# The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

2016-2017

**AQAR for the year**

**1. Details of the Institution**

OUR LADY COLLEGE OF EDUCATION

1.1 Name of the Institution

 ,

OUR LADY NAGAR,

 1.2 Address Line 1

MADURAVOYAL

 Address Line 2

CHENNAI

 City/Town

Tamil Nadu

 State

600095

 Pin Code

ourladycollegeofeducation@gmail.com

 Institution e-mail address

044-23780899

 Contact Nos.

Dr.V.NIMAVATHI

 Name of the Head of the Institution:

044-23780899

 Tel. No. with STD Code:

044-23780899

Mobile:

Name of the IQAC Co-ordinator:

Dr.G KALAICHELVI

Mobile:

9444006994

 IQAC e-mail address:

TNCOTE 80426

1.3 **NAAC Track ID**

 **OR**

1.4 **NAAC Executive Committee No. & Date:**

EC/66/A&A/104

*(For Example EC/32/A&A/143 dated 3-5-2004.*

*This EC no. is available in the right corner- bottom*

*of your institution’s Accreditation Certificate)*

www.ourladycollegeofeducation.com

1.5 Website address:

Web-link of the AQAR:

 For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Sl. No. | Cycle | Grade | CGPA | Year of Accreditation | Validity Period |
| 1 | 1st Cycle | B | 2.89 | 2014 | 5 Year 2019 |
| 2 | 2nd Cycle |       |       |       |       |
| 3 | 3rd Cycle |       |       |       |       |
| 4 | 4th Cycle |       |       |       |       |

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

1.8 Details of the year’s AQAR submitted to NAACafterthe latest Assessment and Accreditation by NAAC (*(for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

1. AQAR - 2018-2019 Submitted on 30-07-2020

1.9 Institutional Status

***√***

 University State Central Deemed Private

***√***

Affiliated College Yes No

Constituent College Yes No

/

 Autonomous college of UGC Yes No

***√***

***√***

 Regulatory Agency approved Institution Yes ( NCTE )

***√***

 Type of Institution Co-education Men Women

/

 Urban Rural Tribal

 Financial Status Grant-in-aid UGC 2(f) UGC 12B

 Grant-in-aid + Self Financing Totally Self-financing

***√***

1.10 Type of Faculty/Programme

 Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

***√***

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Others (Specify)

TamilNadu Teacher Education University, Chennai.

1.11 Name of the Affiliating University

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

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 Autonomy by State/Central Govt. / University

 University with Potential for Excellence UGC-CPE

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 DST Star Scheme UGC-CE

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 UGC-Special Assistance Programme DST-FIST

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

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 UGC-COP Programmes

 **2. IQAC Composition and Activities**

04

2.1 No. of Teachers

 01

2.2 No. of Administrative/Technical staff

 01

2.3 No. of students

2.4 No. of Management representatives

 01

 01

2.5 No. of Alumni

2. 6 No. of any other stakeholder and

 01

 community representatives

 -

2.7 No. of Employers/ Industrialists

 -

2.8 No. of other External Experts

2.9 Total No. of members

 09

2.10 No. of IQAC meetings held 06 Per Year.

 5

 5

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

 --

2

 5

 Non-Teaching Staff Students Alumni Others

***√***

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

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 If yes, mention the amount

2.13Seminars and Conferences (only quality related)

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

 5

 2

 1

 Total Nos. International National State Institution Level

 (ii) Themes

2.14 Significant Activities and contributions made by IQAC

* Governing Council meeting held on regular basis with members of the committee.
* Placement Cell encouraged.
* More Live skills were given to the students to improve their awareness.
* Students Feedback on Teacher was collected at the Academic Year and Follow Up Action were Taken.
* Encouraged the faculties and students to attend conferences/Workshops/Seminars.

