



Yearly Status Report - 2017-2018

Part A

Data of the Institution

1. Name of the Institution		MOTHER TERESA COLLEGE OF EDUCATION
Name of the head of the Institution		Dr .N.VINNARAS
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		04339272151
Mobile no.		9942904531
Registered Email		mtce2011@gmail.com
Alternate Email		mtce2005@gmail.com
Address		Mettusalai, Illuppur-post
City/Town		illuppur
State/UT		Tamil Nadu
Pincode		622102
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	Self financed
Name of the IQAC co-ordinator/Director	N.ALLIMUTHU
Phone no/Alternate Phone no.	04339272151
Mobile no.	9942904531
Registered Email	mtce2011@gmail.com
Alternate Email	mtce2005@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.moherteresacoedu.org
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.moherteresacoedu.org

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.67	2013	05-Jan-2013	04-Jan-2018

6. Date of Establishment of IQAC	05-Jun-2009
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
To organise and conduct the TET, TRB and TNPSC free coaching classes for students	30-Oct-2017 1	100
Website update and	21-Sep-2018	5

monitoring the schedule.	2	
All the Faculty members and students have to attend various Workshops and seminars.	05-Jan-2018 5	25
All the faculty members to participate the conference,	15-Feb-2018 1	25
various extra curricular activities celebration	16-Apr-2018 10	100
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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
NIL	NIL	NIL	2018 0	0
View File				

9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	3
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View 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)

Regular meetings of Internal Quality Assurance Cell (IQAC) Website update and monitoring the schedule. Successful Organization conference Successful Organization extra curricular activities All the Faculty members and students have to attend various Workshops and seminars. Collection, analysis of Feedback from all stakeholders and action taken for improvement Constant encouragement and inspiration by the IQAC to promote research aptitude and research ethics among faculty members students Best practices such as food festival, Green, Clean Plastic Free Campus

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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
To arrange TET, TRB and TNPSC coaching classes for students	TET, TRB and TNPSC coaching classes conducted to our B.Ed M.Ed students.
Website update to be followed as per the schedule.	Website updated to all the activities.
All the Faculty members and students have to attend various Workshops and seminars.	All the Faculty members and students to attended various Workshops, seminars in reputed Colleges
Collection, analysis of Feedback from all stakeholders and action taken for improvement	Collection, analysis of Feedback from all stakeholders and action taken for to development
Constant encouragement and inspiration by the IQAC to promote research aptitude and research ethics among faculty members & students	IQAC to promote research aptitude and research ethics among faculty members & students effectively

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14. Whether AQAR was placed before statutory body ?

No

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

2017

Date of Submission

30-Dec-2017

17. Does the Institution have Management Information System ?

No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Our Institution has the mechanism for well planned curriculum delivery and documentation as per norms. 1.1.1. State the vision, mission and objectives of

the institution, and describe how these are communicated to the students, teachers, staff and other stakeholders. The vision statement of the institute is to ensure "Effective Communication to One and All". This vision is met by the following mission objectives: • Specialized manpower generation in the field of speech and hearing. • Basic and applied research in speech, language and hearing • Clinical services to persons with communication disorders (speech, language and hearing). • Education to the public on issues related to communication disorders (speech, language and hearing).

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
NIL	NIL	Nil	0	NIL	NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NIL	Nil
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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
Nil	NIL	Nil

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

	Certificate	Diploma Course
Number of Students	0	0

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
One Day Research methodology Seminar	25/04/2018	60
Hands on Training - bridge course	16/10/2017	120
Internship Training	24/10/2017	120
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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	Observation and Teaching Learning Practices	137
MEd	Field Based Internship Training Program	50
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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

feedback obtained in the form of questionnaires and analyzed and utilized for overall development of the college. There are informal mechanisms employed to obtain feedback from students and stakeholders on the curriculum from time to time. If necessary, and if major issues are involved, it is communicated to the college and university. Internal arrangements and adjustments are made to enrich the curricular input or to strengthen the curricular input

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	200	210	137
MEd	EDUCATION	50	55	50

