



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

Part A	
Data of the Institution	
1. Name of the Institution	INDHIRA COLLEGE OF EDUCATION
Name of the head of the Institution	Dr. RADHIKA VIDYASAGAR
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	04427650440
Mobile no.	9841049379
Registered Email	indhiraeducation@gmail.com
Alternate Email	icoe.principal@indiraeducational.org.in
Address	NO.1, V.G.R GARDENS, V.G.R NAGAR, PANDUR VILLAGE
City/Town	TIRUVALLUR
State/UT	Tamil Nadu
Pincode	631203

<b>2. Institutional Status</b>																									
Affiliated / Constituent			Affiliated																						
Type of Institution			Co-education																						
Location			Rural																						
Financial Status			Self financed																						
Name of the IQAC co-ordinator/Director			Mrs. N. JAYAVARDHINI																						
Phone no/Alternate Phone no.			04427650440																						
Mobile no.			9841049379																						
Registered Email			indhiraeducation@gmail.com																						
Alternate Email			office.icoe@indiraeducational.org.in																						
<b>3. Website Address</b>																									
Web-link of the AQAR: (Previous Academic Year)			<a href="https://www.icoe.in">https://www.icoe.in</a>																						
<b>4. Whether Academic Calendar prepared during the year</b>			Yes																						
if yes,whether it is uploaded in the institutional website: Weblink :			<a href="https://www.icoe.in">https://www.icoe.in</a>																						
<b>5. Accrediation Details</b>																									
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B</td> <td>2.79</td> <td>2012</td> <td>05-Jul-2012</td> <td>04-Jul-2017</td> </tr> <tr> <td>2</td> <td>B++</td> <td>2.87</td> <td>2017</td> <td>12-Sep-2017</td> <td>11-Sep-2022</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B	2.79	2012	05-Jul-2012	04-Jul-2017	2	B++	2.87	2017	12-Sep-2017	11-Sep-2022
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<b>6. Date of Establishment of IQAC</b>			14-Oct-2008																						
<b>7. Internal Quality Assurance System</b>																									
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L::asset('/','public').'/public/index.php/admin/get\_file?file\_path='.encrypt('Postacc/Special\_Status/'. \$instdata->upload\_special\_status))}}

No Files Uploaded !!!

**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
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**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View Link](#)

**10. Number of IQAC meetings held during the year :**

3

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

Yes

Upload the minutes of meeting and action taken report

[View Uploaded File](#)

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

No

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

1. The Elevate Efficacy Program was held on September 26th, 2018 by ICOE, with Ms. Rizvana Mr. Fiazudin as the resource person. 2. On September 26, 2018, ICOE, Resource Person Mrs. Vijaya Lakshmi, and Mr. Jagathjeevan Ram, NLP Master Programmer, held a session on Sharpening Your Skills in our campus. 3. The ICOE held a oneday national seminar on Impact of Education in Knowing the Self and Reaching the Peak on November 10, 2018. 4. Indhira College of Education held an AIDS awareness workshop at Pandur village on December 1st, 2018. 5. The Indira group of Educational Institutions sponsored a training session on Connect with care from April 2 through April 15, 2019.

[View Uploaded File](#)

**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

Plan of Action	Achievements/Outcomes
Sessional Examinations	Two sessional examinations are arranged as per Academic calendar in each semester.
Syllabus based programme	As per demand of the syllabus Seminar, workshop, Symposium and field study will be conducted. On 2nd February, 1 <sup>st</sup> B.Ed and 1 <sup>st</sup> M.Ed students went to Field Visit to Dhakshinachithra and Mahabalipuram, Chennai. On 24th October, Visit to Three Innovative Schools in Thiruvallur Dt.
Annual Sports	On 28th 29th , January 2019, district sports and cultural meet at GRT college of education, organized by TNTEU. Annual sport/College day is conducted in the month of April where the students participated in outdoor, literary and cultural, etc.
Disaster management	1. On 09th April, 2019 -Awareness on "cleanness" by the Director and Team, Priyadharshini Educational and Charitable Trust (PECT). 2. On 19th April 2019- Class on Traffic Rules and Regulations updation and Avoidance of Drunk and Drive given by ICOE to Drivers.
Awareness programme	1. On November 16, 2018, the district legal service authority hosted a dengue and legal service awareness event. Our B.Ed students attended and raised awareness. 2. In Varathapuram Village, Thiruvallur Dt, an AIDS Awareness program was arranged and a street play performed on November 30.
Field work by B.Ed Dept.	Swachh Bharath programme conducted on 02/02/2019 to three Schools at Thiruvallur District.
Work shop by M.Ed Dept.	On 09th April, 2019 A workshop on "SPSS hands on Training" by Mr. Mohana Kannan, Resource Person, ICOE.
Seminar by Science Dept.	Seminar on "Green India" at National Science day on 28.02.2019.
Seminar by Mathematics Dept.	Seminar on "Vedic Maths"-Resource Person-Ms. J. Lizzie, Assistant Professor, ICOE.
<a href="#">View Uploaded File</a>	

