Yearly Status Report - 2016-2017

Part A	
Data of the Institution	
1. Name of the Institution	**THIAGARAJAR COLLEGE OF PRECEPTORS**
Name of the head of the Institution	**Dr.S.Prakash**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**04522311682**
Mobile no.	**9842458828**
Registered Email	**tcpmadurai9@gmail.com**
Alternate Email	**iqactcp@gmail.com**
Address	**Teppakulam**
City/Town	**MADURAI**
State/UT	**Tamil Nadu**
Pincode	**625009**
2. Institutional Status	

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr.M.Maruthavanan**
Phone no/Alternate Phone no.	**04522311682**
Mobile no.	**9994592227**
Registered Email	**tcpmadurai9@gmail.com**
Alternate Email	**iqactcp@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.tcp.ac.in
4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.tcp.ac.in/files/academic_calendar_2016_17.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**72.70**	**2006**	**02-Feb-2006**	**02-Feb-2011**
2	**A**	**3.03**	**2012**	**15-Sep-2012**	**16-Sep-2017**

6. Date of Establishment of IQAC	**02-Feb-2006**

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
Meeting of IQAC	**01-Aug-2016** **01**	**25**

ISO Surveillance Audit	23-May-2017 01	25

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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!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	**1**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

Community Skill Development programme. National level Seminar Awareness Programmes Placement Cell strengthened Eco friendly week Celebrated

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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
Eco friendly week celebration	Eco friendly week celebrated from 06-03-2017 to 11-03-2017.
Placement cell to be strengthened.	We invited 35 number of schools and 32 number of schools came for placement.
Two days National level seminar.	Two days National Level Seminar Organized on the title Global

	Competence Learning: Breaking Barriers Beyond the Limit in March.
Community skill development Programme	Arranged Community skill development programme for First year students.
No Files Uploaded !!!	

14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
College Governing Council	24-Nov-2017

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No

16. Whether institutional data submitted to AISHE:	Yes

Year of Submission	2017

Date of Submission	02-Mar-2017

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)	All the staff members will submit the monthly information system to the principal at the course of every month. The MIS will contain the units completed of their theory classes daily workdone activities participation of seminar/ conferences during the month unit test and internal exams mark list and CL and Permission details.

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

Institution is affiliated to Tamil Nadu Teachers Education University, Chennai. The curriculum of the institution is planned and prepared by the affiliated university. The updated curriculum is comprehensive and inclusive in addressing every requirements of the student teachers. Institution strives to achieve the expected outcomes by ensuring effective implementation of the curriculum. At the beginning of the academic year, head of the institution would convene the educators meet to deliberate upon the productive planning of academic sessions and to assign the course subjects. Initially, need based time table is prepared

exclusively for content study, mini teaching, lesson plan writing, observation sessions, demonstrations by teacher educators, simulating teaching, and model school teaching. In addition to teaching practice, time table is framed for activities including library, art and craft works, language laboratory, educational technology, and computer lab. Supplementary time table is also keenly prepared to conduct periodic tests, examinations and Intensive Teaching practice program. Program course material is meticulously chosen to suffice the demand of the current curriculum. The course material is subjected to periodical revision to meet the changing ideal specifications of the course subjects. an inaugural orientation program is conducted to have a better understanding of the curriculum and to know the desired course outcomes. To foster the holistic teaching and learning process, students are engaged with association activities, club activities, seminars, and soft skill programs. The students are equipped with course plan, handouts, Power point presentation and question bank and the educators maintain the same in the course file. Computerized course material, assignment topics, seminar topics, student's attendance and syllabus completion works are duly maintained by the educators. Earnest attention is given to the curriculum delivery through periodic assessment and review session. In view of the above, we strongly believe an exhaustive mechanism is in place to implement the curriculum with utmost care.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

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

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

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

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

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

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
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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	Internship	182

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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained

