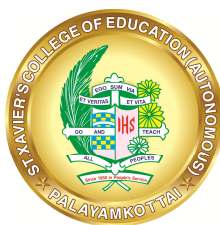# Annual Quality Assurance Report (AQAR)
2014-2015

Submitted by

St. Xavier's College of Education (Autonomous)
[Re-accredited (3rd Cycle) at 'A' Grade by NAAC with CGPA: 3.67]
Palayamkottai, Tirunelveli – 627002.
Tamil Nadu

Submitted to
NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission
P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

1. Details of the Institution

1.1 Name of the Institution	St. Xavier's College of Education
1.2 Address Line 1	St.John's College Road
Address Line 2	Palayamkottai
City/Town	Tirunelveli - District
State	Tamil Nadu
Pin Code	627 002
Institution e-mail address	sxcbed@yahoo.com
Contact Nos.	0462-2577630, 0462-4264475
Name of the Head of the Institution:	Rev. Dr. S. Amaladoss Xavier, S.J. i/c
Tel. No. with STD Code:	0462-2577630
Mobile:	09443281261

Name of the IQAC Co-ordinator:

Dr. M. Antony Raj

Mobile:

09442768855

IQAC e-mail address:

sxceiqac@gmail.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*

SXCE 14785

1.4 **NAAC Executive Committee No. & Date:**
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

EC/PCRAR/63/49

1.5 Website address:

www.stxaviersbedcollege.org

Web-link of the AQAR:

http:/stxaviersbedcollege.org/aqar.html

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	Five Stars	_	2000	2000-2005
2	2nd Cycle	A+	_	2007	2007-2012
3	3rd Cycle	A	3.67	2012	2012-2017

1.7 Date of Establishment of IQAC: DD/MM/YYYY

17/08/2004

1.8 AQAR for the year *(for example 2010-11)*

2014 - 2015

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10-2011*)

   i.   AQAR _ 2013-2014 submitted on 09.09.2015
   ii.   AQAR _ 2012-2013 submitted on 06.04.2015
   iii.   AQAR _ 2011-2012 submitted on 14.12.2012
   iv.   AQAR _ 2010-2011 submitted on 24.10.2011
   v.   AQAR _ 2009-2010 submitted on 20.09.2010

1.10 Institutional Status

University	State ☐	Central ☐	Deemed ☐	Private ☑
Affiliated College	Yes ☑	No ☐		
Constituent College	Yes ☐	No ☑		
Autonomous college of UGC	Yes ☑	No ☐		
Regulatory Agency approved Institution	Yes ☑	No ☐		

(eg. AICTE, BCI, MCI, PCI, NCI, NCTE)

Type of Institution	Co-education ☐	Men ☑	Women ☐	
	Urban ☑	Rural ☐	Tribal ☐	
Financial Status	Grant-in-aid ☑	UGC 2(f) ☑	UGC 12B ☑	
	Grant-in-aid + Self Financing ☑	Totally Self-financing ☐		

1.11 Type of Faculty/Programme

Arts ☐   Science ☐ Commerce ☐ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☑ Engineering ☐ Health Science ☐ Management ☐

Others (Specify) | – |

1.12 Name of the Affiliating University *(for the Colleges)* | Tamilnadu Teachers Education University, Chennai. |

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by ~~State~~/Central Govt. / University | Central Government |