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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
2017	137	50	23	5	28

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
2	5	10	3	1	2

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

YES. In our institution, mentoring system has been introduced from 2017-2018, for establishing a better and effective relationship between student and teacher and also continuously monitor, council and guide students in educational and personal matter. All teachers work as mentors for students allotted to them. The students must feel to confide in their mentors. 1. To enhance teacher –student relationship. 2. To enhance student’s academic performance and attendance. 3. To minimize student’s dropout ratio. 4. To monitor the student’s regularity and discipline. 5. To enable the parents to know about the performance of regularity of wards. The IQAC had taken the initiative of implementing the mentoring of students. Students are based on the streams of studies and also according to their core subjects. They are divided into groups of 20-25 students. Mentors maintain and update the mentoring format after collecting all necessary information. Mentors are expected to offer guidance and counselling as and when they required. It is the practice of mentors to meet students individually or in groups. In isolated cases parents are called for counselling and their special meeting with the principal at the suggestion of the mentor. If a student is identified as having weakness in particular subject, it is duty of mentor to apprise the concerned subject teacher. At least 3 to 4 meeting are arranged by mentors for their mentee in each semester. Though, the system has only been implemented in the last few years, significant improvement in the teacher – student relationship is observed. This system has been useful in identifying slow and advanced learner and through a careful examination of each mentors report the college has organized ‘Remedial Classes’ in identified topics. HOD will meet all mentors of his/her department at least once in a month to review paper implementation of system. Advice mentors wherever necessary. Type of mentoring done in our institution are 1. Professional Guidance – Regarding professional goals, selection of career and higher education. 2. Career Advancements – Regarding self-employment, entrepreneurship development, opportunities, morale, honesty, integrity required for career growth. 3. Coursework Specific – Regarding attendance and performance in present semester and overall performance in the previous semester. Outcomes of the system a) The attendance percentage of the students has increase to greater extend. b) The number of detainment of students has decrease consistently. c) Due to direct communication between mentor and the student, there was good improvement in student-teacher relationship.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
187	28	1:7

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
1	1	2	1	1

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
2017	NIL	Nil	Nil
2018	NIL	Nil	Nil

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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
BEEd	UG	I YEAR	Nil	Nil

MEd	PG	I YEAR	Nil	Nil
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Our institution follow Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level.

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

our college Academic calendar prepared and adhered for conduct of Examination and other related matters as per norms

2.6 – Student Performance and Learning Outcomes

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

<http://www.moherteresacoedu.org/scripts/pc.aspx>

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
11611	BEd	EDUCATION	132	116	87.60
11611	MEd	EDUCATION	44	21	47.72

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2.7 – Student Satisfaction Survey

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

<http://www.moherteresacoedu.org/scripts/SSS.aspx>

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
Nil	0	NIL	0	0

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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
innovative research tools	education	30/11/2017

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
NIL	NIL	NIL	Nil	NIL

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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
NIL	NIL	NIL	NIL	NIL	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
1	1	0

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

Name of the Department	Number of PhD's Awarded
0	0

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)
National	NIL	0	0
International	NIL	0	0
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
education	1
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	Nil	0	00	0
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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
NIL	NIL	NIL	Nil	0	0	0
View File						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	1	1	0	2

Presented papers	1	1	0	2
Resource persons	0	1	1	3
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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
Awareness programme	community	2	100
Awareness programme - Rain water, Tenge fever	ngo	2	120
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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
TNTEU, SPORTS CULTURE PROGRAMME	DISTRICT LEVEL	TNTEU	7
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
AIDS AWARENESS	MTGI ORGANIZATION	RALLY	2	40
Swachh Bharat	MTGI ORGANIZATION	PARTICIPATED ACTIVITIES	10	100
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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
STUDENTS EXCHANGE	60	SELF	1
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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	Duration From	Duration To	Participant

		with contact details			
TEMPORARY	JOB TRAINING	CSI-PRIVATE	01/09/2017	02/09/2017	65
TEMPORARY-UNIVERSITY NORMS	RESEARCH FACILITIES INTERNSHIP	COLLEGE CURRICULUM -TNTEU	01/08/2017	10/12/2018	137
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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
NIL	Nil	NIL	0
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
4	2.5

