Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**MAR CHRYSOSTOM COLLEGE OF EDUCATION**
Name of the head of the Institution	**Dr. Angel Felix J.S**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**04651241242**
Mobile no.	**9489343987**
Registered Email	**mccbedcollege@gmail.com**
Alternate Email	**mcceiqac@gmail.com**
Address	**Malankara Avenue, Kirathoor Post, Kollemcode,**
City/Town	**Kollemcode**
State/UT	**Tamil Nadu**
Pincode	**629160**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**Self financed**
Name of the IQAC co-ordinator/Director	**Dr. S.T. Rose Pesiya**
Phone no/Alternate Phone no.	**04651241242**
Mobile no.	**9486680498**
Registered Email	**mcceiqac@gmail.com**
Alternate Email	**rosepesiya@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.marchrysostom.edu.in

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.marchrysostom.edu.in/calander%202019-2020.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**2.27**	**2015**	**21-Dec-2014**	**20-Dec-2019**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**08-Sep-2014**

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
Spoken English Class	**01-Aug-2018** **6**	**96**

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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
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 :	**6**
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)

Student development programs 5. Intercollegiate fest

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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	Achivements/Outcomes
• Organizing Workshop on Teaching Learning Materials • One Month Spoken English Class • To Build up Alumini Association • Organising Intercollegiate Womens Sports and Cultural Fest • Organising various Awareness Programmes on • Organising	• Student teachers acquired Knowledge and understanding about • preparation of Improvised Model, Working Model and Static Model of TLM • Student teachers acquired Knowledge and understanding about • Pronunciation, Grammar and Communicate without stage fear • Alumni

Awareness programmes on AIDS/HIV, Tuberculosis	Students are motivated to contribute to College • To motivate Girl students to participate sports and cultural • competitions • Student teachers acquired Knowledge and understanding about
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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:	No
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	Mar Chrysostom College of Education has MIS Software through which appropriate coordination among management, administration, teachers and students is done. Through MIS Unique PNR number is generated for every student, which enables entire data related to her for all the three years. For examples, Students Admission, Icard generation, Fee receipts, generation of admission slip, Students List, etc. MIS maintains all students' records from admission to examination. Bona fide certificates, Character Certificates and Transfer Certificates, etc. are issued with the help of MIS. Library Management System for staff and students is operational. All accounting data is stored and generated through computer data.

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

As an affiliated institution, the college's curriculum adheres to university regulations, particularly those set forth by the Tamilnadu Teachers Education University, Chennai, which governs its educational offerings. Faculty members took the initiative to revise the two-year B.Ed. program, completing the process in July 2018. At the outset of each academic year, the Curriculum Planning Committee evaluates detailed feedback from the previous year and

formulates decisions to meet the needs of stakeholders and the forthcoming academic requirements. The Staff Council deliberates on the B.Ed. program curriculum, developing a comprehensive Academic Calendar for the 2018-2019 academic year. Responsibilities for curriculum implementation are assigned to faculty members based on their expertise and interests. Regular assessments of curriculum delivery occur during Staff Council meetings, incorporating feedback from students, with mid-semester adjustments made as needed. Any changes are communicated to relevant stakeholders, and grievances regarding curriculum delivery are addressed promptly. Students are introduced to the Academic Calendar and Program Objectives during the Orientation Program. Detailed institutional activity schedules and syllabi are provided at the commencement of each academic year. Internal assessments are conducted transparently, following university guidelines and the pre-planned schedule outlined in the calendar. In addition to lectures, a diverse array of practical activities, including community living camps, workshops, projects, assignments, portfolio development, blog creation, and innovative school visits, are rigorously conducted as part of the prescribed curriculum. Faculty members utilize and train students in innovative teaching methods employing ICT. The college also hosts certificate courses, guest lectures, seminars, debates, quiz programs, demonstration classes by educators, and interactions with eminent personalities to enrich academic learning. Various measures, such as mentoring, tutoring, remedial classes, peer tutoring, and enrichment programs, are incorporated into the curriculum to accommodate student diversity. Practice teaching follows University guidelines meticulously. Beyond academics, the curriculum includes activities such as club participation, drama and theater arts workshops, personality development sessions, communication and soft skills programs, annual study tours, and Inter Training Collegiate Athletic Meets. Social extension activities and field trips, as well as garden maintenance, complement the educational experience.

