The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

AQAR for the year   2017-2018

1. Details of the Institution

1.1 Name of the Institution   OUR LADY COLLEGE OF EDUCATION

1.2 Address Line 1   OUR LADY NAGAR,

Address Line 2   MADURAVOYAL

City/Town   CHENNAI

State   Tamil Nadu

Pin Code   600095

Institution e-mail address   ourladycollegeofeducation@gmail.com

Contact Nos.   044-23780899

Name of the Head of the Institution: Dr.V.NIMAVATHI

Tel. No. with STD Code: 044-23780899

Mobile: 044-23780899

Name of the IQAC Co-ordinator: Dr.G KALAICHELVI

Mobile:

9444006994

IQAC e-mail address:

1.3 **NAAC Track ID**

TNCOTE 80426

OR

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

EC/66/A&A/104

1.5 Website address:

www.ourladycollegeofeducation.com

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 NAAC after the latest Assessment and Accreditation by NAAC (*(for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

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

1.9 Institutional Status

	University	State	Central	Deemed	Private

Affiliated College   Yes [✓]   No [ ]

Constituent College   Yes [ι]   No [ ]

Autonomous college of UGC   Yes [ ]   No [✓]

Regulatory Agency approved Institution   Yes [✓]   (NCTE)

Type of Institution   Co-education [✓]   Men [ ]   Women [ ]

Urban [ι]   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 [ ]

Others   (Specify)   [------]

1.11 Name of the Affiliating University | TamilNadu Teacher Education University, Chennai. |

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

Autonomy by State/Central Govt. / University   [---]

University with Potential for Excellence   [------]   UGC-CPE   [--------]

DST Star Scheme   [------]   UGC-CE   [------]

[------]   [------]

UGC-Special Assistance Programme   DST-FIST

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

UGC-COP Programmes | ------ |

2. IQAC Composition and Activities

2.1 No. of Teachers | 04 |

2.2 No. of Administrative/Technical staff | 01 |

2.3 No. of students | 01 |

2.4 No. of Management representatives | 01 |

2.5 No. of Alumni | 01 |

2. 6 No. of any other stakeholder and

   community representatives | 01 |

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

Non-Teaching Staff Students | 5 | Alumni | 2 | Others | -- |

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

If yes, mention the amount | ------ |

2.13 Seminars and Conferences (only quality related)

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

Total Nos. [ ]   International [ ]   National [1]   State [2]   Institution Level [5]

(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.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
10	9		1	

2.2 No. of permanent faculty with Ph.D. | 05 |

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

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

2.4 No. of Guest and Visiting faculty and Temporary faculty | - | ------ | |

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	--	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.

2.7 Total No. of actual teaching days during this academic year | 200 |

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

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

2.10 Average percentage of attendance of students | 99% |

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	69	23.68%	65.32%	11.00		99.00
M.Ed	13					

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 faculty benefitted*
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 Permanent Employees	Number of Vacant Positions	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.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3   Details regarding minor projects

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

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

ii) Without ISBN No. [ ]

3.8 No. of University Departments receiving funds from

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

DPE [ ]   DBT Scheme/funds [ ]

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

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

3.10 Revenue generated through consultancy [ ]

3.11 No. of conferences

organized by the Institution

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

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 [01]

3.15 Total budget for research for current year in lakhs :

From Funding agency [ ]   From Management of University/College [**02**]

Total [2 Lakhs]

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College

3.18 No. of faculty from the Institution
    who are Ph. D. Guides

    and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution   01

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

JRF   SRF   Project Fellows   Any other

3.21 No. of students Participated in NSS events:

University level   40   State level   11

National level   01   International level

3.22 No. of students participated in NCC events:

University level   State level

National level   International level

3.23 No. of Awards won in NSS:

University level   State level

National level   International level

3.24 No. of Awards won in NCC:

University level   State level

National level   International level

3.25 No. of Extension activities organized

University forum   01   College forum   06

NCC   NSS   Any other   05

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	7124	533975	500	4800	7624	538775
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 :

i) ICT

4.00

ii) Campus Infrastructure and facilities

17.50

iii) Equipments

3.25

iv) Others

Total :

24.75

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
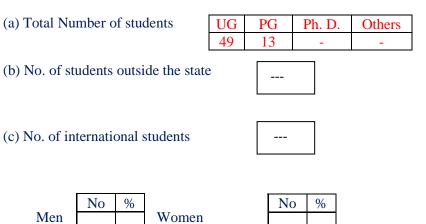
Progressions are regularly Monitored.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
49	13	-	-

(b) No. of students outside the state

| --- |

(c) No. of international students

| --- |

Men

No	%

Women

No	%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
07	12	-	43	-	62	6	13	-	76		95

Demand ratio   ---   100%   Dropout % -

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

TET, Set & NET Training Programme

No. of students beneficiaries

| 25 |

5.5 No. of students qualified in these examinations

NET | 01 | SET/SLET | 01 | GATE | --- | CAT | --- |

IAS/IPS etc | --- | State PSC | --- | UPSC | --- | Others | 13 |

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
05	35	25	37

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

State/ University level | --- | National level | --- | International level | ---

No. of students participated in cultural events

State/ University level | --- | National level | --- | International level | ---

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

Sports : State/ University level | --- | National level | --- | International level | ---

Cultural: State/ University level | --- | National level | --- | International level | ---

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government	(SC/ST)	435420
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11   Student organised / initiatives

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

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

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

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?

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 _____*

_____   _____

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

_____***_____

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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