14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Academic and Administrative Advisory Committee	18-Jul-2018
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	21-Nov-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>Our institution is affiliated with the Tamilnadu Teachers Education University in Chennai, and we follow their course offerings. Depending on the resources available, we make every effort to provide highquality education while keeping in mind the institutions objectives and its care for the students when delivering the curriculum. The following are the numerous ways the institution chooses to carry out the curriculum. The institution has built a systematic and effective execution of the curriculum. Meeting with the principal and staff: At the very beginning of the school year, the principal and faculty meet to decide on the subject. We are given the chance to choose the subject of our choosing, but it is important to make every effort to accommodate the faculty.</p>

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Our college has a well-organized structure in place for both delivering and documenting the curriculum. Academic planning completed prior to the start of the school year helps with the creation of the academic calendar. Every perspective course and pedagogy subject has its workload divided and its schedule prepared in advance. Exam schedules are sent to each faculty member

along with their personal timetable. To enhance the learning process, academic, co-curricular, and extracurricular events are planned by all of the pedagogical departments. To promote efficient documentation, all departmental events and committee activity are uploaded online. The website committee and the activity report committee efficiently manage this process. The unique aspect of our college is that each teacher keeps a logbook of their daily activities and lessons.

#### 1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

### 1.2 – Academic Flexibility

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

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

#### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
No Data Entered/Not Applicable !!!		

### 1.3 – Curriculum Enrichment

#### 1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Life skill training	18/06/2018	150
First aid course	13/07/2018	100
Yoga workshop	17/09/2018	300
SUPW	09/11/2018	100
Tailoring	04/03/2019	50
<a href="#">View Uploaded File</a>		

#### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BEd	School Internship for B.Ed course	100
MEd	Internship with cooperative schools	50
<a href="#">View Uploaded File</a>		

### 1.4 – Feedback System

#### 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>When assessing the students responses, the following suggestion was made by the students, and it was implemented. 1. According to the students, additional LED projectors are required for presenting seminar papers and lessons based on ICT. 2. The necessity for TET coaching and certain additional lectures was felt by the students. 3. Students want the library hours to be extended. 4. According to students, there should be some sort of sports provision. Taking place: We provided the option to use the ICT lab for creating seminars and ICT-based lessons when planning the seminars and ICT-based lessons. All of the students were separated into equal groups, and for their presentations, each group received an LCD projector and a computer system. 2. We recruited resource people to provide advice</p>

### CRITERION II – TEACHING- LEARNING AND EVALUATION

#### 2.1 – Student Enrolment and Profile

##### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BEd	EDUCATION	100	176	100
MEd	EDUCATION	50	72	50
<a href="#">View Uploaded File</a>				

#### 2.2 – Catering to Student Diversity

##### 2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	200	100	16	10	26

#### 2.3 – Teaching - Learning Process

##### 2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
26	22	6	4	4	5
<a href="#">View File of ICT Tools and resources</a>					