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
Communicative English	Life Skill Development Programme	01/08/2018	30	Employability	Speaking, Writing, Reading and Leadership skills, Elimination of stage fear

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BEd	Towards Sustainability	29/10/2018
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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
Nill	Nil	Nill

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

	Certificate	Diploma Course
Number of Students	98	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
Nil	Nill	Nill

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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	School Internship Engagement with field	96

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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
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

The institution employs a comprehensive feedback system to continuously enhance the quality of education. Feedback is solicited formally and informally from stakeholders including students, teachers, alumni, and parents throughout the year. A suggestion box, readily accessible to stakeholders, especially students, facilitates the submission of feedback and suggestions for improvement. Open discussions involving management, the principal, students, and teachers are encouraged on various occasions to address curriculum-related matters. Feedback from students on teaching and learning aspects is systematically collected, including through student council meetings and mentoring sessions. Outgoing students provide comprehensive feedback on the program and institution annually, while exit evaluations conducted by the principal offer valuable insights. Faculty feedback is also sought for suggestions on curriculum implementation and institutional development. Parent-Teacher Association (PTA) General Body and Executive meetings foster warm interactions with parents, allowing for informal feedback collection. The Alumni Association provides continuous informal feedback, with formal feedback obtained during the Annual Alumni Meet. Additionally, feedback from external examiners regarding student quality is utilized for program improvement. Collected feedback is qualitatively and quantitatively analyzed to identify strengths and areas for improvement. Summaries are prepared, and tabulated data is methodically analyzed to ensure clarity and transparency. This quantitative analysis, coupled with informal feedback, offers a holistic understanding of institutional functioning.

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	139	98

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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
2018	98	0	9	0	9

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	Numberof smart classrooms	E-resources and techniques used
9	9	8	3	3	8

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)

In our institution, mentoring system has been introduced from 2016-2017, 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. This is a continuous process till the end of academic career of student. The aim of student mentor-ship is – 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 10-15 students. 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. Type of mentoring done in our institution is 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.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
98	9	1:11

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
0	1	0	0	0

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
Nill	Nil	Nill	Nill

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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
BEd	10914	Year	13/06/2019	25/09/2019

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

The college has an examination committee to carry out the effective implementation of internal assessment and college examination. The college has also implemented various reforms in internal evaluation system. At the beginning of each year, the students are instructed about the syllabus and evaluation process. The formative approach to evaluate student's achievements includes various academic activities, e.g. Seminars Presentation, Group Discussion, Unit Tests, Assignments and seminars etc. The Students knowledge of the subject is evaluated on the basis of their presentation skill, communication skill and language fluency. The Unit Tests are conducted which includes short answer and Essay type questions. The students are asked to submit home assignments within proper time schedule. The internal examination schedule is coordinated with the academic calendar. The results of the internal examinations are published as early as possible. The concerned subject teachers conduct a personal interface meeting with the students in front of the Principal. The students are apprised of their strength and weaknesses for further improvement. The results are analyzed to identify slow and advanced learners. The IQAC monitors the evaluation process in its meetings and provides suggestions for improvement.

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

The institutional academic calendar contains plans for curricular and co-curricular activities based on the available working days as per norms framed by the university. The college commence the academic year in accordance with the schedule and guidelines given by the university academic calendar. Every Semester the college prepares academic calendar in accordance with the university calendar and it will be intimated to all the students. The academic calendar provides information about the date of commencement of the, Internal Assessment Test schedule, Model Exam schedule, academic related activities, club related activities, National days, and information with respect to State

government and local holidays. The institution strictly follows the schedules in the academic calendar for the conduction of CIE. Internal tests are conducted by Examination Committee on the dates planned in academic calendar. Results of internal assessment are declared and communicated to students within a scheduled time.

