06/2019	05/07/2019	05/07/2019	14
<a href="#">View File</a>					

## 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
Gender Champions	10/06/2019	30/04/2020	56	3

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
The power requirement of the institution was less than 500 units per month in the years 2019–20. It is considerably lower consumption. The college received a quotation to install solar panels for open space lighting. Moreover, a few ordinary tube lights were replaced by LED bulbs to lower their power consumption.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Provision for lift	No	0
Ramp/Rails	Yes	1
Braille Software/facilities	No	0
Rest Rooms	Yes	1
Scribes for examination	No	0
Special skill development for differently abled students	No	0
Any other similar facility	No	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadva	Number of initiatives taken to engage with and contribute to	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
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	ntages	local community					
2019	1	1	01/09/2019	15	Swachhta Pakhwada programme	Swachhta Pakhwada programme is a part of Swachh Bharat movement. It was organized during 1st to 15th September 2019 in and around the college campus.	68
2019	1	Nill	10/09/2019	1	Jalshakthi	A drawing competition on the theme "Jalshakthi" was conducted in the college.	22
2019	4	Nill	11/09/2019	16	Swachhata hi Seva	21st October 2019 - Poetry writing was conducted • 23rd October 2019 - Poster presentation • 27th October 2019 - Elocution Competition Essay writing was conducted	68
2019	1	1	29/08/2019	1	Fit India Movement	With an aim to promote healthy	68

						living, a pledge on physical wellness was taken by all the faculty members and student-teachers.	
2019	1	Nil	28/10/2019	7	Vigilance Awareness Week	Vigilance Awareness Week programme was formally inaugurated on 02nd Nov. 2019 in the college. On 30th October 2019 -- Drama competition On 30th October 2019 -- Essay competition 2nd November 2019 - Debate on "Corruption free society"	68
2019	1	Nil	31/10/2019	1	Rashtriya Ekta Divas (National Unity Day)	As per the guidelines of UGC through Pondicherry University, and NCTE on 31.10.2019, the pledge for National Unity Day	68



						was under taken by all the student teachers and faculty members.	
2019	1	1	30/11/2019	1	Special programme on Avoid Single Use Plastics	The Krishnasamy College of Education for Women, Pudukcherry and Godrej Consumer Products Ltd., Pudukcherry jointly organized the Awareness Rally on Avoid Single Use Plastics on 29.11.2019 in the adopted village area of Varkkaloda i.	120
2020	1	1	04/03/2020	1	Legal Awareness Workshop	Krishnasamy College of Education for Women, Manapattu organised Legal Awareness Workshop on 4th March 2020 funded (Rs.90,000/-) by the	160

National Commission for Women, New Delhi with the co-operation of Pondicherry Legal Service Authority and Advocates

[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	04/09/2019	Academic calendar designed out from June to May for the year 2019-20 and printed and issued to students and staff. The academic calendar describes all the academic and other programmes in details along with the syllabi and learning outcomes. It is helpful to them.
Krsih Chronicle - Newsletter January - May Edition	09/07/2020	The college publishes college newsletter Krish Chronicle as half-yearly. Published newsletter were hosted in the the college website, <a href="http://kcedn.org/newsletter.htm">http://kcedn.org/newsletter.htm</a>
Krsih Chronicle - Newsletter June - December Edition	06/01/2020	The college publishes college newsletter Krish Chronicle as half-yearly. Published newsletter were hosted in the the college website, <a href="http://kcedn.org/newsletter.htm">http://kcedn.org/newsletter.htm</a>
Legal Awareness Workshop	04/03/2020	Krishnasamy College of Education for Women, Manapattu organised Legal Awareness Workshop on 4th March 2020 funded (Rs.90,000/-) by the National Commission for Women, New Delhi with the co-operation of Pondicherry Legal Service Authority and Advocate from Pondicherry. The

Legal Awareness Programme Modules 2019-2020 was published on the same day. It consist of awareness about the legal rights of women stated in the laws given by NCW program module.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Republic Day Celebration	26/01/2020	26/01/2020	80
International Women's Day	09/03/2020	09/03/2020	70
Kalams Day	17/10/2019	17/10/2019	68
Independence Day celebration	15/08/2019	15/08/2019	70
Kamban Vizha	28/09/2019	28/09/2019	56
Vigilance Aswareness Week	28/10/2019	02/11/2019	68
Rashtriya Ekta Divas	31/10/2019	31/10/2019	56
National Education Day	11/11/2019	11/11/2019	56
70th Anniversary of Consitution Day	26/11/2019	30/12/2019	68
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