University with Potential for Excellence | – | UGC-CPE | – |

DST Star Scheme | – | UGC-CE | – |

UGC-Special Assistance Programme | – | DST-FIST | – |

UGC-Innovative PG programmes | – | Any other (*Specify*) | – |

UGC-COP Programmes | – |

2. IQAC Composition and Activities

2.1 No. of Teachers | 6 |

2.2 No. of Administrative/Technical staff | – |

2.3 No. of students | 2 |

2.4 No. of Management representatives | 4 |

2.5 No. of Alumni | 1 |

2.6 No. of any other stakeholder and

community representatives | 1 |

2.7 No. of Employers/ Industrialists | – |

2.8 No. of other External Experts | 3 |

2.9 Total No. of members | **17** |

2.10 No. of IQAC meetings held   2 (19th August 2014 & 17th February 2015)

2.11 No. of meetings with various stakeholders: No.   19   Faculty   8

Non-Teaching Staff/Students   5   Alumni   4   Others   2

2.12 Has IQAC received any funding from UGC during the year?   Yes ☐   No √

If yes, mention the amount   ─

2.13 Seminars and Conferences (only quality related)

   (i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

   Total Nos. 7   International _   National _   State 1   Institution Level 6

   (ii) Themes

   (1) E-Content Development

   (2) Practical Counselling

   (3) Net Coaching

   (4) Drug Awareness

   (5) Aids Awareness

   (6) Dengu Awareness

   (7) Voters Enrolment

2.14 Significant Activities and contributions made by IQAC

   Conducting Entry & Exist Behaviour tests / Evaluation of Academic programmes / suggesting innovative programmes / Self Evaluation of Staff / Evaluation of Staff by Student / Monthly Evaluation of the course through staff and IQAC meeting / Publishing Newsletter

2.15 Plan of Action by IQAC/Outcome

   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 *

Plan of Action	Achievements
*Enclosed (Annexure I)	*Enclosed (Annexure II)

   * *The Academic Calendar of the year 2014-2015 is given as Annexure III.*

2.15 Whether the AQAR was placed in statutory body   Yes √   No ☐

Management √   Syndicate ☐   Any other body √

Provide the details of the action taken

- Special Meeting with Stakeholders
- E-Content Preparation by the staff
- NET/SET Coaching Class for PG students
- Installation of CCTV Cameras
- Wi-Fi connection
- Symposia on relevant themes

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	1	-	-	-
PG	1	-	-	-
UG	1	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	1	-	-	-
Others (M.Phil.)	1	-	-	-
Total	5	-	-	-

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

1.2 (i) Flexibility of the Curriculum: CBCS/**Core/Elective option**/Open options
     (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	3
Trimester	-
Annual	1 M.Phil (Part-Time)

1.3 Feedback from stakeholders*   Alumni √ Parents √ Employers √ Students √
    (On all aspects)

       Mode of feedback   :   Online _ Manual √ Co-operating schools (for PEI) √

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

> The syllabi are revised by staff in the staff meeting and the corrections are placed before board of studies and academic council. Finally it is approved by College Governing Body.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

> _

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
12	8	1	_	3

2.2 No. of permanent faculty with Ph.D.   8

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
-	-	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty   2   _   6

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	-	29	24
Presented papers	2	43	3
Resource Persons	-	2	1

2.6 Innovative processes adopted by the institution in Teaching and Learning:

> ICT assisted instruction and Learning – IWB.
>
> Co-operative and Collaborative Strategies – Team teaching, cooperative learning.
>
> Emotive Pedagogy – Remedial teaching.

2.7 Total No. of actual teaching days

during this academic year

> 205

2.8 Examination/ Evaluation Reforms initiated by
the Institution (for example: Open Book Examination, Bar Coding,
Double Valuation, Photocopy, Online Multiple Choice Questions)

> 3

2.9 No. of faculty members involved in curriculum
restructuring/revision/syllabus development
as member of Board of Study/Faculty/Curriculum Development workshop

0	1	5

2.10 Average percentage of attendance of students

> 93.25%

2.11 Course/Programme wise
distribution of pass percentage :

B.ED.										
Year	Subjects	No. of Appeared	Pass	Fail	Theory			Practical		
					II Class	I Class	Distinction	II Class	I Class	Distinction
2014 - 2015	Total	124	124	-	1	92	31	-	56	68

M.ED.									
Year 2014 - 2015	No. of Appeared	Pass	With Held	Theory			Dissertation		
				II Class	I Class	Distinction	II Class	I Class	Distinction
Total	55	55	-	1	49	5	-	13	42

M.PHIL. (Full-Time)						
Year 2014 - 2015	No. of Appeared	Pass	With Held	Theory & Dissertation		
				II Class	I Class	Distinction
Total	5	5	-	-	4	1

M.PHIL. (Part-Time)						
Year 2013 - 2015	No. of Appeared	Pass	With Held	Theory & Dissertation		
				II Class	I Class	Distinction
Total	9	9	-	-	5	4

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

- Forms a committee which consists various subjects experts to frame curriculum.

- Gives suggestion to introduce new relevant papers.

- Monitors the quality of curriculum.

- Publishing the activities of the college through newsletter.

- Suggests innovative curricular and co-curricular activities for the all round development the prospective teachers.

