

## THE ANNUAL QUALITY ASSURANCE REPORT(AQAR)OF THE IQAC(2013-14)

Name of the Institution	: <b>BON SECOURS COLLEGE OF EDUCATION</b>
Year of Report	: <b>2013-2014</b>
Name of the Programme	: <b>1. Bachelor of Education (B.Ed.) 2. Master of Education(M.Ed.)</b>

### Part A

**The Plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year.**

The Academic Calendar for 2013-14 session was planned in June 2013 in the meeting of the Governing Body. After that the Annual Academic Activities were discussed in the Staff Committee Meeting with the Principal as its Chairperson. To empower and enrich the trainees and teachers, a number of programmes and activities have been planned and executed along with usual activities of the Institution. Cultural functions were organized during the year to develop greater appreciation for the cultural diversities of the country, and to enhance qualities of co-operation, self esteem, self confidence, and aesthetic sense.

**Break-up of the number of working days is as follows:-**

B.Ed. Programme							
Session	Admission	Pre practice preparation day	Practice Teaching & Internship days	Days for seminars workshops & co-curricular activities	Three Internal Exam Days	Class Teaching days	Total Working Days
2013-14	8	5	35	10	18	155	231

M.Ed Programme						
Session	Admission	Field Based Activity	Data collection (Dissertation)	Three Internal Exam Days	Instructional days	Total Working Days
2013-14	8	10	25	15	173	231

The B.Ed. session 2013-14 was started on 1<sup>st</sup> August ,2013 with an orientation programme which began with a short prayer invoking God's Blessing on all followed by lighting of lamp by Fr. Viyanni, Anna Nagar Parish, Thanjavur and an introductory session by the faculty. The whole year's programmes were briefed during the orientation programme. Every class day began with a class assembly with a prayer invoking God's blessing on all. Keeping in mind the multi- religious nature of the society and the need for harmony and unity, Inter – Religious Prayer Services were held on special occasions like Inaugural Day, Teacher's Day, College Day, Valedictory Function etc.

## 1. Admission Procedure

One hundred B.Ed students and 35 M.Ed Students were admitted for the year 2013 – 2014. Relaxation was given to socially and economically weaker sections. Overall Eligibility is calculated for each candidate weighted with 60% of their qualifying examination results and 40% from the interview.

(Admission – Communitywise)

	SC/ST	BC	MBC	OC	Total
B.Ed	11	72	16	01	100
M.Ed	10	23	2	-	35

## Seminars & Workshops

In order to enrich and empower our trainees several seminars and workshops were conducted during the academic year. Among them were seminars on Co-operative Learning, Specific Objectives, microteaching, planning lesson, Learning Styles, and mentoring. They were conducted by the staff members. Besides Seminars and Workshops on Teaching and Learning, National Seminar was also conducted.

A National Seminar on “Expectation and Emerging Trend’s in Indian Class room” was conducted in our college on 25<sup>th</sup> January 2014. 81 Papers were selected and published in the book with ISBN. It was released on that day.

In the Inaugural Session, Inaugural address was delivered by Dr. K.Govindarajan, Professor and Head, Faculty of Education, Vinayaga Missions University, Puduchery. Key note address was delivered by Prof .Dr.K.Rajasekar,Dean Department of Education, Prist University Thanajvur. The Seminar was Felicitated by Dr.Sr. James Maria Arockiam, Vice Principal, Bon Secours College Of Education. Valedictory address was delivered by Prof.Dr.K.Chinnappan Professor and Head, Department of Education, Tamil University, Thanjavur. Delegates from different parts of the country participated in Effective discussion.

We Sent Seminar Brouchers to 500 and more Colleges and University in the National level. We have received 147 articles from the participants. Among them 81 articles were selected to publish in the Seminar proceedings. The Proceedings were published with ISBN Number (978-81-929044-05): Our management is the publisher of the proceeding.

Eminent personalities, Research guides, Professors, Research scholars and students of various colleges and universities were participated in commentable number.

This Seminar was helped a lot to everybody and it became a eye opener to know the problems of Indian class room in the present Educational Scenario. It gives solution for the same. All The presenters took active participation and their rapport is very good. Our M.Ed Students presented the papers while the B.Ed Students were the effective participants.

A Workshop on “How to design Lesson Plan” was Conducted on 12<sup>th</sup> August 2013 by M.Pazhanivel, Assistant Professor in Education, Department of Education, Tamil University, Thanjavur. Teachers and Students took active participation in the workshop.