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.marchrysostom.edu.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
10914	BEd	Education	98	93	94.89

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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.marchrysostom.edu.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
Nill	0	Nill	Nill	Nill

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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
Awareness programme on World Tuberculosis Day	B.Ed	20/03/2019

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
Nil	Nil	Nil	Nill	Nill

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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	Nill	Nill	Nill

No file uploaded.

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
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
Nil	Nill

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)
Nill	0	Nill	Nill

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
Nil	Nill

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 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	Nill	Nill	Nill	Nill	Nill	Nill

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
Nil	Nill	Nill	Nill	Nill	Nill	Nill

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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	8	1

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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 on TB	RRC	12	98

View File

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
Nil	Nill	Nill	Nill

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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 activites	Number of students participated in such activites
Swatch Bharat	NSS	Awareness Programme	12	98

View File

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
Nil	Nill	Nill	Nill

No file uploaded.

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
Internship	Internship Teaching Practice	15 Government Aided Schools	01/08/2018	15/12/2018	98

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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
Mar Gregorious Matriculation HSS, Kirathoor	20/01/2016	Teaching, Week Students Development, Festivals	107

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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
300000	298732

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added

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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 patially)	Version	Year of automation
Library Management System	Fully	infolibrary version 0.5	2006

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	3600	4775549	61	14652	3661	4790201

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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	Nill	Nill	Nill

No file uploaded.

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	21	1	21	1	3	7	1	100	0
Added	1	0	0	0	0	0	0	0	0
Total	22	1	21	1	3	7	1	100	0

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

100 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	Nill

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 incurredon maintenance of physical facilites
50000	41617	300000	297657

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)

To ensure transparency and quality improvement, Mar Chrysostom College of Education adheres to specific procedure and policies when submitting its Annual Quality Assurance Report (AQAR). Here's a summary of the key steps: Nestled in a serene, green environment, the college boasts a well-designed building that maximizes natural light and ventilation. Its unique architecture, featuring a parabolic shape and a long hallway, creates a distinctive charm. Comprehensive Facilities: The college strategically invests in and efficiently utilizes its infrastructure. This includes well-equipped classrooms with modern furniture, well-stocked laboratories, a comprehensive library with books and journals, and unique parliament-style classrooms that foster interactive learning. To ensure optimal functionality, the college implements measures like voltage fluctuation control and readily available drinking water. Technology and Maintenance: The college prioritizes the upkeep of its resources. Regular maintenance ensures optimal function of computer, science, and psychology labs. Additionally, the college maintains and upgrades computers, printers, scanners, and both wired and wireless networks, including Wi-Fi. The auditorium, arranged in a theater-style setup, provides a flexible venue for presentations and events. Versatile Spaces: The college boasts versatile spaces like the seminar hall and auditorium, which host guest lectures, conferences, technical symposiam, and cultural activities. Essential equipment like photocopiers, cameras, computers, printers, and scanners are promptly serviced and covered by annual maintenance contracts. Library: The well-supported college library functions under the guidance of an advisory committee. This committee oversees the systematic acquisition of resources like books, furniture, book racks, internet facilities, e-journals, and ensures proper building maintenance through dedicated budget allocations. Promoting Athletics: The college fosters a strong athletic culture through its physical education, sports science. These departments actively encourage student participation in national, state and intercollegiate tournaments. Self-Assessment: The college conducts a comprehensive self –assessment process, evaluating various aspects like curriculum, teaching practices, student performance, infrastructure, faculty development, and governance, using criteria set by the National Assessment and Accreditation Council (NAAC). Data collection: Relevant data pertaining to the aforementioned area is gathered from various sources, including official records, surveys, and feedback from students, faculty and alumni. Report Preparation: A designated committee often within the Internal Quality Assurance Cell (IQAC) prepares the AQAR based on the self-assessment and collected data. The report follows the prescribed format and structure outlined by NAAC Internal Review and Approval: The draft AQAR undergoes a thorough review and approval process by the college's IQAC to ensure accuracy and adherence to NAAC guidelines. Submission: The final AQAR is submitted electronically by

https://www.marchrysostom.edu.in/PROCEDURES%20AND%20POLICIE.pdf

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	Management Scholarship (Poor Fund, Malankara fee concession)	28	328000
Financial Support from Other Sources			
a) National	Nil	Nill	Nill
b)International	Nil	Nill	Nill
View File			