- Receives feedback from the students and staff regularly on the programmes implemented.

- Receives feedback and evaluates the overall programme.

- Conducts workshop on new innovative methods of teaching.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	1
UGC – Faculty Improvement Programme	-
HRD programmes	2
Orientation programmes	15
Faculty exchange programme	-
Staff training conducted by the university	2
Staff training conducted by other institutions	2
Summer / Winter schools, Workshops, etc.	2
Others	2

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	08	02	-	02
Technical Staff	-	02	-	02

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- Promotes research climate through Research Methodology Seminars regularly for Students and Staff.
- Facilitates the faculty members to write Research articles.
- Encouraging Research Scholars to write Research Proposals and Synopsis.
- Initiating Research Scholars to write Course work.
- Helping Centre for Research in conducting Pre-Ph.D. Viva Examination.
- Research colloquium conducted in every semester.
- Abstract of Research as Xavier Journal of Research Abstracts (JXRA).
- Journal of Research and Reflection on Education (RRE).
- Initiates to prepare a research topic bank.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	_	_	_	_
Outlay in Rs. Lakhs	_	_	_	_

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	_	_	_	_
Outlay in Rs. Lakhs	_	_	_	_

3.4   Details on research publications

	International	National	Others
Peer Review Journals	2	10	_
Non-Peer Review Journals	_	_	_
e-Journals	1	_	_
Conference proceedings	_	40	3

3.5 Details on Impact factor of publications:

Range [ ] Average [√] h-index [ ] Nos. in SCOPUS [ ]

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects *(other than compulsory by the University)*	-	-	-	-
Any other (Specify)	-	-	-	-
Total	-	-	-	-

[_]

3.7 No. of books published   i) With ISBN No. [4]   Chapters in Edited Books [_]

ii) Without ISBN No. [_]

3.8 No. of University Departments receiving funds from

UGC-SAP [_]   CAS [-]   DST-FIST [-]

DPE [-]   DBT Scheme/funds [-]

3.9 For colleges   Autonomy [√]   CPE [-]   DBT Star Scheme [-]

INSPIRE [-]   CE [-]   Any Other (specify) [-]

3.10 Revenue generated through consultancy [_]

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	3	-	-	1
Sponsoring agencies		UGC	-	-	Management

3.12 No. of faculty served as experts, chairpersons or resource persons   7

3.13 No. of collaborations   International   -   National   2   Any other   1

3.14 No. of linkages created during this year   2   (MOU with St. Ignatius College of Education)
(MOU with All Kerala Training College Teachers Association)

3.15 Total budget for research for current year in lakhs:

From Funding agency   -   From Management of University/College   -

Total   -

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	-

3.18 No. of faculty from the Institution   4   (2014 – 2015)
who are Ph. D. Guides
and students registered under them   -

3.19 No. of Ph.D. awarded by faculty from the Institution   3

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF   -   SRF   -   Project Fellows   -   Any other   -

3.21 No. of students Participated in NSS events:

University level   -   State level   -

National level   -   International level   -

3.22 No. of students participated in NCC events:

University level	-
State level	-
National level	-
International level	-

3.23 No. of Awards won in NSS:

University level	-
State level	-
National level	-
International level	-

3.24 No. of Awards won in NCC:

University level	-
State level	-
National level	-
International level	-

3.25 No. of Extension activities organized

University forum	-	College forum	5		
NCC	-	NSS	-	Any other	-

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Mother Theresa Evening Study Centre (MOTESC)
- Social Project
- Community Service Camp
- Medical Camp for the Villages
- Voter Awareness Campaign
- NET Coaching Class
- XATEC

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	3.72 Acre	-	-	-
Class rooms	10	-	-	-
Laboratories	5	-	-	-
Seminar Halls	3	-	-	-
No. of important equipments purchased (≥ 1-0 lakh) during the current year.		Computers, TV, Invertors	Autonomy	2,26,861.00
Value of the equipment purchased during the year (Rs. in Lakhs)		Lab Materials	Autonomy	1,02,900.00
Others		Furniture	Autonomy	45,000.00