### **Workshop on SUPW**

The SUPW Workshop was Conducted on 21<sup>st</sup> January 2014 in Bon Secours College of Education. The Students were involved in the workshop on Socially useful productive work by Sr.Tony, Teacher St. Joseph's Higher Secondary School, Pookara Street , Thanjavur. She taught to prepare many useful things such as Washing Powder, Asafoetida, Phenyls, Omam Water, Shampoo, Candles, etc.

### **Seminar on Arts and Crafts**

A Seminar on Arts and Crafts was conducted on 22<sup>nd</sup> February 2014. According to Instruction given by the Instructor Sr.Anthoniyammal, St. Joseph 's Higher Secondary School, Pookara Street, Thanjavur the following objects were prepared by the B.Ed Students. They are Paper Bird, Paper Flower, Flower wash , Pot Painting, Thread Work, Office Cover, File ,Glass Painting, Low Cost Materials(Egg Shell Hand Work, Wastage Paper Hand Work ), etc.

### **Cultural Functions & Celebrations:**

The cultural functions organized by the students were moderated by the resourceful faculty members. The cultural events were performed on Bon 2013, Teacher's Day, College Day, Christmas Gathering, Pongal function, Women's Day, and the Science and Literature Club activities.

Besides the cultural functions, celebrations on various occasions like Feast of Bon Secours , Independence Day and Republic Day were held. Further , too we had birthday celebrations of every member of the Bon Secours.

### **Tests & Competitions :**

The Students also participated in Quiz Competition, Poetry Competition, Poster competition, Role Play, Debate and Patriotic Song competition on National Festival Days. Winners were given Medals/Prizes and certificates. Besides these, 'Bons Torch' (Each one Teach one )is the regular features of the college. The students also Participated in 6 psychology practicals (Intelligence Test , Attitude, Aptitude, Interest. Intelligence quotient and personality assessment) a case study and presented a project report on it.

Regarding the Examination 3 Internal Test, 2 Revision Test and 1 Model Test were conducted. Besides, They also took part in 5 cycle tests, 4 class tests, and one university examination. They were evaluated. Suitable suggestions were given. Slow learners were identified and given special treatment. Additionally, in Research Methodology the M.Ed students were trained in using SPSS Package in Analysing their data. Regarding Stastical Techniques Mr.M.Muthusamy, Senate Member, Bharathidasan University trained the M.Ed student to gain knowledge on statistical techniques on 18<sup>th</sup> December 2013.

### **Pre –Practice Teaching And Practice Teaching:**

The trainees were introduced to learn and formulate of specific objectives, questioning techniques, introduction to Bloom's taxonomy of educational objectives, audio visual aids etc. at the beginning of the session itself. After having gone through the seminar on microteaching, the students were put through various exercises to sharpen their teaching skills. A video shoot was taken and the mistakes were corrected and the skills were Modified in Microteaching . Teachers took model lessons.

Subsequently simulation classes and criticism classes in each of the method subjects were taken by the trainees. After having gone through pre-practice teaching, the trainees were sent to our co-operating schools for practice teaching and internship from 3<sup>rd</sup> October 2013 to 2<sup>nd</sup> December, 2013. Classes were supervised by the respective school teachers and our own lecturers. The Principal expressed heart-felt thanks to the Principals and teachers of all our co-operating schools for providing ample opportunity for our trainees to better themselves as good teachers and facilitators of learning.

### **Annual Sports Festival:**

The 11<sup>th</sup> Annual Sports Festival was held on 30<sup>th</sup> August, 2013. Importance is always given to sports and Games by Bon Secours College of Education. Annual Sports Day was celebrated with great enthusiasm on 30<sup>th</sup> August 2013.

Mr. V. Karunanidhi, District Sports Officer, Thanjavur was the Chief Guest on the occasion. He declared open the sports meet. Sports Activities like 100,200 meters, 400 meters Relay, Throw Ball, Javelin, Badminton and Shot put were conducted. The Students for the sports were selected before the annual meet. The final events were conducted on the sports day. At last our chief guest distributed the prizes and overall Championship Award for the winning Team.

### **Educational Tour and Picnic:**

The Students of Bon Secours college of Education went one day Educational Tour on 7<sup>th</sup> March 2014. During the Tour, they visited Madurai, Vadipatti and Thiruparankundram. The bus trip, trolley ride, the hot springs and the scenic beauty of the location were thoroughly appreciated by one and all.