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Seminar halls with ICT facilities	Existing
Seminar Halls	Existing
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
DELNET	Partially	0	2012

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	6250	750000	50	7200	6300	757200
Reference Books	750	150800	25	5300	775	156100
Journals	15	30000	2	2800	17	32800
CD & Video	10	2300	1	150	11	2450

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nil

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	35	30	1	0	1	1	2	1	0
Added	5	0	1	1	0	0	3	0	0
Total	40	30	2	1	1	1	5	1	0

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

1 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	Nil

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
3	1.75	1.2	1

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)

Computer laboratory: Computer laboratory: Annual maintenance contract is given to vendor through proper tendering method for the maintenance and upkeep of all the computers in our college. **Psychology laboratory:** The department teachers and the laboratory staff maintain the psychology department laboratories. Psychology laboratory maintains many psychological tests and equipment along with textbooks that can be issued by students and teachers of the department. The lab staff maintains the record for the same students can issue material from the department by depositing their student ID, whereas teachers can sign in the department laboratory register before issuing any equipment, book, test, or other material. The laboratory staff also regularly checks for the working of electrical equipment like tube lights, fans, etc. Any dysfunction is reported immediately to the concerned department of correction and/or replacement. **Library:** The College Library is fully automated. The

software is assist to Library for their housekeeping operations such as acquisition cataloguing, circulation, serial control, stock verification, etc. For purchasing of books, Library received the recommendation from the faculty and students, after check their duplicate titles and then placed the order to the vendor. The library has capacity of 40 seats for readers and has separate section for Audio Visual Collection. On summer vacation Library check their stock taking and complete the weeding out process. Library has done complete stock verification of books after one year. The library has a systematically arranged stack hall at the first floor. Library has the institutional membership with DELNET (Developing Library Network) from 2012. Classrooms, Other Labs and Building maintenance: Physical infrastructure which includes the classrooms, administrative block, toilets, auditorium, seminar room and old block is maintained by the caretaker under the supervision of AO's. Cleaning is done twice daily and Saturdays are days of deep cleaning and maintenance of the building. The plumbers, electricians and carpenter are hired for maintenance of electric jobs and maintenance of furniture through tendering. There is also a building maintenance committee which looks after the proper maintenance of the building Garden, front and back lawns are maintained by gardeners. Sports ground at the back of building is looked after by grounds men and Physical education department.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	DISABLED AND POOR STUDENTS	2	40000
Financial Support from Other Sources			
a) National	ADI DHIRAVIDAR AND TRIBAL WELFER	260	9793500
b) International	0	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Bridge courses	07/08/2017	150	MTGI
YOGA TRING	19/02/2018	30	SELF
View File			

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 studentsp placed
2017	TET	80	42	30	5

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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
7	7	10

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
MOTHER TERESA MATRIC HR. SEC. SCHOOL	20	5	Nil	0	0

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2017	70	B.ED., M.ED	EDUCATION	BHARATHITH ASAN UNIVERSITY AFFILIATED COLLEGESLEGE	M.SC, M.A, M.COM, M.ED, M.PHIL
2018	110	B.ED., M.ED	EDUCATION	BHARATHITH ASAN UNIVERSITY & AFFILIATED COLLEGESLEGE	M.SC, M.A, M.COM, M.ED, M.PHIL

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

Items	Number of students selected/ qualifying
SET	6
Any Other	20

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

Activity	Level	Number of Participants
KAPADI	COLLEGE	15
KOKO	COLLEGE	20
ATHLETIC	DISTRICT	14

CULTURALS	DISTRICT	20
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2017	Nil	Nil	Nil	Nil	Nil	Nil
View File						