4.2 Computerization of administration and library

> Apprising of Rovan LMS Software.
>
> Free Wi-Fi access to library users.
>
> On-line Access of E-journals & Reviews.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	18783	21,50,376.00	425	1,06,090.00	19208	22,56,464.00
Reference Books	1841		-	-	-	
Journals	31	15,000.00	-	-	-	15,000.00
e-Books	93809	5,000.00	-	-	-	15,000.00
e-Journals	6219		-	-	-	
Digital Database	2		-	-	-	
CD & Video	98	24,447.00	30	7,348.00	128	31,795.00
Others (specify) DAI	52	9,00,000.00	3	2,34,731.00	55	11,34,731.00

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	87	47	Wi-Fi	Wi-Fi	_	23	17	_
Added	5	_	_	_	_	_	_	5
Total	92	47	_	_	_	23	17	5

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

- Wi-Fi facility was enabled in the college.

- CAI preparations by the staff.

- Training on E-content preparation.

- Training on smart board usages.

- Certificate Couse in web designing.

- Technology for Children (TECHCHIL).

4.6 Amount spent on maintenance in lakhs :   (2014 – 2015)

i) ICT

_

ii) Campus Infrastructure and facilities

3,64,300.00

iii) Equipments

2,50,586.00

iv) Others

_

Total :

6,14,886.00

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Giving orientation to the students on course, academic expectation, facilities, services and evaluation.
- Personality Development programme.
- Intensive Communicative English Training.
- Photocopying facility in the library.
- Yoga training.
- Tutor Ward System
- Social Project.
- Conducting Entry and Exit Behaviour Test.
- Organising Staff Development programmes.
- Time Management.
- Students Counselling.

5.2 Efforts made by the institution for tracking the progression

- Analysis of the impact of the course on the students by collecting data by entry and exit behaviour test.
- Training on soft skills like communicative skills.
- Implementing effective feedback Mechanism to enhance the performance of the students.
- The 'Best Library User' Award.
- Assignments, seminars, cultural competitions.
- By the functioning of Various Committees.
- Tutor-ward system.
- Suggestion – Box.
- Apart from regular course, certificate course like web designing is conducted.
- Talent programmes like intramurals.
- Through various club activities.

5.3 (a) Total Number of students

(b) No. of students outside the state | 3 |

(c) No. of international students | _ |

Men | No | % | Women | No | % |
| | 150 | 77.72 | | | 43 | 22.27 |

	Last Year (2013 – 2014)						This Year (2014 – 2015)					
	General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
B.Ed.	5	23	1	107	1	136	4	25	1	95	2	125
M.Ed.	1	4	_	37	_	42	1	11	1	43	_	56
M.Phil.	_	1	_	13	_	14	_	1	_	16	_	17

Demand ratio   Dropout %   NIL

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- Coaching classes for NET/SET.
- A Core paper entitled "Subject Knowledge Competency" for preparing students to face TET.
- Awareness programmes on various competitive examination.
- Training on How to face an interview/competitive examination by CGPC.
- Providing employment news.

No. of students beneficiaries | 62 |

5.5 No. of students qualified in these examinations

NET | 2 | SET/SLET | _ | GATE | _ | CAT | _ |

IAS/IPS etc | _ | State PSC | _ | UPSC | _ | Others /TET | 3 |

5.6 Details of student counselling and career guidance

- Guidance and Counselling through tutor ward system.

- Campus interview was organised by CGPC in which 62 students were recruited.

- A seminar on 'Career Awareness' was organised by CGPC.

- Appointment of separate part time counsellors for male and female trainees.

No. of students benefitted   124+55

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
12	90	62	10

5.8 Details of gender sensitization programmes

- Women's Day Celebration.

- Medical Camp and Counselling for women students.

- Transgender awareness programme.

5.9 Students Activities

5.9.1   No. of students participated in Sports, Games and other events

State/University level   7   National level   _   International level   _

No. of students participated in cultural events

State/University level   25   National level   _   International level   _

5.9.2   No. of medals/awards won by students in Sports, Games and other events

Sports : State/University level   7+5   National level   _   International level   _

Cultural: State/University level   20   National level   _   International level   _

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	90	1,30,000.00
Financial support from government	47 (SC/ST)	3,95,606.00
	8 (BC/MBC)	52,160.00
Financial support from other sources	15	15,000.00
Number of students who received International/National recognitions	_	_

5.11 Student organised / initiatives

Fairs : State/University level [0] National level [-] International level [-]

Exhibition: State/University level [1] National level [-] International level [-]

5.12 No. of social initiatives undertaken by the students [5+1]

5.13 Major grievances of students (if any) redressed:

* Wi-Fi facility for student/staff.