### **Research and Documentation:**

- Research and Documentation is one of the goals of the college. The Faculty Members are fully committed to this. Two of the faculty members are doing their Ph.D. work and hopefully will be submitted soon. Further, papers written by the faculty members are in the process of publication in various journals. Along with these, The research activities is steadily advancing. Action Researches regarding problems and solution of school students were analyzed by the Student Teachers.
- For the Academic year 2013-2014, Thirty Five Dissertation were produced by the M.Ed Students. The Dissertations pointed the problems and solutions in the field of Educational Psychology, Current Educational problems, Environmental Education, Content part of various Disciplines, Examination Stress, Evaluation Techniques etc. They followed Survey Method, Experimental Method, Case Study Method to do the dissertation. Each M.Ed Student analyzed the Teaching

of each B.Ed student in schools and gave remedial measures for it. A Field based Activity report was prepared and submitted by each M.Ed Student.

- The Principal Dr.T. Arivalan opened the Science Exhibition in St.Joseph's Matriculation School on 18<sup>th</sup> October 2013. In his Speech, he pointed how the Students should develop Scientific Attitude. He also encouraged the Students that by gaining Scientific Attitude, they Conquer new fields in Science .
- The Principal Dr.T. Arivalan acted as a Resource Person on 11<sup>th</sup> January 2014 in John De Britto College of Education , Thanjavur on National Seminar about the "Learning Disability".
- The Principal Dr.T. Arivalan acted as a Resource Person on 21<sup>st</sup> March 2014 in Bon Secours College for Women, Thanjavur on "Global Teaching in Higher Education".
- Mr.K.A.Antony Samy Assistant Professor in Education has participated in a two day National Seminar on "Educational Research-A practical Approach" on 19<sup>th</sup> and 20<sup>th</sup> March 2014 at Madurai Kamaraj University.
- Our faculty Members Mrs.V.Uma, Mrs.S. Victoria and Mrs.J.Rajalakshmi acted as the Examiner for paper Valuation in Tamil Nadu Teachers Education University on from 26<sup>th</sup> June 2014 to 1<sup>st</sup> July 2014 .
- Dr.T.Arivalan, the Principal and K.A.Antony Samy, Assistant Professor in Education participated in the Evaluation Work for B.ED on 10<sup>th</sup> December 2013 in Tamil University, Thanjavur.

### **ICT Learning Resources and Spoken English:**

Imparting of computer curriculum is a part of one paper in the B.Ed. curriculum. The faculty makes use of the new technologies, Power Point Presentation and LCD projectors in curriculum transactional processes. The Educational Technology Laboratory with 22 computers and internet facility is available for all the B.Ed. and M.Ed. students every day.

Considering the importance of English for communication in today's globalised world, the trainees who have difficulty in speaking and writing English were offered 40 days Spoken English Programme from 1<sup>st</sup> August 2013 to 10<sup>th</sup> September 2013.

### **Valedictory Function:**

Classes for B.Ed. ended on 24<sup>th</sup> May 2014 with a grand Valedictory Function. The students expressed their great appreciation for the college and thanked the faculty and staff for the excellent training they received. At the end of the programme the trainees were given their final assessment report and their completion certificate. The students and the faculty together then took a pledge with lighted candles in their hands to spread the light of wisdom through the length and breadth of the country particularly in the own state of TamilNadu.

100 students Teachers appeared for the university examination conducted by the TamilNadu Teachers Education University Chennai from 30<sup>th</sup> May 2014 to 12<sup>th</sup> June 2014. The results are awaited.

Classes for M.Ed ended on 24<sup>th</sup> May 2014. 35 M.Ed candidates appeared for the University Examination conducted by the TamilNadu Teachers Education University Chennai from 30<sup>th</sup> May 2014 to 5<sup>th</sup> June 2014 .



## Part B

### 1. Activities Reflecting the Goals & Objectives of the Institution

The curricular and co-curricular programmes were in line with the Institution's goals and objectives. The curriculum and syllabus addressed the needs of society through human rights education, value education, environment education and self development through educational psychology and sensitization to equality and equity. ICT also has been included in the curriculum.

We have formulated the vision of training well motivated teachers who are physically, intellectually competent, emotionally and morally upright, socially and professionally committed and spiritually inspired in order to become instruments of social transformation. It is satisfying to note that there was a concerted effort by the faculty and staff to achieve this aim. The students have done well in various areas of their training. The college stands today as one of the best college of education in the region.