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

The Institute has Student council and students actively get involved in various committees. 1. Class Committee - Each UG class has a Committee to review the academic activities, progress and improvement plans of all subjects of all semesters. The committee consists of Chair person, Class adviser and the student's representatives(4 Members/semester/section). The committee will discuss the academic related issues including conduction of classes, question paper pattern and students grievances Guidelines for Affiliated/ Colleges of Education. 2. News Letter Magazine Committee - Students representatives who are nominated in the editorial board help to collect articles, poems, drawings etc from talented students. They compose, edit and take initiative in printing the newsletters at Department level and work for the preparation of magazine at college level. Faculties of the editorial board will guide them in the entire process of printing and releasing the magazine. Student editors also involve in preparing the conference proceedings souvenir of student conventions conducted in the Departments. Our students participate actively through the functioning of the college. The student representation in Mother Teresa college of Education is according to norms and directives of the University. Students with academic competencies are nominated as Class representatives and students from Cultural, Sports, red ribbon club and two girl student representatives nominated by the Principal, this is the form of the composition of the Student Council. Our students actively participate in cultural activities by promoting our customs and traditions. They take initiative in organizing events as varied and diverse as Rangoli Competition, to Prestigious Intercollegiate Drama Competition like to sports Students also take active part in conducting Days like Traditional Day, Teacher's Day, Farewell functions and also take the responsibility of maintaining discipline on the Campus.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

17.07.2012. REGISTRATION NUMBER: 11833

5.4.2 – No. of enrolled Alumni:

130

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

13000

5.4.4 – Meetings/activities organized by Alumni Association :

EVERY YEAR ONCE CONDUCT THE MEETING WITH ACTIVITIES.

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)

In Mother Teresa college of College, decentralization and participatory management are an interrelated pair of processes intended to promote collective leadership, and passed down from the top levels of the management, through the links of teaching and non-teaching groups, till it finally reaches the students in whom is fostered the awareness that everybody is part of a process that eventually will help all stakeholders develop to their fullest potential, and have the competence and confidence to meet all challenges of the world beyond the purely academic sphere. Mentioned below are two specific practices of decentralization and participative management during the last year

1. Since the 12th anniversary of the college would be celebrated in various ways through a large number of programme in the course of 2017-2018, different sub-committees were conceived: to devise, plan and strategize academic, cultural and socially relevant value-based projects, which would promote the all- round development of all the stakeholders as they celebrated 12 years of the colleges existence.

2. The number of existing students clubs and sub-committees, constituted to promote cooperation, initiative and leadership among students, was enhanced by the setting up of a Literary Club in 2017, which encourages students to organize readings and discussions of original content as well as material from areas beyond the syllabus.

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
Curriculum Development	Curriculum development The college does not have the freedom to develop its own curriculum, since it is under the Tamil Nadu Teachers Education University, whose centrally imposed syllabus is required to be followed by all colleges. But individual teachers of the college are, directly or indirectly part of the curriculum development process: either as members of boards of studies in various universities, or as experts involved in devising or preparing study materials to be used in universities.
Teaching and Learning	The college has always aimed at effective curriculum delivery through a well-planned and documented teaching-learning process. Teaching plans are based on an academic calendar. Multimedia teaching aids and ICT supplement the teaching-learning process. Special lectures are organized, featuring faculty members and other experts from different

institutions. For example, an E-lecture was organized.

Examination and Evaluation

Each subject of the college is required to prepare their students according to the university-prescribed syllabus, to sit for examinations held according to the university-recommended schedule. The pattern and nature of questions and assignments set by the college are in accordance with the criteria or pattern prescribed by the different subjects.

Research and Development

The college has always believed that the quality of academic research not only may be reflected in the quality of classroom teaching, but also may be helpful in addressing problems in the world at large. Accordingly, the college encourages faculty members to present and publish research papers and attend conferences. The college also provides teachers with assistance to organize seminars and conferences. It facilitated two Faculty Exchange Programmes by the Various subject

Library, ICT and Physical Infrastructure / Instrumentation

In 2017-2018 the colleges Central Library operated out of two classrooms in Block B, since its allotted location in Block C was made unavailable by the rebuilding of the entire block. Even so. it gamely carried out its duties as an important component of the colleges process of dissemination of knowledge. On August 10, it collaborated with the Department of Bengali on a programme on the digital archiving of rare books.