I. 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. II. 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 system utilised to harvest rainwater from roofs and other above surfaces to be stored in the ground. The collected water is used for gardening. So, during the summer days, this harvesting of rainwater is technically used and solve the problem of water scarcity. In the college, even in to summer the ground water level in around 6 feet. The quality of water is potable. III. ECO Club: With an assistance of Rs. 5000/- of the Puducherry Government, the College established an ECO club In the academic year 2019-20, the major activities conducted by the Eco-club are • Activity 1: Seminar on Innovative Technologies on Waste Recycling and Energy Conservation was conducted on 05.02.2020 • Activity 2: Awareness Rally was conducted on 18th February, 2020 related to Water conservation in Manapattu village. • Activity 3: Cleaning Drive was conducted on 29.02.2020 • Activity 4: Planting of Saplings was done on the campus on 12.03.2020 IV. Green Gardening program: The College motivates both the student-teachers and teaching and non-teaching staff to practise home gardening and organic farming. Hence, the college practises green gardening on the college campus with the full

participation of all the staff members, student teachers, and non-teaching staff. V. Conducting Awareness Programs: Every year, the college conducts many awareness programmes for both students and nearby villages on water conservation, plastic free environment, use of single use plastic, dengue, oral hygiene, and tobacco eradication awareness programmes were conducted in the academic year 2019-20. The institution celebrates environmental days in the college campus.

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

Institutional Best Practices - I ----- 1. Title of the Practice I: Mentor-Mentee 2. Objectives of the Practice: The College follows the mentoring scheme wherein teachers act as the mentor to the students for their overall academic, social progress and developments. As a part of this scheme, mentor teachers frequently interact with the students by convening meeting to assess and find problem areas in students learning and development processes. The scheme is being implemented with the objectives stated below. • To counsel and interact with the students to assess and find problem areas in students learning and development processes. • To motivate and encourage students to express their opinions and thoughts and to get feedbacks from them • To take into consideration students opinions and thoughts for decision making in identified problem areas of academics (teaching, practical) and solve problems. • To create healthy and safe learning environment and to promote participatory culture among students. 3. The Context: The mentor-mentee practice is especially meant for helping the mentees to grow their leadership skills. The mentors helps the mentee in developing a reputation as an advisor and guide to a particular student. In regular teaching hours, students and teachers do not get sufficient time to interact and discuss issues related to other than teaching topics. Most of the issues and problems faced by the student-teachers do not reach to the faculty's notice. Getting to know the students problems are of utmost importance and this would help to take precautionary measure, proper strategic decisions and make changes in academics and administrative decisions. 4. The Practice: As a part of the mentor scheme, the I year students were divided into 4 groups of 5 students (total strength 21 students) and the II year students were divided into 6 groups of 5 students (total strength 32 students). Each group is then allotted to different teachers as mentor. The teacher mentor convened periodic meeting with the students and discussed various issues related to academic, teaching and other related issues. The points and minutes of the meeting were discussed in the faculty meeting and necessary appropriate steps and decisions were taken and implemented. 5. Evidence of Success: This practice has proven very successful as it is providing good platform for the students to express their thought, view and needs. Students 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. 6. Problems Encountered and Resources Required • Taking students into confidence for assessing and getting feedback on sensitive issues. • Subjective and difference of opinions, views, thoughts and perceptions made. It is difficult to assess the severity of the problem.

----- Institutional best practices - II 1. Title of the Practice II: Green Gardening and Organic Vegetable Production 2. Objective: The following are the objectives of Green Gardening and Organic Vegetable production. • To promote environmental consciousness and sustainable development. • To promote home gardening and organic vegetable production in the college campus, at home and to make individuals self-

sufficient in vegetable produce. • To know the importance of home gardening and the importance of organic vegetables • To learn the preparation of organic pest control techniques like Pancha Kavya • To know the importance of natural fertilizers and organic vegetables. 3. Context: The home gardening practice is being followed in this Institution since 2014. Every year students are trained to grow vegetables. In today's world, we consume vegetables that are laden with hazardous chemical pesticides. This creates health problems in different forms.

Keeping this in mind, the College organizes home gardening and organic vegetable production every year thereby educating the youth to maintain home garden and produce organic vegetables to make them self-sufficient. 4. Practice: The first year students of both B.Ed. and B.Sc. 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 Pancha-Kavya 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 spaying 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. Also 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. They use the Pancha kavya prepared by them. 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 residence. 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.

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Institutional best practices - III 1. Title of the Practice III: Improving Teaching - Learning Process 2. Objectives: The following are the objectives of improving teaching learning process. • To insist on how to learn • To encourage teachers to adapt to technological advancements including ICT adoption in class room teaching • To ensure the application of learnt things and transfer of learning • To improve pass percentage and enhance the number of ranks bagged by the College at the university level examinations 3. Context • The syllabus coverage in some cases is being fast and information are being imparted crammed at once. This slow coverage initially and hurried coverage later should be avoided giving enough time to student teachers in comprehending the topics and assimilating the facts. • 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. 4. The practice • Academic planner along with the calendar of events is uploaded on the website for information to student-teachers. • The teaching-learning committee along with the head of the Institution has to monitor the pace of coverage of the syllabus. • Informal feedback is obtained from student-teachers regarding the content delivery by different teachers. The teaching - learning committee members and the class teachers hold frequent informal meetings and get the information needed. •

Frequent assignments, tests and evaluation are conducted to improve performance in the academic year end examinations. • A multipurpose hall with latest ICT technology is available 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. 5. Evidence of Success • Some of the teachers have adopted modern pedagogic styles and ICT in their classes. • Some of the notes are shared using groups in WhatsApp messenger and you tube link. • Appropriately paced and timely completion of syllabus is ensured • Increased attendance in the classes • Improvement in results. 6. Problems encountered and Resources required • Broad band network disturbance is always a major problem, the college manage with portable modem and optical fiber network. • Development of animation based power point presentations in teaching has been hindrance due to the want of in - house technical expertise. • The demand for ICT resources is increasing and paucity of funds has been the biggest impediment which may dampen the spirit of technology adoption by teachers.