2.15 Plan of Action by IQAC/Outcome

 The plan of action chalked out by the IQAC in the beginning of the year towards quality

 enhancement and the outcome achieved by the end of the year \*

|  |  |
| --- | --- |
| Plan of Action | Achievements |
| **Research Oriented** | ---- |

 *\* Attach the Academic Calendar of the year as Annexure.*

***√***

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Governing Council

 Provide the details of the action taken

* To develop communication skills
* ICT Enable Teaching

Part – B

**Criterion – I**

**1. Curricular Aspects**

1.1 Details about Academic Programmes

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Level of the Programme | Number of existing Programmes | Number of programmes added during the year | Number of self-financing programmes | Number of value added / Career Oriented programmes |
| PhD |  |  |  |  |
| PG | M.Ed |  | 01 |  |
| UG | B.Ed |  | 01 |  |
| PG Diploma |  |  |  |  |
| Advanced Diploma |  |  |  |  |
| Diploma |  |  |  |  |
| Certificate |  |  |  |  |
| Others |  |  |  |  |
| **Total** | 02 |  | 02 |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Interdisciplinary |       |       |       |       |
| Innovative |       |  |       |       |

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

 (ii) Pattern of programmes:

|  |  |
| --- | --- |
| Pattern | Number of programmes |
| Semester |       |  |       |       |
| Trimester |       |
| Annual | 2 |

***√***

***√***

***√***

***√***

1.3 Feedback from stakeholders\* Alumni Parents Employers Students

 ***(On all aspects)***

***√***

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

***\*Please provide an analysis of the feedback in the Annexure***

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

Syllabus Revised by TNTEU, No of Elective Subjects increased. Core III Paper changed as Innovation and

Curriculum development.

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

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**Criterion – II**

**2. Teaching, Learning and Evaluation**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Total | Asst. Professors | Associate Professors | Professors | Others |
| 25 | 22 | 2 | 1 |  |

2.1 Total No. of permanent faculty

05

2.2 No. of permanent faculty with Ph.D.

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

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

 ------

 ------

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

|  |  |  |  |
| --- | --- | --- | --- |
| No. of Faculty | International level | National level | State level |
| Attended Seminars/ Workshops |  -- | 1 | 9 |
| Presented papers | 3 | 5 |  -- |
| Resource Persons |  --  |  -- |  -- |

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

Content were taught by using ICT to make learning students centered.

200

2.7 Total No. of actual teaching days

 during this academic year

2.8 Examination/ Evaluation Reforms initiated by

  ----

 the Institution (for example: Open Book Examination, Bar Coding,

 Double Valuation, Photocopy, Online Multiple Choice Questions)

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2.9 No. of faculty members involved in curriculum

 restructuring/revision/syllabus development

 as member of Board of Study/Faculty/Curriculum Development workshop

99%

2.10 Average percentage of attendance of students

2.11 Course/Programme wise

 distribution of pass percentage : 84.8%

|  |  |  |
| --- | --- | --- |
| Title of the Programme | Total no. of students appeared | Division |
| Distinction % | I % | II % | III % | Pass % |
| B.Ed | 54 | 45.73% | 53.27% |  |  | 99% |
| M.Ed | 19 | 5.01% | 62.11% | 31.88 |  | 98.00% |
|  |  |  |  |  |  |  |

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

2.13 Initiatives undertaken towards faculty development

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

2.14 Details of Administrative and Technical staff

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Category | Number of PermanentEmployees | Number of VacantPositions | Number of permanent positions filled during the Year | Number of positions filled temporarily |
| Administrative Staff | 2 | ---- | ---- | ---- |
| Technical Staff | 3 | ---- | ---- | ---- |

**Criterion – III**

**3. Research, Consultancy and Extension**

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

Yes, Research Committee in Institution.