Human Resource Management

In centres of higher education, human resource management is a constantly evolving area of concern, but one of its most important aspects is the emphasis on providing faculty members with scope to grow and develop within their working space. This college has always encouraged its faculty members to grow in the workplace, and this is achieved by encouraging new staff members to avail themselves of opportunities to attend orientation programmes. In-service teachers are also encouraged to apply for refresher courses, FDPs and major/minor research projects and their progress and achievements are duly put on record. The encouragement and concern has enabled five faculty members to complete their PhD in the last year and

	<p>one faculty member to complete her M.Phil as well. In addition, three staff members were granted Child Care Leave.</p>
Industry Interaction / Collaboration	<p>Our College tries its very best to rope in various corporate houses by way of enhancing placement opportunities for its student community as well as fine-tuning soft skills for its faculty too.</p>
Admission of Students	<p>The Admission Committee of our College, comprising our Principal and senior faculty members as well as a few senior non-teaching staff members work tirelessly to ensure fair and hassle-free admission of students. With the entire admission procedure being offline and online, the students too feel convenient to monitor the process themselves, without having to move physically from one college to the other in online mode of admission. The admission process held by the admission committee by senior staff with the Principal. The college has been carrying out the students admission procedure with the use of google form, where the online support for the same is provided by the institutions website developer.</p>

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

E-governance area	Details
Planning and Development	<p>The colleges vision and mission statement is clearly uploaded on the institutional website. Further development plans and strategies are also to be displayed on the website as and when applicable. For all Governing Body meetings, the minutes and resolutions by circulation are sent by email to GB members and also made available as hard copies.</p>
Administration	<p>Notices and other kinds of administrative information are put up on the college website. The college office is fully automated and equipped with 24/7 internet connectivity. An intranet links the college office with the Principals office for online supervision. A new biometric system to record attendance has been installed for the use of temporary staff members (in addition to the existing biometric system to record the attendance of permanent faculty members.)</p>

Finance and Accounts	The institution maintains accounts using the Tally software.
Student Admission and Support	The college has been carrying out the students admission procedure with the use of Smart College software. The online support for the same is provided by the institutions website developer. Classrooms are equipped with smart TVs, and ICT powers the learning process. Some departments have webpages of their own. Students of some departments are able to connect with their teachers online and interact or clarify academic issues with them. High-speed internet services provide seamless connectivity throughout the college campus.
Examination	For the TamilNadu Teachers Education University examinations, forms need to be filled online. Results are initially also displayed online.

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
2017	Dr.N.Allimuthu	Teacher Education	Mother Teresa College of Education	500
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2017	Soft skill Training	Computer Skill Training	01/03/2017	02/03/2017	15	4
2017	Innovation Trends in Teacher Education	Develop Administra tion Quality Training	21/08/2017	22/08/2017	13	4
2018	Role of Teacher in Education	Spoken English Bridge course	02/04/2018	03/04/2018	12	5

[View File](#)

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
Educational Research	1	08/03/2017	08/03/2017	1

[View File](#)

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	1	0	1

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Teaching Faculty Secure 100 results	Best Performance	First Result Hold award

6.4 – Financial Management and Resource Mobilization

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

Regularly conducts internal and external financial audits. It has a full-time Treasurer and Accounts Department since inception to ensure maintenance of annual accounts and audits. It is pointed out that no serious objection/irregularity is outstanding. No Draft Para has ever been issued against the Institute. Chartered Accountant of the Institute conducts regular accounts audit and certifies its Annual Financial Statements. All Utilization Certificates to various grant giving agencies are also countersigned by the CA. All Financial Statements upto 2016-17 have been certified by the CA. Work of Internal Audit of the Institute has been entrusted to the Internal Auditor of the Institute. This is mainly pre-audit of major receipts and payments (above Rs. 50 thousand each) and concurrent/post audit of all other receipts and payments. He also pre-checks salary fixations, pension and gratuity payments and final payments.