### 2. Innovation in Curricular Design and Transaction

It is the aim of the Institution that the students who take their training here become well formed guides who will accompany the young learners on their journey to becoming fully human persons. The college offered an all round development Physical, Intellectual, Emotional, Social and Moral.

Right in the beginning, the faculty members prepared course outlines with specific objectives for the university examination. All the teachers, through class tests and Internal test and revision Test, kept an eye on successive academic progress of the students.

### 3. Examination Reforms Implemented

The students' entry knowledge and skills were not formally assessed but attempt was made to know the existing knowledge and skills through interaction with them in the classroom. Language Teachers, formally assessed the entry level of the students, which they used for remedial and advanced level teaching. The Psychology Teacher tested the students' intelligence, achievement motivation, Teacher effectiveness and personality through Psychological tests and the results were used for personal and academic guidance by the faculty. Together with these tests the students were continually tested and evaluated in the form of cycle tests in theory subjects.

The test scores were used for remedial teaching and academic guidance to all the three groups - the average, the below average and the above average. Thus opportunity was provided for the fullest growth of the total individuality-cognitive, affective and psychomotor.

4. Candidates Qualified NET/SET : 1

### 5. Total Number of Seminars/Workshops Conducted

Altogether 5 seminars and 2 workshops in different topics were conducted during the session. One of them is National Seminar.

### 6. Research Projects

(a) Newly Implemented : Nil.

(b) Completed : Nil.

7. Patents generated if any : Nil.

8. New collaborative Research Programme : Nil.

9. Research grants : Nil.

10. Details of Research Scholars : Nil.

11. Citation index of faculty members  
on impact factor : Nil.

#### 12. Internal Resource Generated

Course fee @ Rs. 46,500/- per students for 100 B.Ed. students

Course fee @ Rs. 47,500/- per students for 35 M.Ed. students

13. Details of Departments getting Assistance : Nil.

#### 14. Community Service

Youth Red Cross organization has been effectively performing various activities in the college. Dr. Vasantha Govindarajan, Secretary, Indian red Cross Society Thanjavur of Red Cross Organization Conducted Blood Donation camp in Our College on 9<sup>th</sup> January 2014 in Presence of Dr. V.Thenral M.D (O&G) Assistant Professor, Department of O&G, Thanjavur Medical College and Their team. 12 Students of Bon Secours College of Education donated 47units of blood on that day.

Citizenship Training Camp was held from 6<sup>th</sup> January 2014 to 11<sup>th</sup> January 2014. The Citizenship Training was inaugurated and felicitated by S.Geetha sekar, President, Nanjikottai, Rev.Dr.Sr. James Maria Arockiam Vice Principal and Mr.M.Pandian, Vilar Panchayat.

An Eye Camp and Dental Camp were organized by Bon Secours College of Education in collaboration with Indian Dental Association, Thanjavur branch and Rohini Hospital On 7<sup>th</sup> January 2014. Dr. A. Rajmohan, Dental Surgeon and Vasan Eye Care conducted the programmes at Nanjikottai Panchayat. 100 Primary School Children and 31 Village people were benefitted by this Programme

Our Students also visited and discussed with 95 orphanage students on 9<sup>th</sup> January 2014 at Child Welfare Home, Membalam. Note Books, Teaching Objects, Geometry Boxes were distributed to them by Our B.Ed Students. A dinner was

arranged for them by Our Faculty Members and Students. Our College Students emotionally felt “Happiness...in giving and in serving”.

Bon Secours College of Education received the Certificate of Appreciation from Indian Association for the Blind for the contribution during the year 2013-2014 for the empowerment of children with Visual Challenges on 04<sup>th</sup> September 2013.

### **15. Teachers –Non Teaching Staff Ratio**

a. 14:10

### **16. Improvement in Library Services**

The Library is semi-computerized and is limited to access, search, reports and return of books. Computers are installed in the Library with internet Hi-speed broadband connections and reprographic facilities. 87 books have been added this year. The Library has 23 Indian journals , 2 foreign journals and 2 e- journals.

### **17. New Books/Journals Subscribed & their Value**

New Books added	: 87
Value of new books	: Rs. 20,610

### **18. Courses in Which Students Assessment of Teachers is Introduced and the Action Taken on Student Feedback**

The institution collected feedback from the students during the year(2013-2014). The feedback collected was communicated to the faculty in the beginning of the session for corrective measures. This would help to improve the quality of instruction and human relation.

