



St. Xavier's College of Education (Autonomous)

[Re-accredited (3rd Cycle) at 'A' Grade by NAAC with CGPA 3.67]

Palayamkottai – 627 002, Tamil Nadu.

Planning and Evaluation Committee Meeting

The Planning and Evaluation Committee meeting for the academic year 2020-2021 was held on 12th September 2020 at 03.00 p.m. through Zoom. The following members were present in the meeting.

Name of the Members

Rev. Dr. D. Thomas Alexander, S.J., *Principal, SXCE.*

Rev. Dr. G. Pushparaj, S.J., *Secretary, SXCE.*

Dr. A. John Lawrence, *Asso. Prof. in English, SXCE.*

Dr. M. Antony Raj, *Asst. Prof. in History, SXCE.*

Dr. A. Punitha Mary, *Asst. Prof. in Education, SXCE.*

Dr. A. Michael J. Leo, *Asst. Prof. in Education, SXCE.*

Dr. Y. Daniel, *Asst. Prof. in Biological Science, SXCE.*

Mrs. A. Metilda Jasmine Shanthi, *Asst. Prof. in Mathematics, SXCE.*

Dr. S. Sherlin, *Asst. Prof. in Physical Science, SXCE.*

Rev. Dr. F.X. Dominic Royce, S.J., *Campus Treasurer, SXCE.*

Mr. T. Thangaraj, *Manager, SXCE Office.*

Mrs. M. Gnana Kamali, *Alumni, SXCE.*


Principal
St. Xavier's College of Education
(Autonomous)
Palayamkottai – 627 002



St. Xavier's College of Education (Autonomous)

[Re-accredited (3rd Cycle) at 'A' Grade by NAAC with CGPA 3.67]

Palayamkottai – 627 002, Tamil Nadu.

Planning and Evaluation Committee Meeting

for the Academic Year 2020-2021

Date: 12.09.2020

Mode: Zoom

Time: 03.00 p.m.

AGENDA

- 1. Prayer**
- 2. Minutes of Previous Meeting**
- 3. Evaluation of the Activities done in the Academic Year 2019-2020**
- 4. Planning the Activities of the Academic Year 2020-2021**



ST. XAVIER'S COLLEGE OF EDUCATION (AUTONOMOUS)
[Re-accredited (3rd Cycle) at 'A' Grade by NAAC with CGPA: 3.67]
PALAYAMKOTTAI – 627 002, TAMIL NADU

MINUTES OF THE PLANNING AND EVALUATION COMMITTEE MEETING
FOR THE ACADEMIC YEAR 2020-2021 (Online)

The Planning and Evaluation Committee meeting for the academic year 2020-21 was held on 12th September 2020 at 03.00 pm through Zoom. The following members were present in the meeting.

- Rev. Dr. D. Thomas Alexander, S.J., *Principal, SXCE.*
- Rev. Dr. G. Pushparaj, S.J., *Secretary, SXCE.*
- Dr. A. John Lawrence, *Asso. Prof. in English, SXCE.*
- Dr. M. Antony Raj, *Asst. Prof. in History, SXCE.*
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- Dr. S. Sherlin, *Asst. Prof. in Physical Science, SXCE.*
- Rev. Dr. F.X. Dominic Royce, S.J., *Campus Treasurer, SXC.*
- Mr. T. Thangaraj, *Assistant (S.P.L.), SXCE Office.*
- Mrs. M. Gnana Kamali, *Alumni, SXCE.*

The minutes of the previous meeting held on 20th June 2019 was red out by Dr. A. Punitha Mary. The minute was passed by the members present.

The members evaluated the activities of the college for the academic year 2019-20

Odd Semester - June 2019 to November 2019

CRITERION I: CURRICULAR ASPECTS

- Students Welfare and Extra Curricular Activities Committee -13th June 2019 & 27th November 2019

- Board of Studies - 19th June 2019
- Planning and Evaluation Committee - 20th June 2019
- Public Relations Committee - 20th June 2019
- Aasaan E-Magazine Committee - 25th June 2019
- IQAC - 26th June 2019 & 26th November 2019
- Academic Council - 03rd July 2019
- Research Cell - 04th July 2019 & 22nd November 2019
- Women Cell - 04th July 2019
- Extension Services Committee - 08th July 2019 & 21st November 2019
- CGPC - 09th July 2019 & 22nd November 2019
- Anti-Tobacco Committee - 09th July 2019
- Magazine Committee - 10th July 2019 & 03rd October 2019
- Library Committee - 10th July 2019
- Academic Orientation - I B.Ed. students on 17th July 2019
- Orientation on Library - 17th July 2019
- Introduction to SWAYAM - 27th July 2019
- Add-on Course: Creative Arts - 22nd & 23rd July 2019
- Add-on Course: Yoga
- Governing Body - 18th September 2019
- Examination cum Awards Committee - 31st October 2019
- Finance Committee - 15th November 2019

CRITERION II: TEACHING LEARNING AND EVALUATION

- Seminar on Framing Questions - 19th June 2019 – II B.Ed.
- Intensive English Training - 25th June to 13th July 2019 (21 days)
- Lesson Plan Preparation - 1st to 31st July 2019 – II B.Ed.
- Internship - 1st August to 30th November 2019
- Micro Teaching - 5th to 10th August 2019
- Data Collection – 8th to 31st July 2019 – II M.Ed.
- Lesson Plan Preparation - 16th to 19th August 2019

- Demo Teaching - 20th and 21st August 2019
- Peer Teaching - 26th August 2019
- Preliminary Teaching Practice - 27th August, 11th, 22nd October & 9th November 2019
- Video Conferencing - 30th September 2019 & 29th October 2019
- Internship to V.O.C. College of Education – 9th to 19 October 2019 – II M.Ed.

Examination

- I CIA – 25th to 28th September 2019 (M.Ed.)
- I CIA – 26th to 28th September 2019 (B.Ed.)
- II CIA – 21st to 23rd November 2019
- Odd Semester – 4th to 9th December 2019 (B.Ed.)
- Odd Semester – 6th to 13th December 2019 (M.Ed.)