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

The college has in place a formal student mentoring system that is facilitated through the 'Student Card System'. Under this, the college issues a Student Card for each student enrolled on campus. Every class is allotted with a class coordinator, who fills in and maintains the student card. In this process, the class coordinator takes on multiple roles, in an effort to get closely acquainted with the class. For this, there are at least two such meetings, one in each term, but the interaction may be much more often, depending on the requirements of the student. Broadly, the class coordinator is responsible for: 1. Managing the day to day affairs of the class 2. Keeping an eye on the regularity of the student in the class and other discipline issues 3. Getting to know the family background (economic and social) of the student and suggesting any possible assistance in this regard 4. Maintaining the academic and personal history of the student 5. Know the students better so as to design suitable teaching learning methodologies 6. To identify slow and advanced learners 7. To direct the slow learners to bridge, remedial and other language proficiency courses 8. To direct the advanced learners to add-on courses like the in house Additional Credit Programme and other subject specific courses 9. Keeping the students informed about various college activities and channelizing them to co curricular and extracurricular activities or events as per their interest and talent. 10. Noting the major milestones and the progress of the students over the years, thereby helping the student achieve her/ his potential with advice for suitable careers in their areas of excellence. 11. Addressing individual student problems or any interpersonal issues arising in the class 12. To take first hand informal feedback from the students on the college and it's functioning. 13. In addition, the college has always provided a very conducive and cordial ambience for an informal mentoring through the student teacher interface at various other levels. Over the years, this has developed a healthy relationship between the students and teachers. The students often approach their optional subject teachers with confidence in the staff room, departments and other areas in college. This approachability is enhanced through the constant interaction between teachers and students that is facilitated by various social media platforms. These various platforms give the students a chance to seek mentor ship with respect to not just academics, but also for personal and emotional issues. Sometimes, noting the severity of the issue, the student is guided to consult experts: teachers from the psychology department or other certified counsellors at the institutions call.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
300	26	1:12

**2.4 – Teacher Profile and Quality**

**2.4.1 – Number of full time teachers appointed during the year**

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
26	26	Nill	Nill	4

**2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )**

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
No file uploaded.			

**2.5 – Evaluation Process and Reforms**

**2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year**

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination



BEd	EDUCATION	2018-2019	23/07/2019	31/08/2019
MEd	EDUCATION	2018-2019	23/07/2019	31/08/2019
<a href="#">View Uploaded File</a>				

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

Evaluation of the students is a crucial component of assessment. Therefore, we are using a method to inform students of the requirements of the university for mandatory attendance at Internal Assessments.(Seminar and homework) Students are informed of the date and subject of the seminar and assignment one week prior to the start of the internal assessment. We receive feedback from concerned subject or HM teachers during teaching practice, as well as feedback on the integrity, punctuality, and compliance of students outside of the college. Those who scored very poorly are listed, remedial instruction is given to be delivered after college hours, and a retest is administered.

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

We create the academic years calendar of events at the start of each semester. We are planning academic activities with this in mind, and well do our best to fit in all of the activities that are necessary for both internal assessment and the overall growth of the students. If there is a change in the exam schedule that requires a postponement, the school will adjust its timetable so that students can better prepare for the new exam date.

### 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://www.icoe.in>

#### 2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
I YEAR	BEd	EDUCATION	100	88	88
I YEAR	MEd	EDUCATION	49	32	65.30
II YEAR	BEd	EDUCATION	96	85	88.5
II YEAR	MEd	EDUCATION	49	38	77.55

[View Uploaded File](#)

### 2.7 – Student Satisfaction Survey

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

<https://www.icoe.in>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year

No Data Entered/Not Applicable !!!

No file uploaded.

### 3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
COMMUNICATIVE ENGLISH	ENGLISH	17/05/2018
RIGHT TO EDUCATION	HISTORY	28/05/2018
EXPERIMENTAL RESEARCH EDUCATION	MATHEMATICS	08/02/2019
SPSS HANDS ON TRAINING	MATHEMATICS AND EDUCATION	23/02/2019

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
08	02	01

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

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

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
No file uploaded.			

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

Department	Number of Publication
No Data Entered/Not Applicable !!!	
No file uploaded.	

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

Title of the	Name of	Title of journal	Year of	Citation Index	Institutional	Number of
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Paper	Author		publication		affiliation as mentioned in the publication	citations excluding self citation
No Data Entered/Not Applicable !!!						
No file uploaded.						