### **19. Unit Cost of Education**

Excluding salary component	=Rs. 42,418.00
Including salary component	=Rs. 54,883.00

## **20. Computerization of Administration and the Process of Admissions and Examination Result, Issue of Certificates Examination Results**

On behalf of the advise given by NAAC peer Team the college has computerized Management Information System (MIS) to select, collect, align and integrate data and information in academic and administrative aspects of the institution over the last two year.

## **21. Infrastructures Developed**

Our Infrastructures has Developed with the purchase of five Computers with printer, New Xerox Machine, Furniture's, LCD Projector with Screen, Caller Mike, cordless Mike, Hand Mike and Sound Box. Those are used for improving quality of Visual Presentation support with Effective Teaching methodology for Teacher and Students.

A Thar road was constructed from the college premises to the vilar main road. A Paver block road was constructed from the college premises to the college Entrance gate.

## **22. Transport Facilities:**

One of the important grievances of student's teacher is the transport facilities. It was rectified, the transports facility was made available for the students. Bon Secours College of Education has been Maintaining a Separate Transport facilities sincerely and promptly for the Students Welfare since 11<sup>th</sup> August 2012.

## **23. Technology Up-Gradation**

The computers in the computer Laboratory are upgraded with the latest software.

#### **24. Computer & Internet Access & Training to Teachers & Students**

For Teachers the computer and internet service are always there during class time. For students these service are available from 8.30 A.M-9.15A.M., 12.15– 1.30 P.M. and 2.30 – 4.30 P.M. All the teachers and the students availed the computer and internet facility during the year(2013-2014) . Teachers were encouraged to attend training and workshops related to latest technology/ICT.

#### **25. Financial Support to Students**

During the academic year 2013–2014, 11 B.Ed students and 12 M.Ed students received the Government scholarship. Each B.Ed & M.Ed Student mentioned above received the amount of Rs.46,500 and Rs. 47,500 respectively. Recommendation letters and Bonafide certificates were issued by the principal to help students to receive Minority Scholarship and Educational loans from the Nationalized banks.

#### **26. Activities & Support from Alumni Association**

Our Alumni Constitute 10 batches of B.Ed students and 5 batches of M.Ed students. As an aftermath of the formal inauguration of the Alumni Association in 8<sup>th</sup> January 2010, Meetings have been held by the executive committee for planning and conducting various activities for the association. Dr. Parimala , Professor and Head of Ancient Science, Ex-Registrar, Tamil University, Thanjavur was invited as special guest on 26<sup>th</sup> March 2014.Alumni's members assured that they are following the Bon Troch Scheme(Each one Teach one)

#### **27. Activities & Support from P.T.A.**

Parents are very co-operative and are available for meetings and other functions of the college. Their suggestions are taken seriously and acted upon.

## **28. Health Services- Awards & Appreciation**

Dispensary services of the sister school situated in the same campus is used for any emergency. Awareness programme on HIV/AIDS, Hepatitis and Tuberculosis were held this year. Blood Donation is a regular feature of the college every year. This year the students donated 47 units of blood to the nearby Indian Red Cross Society, Thanjavur . The Principal Dr.T.Arivalan received the Appreciation Certificate for the Youth Red Cross on 26<sup>th</sup> January 2014 from the Collector of Thanjavur.

Extension activities in health and hygiene, teaching the blind and the orphans were done through the community services. The students spent time with the physically mentally challenged children and Ageing Home. They collected and despatched money, food and clothing materials along with other charitable organizations.

## **29. Performance in Sports Activities**

Internal Games and Sports Activities were held and all the trainees took active part in them. Bon Secours College of Education participated in Intercollege sports meet at District and Regional level. The college Students Showed their excellence performance in Sports and Competition at R.D.B College , Papanasam on 21<sup>st</sup> March 2014. Bon Secours College of Education got the overall Championship at District level. All the selected Candidates were participated at Zonal level in Madurai on 24<sup>th</sup> March 2014.

## **30. Incentives to outstanding sports persons**

Medals/Cups & certificates were given during Annual Sports Meet.

### **31. Student achievements & awards**

In the University Examination, S. Sathya got the District first mark in M.Ed and G.Deepa got the District first mark in B.Ed. Both of them were placed as University Rank Holder by Tamil Nadu Teachers Education University.