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
Mother Teresa Educational Charitable Trust	100000	College Facilities Establishment

[View File](#)

6.4.3 – Total corpus fund generated

100000

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	yes	Yes	yes
Administrative	Yes	yes	Yes	yes

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

For last years, The Parent Teacher Association is a statutorily constituted elected body which aims at the overall development of the college. Parental co-operation in creating a healthy campus atmosphere is of utmost importance. The PTA aspires for co-operation and participation of parents in full measure, in the wholesome activities of the college. An Executive Committee, comprising the Principal as Chairman, a teacher elect as the Secretary and six others, meets frequently to carry out the regular affairs of the body. A general body, consists of all the parents and teachers, meets occasionally and it gives paramount importance in ensuring a healthy and congenial academic atmosphere in the college. The PTA has been focusing on the growth and development of the college since its inception. The body collects only a moderate amount as donation from the parents which is utilized in the college for the welfare of students. It provides salary for the Guest Lectures, Security Staff, Computer Lab Assistant, etc. Drinking water facilities and cleanliness of the college is also looked after by the PTA. A generator is also provided to ensure uninterrupted power supply in the college. Generally the PTA is providing all essential amenities and their maintenance. It also supports the financially poor and backward students. Free lunch to needy students is an important activity of the PTA. Encouraging sports activities too is put to its priority.

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

The College sees to it that its support staff, who form an integral part of the college family are well catered to. 1) The College authority together with its faculty members ensure that their expenses during medical emergencies are taken care of. A part of their childrens' educational costs and at times their marriages too are shared by the Teachers' Council of the College. 2) Their living quarters within the college premises have been renovated. 3) 3) E-Pension for them has already been regularized.

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

Here are some initiatives that were taken by the college following the NAAC re-accreditation process that culminated in the visit by the peer team. 1. The colleges IQAC was reconstituted, and the different members of the newly constituted group were given responsibilities relating to the preparation of data related to the 7 different criteria under which each AQAR in the current cycle would be prepared. 2. The Governing Body of the college accepted a proposal sent by the Foundation to begin, in collaboration with the college, a Career Advancement Scheme, to train students of the college for the entrance examination for admission. 3) In a bid to cater more proactively to its student population, our college has built a G3 new building with ample and spacious classrooms, with each floor possessing separate rest rooms and water purifiers. The Building also houses a state of the art and Education Library on the ground floor, beside which a beautiful Cafeteria cum near laboratory for the students has come up. The Building also has a modern gymnasium for students and staff alike, along with a separate staffroom for its faculty members.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No

c)ISO certification	Yes
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
2017	Role of Teachers in Education	07/01/2017	07/01/2017	07/01/2017	75
2017	Oneday workshop in Research Proposal	08/08/2017	08/08/2017	08/08/2017	50
2017	Seminar in Innovative Trends on Teacher Education	13/09/2017	13/09/2017	13/09/2017	60
2018	Conduct Awareness Programm	02/06/2018	02/06/2018	02/06/2018	75
Nil	Soft Skills and Life Skills -Development Programm	08/12/2018	08/12/2018	08/12/2018	75

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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
Parenting	19/06/2019	20/06/2019	43	35

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
Alternate Energy initiatives such as: 1. Percentage of power requirement of the Institution met by the renewable energy sources.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	4
Rest Rooms	Yes	1
Scribes for examination	Yes	4
Special skill development for differently abled	Yes	2

students

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
2017	5	5	07/11/2017	1	Workshops on English Communication Skill for the local girls who have come from rural back ground	To bring them to the main students	70
2018	5	5	05/01/2018	4	Workshops on Pedagogy Skill for the local girls who have come from rural back ground	To bring them to the main students	75