### 3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
No file uploaded.						

### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	10	10	18	27
<a href="#">View Uploaded File</a>				

## 3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
TREE PLANATION PROGRAMME	NSS AND ECO CLUB	22	284
BLOOD DONATION CAMP	YOUTH RED CROSS	15	165
<a href="#">View File</a>			

### 3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
No file uploaded.			

### 3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
SWATCHH BHARATH	NSS AND YOUTH RED CROSS	Awareness about Cleanliness and involved in cleaning.	22	300
AIDS AWARENESS	NSS AND RED RIBBON CLUB	Rally and Competitions	22	300

HEALTH CHECKUP MEDICAL CAMP	NSS AND YOUTH RED CROSS, ICOE	GENERAL HEALTH CHECKUP	5	78
<a href="#">View File</a>				

### 3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
<a href="#">View File</a>			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Field Immersion with Co-operative Schools	M.Ed Field Internship	Government and Aided High/ Higher secondary schools -32	06/08/2018	20/08/2018	50
Teaching Practice	B.Ed Internship	Government and Aided High/ Higher secondary schools -41	01/08/2018	30/11/2018	100
<a href="#">View File</a>					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
No file uploaded.			

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
700000	569750

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing

Laboratories	Existing
Seminar Halls	Existing
Seminar halls with ICT facilities	Existing
No file uploaded.	

## 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Nill	Nill	Nill	2023

### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	9159	1297000	389	358940	9548	1655940
Reference Books	3100	8790750	100	168755	3200	8959505
e-Books	1283	62510	0	0	1283	62510
Journals	26	55630	0	0	26	55630
CD & Video	52	9800	0	0	52	9800
<a href="#">View File</a>						

### 4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

## 4.3 – IT Infrastructure

### 4.3.1 – Technology Upgradation (overall)

Type	Total Co mputers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	41	2	5	0	0	5	8	8964	0
Added	0	0	0	0	0	0	0	0	0
Total	41	2	5	0	0	5	8	8964	0

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

8964 MBPS/ GBPS
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### 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and
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	recording facility		
No Data Entered/Not Applicable !!!			
<b>4.4 – Maintenance of Campus Infrastructure</b>			
4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year			
Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
1500000	1456987	700000	569750
4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)			
<p>laboratories, libraries, sports facilities, computer labs, etc. 1) Surveillance cameras are used to monitor campus maintenance. 2) The college has a committee in charge of overseeing building, classroom, and lab upkeep. 3) The Principal chairs the maintenance committee, which in turn oversees the work. The principal who effectively organizes the staff by keeping duty tiles with information on each employees specific floor-by-floor responsibilities, timetables, leave, etc. 4) The maintenance committee periodically inspects the infrastructure to maintain its effectiveness and functional state. 5) Lecture halls. Non-teaching staff members assigned to each level frequently clean and maintain the staffrooms, seminar rooms, laboratories, etc. Both the washrooms and the restrooms are kept clean. There are trash cans on every floor. 6) Completely functional attributes and machinery</p> <p><a href="https://www.icoe.in">https://www.icoe.in</a></p>			
<b>CRITERION V – STUDENT SUPPORT AND PROGRESSION</b>			
<b>5.1 – Student Support</b>			
5.1.1 – Scholarships and Financial Support			
	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Management Scholarship	1	50000
Financial Support from Other Sources			
a) National	SC/ST	119	615700
b) International	Nill	Nill	Nill
<a href="#">View File</a>			
5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,			
Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
First Aid	15/09/2018	300	St. John Ambulance
Meditation	13/10/2018	150	INDHIRA COLLEGE OF EDUCATION
Yoga	08/12/2018	150	INDHIRA COLLEGE OF EDUCATION

Bridge courses - Orientation to New Subjects	23/01/2019	150	INDHIRA COLLEGE OF EDUCATION
Language lab	31/01/2019	100	INDHIRA COLLEGE OF EDUCATION
Soft skill development	09/02/2019	300	INDHIRA COLLEGE OF EDUCATION
<a href="#">View File</a>			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
3	3	5

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
CBSE AND MATRIC SCHOOL , TIRUVALLUR DISTRICT	70	31	CBSE AND MATRIC SCHOOL , TIRUVALLUR DISTRICT	50	22
<a href="#">View File</a>					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	18	M.ED	EDUCATION	INDHIRA COLLEGE OF EDUCATION	M.ED
2019	12	M.ED	EDUCATION	INDHIRA COLLEGE OF EDUCATION	M.ED
<a href="#">View File</a>					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year  
(eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
No file uploaded.	