In addition to that the college Students Showed their excellence performance in Sports and Competition at R.D.B College , Papanasam on 21<sup>st</sup> March 2014. . Bon Secours College of Education got the overall Championship at District level.

The winners of Essay competition, Quiz, Debate, Poetry competition, Poster making competition and Patriotic song competition were awarded with medals and prizes.

### **32. Activities of the Guidance & Counseling Unit**

The students were guided through mentoring groups. The college is Maintaining a career guidance and counseling cell .

### **33. Placement Services Provided to Students**

We receive vacancy notices from 24 primary and secondary schools and these vacancies were displayed on the notice board of the college to be used by the student-teachers. Their applications were forwarded by the principal. The schools conducted campus interview and 42 students of the college were selected for employment.

### **34. Development Programmes for Non-Teaching Staff**

The non-teaching staff were given orientations Programme and training by the Institution especially in matters of software management and use of computer.

### **35. Healthy Practices of the Institution**

Separate sheet attached.



### 36. Linkages Developed with National/ International, Academic/Research Bodies

The college has established linkages with AIACHE, TANCEAN, Xavier Board, Tamil University, Bharathidasan University, TMSS, PRIST University, and Indian Youth Red Cross.

### 37. Value Based Education

The Institution imparted value based education through morning prayer, Retreat, seminars on values, celebration of birthdays, national festivals, religious festivals and emphasis of values in the classrooms. The Teachers were conscious of the Institutional values which they exhibited in their behaviour and this, in turn, shaped value-based behaviour in the student teachers.

- Bon Secours Feast was celebrated in our college from 5<sup>th</sup> August 2013 to 13<sup>th</sup> August 2013. Fr. Viyanni, Anna Nagar Parish conducted the Holy Mass.
- Annual Sports Day was conducted on 30<sup>th</sup> August 2013. The Chief Guest was Mr. V. Karunanidhi, District Sports Officer, Thanjavur declared open the sports meet.
- Teacher's day celebration was celebrated on 5<sup>th</sup> September 2013. Dr. S. Radhakrishnanan's voices were recalled and recognized by the students.
- Christmas and Pongal were celebrated on 21<sup>st</sup> December 2013 and 11<sup>th</sup> January 2014 respectively. Greetings were shared by the students. Fr. Viyanni and Fr. Suresh of Anna Nagar Parish, Thanjavur conducted the Holy Masses on Christmas and Pongal respectively.
- Women's Day was celebrated on 22<sup>nd</sup> March 2014. Women's day was celebrated in a grand manner. T. Malar Valantina M.L, Secretary, Sub Judge, District legal Services, Authority, Thanjavur presided over the

function. Competitions were conducted for the students Mother. prizes were distributed to the Winners.

- Retreat was held on 22<sup>nd</sup> February 2014 Fr. Viyanni, Anna Nagar Parish, Thanjavur Conducted the Holy Mass .All the Staff Members and Students took active participation in the Program.
- Science Club Activities were organized and celebrated by the Science Subject Students on 28<sup>th</sup> February 2014. The Chief Guest was Dr.B.Ram Manohar, District Co-Ordinator, Eco-Club, Chief Educational Office, Thanjavur.

### **38. Any other relevant information institution wishes to add**

We have applied for

- 1)M.Phil Education course in TamilNadu Teacher's Education university.
- 2)Grant of UGC2f and12b.

**Part C**

**Detail the Plans of the Institution for the Next Year (2014-2015)**

Classes for **P. G. (M.Ed.)** course for 2014-15 session.

Classes for **U.G. (B.Ed.)** course for 2014-15 session.

Tables below shows the picture of number of working days with dimensions of curricular and co-curricular activities planned for 2014-15 session.

<b>B.Ed. Course</b>							
<b>Session</b>	<b>Admissions</b>	<b>Pre-practice preparation days</b>	<b>Practice Teaching &amp; Internship days</b>	<b>Days for seminars workshop &amp; co Curricular activities</b>	<b>Three Internal Exam Days</b>	<b>Class teaching days</b>	<b>Total working days</b>
2014-15	7	5	35	15	18	170	250

<b>M.Ed. Course</b>						
<b>Session</b>	<b>Admission</b>	<b>Field Based Experience</b>	<b>Data collection</b>	<b>Three Internal exam days</b>	<b>Instructional days</b>	<b>Total working days</b>
2014-15	5	15	25	15	190	250