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

Title	Date of publication	Follow up(max 100 words)
Student Code of Conduct	07/02/2018	The Student Code of Conduct sets out the standards of conduct expected of students. It holds individuals and groups responsible for the consequences of their actions. Failure to fulfill these responsibilities may result in the withdrawal of privileges or the imposition of sanctions.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Observation of Independence day	03/07/2018	04/07/2018	75
National unit day	31/10/2018	31/10/2018	82
View File			

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

The University has identified priority areas for making the campuses eco-friendly. ? Energy Conservation All the compact fluorescent lamps (CFLs), mercury and sodium vapour (250 watt 125 watt) street lights have been changed to energy efficient Light Emitting Diodes (LEDs) bulbs and tube sets (40 watts) in the campuses in the campuses. The faculty members, administrative staff and students are sensitized to use electric ? Power judiciously. Provisions of master switch to all the classrooms to enable to switch off all fans/lights at the end of class work have been made in the College New buildings in the College have been constructed with more provision of natural ? lights and ventilation, enabling lower consumption of electrical energy in day time. II Use of Renewable Energy Major initiative has already been taken by the College for installing solar water heating systems in most of the Rainwater Harvesting Rainwater harvesting systems are in operation in most of the buildings of the College. Both roof water and storm waters are harvested for various uses and recharging the groundwater student hostels compound at the Chauras Campus. The stored rainwater is being used extensively in irrigating Horticultural Research Garden ? The College has approached for filling available with them at Chauras site. V. Clean and Green Campus The College campuses are located amidst serene natural environment and all members of teaching and non-teaching staff along with students are dedicated towards maintaining its greenery and cleanliness. The campuses are covered with a mix of old and young trees, ornamental shrubs and herbs. All roadside trees are properly marked with common and botanical names. Planting of trees is a regular feature of the College and every year sites are identified for plantation. Further, the University selects sites every year so as to make the entire campus green. Priority is given to the fast growing indigenous varieties for plantation that suits the natural landscape and ensuring carbon neutrality. Burning of fallen leaves is strictly prohibited instead recycling of organic matter (plant leaves etc.) is done through decomposition pits, to be use as manure later. Pavement for walkers is constructed in the Chauras Campus. ? This academic session onwards, the College has decided to make it mandatory for all newly registered research scholar to plant one tree at the time of joining the M.Ed Programmes and look after it till the time she/he submits the thesis. Regular cleanliness drives are undertaken by the YRCvolunteers, cadets besides the• students and teachers of all the departments. Also, various programmes related to Unnat Bharat Abhiyan are organized in the campuses. Proper waste disposal measures are taken particularly in the hostels and residential colonies with the help of Municipality. Dustbins are placed at appropriate places. Use of plastic bags is banned in the campuses. Department of CSE organized drive for co

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

ACADEMIC AUDIT The advantages of an academic audit are manifold such as, but not limited: For students: It helps in eliminating unnecessary workload and dwells mainly on those essentially required for the success of a student's career. For teachers: It helps in clarifying their roles and responsibilities and thus avoids conflicts. For employers: It ensures availability of well-rounded students who can contribute from day one itself. For the

Administrators: It gives an insight into the overall quality of the institution including its strengths, weaknesses, opportunities and threats. For Management:

It ensures the proper use and effectiveness of the processes, systems, infrastructure, practices, infrastructure, HR and facilities in the practice of the institution and to implement corrective measures. The Practice Principles articulate how teachers can deliver the curriculum and engage students. They are designed to link directly to a school's documented teaching and learning program, which outlines what is to be taught, and the approach to assessment, which helps teachers determine student learning needs and how students can demonstrate their levels of understanding. Each Principle is supported by a theory of action that describes how the work of teachers can generate improved student learning over time. It explains the specific changes that can be expected and creates a brief evidence-based synopsis. The Tamilnadu Teachers Education University System functions in heterogeneous conditions comprising of social, linguistic, regional, economical, location (metropolitan, urban, mofussil, tribal), infrastructural (rich, moderate, poor), and aspiration (International, National, and Regional) diversities prevailing across the country. These diversities are reflected in the student and teacher composition that influence teaching and research activity in Tamilnadu Teachers Education University. The question of quality of research in India has to be situated in this complex social milieu In India the question of quality of research has come to the fore due to enormous growth of research which is produced mainly as a part of M.Ed research in the University system during the last few decades.