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

<http://kcedn.org/dwls/2019-%2020%20Best%20Practices.pdf>

### 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 organisational mission and vision. Effective welfare Schemes for teaching and non- teaching staff: The Krishnasamy College of Education for Women staff development committee, which frequently discusses the needs of the institutions, including teaching and non-teaching staff. At the beginning of the year 2019-20, 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 management gets direct and written feedback from each staff member for upcoming year planning at the end of the previous year where the requirements of the staff members are fulfilled. Apart from this, the staff development committee and staff welfare committee which takes care of all the needs of teaching and non-teaching staff. The institution consistently inspires staff and provides a platform for methodological skill development, multidisciplinary scheme development, and 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 staff members to get enrolled for Ph.D. in the year 2019-20, Four staff member attended the Ph.D entrance examination due to the encouragement of the management namely Mrs. K. Jothiprabha Music instructor, Mrs. D. Jansi, Assistant Professor, Mrs. N. Lakshmi, Assistant Professor and Mrs. A. S. Melan Assistant Professor. 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 2019-20 internal speaker and external speaker. Moreover, The Institution provides quality higher education through holistic training and skill development workshops, focusing on preparing for classroom (offline/online) lectures and accessing the open source journals. In the academic year 2019-20, the college periodically organised training programmes in the latest ICT applications and tools in higher education, which was strengthened in multiple dimensions. Moreover, the Governing Council Meeting

with the Pondicherry University Members was organized on 1st August 2019 where all the teaching-learning processes and quality improvement of the college and also staff and student development schemes were analyzed and their suggestion 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. It also provides Staff Welfare fund, Salary Advance to needy staff members on festival season and free uniforms for women staff. It also organizes Yoga classes, frequent special training and refresher courses are organised for the benefits of the staff members. For benefit of both teaching and non-teaching staff members, every year the College arranges tour to them.

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. The next academic year one more pedagogical subject is planned to add either commerce or computer science. The college has received recognition order affiliation for 4 Year B.Sc.B.Ed., Programme for the academic year 2020-21 onwards from NCTE and Pondicherry University. 2. Offering Certificate course: The College attempts to provide add on courses and certificate courses to both the student as well as staff members. In this regard, the college has collaborated with Mahatma Gandhi Medical College and Research Centre to offer the One year SCULPT program to the staff. In the first attempt, six senior most staff were selected for the program. Due to Pandemic situation, Students certificate course could not be planned. 3. Teaching and Learning process: The change in teaching-learning process is adopted by the faculty members due to COVID-19 lockdown. Hence, the college has planned to arrange the special training for the faculty members to accesses and familiarize online teaching methodologies. 4. Adding infrastructural facilities for online classes: The College has planned to arrange the special training on online teaching methodology to manage the pandemic situation. Also it proposes to provide requirements such as webcam, camera stand and speaker for all class teachers to take online classes. 5. Implementing Skill development programme/seminar/workshop: The college has planned to offer the special programme for development of the skills both teacher and student-teachers, hence the seminar and workshop committee proposed some programmes to be conducted on 2020-21. 6. Implementing Physical Resources: To develop the infrastructure based on the suggestion and feedback from the different stack-holder, the college has proposed to install the Water purifier and received quotation for RO plant. Similarly on the instruction of NCTE, the CCTV is to be installed in the next academic year. Hence, the college has ordered to install RO, CCTV Solar power plate and also initiated up gradation of Internet speed. 7. Purchase of new books for library: For the new integrated B.Sc.B.Ed. programme, the college has collected textbooks and reference books list from all the teaching staff for purchase integrated Physics, Chemistry, and Mathematics subjects. The New books for B.Ed. programme are also added in the purchase list as usual. 8. Extending of Transport facilities: The new programme for additional intakes of the students, the college has planned for the more transport facilities for the academic year 2020-2021. The new bus has been requested from the management. 9. Upgradation of Laboratory: The new 4 Year integrated B.Sc.B.Ed. programme needs the laboratory equipment's for the Physics and Chemistry subjects. Hence, the concerned staff members were instructed to submit the list of requirement and the list have been sent to three scientific suppliers. 10. Admission process: The new 4 Year

integrated B.Sc.B.Ed., is not familiar in this surrounding area, Hence the college has planned to advertise about the program in the various modes and media.