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

Activity	Level	Number of Participants
Sports Events	TNTEU –Conducted of Inter- Collegiate Sports Meet for the year 2018-2019	16
<a href="#">View File</a>		

### 5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

There are student representatives on the committees who have been nominated by the principal because the student council could not be formed. Student representatives served on official committees for the 2018-19 academic year, including the IQAC, the Grievance and Redemption Committee, and committees for other campus events. They attend meetings in full attendance and offer insightful recommendations. We take their recommendations into account while making decisions. These representatives maintain a positive environment for easy communication between students and teachers. Additionally, they support the tremendous achievement of several activities and contribute to the upkeep of discipline on college campuses. Numerous events, including the celebration of Teachers Day, a book exhibition, Gandhi Jayanti, Republic Day, Reading Day, and cultural programs, are organized and attended by students with enthusiasm. AIDS awareness, blood donation camps, voter education programs, tree planting campaigns, and empowerment of women

### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

122

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

No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :



No Data Entered/Not Applicable !!!

## CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Vision to lead the way in delivering high-quality education and promoting equality in all spheres of life. The management of the institute is decentralized and participatory. Right from the Hon. Chairman Shri.V.G. Raajendran, who has persistently dedicated himself to giving poor and disadvantaged persons access to high-quality higher education. He is diligently providing unwavering support and direction to the Indira Group of Educational Institutions because he is an idealistic visionary with extensive experience in building multiple businesses. The institutions are moving forward and upward as a result. His participation and collaboration in numerous committees and groups that make decisions about academic and administrative matters have helped the college thrive. the management council, the local management council, and at

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

Yes

### 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Library, ICT and Physical Infrastructure / Instrumentation	The institution has physical infrastructure as per NCTE norms. The institution has separate building it consists of lecture hall, psychology labs, E.T. lab, Staff room's storeroom, psychology lab, Girls and Boys room, class room, computer lab, library, reading room, Gents toilet, Principal's room, office, Multipurpose hall and seminar hall. The rooms are spacious and airy. The labs and library are well equipped.
Human Resource Management	The institution identifies this need and motivates the faculty to publish the papers in national, international journals. For faculty development, the faculty is permitted to attend the seminars, workshops, conferences with on duty. The faculty is encouraged to write the reference books and felicitated after the publication of the book. The qualification development needs are identified and they are given guidance by other qualified faculty. The limitations are identified and measures are suggested to overcome the limitations.
Admission of Students	Admissions for the course are given as per the norms, rules formulated by Tamilnadu Teachers Education

University, Chennai. The reservation policy of the Government is followed by the regularity bodies. The lists of selected students sent by the regularity bodies are displayed on the notice board of the institution and on the websites of the regularity bodies. In this way the transparency in admission process is ensured.

#### Curriculum Development

Faculties of our college actively participate and give suggestions on curriculum development in the workshops, seminars organized by university and colleges. They put all suggestions regarding curriculum development in the meetings. Timely suggestions for the improvement in syllabus are given by faculty.

#### Teaching and Learning

Faculty mostly use learner centered methods, techniques, approaches such as questioning, discussion, workshop, seminar, brain storming, role playing, debate, computer assisted learning, etc. The students are given tutorials and practical. The faculty use projective and non-projective learning materials to make their teaching student centered.

#### Examination and Evaluation

Evaluation process helps the faculty to identify the strengths and weaknesses of the students. After completing every practical oral / written feedback is given to the students. Students improve their performance by considering the given suggestions. Remedial teaching is conducted, group and individual guidance is given. The names of the students who get good marks are mentioned in the Roll of honour board and they are congratulated.

#### Research and Development

Teachers are motivated to participate and present research papers in national, international seminars and conferences. Faculties are encouraged to publish research papers in national, international level journals. In library we have adequate research books and journals and separate research section is made to facilitate the researchers to access research material.

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

##### E-governance area

##### Details

Planning and Development	Monthly plan is sent to the individual staff through email. Invitation for seminar, conference and workshop are sent through email/ whatsapp to all the staff members.
Administration	Students database are available in the Principal's office - Biometric system for staff and students to record their attendance. - Communications through circular, email or mobile phone. - Monthly events are sent through mail for all staff members.
Finance and Accounts	- Transaction through NEFT for registration of seminars or workshops. - Salary for the staff through the banking system
Student Admission and Support	- College prospectus and application forms are available on the college website. - Learning material for students is posted by the staff members to the students. - Students' scholarships are procured. - Concession in the course fee, transport and mess fee for the needy.
Examination	- Examination timetable is uploaded on the college website. - Examination results are published on the website. - Examination fees paid through online banking

### 6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	FDP - Plan their time better and stay	One Week Online Administrative Training Program	19/07/2018	21/07/2018	16	20

	organised	for Office Staff				
2019	SPSS	Statistical research tally latest version	25/02/2019	28/02/2019	20	5
<a href="#">View File</a>						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Orientation Programme	2	06/05/2019	11/05/2019	5
<a href="#">View File</a>				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
No Data Entered/Not Applicable !!!			