CRITERION III: RESEARCH AND OUTREACH ACTIVITIES

- Ph.D. Viva Voce – 5
- MOTESC
- NET Coaching – 1st to 3rd November 2019
- Inter-school and collegiate Arts and Science Exhibition – 19th November 2019
- National Seminar on Social Media and Youth: towards social transformation – 25th November 2019

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

CRITERION V: STUDENT SUPPORT AND PROGRESSION

- Inauguration of the Academic Year – 24th June 2019
- Tutor Ward Interaction – 2nd July & 5th September 2019
- Personality Development Programme – 15th & 16th July 2019
- ELT Workshop – 18th & 19th July 2019
- Inauguration of Students Council – 25th July 2019
- Consumer Awareness – 25th July 2019
- Leadership Training Programme – 25th July 2019 (Students Council)

- Time Management – 26th July 2019
- Yoga for Healthy Life – 27th July 2019
- Blood Identification Camp – 29th July 2019
- English Cultural Show – 14th September 2019, 19th October 2019
- E-governance, Energy conception, Save energy – 24th September 2019
- Career Guidance and Placement Cell – 10th October 2019
- Teacher of the Month – 12th October 2019
- Cancer Awareness – 18th October 2019

Celebrations

- Teachers Day – 6th September 2019
- Gandhi Jeyanthi – 4th October 2019
- Deepavali - 25th October 2019
- National Education Day – 11th November 2019
- National Constitution – 26th November 2019

Alumni Activities

- Re-union of the Batch 1991-1992 – 18th May 2019
- Consultation of New Education Policy – 9th & 10th August 2019
- Teachers Day Celebration – 28th September 2019
- Inter-School Quiz Competition 2019 - 11th November 2019

CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

- FDP on Project Writing for Funding Agencies and Article Writing for Impact Journals – 18th June 2019
- New Education Policy – 12th July 2019
- Staff Orientation – 7th September 2019

CRITERION VII: INSTITUTIONAL VALUES AND BEST PRACTICES

- Introduction to Joy of Giving – 24th July 2019
- SWATCH BHARATH – 30th August 2019

Even Semester - December 2019 to May 2020

CRITERION I: CURRICULAR ASPECTS

- Curriculum Feedback - 14th December 2019
- SSR Review Meeting - 4th January 2020
- Pre-Board of Studies - 6th January 2020
- Examination cum Awards Committee - 07th January 2020 & 13th May 2020
- SSR Preparatory Meetings-I - 8th to 11, 13th & 14th January 2020
- Board of Studies - 24th January 2020
- SSR Preparatory Meetings-II - 30th & 31st January 2020
- Academic Council - 31st January 2020
- SSR Preparatory Meeting-II - 3rd, 5th to 8th February 2020
- Magazine Committee - 10th February 2020
- Governing Body - 11th February 2020
- Women Cell - 2nd March 2020
- SSR Preparatory Meeting-III - 13th, 16th, 18th and 20th March 2020
- Add-on Courses such as Hindi, Web 3.0 tools for prospective teachers

CRITERION II: TEACHING LEARNING AND EVALUATION

- Visit to Deaf and Dumb School - 12th December 2019
- Visit to Mentally Challenged School - 16th December 2019
- Visit to Government Museum - 19th December 2019 (I B.Ed.)
- Visit to District Science Centre - 19th December 2019
- Visit to Blind School - 7th February 2020
- Video Conferencing - 14th February 2020

Evaluation

- Assessment of Teaching Competency-Internal - 16th and 17th December 2019
- External Practical Commission - 19th & 20th December 2019.
- Continuous Internal Assessment (CIA-I) - 24th to 27th February 2020

CRITERION III: RESEARCH AND OUTREACH ACTIVITIES

- Pre-Ph.D. Viva-voce - 1
- Ph.D. Viva Voce – 4
- Christmas Day Celebration – 18th December 2019
- TNTEU Tirunelveli District Level Cultural Meet - 10th February 2020
- TNTEU Tirunelveli District Level Sports Meet - 11th February 2020
- MOTESC
- Visit to St. Anne's Rehabilitation Centre for the Mentally Handicapped Children and Home for the Aged (ARCH)
- Social Project Day – 9th March 2020

CRITERION V: STUDENT SUPPORT AND PROGRESSION

- Basic Legal Rights – 13th December 2019
- English Cultural Programme – 14th December 2019
- De-addiction – 16th December 2019
- Teacher of the Month – 19th December 2019 & 12th February 2020
- Institutional Practices fostering Mental Health – 10th & 11th January 2020
- Campus Interview – 11th, 24th January, 1st, 29th February & 9th March 2020
- Voters Awareness Oath – 24th January 2020
- Tutor Ward Interaction – 27th & 29 January 2020
- Intra-mural Sports and Games Competitions – 27th to 30th January, 1st, 3rd to 8th, 11th & 12th February 2020
- Intra-mural Cultural Competitions (Indoor) – 27th to 29th February, 2nd & 3rd March 2020
- Book Exhibition – 29th to 31st January 2020
- Painting Exhibition – 13th February 2020
- Family Life Education – 5th March 2020
- Promotion of Indigenous knowledge in our medical system – 7th March 2020
- Mathematics Club Activity – 16th March 2020
- Webinar on Post COVID Life Challenges: A Youth Perspective – 28th and 29th May 2020

Celebrations

- Pongal – 14th January 2020
- Republic Day – 28th January 2020
- Womens Day – 10th March 2020
- International Consumers Day – 14th March 2020

CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

- Faculty Development Programme: SPSS & AMOS – 10th December 2019
- Internship School Teachers Meet – 11th December 2019
- Leadership Training (Mangalore) – 11th & 12th January 2020
- Parent Teacher Meet – 23rd January 2020
- Staff Picnic – 26th January 2020
- Forming Responsible Leaders (Trichy) – 28th & 29th February 2020
- Faculty Development Programme for Non-teaching Staff – 29th February 2020
- FDP on Outcome based Education – 8th May 2020
- Webinar on Common Errors in the Construction of Doctorial Thesis – 30th May 2020