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	16/08/2018	98	Our Faculty Members and Resource Person
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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 passedin the comp. exam	Number of studentsp placed
Nill	Nil	Nill	Nill	Nill	Nill
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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
2	2	3

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed

2	20	10	1	10	5

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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	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	14	B.Ed	Education	Refer Excel	Refer Excel

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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
Nill	0

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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
Arts Day	Institutional	98

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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
Nill	Nil	Nill	Nill	Nill	Nill	Nill

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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)

Student Council is active and plays a proactive role in the institutional functioning Our institution has an organized and democratically elected Office bearers. The elected office bearers comprise of the President, Vice President, Monitors, General Secretary, Arts Secretary, Sports Secretary Student Representative and Department Representative. Student Council constitution is framed on the following lines. Student Council will be headed by the Vice Principal and Bursar who will convene the meetings. Student Council members included office bearers of both the years along with department representatives. Grievance of students is redressed. Academic Problems will be addressed by the vice principal Infrastructure related queries will be attended by the bursar the minutes of the meeting will be recorded along with the signatures of the members The Grievances will be redressed and will be presented in the next meeting. Other committees include the food, library, chapel, Games, and Departmental Representatives of the various departments. Apart from this we have the students divided into four houses and a captain of the house heads them. The four houses are Sri Aurobiundo House, Rabindranath Tagore House, Krishnamoorthy House, Mahatma Gandhi House. . The following Programmes where organized and conducted by the students:- 1. Independence day

on 14/08/2018 by English Optional Students. 3. Teachers Day on 03/09/2018, The Student Committees are guided by the Staff advisors and the principal of the college. The various committees provide a platform for participation of students in Intra College as well as inter college events. Various committees that have student representatives include Grievance Cell Disciplinary Committee Anti-Ragging Committee Women's Protection Cell Eco club Counseling Cell Therefore, the college prepares the students with leadership qualities and make themselves fit for life.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

60

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

The Alumni Association organizes the alumni awards day and they also award the B.Ed topper of the academic year. Organized a one day In service Programme Cultural Events in association with IQAC on 18th March 2019.

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)

The Institutions always believe in the practices of decentralisation and participative management. Practice of Decentralization is having own significance in the management. It reflects the policy decision making, planning and administration, and office management. Management and Administration is responsible for quality initiative to promote education to all sections. The Institutions enhance the quality at various levels - Management, College Development Committee, Governing Council, Principal, IQAC Committee, NAAC Committee, Various Committees, Academic Staff Welfare, Administrative and Non teaching Staff, all the stakeholders involve in the decentralization and participative management all are working together for efficient functioning of the Institutions. Working of different Committees and Clubs: There are many committees and Clubs to support the vision and mission of the college. For example, these are Examination cell, NSS, Red Cross, Guidance and Carrier counseling cell, Sports committee, Cultural committee, Admission committee, Examination committee, , Training and placement cell, anti-ragging committee, College-magazine committee, UGC committee, Disciplinary committee, Eco club, Grievance redressal committee cell, etc. All of the teaching and non teaching faculties being the convener or member organize regular meetings and function according to accomplish the vision and mission of the college. The plans and activities are implemented successfully to fulfill the responsibilities of the academic session every year. The perspective plans are implemented by Principal with finance committee. It addresses all the financial matters to manage the development and maintenance of the college. The financial requirements are fulfilled by Self finance committees and the JBS committees under the leadership of the principal. Staff Council and IQAC The Principal monitors the mechanism regarding administration and academic process. It also

ensures proper functioning of the policies, rules and action-plans of the college. IQAC is a "participative" and "facilitative" unit that would closely work with the faculty members to plan out the best possible strategic plans. Staff Council is the main policy-making body of the college: It has chaired by the principal and senior professors work as the members. Generally, all policy recommendations that are made by the various committees are forwarded to College Council for discussion.