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Free health checkups and treatment	PF, free health checkups and treatment	Merit scholarship, Govt. Scholarship, Library , Internet Xerox facility, hostel facility, free health checkups and yoga camp, Canteen Facility, Field Study and Educational Tours, etc.

## 6.4 – Financial Management and Resource Mobilization

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

Yes. The Institution conducts internal and external financial audits regularly. The allocation of funds for various activities is placed before the Purchase Committee and Finance Committee for getting approval and same is placed before the College Governing Body.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
No file uploaded.		

6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

## 6.5 – Internal Quality Assurance System

### 6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Member of TamilNadu Teachers Education University	Yes	Principal
Administrative	Yes	Management and Accounts section	Yes	Management and Accounts section

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

• The institution has a regular practice of collecting feedback from the parents. The viewpoints are analyzed and considered for implementation. • The institution provides orientation to the parents about the Internship training programme. There is an open discussion on the year plan with the representatives of PTA. • PTA members represent their views during administrative team visit.

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

Tally training, Training ESI, EPF calculation, Digitalized SR maintenance, Training for vendor registration, interbank transfer, Expenditure.

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

Enhanced Library e-resources • ICT enabled classrooms • Digitalized learning resources • Mentor-Mentee system • Remedial Coaching • Coaching for Competitive exams: TNTET, NET, CTET, TRB

### 6.5.5 – Internal Quality Assurance System Details

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

### 6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Faculty development programme for Effective Teaching	18/07/2018	18/07/2018	24/07/2018	18
2019	Introductory class for Instructional objectives	11/03/2019	12/03/2019	16/03/2019	44

**CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES****7.1 – Institutional Values and Social Responsibilities**

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Awareness on Fundamental Law	15/12/2018	15/12/2018	110	40

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Minimum use of power, minimum wastage of paper. The classrooms are well ventilated with good air circulation and natural light flowing in. The college campus is environmentally friendly with huge trees spread out across the college building

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	5
Ramp/Rails	Yes	5
Rest Rooms	Yes	5
Scribes for examination	Yes	5

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							
No file uploaded.							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Academic Calendar for the Year 2018-2019	23/07/2018	The Academic calendar not only gives the schedule of academic activities through the year but also serves to comprehend the code of conduct to be Followed by the student-teachers inside the campus.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
No file uploaded.			

#### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Sewage treatment plant Sewage treatment plant is established in 2018 and functioning in the campus round the clock offers the best method to segregate the waste water from the college. 2. Poster Making Competition- clean surrounding Plantation Drive 3. No Plastic Campus Green landscaping with trees and plants Awareness about deforestation. 4. Rainwater Harvesting Rainwater harvesting systems are in operation in most of the buildings of the University. Both roof water and storm waters are harvested for various uses and recharging the groundwater. 5. Biogas Plant Food and vegetable wastes are collected from the hostel mess and this waste is used to generate fuel gas using Biogas-Plant erected in the campus.

### 7.2 – Best Practices

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

**Joy of Giving Introduction:** The Joy of Giving is a popular world-wide concept which encourages the culture of giving among individuals and institutions alike – it is a great opportunity to show our social commitment, while also engaging our students and staff in a constructive and enjoyable way. They become the heroes, by contributing and actively participating to bring change in the lives of less privileged people. People around the world are waiting for someone to hold them and be there if they require help. The more we can hold them and give our little time, compassion can make a big difference in their lives. The joy of giving makes a person expand his or her life largely. The best part is, it gives a sense of satisfaction after doing your bit for people in your environment. In order to provide that sense of satisfaction to our prospective teachers every year, we were following "Joy of Giving". Objectives 1. To develop the attitude of social commitment. 2. To bring change in the lives of less privileged people. 3. To construct a positive relation with destitute people of society. 4. To train prospective teachers to be agents of social change. 5. To imbibe humanitarian values. Practice Under the guidance and motivation of our Principal. All the prospective teachers are motivated to develop the healthy habit of "Joy of Giving". Our students experienced the "Joy of Giving," by presenting gifts such as clothes, food materials, stationery items etc. Conclusion: Much like the attitude of gratitude, the joy of giving leads us to a happier, healthier life. In fact, generosity sets off a series of reactions in your brain that improves mood, reduces stress, boosts overall physical health, builds self-esteem, and even helps you live longer. This program will augment the future teachers and in future, they will teach this humanitarian value to their students. It will help them to develop as responsible citizens of the future society. 2. Training in "Italic Handwriting"