## HEALTHY PRACTICES

### STRIKING FEATURES OF THE COLLEGE (2013-2014)

1. A pre-planned and published Academic Calendar followed.
2. Regularity in inviting applications (in April) Interview etc. (in 4<sup>th</sup> week of May), admission (in the last week of June) and session in motion (1<sup>st</sup> Week of August).
3. Daily Morning prayer in the Assembly .
4. Continuous evaluation cycle test, class test/assignments in theory papers ,Internal, Revision, Model Tests)
5. Conduction of seminars and workshops on relevant topics.
6. Individual need-based academic and personal counseling to slow learners and advanced learners.
7. Tutorials and remedial classes
8. Observance of Orientation Day, Welcome Function, Founders' Day, Teachers' Day, College Day, Christmas, Pongal, Women's day Get-together and Valedictory Function.
9. Regular picnic cum educational excursion, and local excursions.
10. Emphasis on Total Development – Cognitive, Affective and Psychomotor.
11. Research oriented faculty (Attitude, Aptitude, Interest, etc..).
12. Student-teachers oriented toward Survey, Experiment & Case Study.
13. Organisation of Debate, Quiz, Role Plays, Women's Day and awareness programmes on HIV/AIDS & Hepatitis, Bon Torch..
14. Spoken English classes (optional) and remedial classes are organized.
15. All the teachers are present in the college from 9.00am to 4.15 pm
16. Mentoring.
17. Birthday celebrations of one and all.
18. Inter-house competitions in various activities including decoration of bulletin boards, assemblies, sports etc.
19. Uninterrupted supply of clean, drinking water and electricity.
20. Pollution free environment and ' no plastic zone ' .

21. Internet Service to staff and students.
22. Computerized office and library.
23. Video-taping and review of trainees' performance during pre-practice teaching days and in Microteaching.
24. Punctuality and regularity.
25. Excellent percentage of attendance of staff and students.
26. Very good university result.
27. University Rank holders in B.Ed and M.Ed (District First in B.Ed and M.Ed).
28. Positive influence of student teachers on students of practice-teaching schools.
29. Use of modern technology and Innovative record in classroom.
30. Scientific and objective feedback to teachers.
31. Involvement with the community through Each-One-Teach-One, Survey and Case Study.
32. Networking and organizing workshops for teachers, principals and school administrators.
33. Regular faculty participation in seminars and workshops on topics of importance held at various universities.
34. Involvement in relief activities in case of natural calamities.
35. scholarship scheme.
36. Linkage with various national and international bodies like, All India Association Christian Higher Education(AIACHE), Xavier Board Of Higher Education New Delhi and Tamil Nadu Catholic Educational Association(TANCEAN)-Chennai, Bharathidasan University, TMSS, Indian Youth Red Cross-Thanjavur and Tamil University.
37. Good rapport with neighborhood colleges of education, and co-operating schools.
38. A vibrant Alumni Association of the college.
39. For admission raw scores are converted to standard scores which form the basis of different categories of selection.
40. Well maintained playgrounds and facilities for sports and games.

41. Excellent Infrastructure.
42. Integral Pedagogy Paradigm (IPP).
43. Help in placement .
44. Website Launched.
45. Grievance cell for both staff and students in place.
46. Faculty have their own rooms.
47. Medical facility.
48. Photocopying, Internet, phone, canteen facilities available.
49. Swearing in for abiding by the Professional Code of Ethics for teachers.
50. Feedback of the training from students.
51. Regular staff meeting, different committee meeting, IQAC meeting and decision making.
52. Suggestion Box and solution of problems.
53. Students are divided into two groups (50 each) for core subjects and four groups for electives Subjects.

The institution has planned the following for next academic year (2014-2015)

1. To update the computer Laboratory with new/latest soft ware like SPSS.
2. To improve ICT learning resources.
3. To organize and conduct more seminars related to education.
4. To organize more social development programmes in the neigh bourhood to create awareness about health and hygiene.
5. To purchase a generator to enrich teaching-learning process.
6. To encourage teacher-trainees to make use of computer and internet facilities in teaching learning.
7. To start more projects.
8. To bring out newsletters related to activities and future plans of the college.
9. To encourage faculty to attend more development programmes.
10. To arrange more educational tours.
11. To start M.Phil and Ph.D in Education.

**Name & Signature of the Coordinator,IQAC    Name & Signature of the Chairperson,IQAC**