3.2Details regarding major projects

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Completed | Ongoing | Sanctioned | Submitted |
| Number |  |  |  |  |
| Outlay in Rs. Lakhs |  |  |  |  |

3.3 Details regarding minor projects

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Completed | Ongoing | Sanctioned | Submitted |
| Number |  |  | 01 |  |
| Outlay in Rs. Lakhs |  |  | 02 |  |

3.4 Details on research publications

|  |  |  |  |
| --- | --- | --- | --- |
|  | International | National | Others |
| Peer Review Journals |  |  | 01 |
| Non-Peer Review Journals |  |  |  |
| e-Journals |  |  |  |
| Conference proceedings |  |  | 05 |

3.5 Details on Impact factor of publications:

 Range Average h-index Nos. in SCOPUS

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Nature of the Project | DurationYear | Name of thefunding Agency | Total grantsanctioned | Received |
| Major projects |  |  |  |  |
| Minor Projects |  |  |  |  |
| Interdisciplinary Projects |  |  |  |  |
| Industry sponsored |  |  |  |  |
| Projects sponsored by the University/ College |  |  |  |  |
| Students research projects*(other than compulsory by the University)* |  |  |  |  |
| Any other(Specify) |  |  |  |  |
| Total |  |  |  |  |

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

 ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

 UGC-SAP CAS DST-FIST

 DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme

 INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  Level | International | National | State | University | College |
| Number |   |  01 |  03 |   | 04 |
| Sponsoring agencies |   |  Self |  Self |   |  Self |

 3.11 No. of conferences

 organized by the Institution

01

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

01

3.13 No. of collaborations International National Any other

01

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

**02**

 From Funding agency From Management of University/College

 Total

 2 Lakhs

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

 3.16 No. of patents received this year

3.17 No. of research awards/ recognitions received by faculty and research fellows

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

 Of the institute in the year

3.18 No. of faculty from the Institution

 who are Ph. D. Guides

 and students registered under them

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

01010101

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

 JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

11

40

 University level State level

 National level International level

01

3.22 No. of students participated in NCC events:

 University level State level

 National level International level

3.23 No. of Awards won in NSS:

 University level State level

 National level International level

3.24 No. of Awards won in NCC:

 University level State level

 National level International level

3.25 No. of Extension activities organized

06

01

 University forum College forum

05

 NCC NSS Any other

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

* NGO Collaborative Extension Activities
* Blood Donation Camp

**Criterion – IV**

**4. Infrastructure and Learning Resources**

4.1 Details of increase in infrastructure facilities:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Facilities | Existing | Newly created | Source of Fund | Total |
| Campus area | 3.6 Acers |  | Trust |  |
| Class rooms | 12 |  | Trust |  |
| Laboratories | 04 |  | Trust |  |
| Seminar Halls | 01 |  | Trust |  |
| No. of important equipments purchased (≥ 1-0 lakh) during the current year. | 1.20 Lakshs |  | Trust |  |
| Value of the equipment purchased during the year (Rs. in Lakhs) | 23,800/- |  | Trust |  |
| Others | -- |  | -- |  |

4.2 Computerization of administration and library

Fully automated.

4.3 Library services:

|  |  |  |  |
| --- | --- | --- | --- |
|  | Existing | Newly added | Total |
| No. | Value | No. | Value | No. | Value |
| Text Books | 6624 | 735000 | 500 | 6575 | 7124 | 741575 |
| Reference Books | 550 | 35554 |  |  | 550 | 35554 |
| e-Books | 7 | 15750 |  |  |  |  |
| Journals | 15 | 32315 |  |  |  |  |
| e-Journals | Delnet | 18110 |  |  |  |  |
| Digital Database | -- | -- |  |  |  |  |
| CD & Video | 60 | 12906 |  |  | 60 | 12906 |
| Others (specify) | 8446 | 1088028 |  |  | 8446 | 1088028 |

4.4 Technology up gradation (overall)

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Depart-ments | Others |
| Existing | 52 | 20 | 20 |  | 10 | 2 |  |  |
| Added |  |  |  |  |  |  |  |  |
| Total | 52 | 20 | 20 |  | 10 | 2 |  |  |

4.5 Computer, Internet access, training to teachers and students and any other programme for technology

 upgradation (Networking, e-Governance etc.)