CRITERION VII: INSTITUTIONAL VALUES AND BEST PRACTICES

Planning the Activities for the First Semester of the Academic Year 2020-2021

June 2020

Date	Events
05	Digital Tools for Interactive Teaching (Webinar)
10	National Level Online Talent Quiz
11	Tapping our Inner Resources to Win Covid 19 (Webinar)
12	Age related Disorders and Remedy though Fitness (Webinar)
13	உலக நாகரிக தொடரில் ஆதிச்சநல்லூர் - ஓர் பார்வை (Webinar)
16	Turn Your Thesis into Journal Articles

	(International Webinar)
20	பேச்சுக்கலை: துடிப்பையும் சுறுகளும் (Webinar)
22-24	Designing of Online Courses for Moocs (Workshop)
24	Profile Management System for Academic Visibility (Webinar)
25	Online Classes: Prospects and Challenges (Webinar)
26	Teachers as Educators (Webinar)
26	Unknown Facts about Mangrove Forest (Webinar)
27	Pre-Ph.D. Vivo and Research Colloquium

27	Physical Science Breakthroughs: Proper Utilization (Webinar)
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July & August 2020

Date	Events
6 July	Teacher Career: Challenges and Global Opportunities(Webinar)
14 Aug.	Effective Speaking and Writing in English(Webinar)
21 Aug.	National Education Policy 2020(Webinar)
31 Aug.	Environment Impact Assessment 2020(Webinar)

September 2020

Date	Events
2	Physical Science Subject Club Activity
5	Teacher's Day Celebration
8	IQAC Meeting
9	Bio-Science and Computer Science Subject Club Activity
11	BOS Meeting
12	History and Tamil Subject Club Activity
12	Planning and Evaluation Committee Meeting
15	Finance Committee Meeting
16	English Subject Club Activity
18	Academic Council Meeting
21	College Development Council Meeting
23	Students Welfare and Extra Curricular Activities
25	Career Guidance and Placement Cell Meeting
26	Teacher of the Month
26	Library Committee Meeting
28	Extension Services Committee Meeting
29	Women Cell Meeting
30	Research Cell Meeting

October 2020

Date	Events
2	VENTEL Programme
5-8	CIA

	Inauguration of Academic year 2020-2021 & Intensive English Training Programme
8	Governing Body Meeting
10	Promotion of indigenous knowledge in our medical system
15	Birthday of Dr. A.P.J. Abdul Kalam
17	Teacher of the Month
21	Valediction of IET
22-23	Orientation Programme for I B.Ed.
24	Introduction to online self -study courses Academic Orientation Library Orientation
28 & 29	Staff Orientation
30	Miladi Nabi
31	ELT Programme for I B.Ed.

November 2020

Date	Events
2	Entry Behaviour Test
3	Seminar on Framing Questions for II B.Ed. Awareness Talk on Food Adulteration for I B.Ed.
7	Faculty Development Programme (Teaching Staff) Legal Awareness for I B.Ed.
11	National Education Day Celebration
13	Seminar on Time Management and Stress Management for I B.Ed. Textbook Review for II B.Ed.
12	Deepavali - Celebration
17	De-addiction for I B.Ed.
19	Consumer Awareness for I B.Ed. Inauguration of Students Council
20	Leadership Training Programme (Students Council) Inauguration of CGPC for I B.Ed.
21	Faculty Development Programme for Non-teaching Staff Teacher of the Month
27-1 st Dec	II CIA for II B.Ed. I CIA for I B.Ed.

December 2020

Date	Events
5	Transgender Awareness
9-16	Semester Examinations for II B.Ed.
17	IV Semester begins Psychology Experiments for II B.Ed.
18	Psychology Experiments for II B.Ed.
19	Christmas Day Celebration
21	Social Project Day FDP by IQAC
22&23	Preparing Students for ITP
24-3 Jan	Christmas Holidays

January 2021

Date	Events
4	Preparing Students for ITP
5	Tutor Ward Interaction for I B.Ed.
5-4 May	Internship for II B.Ed. Students
6-8	Book Exhibition
9	Inauguration of Subject Club
11	Blood Identification Camp
13	Pongal Celebration
14-17	Pongal Holidays
20	Teacher of the Month
26	Republic Day
27-29	II CIA for I B.Ed.
30	IQAC Meeting

February 2021

Date	Events
1-5	I Semester Examinations (I B.Ed.)
6	Board of Studies
1-11	Internship for TEI for II M.Ed.
8-13	Microteaching
15-17	Lesson Plan Writing
18-19	Demo Teaching
20	Parent Teacher Meeting Academic Council Meeting
22-23	Peer Teaching

24-27	I CIA for II M.Ed.
25	Preliminary Teaching Practice – I
26	Eeranilam - Painting Exhibition
27	English Cultural Show
28	VENTEL Programme

March 2021

Date	Events
1	Preliminary Teaching Practice – II
2	Visit to Blind School & Deaf and Dump School
3	Visit to Mentally Retarded School Visit to Holy Angel BCV International School
5	Preliminary Teaching Practice – III
8	Women's Day Celebration
10	Tutor Ward Interaction for I B.Ed.
12	Visit to Science Centre
13	International Consumers Day
15-19	Subject Club Activities
20	Intra-mural Cultural Competitions
22	Governing Body Meeting
24	English Cultural Show
25-27	Community Camp
29	Video Conferencing
30	Teacher of the Month

April 2021

Date	Events
7	VENTEL Programme
8-10	CIA – I for I B.Ed.
12	Inter Collegiate Quiz Competition
13	Video Conferencing
15	Intra-mural Sports and Games Competition
16-17	Educational Tour
19-23	II CIA for II M.Ed.
24	Sports Day
27	Teacher of the Month
30	Staff Picnic

May & June 2021

Date	Events
5	Classes resumes for II B.Ed.
8	College Day
10-12	Semester Examinations for II M.Ed.
20-21	Assessment of Teaching Competency

	(Internal)
24-25	Assessment of Teaching Competency (External)
26-28	CIA - II - I B.Ed.
June 3-8	II Semester

After a long discussion of the last year activities and the proposed plan for the academic year 2020-2021, the group suggested the following activities in the current academic activities.