* Installation of more CCTV Cameras.

* Filing Women student's Profile.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

- Our College aims at the integral formation of prospective teachers and the promotion of educational research and the service of our youth for the establishment of a just and humane society.

- To impart a sound formation in all levels such as academic, social, physical, emotional and religious.

- To cultivate more self-confidence.

- To help them develop their potentials and enhance their self-image.

- To mould and motivate the would-be teachers towards vision of excellence.

- To strengthen their ability in communicating their views effectively.
- To equip the teachers with thorough theoretical input and provide them practical training so that the teaching-learning process becomes effective.
- To develop soft skills among the trainees.
- To train the teachers in ICT based methodology.
- To acquire and imbibe the values of leadership quality through various cultural activities.
- To make the students understand and to experience the reality of downtrodden.
- To impart the values of brotherhood, social justice and dignity of labour.
- To produce a band of committed teachers who would be agents of social change.

6.2 Does the Institution has a management Information System

The institution has separate software for each department.

- Students' information system in the administrative office.
- Rovan LMS Software for Library.
- Short Messaging Service in the dean's office.
- Official College Website.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

- Updating of syllabus every year.
- Updating practicum for B.Ed., M.Ed. and M.Phil. students.
- Awarding Credits to extension activities.
- Communicative English training.
- Tongue twister programme.
- Short term course on computer application.

6.3.2 Teaching and Learning

- Use of PPT, IWB and visualisers.

- Giving Course Plan.

- ICT integrated Lesson Plans.

- Adaption of Recent Psychology Experiments.

- 'Empowering the Teaching competency of the teachers through ICT' based Seminars.

- Individual Projects on VB for computer Science/Maths learners.

- Dynamic groups.

- Preparation of Programmed Learning Materials/PPTs.

- Activity Based Learning (ABL).

6.3.3 Examination and Evaluation

- Awarding Credits to the extension programmes MOTESC, Social Project and Tongue Twister Training.

- Various modes of internal assessments such as guided individual and group projects and periodical assessment of learners.

6.3.4 Research and Development

- Establishing Fr. Bonhoure Centre for Research.

- Having a research cell.

- Publishing Seminar Proceedings with ISBN No.

- Publishing Research Abstracts as a Book with ISBN No.

- Facilitating Research through JCERT activities.

- Research Methodology seminar for research scholars.

- Research colloquium for research scholars twice in a semester.

- Publishing Xavier Journal of Research Abstract (XJRA).

- Publishing the Journal of Research and Reflection on Education (RRE).

6.3.5 Library, ICT and physical infrastructure / instrumentation

- New Books in Reference and Book bank were added.
- DAI in soft form purchased for the reference of the research scholars.
- Availability of E-books and N-List facility for reference.
- Wi-Fi facility for browsing.
- Reputed national and international journals.
- UGC INFLIBNET N-LIST facility.

6.3.6 Human Resource Management

- The staff, students and other stake holders are encouraged in institutional planning and administration.
- Placing staff and students in various committees.
- Motivating the Staff to go for outreach programmes.

6.3.7 Faculty and Staff recruitment

1. Mr. U. Subramanian, Assistant Professor in Tamil.
2. Mrs. G. Kokila Selvakumari, Assistant Professor in Education.
3. Mrs. J. Annie, Assistant Professor in Computer Science.
4. Ms. S. Jenifer Selvam, Assistant Professor in English.
5. Mr. G. Essakipandian, Library Assistant.

6.3.8 Industry Interaction / Collaboration

- Block Resource Centres of Government Schools for ALM/ABL.
- Collaboration with Athen Cottasan Muthamizh Kazhagam, Kanyakumari in conducting a programme on "Say No to drugs".
- Interaction with TANSACS (Tamilnadu State Aids Transgender Awareness Control Society) on conducting a special talk on 'Transgender awareness'.
- Collaboration with St. Ignatius College of Education, Palayamkottai in conducting a national seminar on 'Digital Emotive Pedagogy'.
- Collaboration with AKCTA (All Kerala Training College Teachers Association) in conducting national level two-day seminar on 'Inclusive Education'.