LAN & WAN

4.6 Amount spent on maintenance in lakhs :

 4.00

 i) ICT

 17.50

 ii) Campus Infrastructure and facilities

 3.25

 iii) Equipments

 iv) Others

24.75

 **Total :**

**Criterion – V**

**5. Student Support and Progression**

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Through College Web Portal.

Through Notice Boaed.

Through Photo.

5.2 Efforts made by the institution for tracking the progression

Progressions are regularly Monitored.

|  |  |  |  |
| --- | --- | --- | --- |
| UG | PG | Ph. D. | Others |
| 27 | 12 | - | - |

5.3 (a) Total Number of students

 (b) No. of students outside the state

 ---

 ---

 (c) No. of international students

|  |  |
| --- | --- |
| No | % |
|  |  |

|  |  |
| --- | --- |
| No | % |
|  |  |

 Men Women

|  |  |
| --- | --- |
| Last Year | This Year |
| General | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | Total |
| 15 | 15 | - | 43 | - | 73 | 7 |  12 | - | 43 |  | 62 |

Demand ratio --- 100% Dropout % -

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

TET, Set & NET Training Programme

25

 No. of students beneficiaries

5.5 No. of students qualified in these examinations

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01

01

 NET SET/SLET GATE CAT

 IAS/IPS etc State PSC UPSC Others

13

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5.6 Details of student counselling and career guidance

Teacher provide Guidance and Counselling to the students for pursuing future studies and in matter of job opportunities in the different fields.

 No. of students benefitted

93

5.7 Details of campus placement

|  |  |
| --- | --- |
| ***On campus*** | ***Off Campus*** |
| Number of Organizations Visited | Number of Students Participated | Number of Students Placed | Number of Students Placed |
| 08 | 40 | 22 | 40 |

5.8 Details of gender sensitization programmes

 03

5.9 Students Activities

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

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 State/ University level National level International level

 No. of students participated in cultural events

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State/ University level National level International level

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

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 Sports : State/ University level National level International level

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 Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

|  |  |  |
| --- | --- | --- |
|  | Number ofstudents | Amount |
| Financial support from institution  |  |  |
| Financial support from government | (SC/ST) | 764410 |
| Financial support from other sources |  |  |
| Number of students who received International/ National recognitions |  |  |

5.11 Student organised / initiatives

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Fairs : State/ University level National level International level

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Exhibition: State/ University level National level International level

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5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

**Criterion – VI**

**6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

**Vision:** **“ To develop a new generation of teachers and learners for a better society”**

**Mission: To produce student-teachers who are academically sound, well trained, dedicated and determined to serve the community and nation at large, environment friendly and value based intellectually well suited for the global trends and demands**

6.2 Does the Institution has a management Information System

Yes, the college has a management information System.

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

6.3.1 Curriculum Development

 As an affiliated of the Tamilnadu Teachers Education University the Syllabus prescribed by the University is always followed.

 The institution focuses on multi skill development of student in order to ensure employability. The college has offered elective course and courses like spoken English, training on interactive white board counselling techniques.

6.3.2 Teaching and Learning

 Teachers adopt new innovative methods in teaching like holding surprise test and quiz

 and essay competitions.

 Teachers also equip themselves by participating Faculty Development Programmes.

 Tutorial Classes are held for generation of clarity of subject matter.

 The Students are motivated to adopt learning methods like co-operative learning and

 peer teaching. The ICT enabled teaching process has been practised

6.3.3 Examination and Evaluation

 The College has to Follow the Examination pattern and schedule given by the

 Tamilnadu Teacher Education University.

 The systematic unit tests, class tests have been conducted and the internal marks were given based on these tests. The corrective action has been taken for the weak students.

6.3.4 Research and Development

The teachers are courage to do research projects.