1. To conduct a staff orientation on the action plan of the 'Province Apostolic Preference (PAP)'
2. To organise NET Coaching Programme in the month of November
3. To conduct atleast two Women Health oriented programmes per semester.
4. To honour the six alumni who received 'Best Teacher award' from state government after the arrival of students in the campus.
5. To strengthen the Joy of giving, the students may be sent to meet the deserving group every month by optional group wise so that they may develop empathy on them.
6. To submit petition to the Tahsildar office/Government regarding scholarship for Dalit Students. i.e. full reimbursement college fees.
7. To prepare students for NAAC, orientation on NAAC to be given.
8. To organise e-content programme for students after their arrival to the college.

Rev. Fr. Principal shared that this year the theme has been chosen as 'Youth for Social Transformation' by Jesuits.

Thus the meeting came to an end at 4.30 ~~12:40~~ pm.

Monish
Principal
St. Xavier's College of Education
(Autonomous)
Palayamkottai - 627 002



St. Xavier's College of Education (Autonomous)

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Palayamkottai – 627 002, Tamil Nadu, India

Action taken report for the Planning and Evaluation Committee Meeting held on 12th September 2020

Suggestions	Action Taken
To conduct a staff orientation on the action plan of the 'Province Apostolic Preferences (PAP)'	<ul style="list-style-type: none">It is being planned.
To organise NET Coaching Programme in the month of November	<ul style="list-style-type: none">NET coaching was conducted from 5th to 13th May 2021 through online.
To conduct atleast two Women Health oriented programmes per semester.	<ul style="list-style-type: none">Cancer awareness programme for women was conducted on 7th November 2020 in collaboration with St. Ignatius College of Education, Palayamkottai.
To honour the six alumni who received 'Best Teacher award' from state government after the arrival of students in the campus.	<ul style="list-style-type: none">It has been planned to honour them in the General Body Meeting to be held in the month of January 2022.
To strengthen the Joy of giving, the students may be sent to meet the deserving group every month by optional group wise so that they may develop empathy on them.	<ul style="list-style-type: none">Postponed due to pandemic.
To submit petition to the Tahsildar office/Government regarding scholarship for Dalit Students. i.e. full reimbursement college fees.	<ul style="list-style-type: none">Letter has been sent to District Backward Class Officer.
To prepare students for NAAC, orientation on NAAC to be given.	<ul style="list-style-type: none">Since the DVV process is in progress, the orientation will be conducted after the DVV process.
To organise e-content programme for students after their arrival to the college.	<ul style="list-style-type: none">The new value-added course on E-content development was offered through online from 4th August to 10th September 2021.



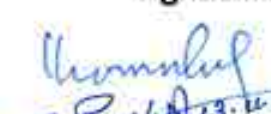
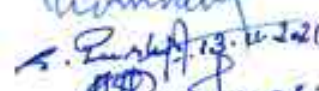
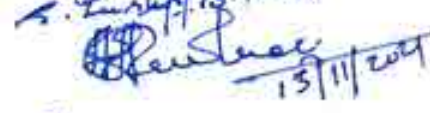
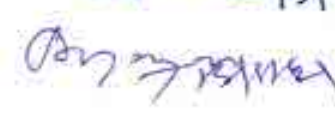



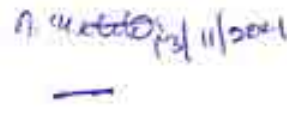


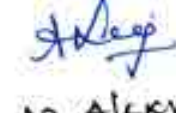
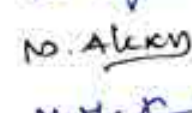
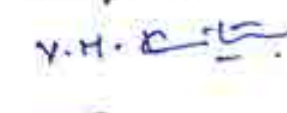

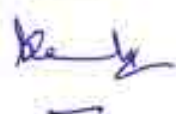

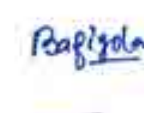


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Palayamkottai – 627 002, Tamil Nadu, India

Planning and Evaluation Committee Meeting

The Planning and Evaluation Committee meeting for the academic year 2021-2022 was held on 13th November 2021 at 03.00 p.m. in the Conference Hall. The following members were present in the meeting.

Name of the Members	Signature
Rev. Dr. D. Thomas Alexander, S.J., Principal, SXCE.	: 
Rev. Dr. G. Pushparaj, S.J., Secretary, SXCE.	: 
Dr. A. John Lawrence, Asso. Prof. in English, SXCE.	: 
Dr. M. Antony Raj, Asst. Prof. in History, SXCE.	: 
Dr. A. Punitha Mary, Asst. Prof. in Education, SXCE.	: 
Dr. A. Michael J. Leo, Asst. Prof. in Education, SXCE.	: 
Dr. Y. Daniel, Asst. Prof. in Biological Science, SXCE.	: 
Mrs. A. Metilda Jasmine Shanthi, Asst. Prof. in Mathematics, SXCE.	: 
Dr. S. Sherlin, Asst. Prof. in Physical Science, SXCE.	: 
Rev. Dr. F.X. Dominic Royce, S.J., Campus Treasurer, SXC.	: 
Rev. Fr. A. Loyola, S.J., Asst. Prof. in Education, SXCE.	: 
Mrs. M. Rosary Kiruba Alexy, Asst. Prof. in Physical Science, SXCE.	: 
Dr. V.M. Kavitha, Asst. Prof. in English, SXCE.	: 
Mr. T. Thangaraj, Assistant (S.P.L.), SXCE Office.	: 
Mrs. M. Gnana Kamali, Asst. Prof., SICE & Alumna, SXCE.	: 
Mrs. S. Ramya, II M.Ed.	: 
Ms. A.S.R. Bafiyola, II B.Ed.	: 
Ms. D. Jeya Stenila, II B.Ed.	: 
Ms. A. Sahaya Daphnie Valiz, I B.Ed.	: 



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PALAYAMKOTTAI – 627 002, TAMIL NADU, INDIA