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
Teaching and Learning	Admission of Students The admission processes of the students are followed as per the rules and regulations of Higher Education Department of Madhya Pradesh. Proper guidance is given to students for their admission documents are verified by the admission committee. College administration ensures free and fair admission process and also take care of students facilities regarding admission Planning and Development MCCE execute curriculum of Tamil Nadu Education University, Chennai and give suggestions Board of Studies for curriculum development IQAC insures planned educational development. Management actively collects feedbacks from students and takes necessary actions on feedbacks. Teaching and Learning Regular classes are conducted in college and students are motivated for better academic performance. Under the guidance of IQAC, is promoting quality enhancement activities in academics through seminars. Practical are done as per guidelines of Tamil Nadu Education University, Chennai . Examination and evaluation MCCE has its systematic procedure for conducting examination as per the University guidelines, Examination Committee of the College conducts meeting prior to the Internal, Model examinations for fair examination. Examination Committee takes necessary steps to reduce malpractices. Library, ICT and Physical Infrastructure / Instrumentation College has rich library where reference books, journals, newspapers, are available in plenty. The College library has computer with internet connection which helps teachers and

students to enhance their knowledge and they can add more feathers in the cap of their research works and specific knowledge about various subjects. Records of Library are maintained systematically.

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

E-governace area	Details
Planning and Development	Administration Planning and Development: To use ICT in the process of planning college-events and activities, institute uses personal e-mails .Important notices and reports are also circulated via e-mails. ICT has been introduced in the Administrative work College staff uses smartphone with inbuilt social app like Gmail to communicate. WhatsApp Group helps to provide the brief notices of any event to be happened on college. WhatsApp Groups are also used for awareness and of smooth functioning of the same. Student admission and support: This module will cover admissions to all the programs offered by the Institution. Institution needs to maintain student personal information, parent details and academic record. Finance and accounts: The Institution has to use Tally ERP 9 software to monitor financial activities. This module includes tuition fee and transport fee etc. Library Info library Management System 0.5 version Examination Filling of examination forms, obtaining hall tickets, uploading of marks, examination fee and issue of certificates etc. Examination in charge needs to supervise the entire process of examination under the guidance of university

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
Nill	Nil	Nill	Nill	Nill
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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)
2018	Faculty Development Programme in Digital Learning	Nil	21/07/2018	21/07/2018	10	Nill

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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
Workshop on Flagerism Detection: A quality Index to Research Integrity	1	05/01/2019	05/01/2019	6

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

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

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
All the non-doctoral staff members are encouraged to get enrolled for part-time Ph.D. program. Medical leave Subsidized on campus medical facilities Identity cards Workspace Maternity benefits as per norms Teaching and Non-Teaching Staff organizes tour, and sports activities for the staff Faculty members are provided with Individual cabin and system to facilitate good ambience. As Institution has a	Medical leave Subsidized on campus medical facilities Identity cards Maternity benefits as per norms Teaching and Non-Teaching Staff organizes tour, and sports activities for the staff As Institution has a multicultural environment in the campus, the management ensures the celebration of all the festivals together. Shuttle services are available in the campus helps faster and comfortable	The management also extends financial assistance to the needy students for pursuing higher education in our institution as per the requirement. Medical leave Subsidized on campus medical facilities Identity cards Workspace As Institution has a multicultural environment in the campus, the management ensures the Celebration of all the festivals together. Shuttle services are available in the campus

multicultural environment in the campus, the management ensures the celebration of all the festivals together. Shuttle services are available in the campus helps faster and comfortable commutation. Provision of OD for Participation of Seminars, workshops, conferences, and paper evaluation	commutation. Provision of OD for Participation of Seminars, workshops, conferences, and paper evaluation	helps faster and comfortable commutation. Provision of Community Engagement Programmes Provision of Skill Development Programmes Provision of Awareness programme Provision of Disaster Mangement programme Provision of Yoga Class Provision of Talent Show

6.4 – Financial Management and Resource Mobilization

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

MCCE 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. 1. The following agencies conduct regular financial audit in the Institute: 2. External Audit: External Audit is conducted by the following: (a) CAG through Louis Sudharson F.C.A, Chartered Accountant of the Institute, (b) Internal Audit: Internal Audit is conducted by an Internal Auditor. Louis Co conducts statutory audit covering all financial and accounting activities of the Institute. This includes scrutiny of the following: (a) all receipts from fee, donations, grants, contributions, and interest earned and returns on investments (b) all payments to staff, vendors, contractors, students and other service providers.