6.3.5 Library, ICT and physical infrastructure / instrumentation

 New books and journals are added in the library based on the suggestions of the departmental heads.

 The library upgraded with new equipments and net facilities.

 Increase in number of enabled materials.

6.3.6 Human Resource Management

 Self appraisal system has been prepared to assess the quality of staff member and their Progress.

 Teachers are given additional work allotments for the maintenance and Upliftment of academic atmosphere.

6.3.7 Faculty and Staff recruitment

Interview with teaching had been adopted for faculty recruitment.

6.3.8 Industry Interaction / Collaboration

None so far.

6.3.9 Admission of Students

Student admission made on the basis of government norms.

6.4 Welfare schemes for

|  |  |
| --- | --- |
| Teaching | 10 |
| Non teaching | 05 |
| Students | 35 |

6.5 Total corpus fund generated

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***√***

6.6 Whether annual financial audit has been done Yes No

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

|  |  |  |
| --- | --- | --- |
| Audit Type | External | Internal |
| Yes/No | Agency | Yes/No | Authority |
| Academic | Yes | ISO | Yes | IQAC |
| Administrative | --- | --- | --- | --- |

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

***√***

 For UG Programmes Yes No

***√***

 For PG Programmes Yes No

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

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

 The University Supports the college in all aspects.

6.11 Activities and support from the Alumni Association

 Members of Alumini Association give feedback for maintaining the heritage of the institution and for betterment of Academic atmosphere.

 The Alumini meeting will be held on 21.03.2014.

6.12 Activities and support from the Parent – Teacher Association

Parent-Teacher meetings are held by the college in connection to the students who do not perform well in class tests or in regular evaluations. The views of the parents during their interaction with teachers in the improvement of the Academic programmes. The parents are encouraged to meet the faculty members whenever they feel to do so.

6.13 Development programmes for support staff

 Every year meetings are conducted by college management with the non-teaching staff for planning-evaluation of their work. Work load analysis, evaluation of allotment and work appraisal are parts of such meetings to improve the work efficiency.

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

The campus is eco-friendly in nature. Considering the vision of “Nurture Nature for Future” the college has garden, trees, lawns and shrubs. The college strictly maintain plastic free campus in order to create awareness of pollution.

**Energy Conservation:-**

 \* Class rooms are well ventilated enough light so as to save electricity.

 \* Regular monitoring for turning off unnecessary lights, aqua guard etc.

**Waste Disposal:-**

 \* Waste disposal is properly done according to the municipality rules.

**Criterion – VII**

**7. Innovations and Best Practices**

7.1 Innovations introduced during this academic year which have created a positive impact on the

 functioning of the institution. Give details.

* College website is Upgraded.
* Personality Development for Students.

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

 beginning of the year

1. Extension of extra – Curricular activities by holding quize, debate cultural programme.
2. Exposing students for outdoor learning through educational trips, field work, excursions and camps.

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

1. Quality education for all.
2. Holistic development.

7.4 Contribution to environmental awareness / protection

1. Environmental awareness generated through lectures and field trip.
2. Efforts were made to conserve electricity.
3. For nearby villages environment awareness programme on tree plantation, composite making from do,estic wastes, precaution Programme have been conducted.

***√***

7.5 Whether environmental audit was conducted? Yes No

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

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

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*Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

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*Signature of the Coordinator, IQAC Signature of the Chairperson, IQAC*

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**Annexure I**

**Abbreviations:**

CAS - Career Advanced Scheme

CAT - Common Admission Test

CBCS - Choice Based Credit System

CE - Centre for Excellence

COP - Career Oriented Programme

CPE - College with Potential for Excellence

DPE - Department with Potential for Excellence

GATE - Graduate Aptitude Test

NET - National Eligibility Test

PEI - Physical Education Institution

SAP - Special Assistance Programme

SF - Self Financing

SLET - State Level Eligibility Test

TEI - Teacher Education Institution

UPE - University with Potential Excellence

UPSC - Union Public Service Commission

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