**MINUTES OF THE PLANNING AND EVALUATION COMMITTEE MEETING
FOR THE ACADEMIC YEAR 2021-2022**

The planning and evaluation committee meeting for the academic year 2021-22 was held on 13th November 2021 at 3.00 pm in the conference hall. The meeting started with the prayer by Rev. Dr. D. Thomas Alexander, S.J., Principal. The following members were present in the meeting

- Rev. Dr. D. Thomas Alexander, S.J., *Principal, SXCE.*
- Rev. Dr. G. Pushparaj, S.J., *Secretary, SXCE.*
- Dr. A. John Lawrence, *Asso. Prof. in English, SXCE.*
- Dr. M. Antony Raj, *Asst. Prof. in History, SXCE.*
- Dr. A. Punitha Mary, *Asst. Prof. in Education, SXCE.*
- Dr. A. Michael J. Leo, *Asst. Prof. in Education, SXCE.*
- Mrs. A. Metilda Jasmine Shanthi, *Asst. Prof. in Mathematics, SXCE.*
- Rev. Fr. A. Loyola, S.J., *Asst. Prof. in Education, SXCE.*
- Mrs. M. Rosary Kiruba Alexy, *Asst. Prof. in Physical Science, SXCE.*
- Dr. V.M. Kavitha, *Asst. Prof. in English, SXCE.*
- Mrs. M. Gnana Kamali, *Asst. Prof., SICE & Alumna, SXCE.*
- Ms. A.S.R. Bafiyola, *II B.Ed.*

Dr. A. Punitha Mary read out the minutes of the previous meeting held on 12th September 2020 which was passed by the members present with little modifications.

The members suggested to include the recommendations of the committee members after the evaluation of previous year activities to be included. As the committee members

didn't recommend anything on previous meeting, it was asked to write that the committee members didn't suggest any modifications in the previous year activities.

Later the committee members evaluated the last academic year activities (2020-21).

Activities during the Academic Year 2020-2021

June 2020 to September 2021

Criterion I: Curricular Aspects

Academic Meetings

- Admission Committee - 10th & 19th August 2020, 21st, 25th & 26th June 2021
- IQAC - 08th September 2020 & 2nd September 2021
- Board of Studies - 11th September 2020 & 23rd August 2021
- Planning and Evaluation Committee - 12th September 2020
- Finance Committee - 15th September 2020
- VENTEL Committee - 16th September 2020
- Academic Council - 18th September 2020 & 27th August 2021
- College Development Council - 21st September 2020 & 07th September 2021
- Student's Welfare and Extra Curricular Activities Committee - 23rd September 2020 & 06th September 2021
- Career Guidance and Placement Cell (CGPC) - 25th September 2020 & 09th September 2021
- Library Committee - 26th September 2020 & 03rd September 2021
- Extension Services Committee - 28th September 2020 & 28th September 2021
- Women Cell - 29th September 2020 & 23rd September 2021
- Research Cell - 30th September 2020 & 07th September 2021
- Governing Body - 08th October 2020 & 17th September 2021
- Examination cum Awards Committee - 19th October 2020, 02nd, 10th February 2021 & 09th September 2021
- NAAC Steering Committee - 10th November 2020
- Pre-Board of Studies - 17th August 2021
- Magazine Committee - 03rd September 2021
- Public Relation Committee - 04th September 2021
- College Website and System Maintenance Committee - 09th September 2021
- Disciplinary Committee - 27th September 2021
- Anti-ragging Committee - 29th September 2021

- Equal Opportunity Cell - 30th September 2021

Academic Activities

- Academic Orientation - 29th October 2020 (B.Ed.) (Online) & 2nd November 2020 (M.Ed.)
- Orientation to SWAYAM for I B.Ed. - 02nd November 2020 (Online) & 19th March 2021
- Orientation to Self-study Course - 02nd November 2020 (Online)
- Orientation to Library - 02nd November 2020 (Online)
- Orientation on Principles of Teaching - 03rd November 2020 (Online)
- Creative Crafts - 22nd to 27th March 2021
- E-content Development (Value Added Course) - 4th August to 10th September 2021 (Online)

Criterion II: Teaching-Learning and Evaluation

- Online Classes begins – 3rd August 2020 for Second B.Ed. and Second M.Ed.
- Inauguration of Academic Year - 28th October 2020 (Online)
- Internship for B.Ed - 01st February 2021 - 18th May 2021
- Orientation of Teaching-Learning Materials – 19th July 2021 (Online)
- Inauguration of Right Centre for E-content Creation - 09th August 2021
- Kids Carnival - Internship for Early Childhood Care and Education - 1st September 2021 - M.Ed
- M.Ed. Topic Selection - 03rd September 2021
- Registered User of G-Suite Education

Examinations

Continuous Internal Assessment (CIA) of 2020-21

- CIA I – Semester III - 05th-08th October 2020 - II B.Ed (Online)
- CIA I – Semester III - 07th-10th October 2020 - II M.Ed (Online)
- CIA II – Semester III - 28th-31st December 2020 - II B.Ed (Online)
- CIA II – Semester III - 29th-31st December 2020 - II M.Ed (Online)
- CIA I – Semester I - 04th-06th January 2021 - I B.Ed (Online)
- CIA I – Semester I - 20th-23rd January 2021 - I M.Ed (Online)
- CIA II – Semester I - 03rd-05th May 2021 - I B.Ed (Online)
- CIA II – Semester I - 03rd-05th May 2021 - I M.Ed (Online)
- CIA II – Semester II - 13th-18th September 2021 – I B.Ed.
- CIA II - Semester II – 16th-20th September 2021 – I M.Ed.