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
Nil	0	Nill

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6.4.3 – Total corpus fund generated

0

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	Jhon Mores Co.	Yes	Geomanagerial Service
Administrative	Yes	Jhon Mores Co.	Yes	Geomanagerial Service

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

1. Regular parent -teacher meet to discuss about the educational progress of the students 2. Suggestions regarding academic and administrative reforms are heartily welcomed and implemented 3. Parents are always extent their supportive hands

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

Nil

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

• **Student Teachers to be trained for the preparation of Teaching Learning materials by organizing Workshop on Teaching Learning Materials. • Student Teachers to be make aware about contagious diseases by organizing AIDS/HIV and Tuberculosis Awareness Programmes. • Student Teachers to be motivated trained and participated in campus placement.**

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Nill
c)ISO certification	Nill
d)NBA or any other quality audit	Nill

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	Spoken English Class	04/06/2018	01/08/2018	01/09/2018	98

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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
Femella Azionare	16/03/2018	16/03/2018	170	0

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. Environmental related awareness Class on 29/08/2018 Topic is Love The Nature.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Nill	Nill	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational	Number of initiatives taken to engage with	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff

advantages and disadvantages	and contribute to local community						
2018	1	Nill	29/10/2018	3	Visit to oldage Home	Caring of Old	108

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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)
Academic Calendar 2018-2019	14/09/2018	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
International Aids day, Red Cross Society Awareness Class	05/12/2018	05/12/2018	98

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

Rainwater Harvesting Clean and Green Campus Plastic Free Campus Green Landscaping with Trees Herbal Garden

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

T1. Title of Best Practice - TEACHING – LEARNING PROCESS 2. Goal ? To ensure the completion of syllabus according to the academic calendar of College ? To encourage Teacher Educators to adapt to advance pedagogical methods including ICT adoption in class room teaching ? To improve pass percentage, distinction marks in each semester and enhance the number of ranks bagged by the college at the University level Examinations ? To increase the placement of college as quality of students would be improved ? To Improve the Teaching quality Student teachers to acquire Teaching jobs in campus placement. ? To Improve the quality of Student teachers to clear CTET, KTET,TET and TNPSC ? 2. The context It has become essential for teachers to adapt to the latest pedagogic styles and include ICT in class room teaching. The mismatch between the student learner and the teacher in the use and comfort of handling varieties of tools available for teaching – learning needs to bridge. 3. The practice ? Academic calendar is planned by the Principal under the instructions of Tamil Nadu Teacher Education University ? Academic calendar is uploaded on the website for information to students, teachers and others. ? On the basis of that, every faculty prepares the Unit Plan of their concerned subjects which is audited by the Principal. ? The Principal monitor the pace of coverage of the syllabus ? Timely Feedback is obtained from students regarding the content delivery by different teachers ?