6.3.9   Admission of Students

- Admitted the students based on the norms of Tamil Nadu & TNTEU (Tamil Nadu Teachers Education University).

- Preference to Dalits and downdrodden.

- Reservation of Government of Tamil Nadu followed.

- Entrance Tests for PG & M.Phil.

6.4 Welfare schemes for

Teaching	Workshop, Seminar, Picnic, Family get together.
Non-teaching	Residential Quarters, Loans (Financial Support).
Students	Rector, Principal, Alumni, Students' Welfare Scholarship, Academic awards.

6.5 Total corpus fund generated   –

6.6 Whether annual financial audit has been done   Yes [√]   No [ ]

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	-	Yes	Governing Body Members Society, Govt. of Tamil Nadu, Central Govt.
Administrative	Yes	JD and AG Audits	Yes	Management

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes   Yes [√]   No [ ]

For PG Programmes   Yes [√]   No [ ]

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

- Regular revision and Updating of curriculum through BOD & AC.

- Up gradation of internal modes of assessments.

- Objective evaluation of papers by professors from in and outside state.

- Special provisions for re-appearing/Recounting/Revaluation.

- Conducting supplementary examination.

- Credits to extension activities.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

- Permits and Facilitates to start new innovative courses.

- Suggest innovative ideas in curriculum, evaluation and methods by appointing members to various committees.

- Helps in the review of Autonomy once in four years.

- Appoints members to statutory bodies to guide the college.

6.11 Activities and support from the Alumni Association

- Active participation through college Developmental Council, BOS, AC, IQAC, CGPC and other Committees.

- Provides Alumni Scholarship for UG students every year.

- Organizes the free Medical Camp in a village during the village camp every year.

- Conducts GBM & Meeting of previous batch students every year on the day of 'Sangaman'.

- Celebrates Teachers' Day and Honours the best teacher awardee every year.

6.12 Activities and support from the Parent – Teacher Association

- Parents are invited during admissions where an orientation is given by the college on the course and the expectation of the college thus seek their fullest co-operation.

- At the end of I Semester, the mark sheets are handed over to the parents in the Parent teachers meet in view of bringing them closer to the college.

- Parents are appointed in important committees like IQAC.

6.13 Development programmes for support staff

- Training on File Keeping.

- Providing Computers for Office Automation.

- Regular Counselling.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- Awareness is given through a course paper environmental education.

- Activities of Bio-Science club.

- A green Lawn is maintained by the college.

- The college has number of trees and planted saplings.

- A beautiful garden is maintained.

- Tobacco free campus is ensured.

- 'Clean' and 'noise-free' campus is initiated.

- Banners, indicating the importance of ecology and demerits of smoking.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the Functioning of the institution. Give details.

- ICT enabled classrooms made an impact on the teaching-learning process.

- CCTV installation enables the college more disciplined and secured.

- Awarding credits to extension activities have increased the social awareness of the student.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year.

*Enclosed (Annexure IV)

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

*Enclosed (Annexure V)

(1) Core Course entitled Subject Knowledge Competency given in view of preparing B.Ed. students to compete in Teacher Eligibility Test (TET).

(2) Awarding credits to Extension Activities.

(3) MOTESC (Extension Activity).

(4) Social Project.

(5) Intensive Coaching on developing communicative skills.

(6) Community Living Experience.

7.4 Contribution to environmental awareness / protection

- A course paper on environmental education.

- Campus cleaning work is done regularly.

- Digital boards displaying slogans on the environment protection.

- Painting expo on "Water the life of the World".

- Awareness programme on 'say No to drugs' was conducted.

- Special talks on "Conservation of Plants".

7.5 Whether environmental audit was conducted?   Yes √ No ☐

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

----

8. **Plans of institution for next year**

- Providing space for student service centre.

- Establishing Bio matric attendance for staff.

- Establishing Video-Conferencing Facility.

- Providing a space for Inter Religious Prayer Hall.

- Shifting of office of Controller of Examination, Dean, Research Cell and CGPC.

- Shifting of library to the new library building.

Name: Dr. M. Antony Raj

   Coordinator, IQAC,

   St. Xavier's College of Education,

   Palayamkottai – 627 002.

Name: Rev. Dr. S. Amaladoss Xavier, S.J.

   i/c Chairperson, IQAC

   St. Xavier's College of Education,

   Palayamkottai – 627 002.

_____***_____