Semester Examinations

- Semester IV - 21st-28th September 2020 - II B.Ed (2018-20) (Online)
- Semester II - 16th-23rd December 2020 - I B.Ed (Online)
- Semester II - 17th-23rd December 2020 - II M.Ed (Online)
- Semester III - 06th-13th January 2021 - II B.Ed (Online)
- Semester III - 07th-11th January 2021 - II M.Ed (Online)
- Semester I - 15th-24th May 2021 - I B.Ed (Online)
- Semester I - 15th-24th May 2021 - I M.Ed (Online)
- Semester II - 23rd-30th September 2021 - I B.Ed
- Semester II - 23rd-29th September 2021 - I M.Ed
- Internal Practical Examination - 31st May 2021 & 01st June 2021 through Google meet
- Practical Commission - 3rd June 2021 through google meet

Criterion III: Research and Extension Activities

Research

Research Colloquium for Ph.D. Scholars – 07th November 2020

- Ph.D. Viva-voce:
- V. Flowerlet - 29.01.2021 (Online)
 - A. Kiruba – 23.09.2021 (Online)
 - A. Nicholas Jegan – 01.10.2021 (Online)

Research Advisory Committee Meeting and Course Work Examinations

- A. Metilda Jasmine Shanthi- I RAC: 07th Nov. 2020, II RAC: 02nd Dec. 2020, Course Work: 04th & 05th Feb. 2021
- V. Delwin Mary - I RAC: 25th July 2020 , II RAC: 18th December 2020, Course Work: 04th & 05th Feb. 2021
- S. Rajamanickavasagan - I RAC: 25th July 2020, II RAC: 18th December 2020, Course Work: 04th & 05th Feb. 2021
- M. Rosary KirubaAlexy - I RAC: 25th July 2020, II RAC: 18th December 2020, Course Work: 04th & 05th Feb. 2021
- M.F. Jemisha - I RAC: 25th July 2020, II RAC: 18th December 2020, Course Work: 03rd, 04th & 05th Feb. 2021
- P. Rajeshwari - I RAC: 09th Nov. 2020, II RAC: 10th Feb. 2021, Course Work: 04th & 05th Feb. 2021
- D. Shunmuga Selvasivasankari - I RAC: 09th Nov. 2020, II RAC: 10th Feb. 2021, Course Work: 03rd, 04th & 05th Feb. 2021

➤ Research and Reflections on Education Journal - Special Issues

- 70th College Day

- Feast of St. Ignatius
- Teacher's Day
- National Education Day
- Feast of St. Francis Xavier
- Special Issue (Sadakathullah Appa College)

Criterion IV: Infrastructure and Learning Resources

Infrastructure

- Lift facility was provided in the Golden Jubilee building.
- Psychology laboratory was upgraded with working tables.
- A separate office for Alumni/ae was established.
- Vermi compost pit was constructed.
- Vinyl flooring was laid in the Dean's office and College office.
- Fr. Joseph Srinivasan Learning Resource Centre for Pedagogy Courses, S.U.P.W., Physical Education and Fine Arts have been created.
- Construction of two toilets attached to Conference Hall.
- Conversion of the store room into toilets in Mother Teresa Hall.
- Establishment of Right E-content Development Centre.
- Establishment of separate rooms for MOTESC, N.S.S., Fine Arts club.
- Extension of Career Guidance Room by joining the adjacent hostel room.

Library

- Launching of KOHA 20.11 Library Automation Software - 17th July 2021 (Online)
- Indian Research Information Network System (IRINS) - 16th February 2021 (Video Conferencing)

Criterion V: Student's Support and Progression

- Vocational Education-NaiTalim - Experiential Learning (VENTEL Certificate) - 28th August 2020
- VENTEL Programme 2020 - 02nd October 2020 (Online)
- Inauguration of Career Guidance and Placement Cell – 28th November 2020 (Online)
- Tutor Ward - 02nd December 2020 (II B.Ed), 11th January 2021 (I B.Ed) & 14th July 2021 (I B.Ed) (Online)
- Orientation cum Ice-breaking Session - 11th March 2021-I B.Ed (2020-22)
- Visit to Tirunelveli District Science Centre - 20th March 2021
- Teacher of the Month - 24th October 2020, 21st November 2020, 12th December 2020 & 19th March 2021 (Online)

- Orientation on Encountering the Challenges of Pandemic Season – 11th September 2020
- SXCE STORE App
- Distribution of Nilavembu Kudineer - 22nd March 2021
- UGC-NET Preparatory Programme - 05th to 13th May 2021(online)

Webinars

- Tapping our Inner Resources to Win COVID-19 Pandemic - 11th June 2020 through ZOOM
- Age Related Disorders and Remedy Through Fitness - ZOOM platform on 12th June 2020
- Athichanallur - A World Modern Cradle: An Analysis - 13th June 2020 through ZOOM mode
- Speaking Skill: Basics and Components - 20th June 2020 through ZOOM app
- Online Classes: Prospects and Challenges - 25th June 2020 through ZOOM mode
- Unknown Facts about Mangrove Forest - 26th June 2020
- Physical Science Breakthroughs: Proper Utilization - 27th June 2020
- Teacher Career: Challenges and Global Opportunities - 06th July 2020
- International Webinar on 'Effective Speaking and Writing' - 14th August 2020
- National Education Policy 2020 - 21st August 2020
- Environment Impact Assessment (EIA) 2020 - 31st August 2020
- Disaster Management - 29th September 2020
- Quality Journals: Tools and Techniques for Choosing and Publishing - 5th June 2021
- Vision 2030: Importance of Enhancing Life Skills for Reaching Higher Heights - 18th June 2021 & 19th June 2021
- Battling COVID -19 -26th June 2021

Seminars and Workshops

- Media Analysis - 16th March 2021
- ELT - 17th & 18th March 2021
- Cyber Wisdom - 30th March 2021

Quiz

- National Level Online Talent Quiz - 10th June 2020 (Online)
- International Level Quiz on Library Automation and Digitization - 06th July 2020 (Online)

Awareness Programmes

- Cancer - 07th November 2020 (Online)

- De-Addiction - 07th December 2020 through Goto meeting online platform
- Consumer Rights - 08th December 2020 (Online)
- Human Rights - 10th December 2020 through Goto meeting online platform
- Voters' Day Oath - 25th January 2021
- Consumer Rights Day - 15th March 2021
- Election Awareness and EVM Demo - 19th March 2021
- Communal Harmony Day - 20th August 2021
- Of All Donations, Blood Donation is the Best - 21st June 2021