The growth in numbers and the subsequent issues of the quality of research output call for a comprehensive review of the existing situation and to suggest corrective measures to be taken to improve the state of research in India Research Quality: M.ED. Dissertation is the first indicator of a researcher's ability to produce good quality research. Considerations of the quality of research involve understanding what quality is and what are its parameters. It is universally agreed that high quality of research refers to a process that covers all aspects of the object of study by raising pertinent questions and arriving at reliable answers which significantly enhance the prevailing knowledge base and create new knowledge. Our college is known for transforming and empowering students who come from diverse backgrounds ranging from underprivileged sections to affluent ones. One of the best practices is of our college is "Growing Within: Nurturing the potential of students, enabling them, empowering them to carve their unique paths". It helps to facilitate self-growth, self-worth and actualization of potential of the students through myriad ways of empowerment and competence building Practices like experiential learning, using the method of power-point presentations to help them organize their thinking process and build professional skills, using audio-visual aides (such as screening of films and plays, displaying paintings, photographs etc.), holding talks by experts in certain given fields and promoting wellbeing through the activities such as breathing exercises or rigorous physical activity endorses a student centric, self-directing pedagogy. Through constructive feedback, open communication, inculcating a culture of critical thinking and holding an array of in-depth discussions, the college has managed to uplift its most underprivileged members to be more self-reliant, career oriented and great leaders. The teaching culture here seeks to highlight and thereby have the students appreciate that the true essence of life lies outside the bounds of black and white, and in a wide varieties of shades. Practice such as appreciating text is to enable students to draw life-world reflected in the text. The students learn to think beyond right-wrong, profit-loss, abnormal-normal, and beautiful-ugly and start an educative experience on range not limited by these extremities. This is also possible through the individualized mentoring and counseling that the teachers provide to the students. Our college library with its varied collection of books, journals, magazines and e-resources also opens a window to the wider world for the students.

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

<http://www.moherteresacoedu.org/pdf/Best%20Practices.docx>

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

The institution has been doing a fabulous job in educating the least privileged and marginalized section of the society for the past 42 years. We can proudly place on record that most of our students belong to the economically weaker sections, subalterns and rural. We have been admitting every student who has been applying to our college without denying on the basis of marks secured. The vision and mission of the college is to educate as many youths as possible, so that everyone who passes out from the portals of this college can dare to dream, develop, succeed and contribute to the world. The lofty ideals the college serves, the distinctive feature of the college is the education of children. The institution can boast itself of the number of girl students that pass out from our college. There has been an incremental growth in the percentage of getting admission in our college in the recent past. Our institution has high reputation for education and this is especially because of the safety and security that we provide to our girl students. The girls have been given equal opportunity in our college in all spheres, be it education, sports or cultural or co-curricular and extracurricular activities. The girls have brought many laurel to our college like ranks in exams and awards and prizes in sports and cultural and YRC etc. The aim of the institution is to being holistic development and to build students who can take the world by horns and create an impact for better world. Empowering women and giving them equal opportunity in employment world and larger society is our goal.

Provide the weblink of the institution

<http://www.moherteresacoedu.org/scripts/Extact.aspx>

8.Future Plans of Actions for Next Academic Year

1. To further Strengthen the ICT
2. To create an Incubation Centre for Social sciences projects
3. To have more industry academic interface so that there is more corporate participation in academics.
4. To implant Lecture captivating system in the institution.
5. Conducting programmer to encourage and support students to start their own business ventures.
6. Conducting activities to hone the creative skills of students and provide a platform to display their creativity
7. Initiatives for an eco friendly learning space
8. Conducting student focused academic and skills development activities
9. The Mother Teresa College of Education plans to conduct an International Conference in the next Academic year.
10. The institution plans to focus more on research and Development in the next Academic year by increasing the publications of faculty and also motivating students community to write research papers