Assignments, Seminars, Unit tests and evaluation are conducted at scheduled dates to improve performance in the semester – end examinations. ? Timeline of Assignments, syllabus coverage, Internal Tests, Model Examinations is monitored by Coordinators at regular intervals ? The main (Core Paper) class rooms are ICT ready class room teaching with the help of ICT. 4. Evidence of Success ? All Teacher Educators have adopted modern pedagogic styles and ICT in their classes. ? All Teacher Educators use Google Classroom for the Exchange of study materials and Assignments. ? Appropriately paced and timely completion of syllabus. ? Increased attendance in the classes ? Improvement in results. ? Improvement in number of distinction holders. 1. Title of the Practice: MENTORING SYSTEM FOR STUDENTS 2. Objectives of the Practice: To minimize dropouts, improve performance and reduce stress of the students through personal counselling. 3. The Context Students undergo various problems of stress- personal, academic, physical, mental Students from educationally weak background feel complex and hesitations in class and unable to perform well due to inhibitions. Considering the student-teacher ratio in classrooms, it is difficult at times to give personal attention to students in class. One solution therefore is a 'Mentor' who can form the bond with students in the true sense. Mentoring is required for students to achieve emotional stability and to promote clarity in thinking and decision making for overall progress. 4. The Practice ? Each Teacher Educator is assigned around 10 - 15 students for the complete duration of their study ? The mentors encourage the students to participate in co-curricular and extracurricular activities and sports. ? Their academic performance and other activities are all recorded. ? The mentors also keep in touch with the parents on their attendance, test performance, fee payment, examinations etc. ? The mentors also counsel the students in need of emotional problems. ? When the students have any problem in any department either with the staff or with work completion the mentors speak with the respective staff and sorts out the problem. ? Mentors take special care of weak students, who are given advice on how to study, prepare a time table for study and clarify the doubts and also given notes to study. 5. Evidence of Success Evidence of success of the practice includes university ranks, better results in the examinations, improved attendance, less drop outs, increased participation in co-curricular and extracurricular activities, better discipline on campus and respectful relationship between teachers and students. The students are more relaxed and have a healthy relationship with the staffs.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://www.marchrysostom.edu.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

The performance of the institution in one area is distinctive to its vision, priority and thrust with its Mission statement and objectives of the institution. So, in the Mission statement the College has planned to develop the teachers' quality introducing new technology in the class room teaching through LCD projectors and allow the students a positive platform to present their views through seminars and symposiums. This is the key objectives to produce good human resources with skill and ability to serve the Nation. The Vision, Mission and Objectives are communicated through College website, hoardings and posters and disseminated in all the important place of the college. Our Mission is Transformation of Society through Human Resources. With this very vision and mission statement, we continuously work on this path. We try to inculcate our age-old traditions and culture among our students and try to offer them value based education in tune with the modern and competitive

era. The output of our efforts is the placements got to our students in various schools. During the year 2016-17 we opened a new avenue for the placement in Government Job, CBSC Schools, and Matriculation schools for our students. In this way, we are trying to empower the students to make them strong and independent individuals. To make the Vision statement distinctive the Institution introduces and promote participative management at the strategic level, functional level and operational level simultaneously. Non teaching staff are the part of this management . To make the system more active and distinctive the teachers and non-teaching staffs plays pivotal role through the decentralize system under the leadership of the Principal. The principal, governing body and members of the IQAC are involved in defining policies and procedures for framing guidelines and rules and regulations pertaining to admission, examination, code of conduct for discipline etc. Faculty members share their knowledge as a mentor and dedicatedly take the entire student in to their confident with the students. Under the leadership of the Principal most of the faculty members engaged themselves and involved in different social related research activities with the support of Governing Body. College has a practice of good decentralization and participative management system. There are several committees, cell in function. Students are members mostly in all these committee. Students union is formed by the open election among the students and the winner are the member automatically in different committee cell. An advisory committee for fee settlement , library and College canteen. College bus is also a big facilities for those students are coming from a long distance to the College. All the student annual function and cultural development works are monitored by the students union.

Provide the weblink of the institution
http://www.marchrysostom.edu.in

8.Future Plans of Actions for Next Academic Year

 In order to create a supportive and nurturing environment for our students, our institution has developed a future plan that focuses on providing personalized guidance, support, and resources for their overall well-being. Here are the key points of the plan: 1. Mentorship Program: This program will pair students with experienced faculty members or senior students who will serve as mentors. Mentors will provide academic advice, assist with goal-setting, offer personal and career development guidance, and help students navigate any challenges they may face. 2. Academic Support Services: Enhance academic support services to cater to the diverse needs of students. Offer tutoring programs, study groups, and academic workshops to help students improve their study skills, time management, and overall academic performance. 3. The placement services in the college to be enhanced. Alumni association of the college to be made more active. By implementing this future plan for student support, our institution aims to create a nurturing and inclusive environment where students feel supported in their academic, personal, and career development.