Celebrations

- Teachers' Day - through Online (ZOOM) on 05th September 2020
- Birthday of Dr. Abdul Kalam - 16th October 2020 through Google meet
- Miladun Nabi - 29th October 2020 through Google meet
- National Educational Day - 11th November 2020 through Goto meeting
- Diwali Celebration - 13th November 2020 (Online)
- Christmas - 16th December 2020 through Google meet
- National Youth Day - 12th January 2021 through Goto meeting online platform
- Pongal - 20th January 2021
- 72nd Republic Day - 26th January 2021
- National Science Day - 03rd March 2021
- Mother Language Day - 05th March 2021
- International Women's Day - 08th March 2021
- Graduation Day - for the 2016-18 batch was held on 12th March 2021
- World Book Day - 23rd April 2021
- Bakrid - 20th July 2021 (Online)
- 75th Independence Day - 14th August 2021
- Teachers Day - 4th September 2021

Subject Club Activities

- Physical Science Club - 02nd September 2020 (ZOOM)
- Bio-science, History and Computer Science Club - 09th September 2020 through online mode (ZOOM)
- Wordsworth English Club - 16th September 2020 (Online)
- Inauguration of Subject Club – 03rd July 2021 (Online)

Alumni Association Activities

Best Teacher Awardees

The following is the list of awardees of Dr. Radhakrishnan Best Teacher Award for 2019-2020 given by Tamil Nadu State Government.

The Awardees are as follows:

- Mr. Babu Christopher, Headmaster, St. Joseph's Hr. Sec. School, Chengalpattu.
- Mr. Sekar, Headmaster, Government Hr. Sec. School, Veppalodai, Thoothukkudi.
- Mr. A. Anbuvaran, Headmaster, Dhanalakshmi. Hr. Sec. School, Chennai.
- Mr. A. Peter Lemayu, Headmaster, Government Hr. Sec. School, Chathanur.
- Mr. C. Jothimanirajan, Headmaster, Government Hr. Sec. School, Virudhunagar.
- Major. Arul Rajan, PG Mathematics, Carmel Hr. Sec. School, Nagercoil.

The Executive Meetings

- 25th September 2020, 12th February 2021, 19th March 2021, 12th February 2021, 19th March 2021 & 18th June 2021
- Contribution to Xaverian Covid Relief and Rehabilitation Services

Criterion VI: Governance, Leadership and Management

Faculty Development Programme

- Digital Tools for Interactive Teaching (ZOOM) - 05th June 2020
- Turn Your Thesis into Articles - 16th June 2020 through online mode (ZOOM)
- Designing of Online Courses for MOOCs (Workshop) - 22nd to 24th June 2020 (Online)
- Ten Global Identifiers of Jesuit Education - 25th June 2020 (Online)
- Profile Management System for Academic Visibility - 24th June 2020 (Online)
- Teachers as Educators - 26th June 2020 (Online)
- Google Classroom - 09th October 2020
- Systems of Education around the Globe - A Critical Appraisal - 19th-22nd October 2020 through ZOOM
- Orientation to Outcome Based Objectives - 23rd October 2020

4th Cycle of Accreditation

SSR - Preparatory Meeting

- 08th March 2021 - Criterion I - Curricular Aspects
- 09th, 10th, 12th & 15th March 2021 - Criterion II - Teaching-Learning and Evaluation
- 15th & 17th March 2021 - Criterion III - Research and Outreach Activities
- 17th & 19th March 2021 - Criterion IV - Infrastructure and Learning Resources
- 19th March 2021 - Criterion V - Students Support and Progression

- 20th March 2021 - Criterion VI - Governance, Leadership and Management
- 22nd March 2021 - Criterion VII - Institutional Values and Best Practices

Submission of SSR

- Submission of IIQA - 30th May 2021
 - Approval of IIQA - 28th June 2021
 - Submission of SSR - 10th August 2021
 - Student Satisfaction Survey by NAAC - 16th August - 15th September 2021
- Academic and Administrative Audit (AAA) - 19th February 2021
- Submission of AQAR - 10th April 2021

Homages

- Homage to St. Francis Xavier - 01st December 2020 (Online)
- Fr. Stan Swamy - 9th July 2021
- 500th Year of the conversion of St. Ignatius - 17th July 2021 (Online)
- St. Ignatius of Loyola - 27th July 2021 (Online)

General Discussions on last year activities

- There was a question raised about the minutes and actions taken reports of the various committees under curricular aspects; it was replied that action taken reports of all the committees were submitted in the Governing Body Meeting (GBM).
- Photos of the programmes could be included along with the reports.
- Regarding the online classes, the student representative revealed that they were not so effective.
- The faculty members expressed dissatisfaction regarding the online Internship.
- The external member appreciated the college for conducting online practical commission in an effective manner through proper planning.
- The research cell coordinator was appreciated for publishing seven special issues of Journal along with the regular issues.
- It was suggested that students may be given an orientation on SXCE app and Koha remote access software for library.

Dr. A. Punitha Mary proposed the plan for the academic year 2021-22 and it was approved by the committee members with little modifications.

Planning the Activities for the Academic Year 2021-2022

October 2021

Date	Events
04	III Semester begins VENTEL Programme
04-12	Microteaching (II B.Ed.)
13	Lesson Plan Writing (II B.Ed.) Celebration of Abdul Kalam's Birthday
14-19	Pooja Holidays
20	Student Induction Programme I (I B.Ed.) Inauguration of Academic Year 2021-22 Lesson Plan Writing (II B.Ed.)
21-22	Student Induction Programme II - Personality Development (I B.Ed.) Lesson Plan Writing (II B.Ed.) Observation Record - II B.Ed.
23	Student Induction Programme III (I B.Ed.) Preparation of Teaching Learning Materials (II B.Ed.)
25	Inauguration of Students' Council
25-26	Demo Teaching (II B.Ed.)
25-27	Yoga Education and Training (I B.Ed.)
26	Medical Check up
28	VENTEL Programme Orientation to Elective Courses (I B.Ed.) Orientation on Joy of Giving & Extension Activities (I B.Ed.) Entry Behaviour (I B.Ed.)
29	Peer Teaching (II B.Ed.)
29-30	CBP on Communicative English
30	CBP on ALM