**Introduction** Writing has a very long history. It began as simple pictographs drawn on a rock, which were then combined to represent ideas and developed into more abstract symbols. Just like our writing today, early symbols were used to store information and communicate it to others. In recent years, modern technology has dramatically changed the way we communicate through writing. However, despite the increased use of computers for writing, the skill of handwriting remains important in education, employment and everyday life. Therefore as a college of training future teachers, our college provides training in "Italic Handwriting" to all our student teachers. Objectives 1. To develop legible writing skills among the student teachers. 2. To improve legibility of handwriting. 3. To enhance higher-level aspects of writing composition and content. 4. To uphold attention to the linkages among



handwriting, reading, and spelling skills. 5. To increase Visual-motor skills. Practice During the bridge course, our Art and Craft Instructor Mr.B. Raghu provide a clear picture of the Italic handwriting to our newly enrolled students. After that, there are regular classes for the students in Italic handwriting practice. We provide Calligraphy pen and notebooks for practice and regular handwriting practices are given for them as homework. In order to develop this skill continuously the students are motivated to write their assignments in Italic handwriting. It is mandatory for all the students to write all their records of B.Ed programme in Italics. Conclusion Time devoted to the teaching and learning of letter formation in the early years will pay off. Legible writing that can be produced comfortably, at speed and with little conscious effort allows the students to attend the higher-level aspects of writing composition and content. Thus, handwriting with pen and paper still has an important role not only in early childhood but also through our adult lives. More and more, people are shifting from paper to electronic modes of communication. Interestingly though, many personal computers now have handwriting recognition capability so that handwriting as a means of interacting with computers is becoming more pervasive. It seems, therefore, that even in this modern age, handwriting remains an important skill for communication.

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

<https://www.icoe.in>

### 7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Our college believes in the overall development of students through the objectives stated by the affiliated university. We try to compare our outcomes to highest standards but we never satisfied. We aim to have impression in our society by producing students who aimed higher expectations not just in terms of their academic achievements but also in what they are able to accomplish after leaving the college. With a holistic approach we focus on the entire student experience, assisting with all the guidance and counselling they need to make right decisions for their future life. The college offers several activities to students such as new student orientation and mentorship programmes. These offerings are part of a strategic approach towards helping students by providing important information and managing expectations. To support current students, we have established a series of activities such as experts' lectures, visits to innovative centres, discussion, seminars student exchange, faculty exchange students mentoring system monitored through academic advising. Learning is dependent on the pedagogical approaches our teachers use in the classroom. Pedagogy refers to the interactions between teachers, students, and the learning environment and the learning tasks. Effective pedagogy has led to academic achievement, social and emotional development, acquisition of technical skills, and a general ability to contribute to society. Some of the pedagogy strategies include the following: • appropriate use of whole class, small group and pair work meaningful incorporation of teaching and learning materials in addition to the textbook • frequent opportunities for students to answer and expand upon responses to questions • varied lesson activities • positive attitude towards students and belief in their capacity to learn. • We boost our academic programs with extracurricular activities. Preparing students for the future involves equipping them with the knowledge and attitude to be winners. To accomplish our vision we earnestly aim to raise high standards for ourselves, so that our students have the best possible holistic experience with us.



Provide the weblink of the institution

<https://www.icoe.in>

### **8.Future Plans of Actions for Next Academic Year**

To enhance research activities. To have an adoptable brand strategy. To obtain UGC recognition under 2f and 12b. To apply for ISO certification To take up mini projects from various agencies. To encourage faculty members to attend various research based programmes. To publish articles in journals with high impact factors. To write the papers in Scopus indexed and UGC CARE listed journals.