November 2021

1	Peer Teaching (Opt. II) – II B.Ed. CBP on Cyber Wisdom – I B.Ed.
2	Unit receiving for ITP – II B.Ed.
3	Deepavali Celebration
4-7	Deepavali Holidays
8	Tutor Ward – II B.Ed. Preparation for Internship
9	Holiday due to rain
10-11	Preparation for Internship
11	National Education Day (Afternoon)
12	Operation Ceremony of Lift
13	Planning and Evaluation Committee Meeting SWACHH Campus (I B.Ed.)
15	Teacher of the Month
17	Parents Teachers Meeting
18-20	Preparation for Internship
18	Orientation on Intensive Teaching Practice – II B.Ed. Lesson Plan Writing – II B.Ed.
22.11.2021 to 12.03.2022	Intensive Teaching Practice – II B.Ed.
22-30	Microteaching for I B.Ed.
25	Inter School Competition

December 2021

1	AIDs Awareness Day
1-4	Lesson Plan Writing
3	St. Francis Xavier Feast - Holiday
6-7	Demo Teaching
8	FDP for Non-Teaching Staff Seminar on Time Management

9	Consumer Awareness
10	Unit receiving for PTP Tutor Ward Teacher of the Month for I B.Ed.
11	Teacher Induction Programme I
13-14	Peer Teaching – I B.Ed.
18	Christmas Celebrations
20	Visit to Internship School by Faculty I
21-23	CIA - I
24 Dec. 21 to 2 Jan. 22	Christmas Holidays

January 2022

1	New year Holiday
3	College reopens
4	VAC on Creative Crafts begins
8	FDP for Teaching Staff
10	College Assembly
11	Preliminary Teaching Practice – I
12	Teacher of the Month
13	Pongal Celebrations
14-16	Pongal Holidays
18	Preliminary Teaching Practice – II
19	Tutor Ward
20&21	Psychology Experiments - II B.Ed
22	Preliminary Teaching Practice – III
24	College Assembly
25	Video Conferencing
26	Republic Day - Holiday
27	Visit to Internship School by Faculty II SWACHH Campus
28	Preliminary Teaching Practice – IV
29	Cultural Saturday – I B.Ed.

February 2022

1-12	Internship to Teacher Education Institution (II M.Ed.)
3	Visit to Internship Schools by Faculty - III Legal Rights Awareness
4	Introduction to Special School Visit (School Environment Record)
5	Visit to Blind School & Deaf and Dumb School
7	College Assembly
7-11	Teacher Exchange Programme
11	Eeranilam: Painting Exhibition
12	Inter collegiate cultural competition for women
14	College Assembly
18	Teacher of the Month
19	Cultural Saturday
21-23	II CIA for I B.Ed & II M.Ed
26	Visit to Internship Schools by Faculty - IV
28 Feb - 4 March	Odd semester Examinations

March 2022

5,7	Internal Examinations for Digital Pedagogy
8-9	External Examinations for Digital Pedagogy
10	Even Semester begins Visit to Science Centre – I B.Ed.
11	Visit to Museum – I B.Ed. Visit to Saranalayam – I B.Ed.
14	Women's Day Celebration Classes resume for II B.Ed
15-16	SUPW II B.Ed.
15	Awareness on De-Addiction

16	VAC on Web 3.0 tools for prospective Teachers begins-
17-18	Special School Visit II B.Ed.
18	Orientation on Fire & Safety – I B.Ed.
19	Teacher Induction Programme
21	College Assembly
21-25	Subject Club Activities – I B.Ed.
23	Tutor Ward – I B.Ed.
24	VAC on Language of Hindi begins
25	Science Experiment - II B.Ed.
26	Video Conferencing – I B.Ed.
28	College Assembly
28 - 29	Capacity Building Programme – I B.Ed.
31	Assessment of Teaching Aids – II B.Ed.

April 2022

2	Telugu New Year - Holiday
4- 5	Assessment of Teaching Competency – Internal – II B.Ed.
7-8	Assessment of Teaching Competency - External
11	College Assembly
8- 13	Faculty Exchange Programme
11	College Assembly
12	Video Conferencing
13	Intra-mural Sports Competition
14-17	Easter Holidays
18	College Assembly
21-23	Community Camp
27	Teacher of the Month Evaluation of Internship by Mentors
29	Intercollegiate Cultural Competitions
30	Parent-teacher Meet Cultural Saturday – I B.Ed.

May 2022

1	May Day
2	College Assembly Awareness Rally
3	Ramzan - Holiday
4	Tutor ward interaction – II B.Ed.
6	Intramural Cultural Competitions
7	Video Conferencing
9	College Assembly
11-14	CIA I- Even Semester
20-22	Educational Tour
24	Science Exhibition
25-26	Capacity Building Programme II
28	Sports Day
30	College Assembly

June 2022

4	College Day
10	Exit Behaviour Test
11	English Cultural Saturday
18	Video Conferencing
25	Teacher of the Month

July 2022

3 - 7	CIA II – Even Semester
10	Bakrid - Holiday
13-20	Even Semester Examinations
21	Internal Examination for Self-Study Courses
23	Terminal Examination for Self-study courses
25	Semester Examination for Digital Pedagogy - Theory
27	Semester Examination for Digital Pedagogy - Practical
31	Feast of St. Ignatius of Loyola - Holiday

The following suggestions were given by the committee members:

1. To conduct the committee meetings atleast once in a semester.
2. The orientation programmes given to students may be converted into e-resources and uploaded in the website.
3. The duration of all the programmes may be fixed to a maximum of one and a half an hour.
4. A webinar on Ignatian Pedagogy Paradigm could be organized for the faculty.
5. A faculty development programme on Artificial Intelligence in Teaching Methodology could be organized.

The Principal thanked the members present and the meeting came to an end at 4.50 pm.