Institution follows a comprehensive feedback system to ensure timely addressal of all grievances and opinions from the stakeholders. Every year the institution receives feedback from Student teachers, Parents, Alumni, and Head Master and Guide teachers of the Internship Teaching practice school. Students are provided with feedback forms filled with varied queries regarding their observations on entire course programme, classroom ambience, laboratory facilities, library, campus utilities and also about every individual educators and staff members. We value the alumni of as the quality assets of our institution, whose feedback is essential in sustaining the good practices and to identify the minor lapses within the system. Alumni provide their feedback yearly once or twice during the alumni meet conducted in the college premises. Institution also records the valuable opinions and suggestions from the parents through periodic Parent Teacher Meetings and structured feedback system. The Head master and Guide teacher who facilitate the internship program also provide feedback concerning the behaviour, teaching skills, and quality of the student teachers. Every single observation made by the stakeholders are perused in a vigilant and judicious manner and consequent remedial measures are taken for quality enhancement and efficient functioning of the system. Constructive proposals are always appreciated through complaint box system and even rewarded for their fair role in building better place for learning and improvement.

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	Teaching	200	153	153

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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

2016	153	0	18	0	0

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
18	18	8	19	2	4

View File of ICT Tools and resources

No file uploaded.

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

Mentoring is an effective method of helping student-teacher to develop and progress in their personal and professional life. Mentor-mentee session helps to establish a successful mentor-mentee relationship and creates a relationship of trust and used to clearly define roles and responsibilities, establish short- and long-term goals in academic and non-academic areas. The institution follows Mentor-Mentee system to guide, advice, and to support the mentee. A mentor helps a mentee improve his or her abilities and skills through observation, assessment, modeling, and by providing guidance. The student –teacher gets a sense of belonging and solace as they have a person to listen to their issues and to guide them in the correct direction apart from the family members. Mentoring system provides a better chance to concentrate on each student periodically, which helps to monitor and guide them effectively. Teacher – educator provides such a comfortable platform and builds strong relationship to direct them in correct path. Based on the student-teacher enrollment every academic year, mentor-mentee ratio is set and sessions are initiated at the beginning of academic year and sessions are conducted depending on the need based, during the working hours by fixing the date and time accordingly. As the discussion focuses on almost all the areas needed by the students, it helps them to overcome any situations and to handle it progressively. With the details of academic performances student-teacher is been counseled and required measures are also taken for their betterment. Suggestions are welcome from the student-teacher to enhance the overall quality of the institution. Mentor-mentee session acts as a powerful medium for the holistic development of the student-teacher.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
153	18	1:8

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
31	18	13	2	3

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

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

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BEd	BED	year	10/06/2017	19/08/2017

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

Continuous Internal Evaluation is implemented to assess and evaluate the student teacher's learning process. Pattern of the Internal examination is informed during the orientation programme, at the commencement of every academic year. Internal test gives them an opportunity to analyse their level of understanding in the course content of each and every paper and helps them for their betterment. Time table of the internal test is displaced on the notice board a week before the commencement of the test. Teacher-educators after evaluating the test papers, give proper feedback to the student-teacher to enhance their performance. Top performers are appreciated and their names are displayed on the notice board and those who need extra care are identified. Unit test is conducted for every unit, which in turn helps in preparation of the Internal test. Retest is been conducted for the student teacher those who are absent with valid reason for the internal test. Writing internal test at regular intervals helps student teachers to have confidence to handle University examinations without any fear and anxiety. Teacher educators ensure that test papers are evaluated within stipulated period as setting an example for the student teachers and they are guided properly. Continuous efforts of the teacher educators and mentors help the student teacher to improve their knowledge and teaching competency.

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

College Academic calendar is prepared on the basis of Tamil Nadu Teachers Education University by following the working days and other instructions. College calendar serves as the base of the institution and it has the Vision and Mission statement along with Quality policy and Quality objectives. It comprises the details of college, address of the institution, trust details, committee members, and courses offered in the college, approval order, affiliation and NAAC Accreditation. Teaching and non-teaching staff list is provided. College operating committee has various committees like anti-ragging, student's grievance, internal complaints etc. to meet the demands and name of faculty in-charge also provided. Section-I has the general information of the institution, history of the college, college council, course of the study. Section-II has the details of College regulations like admission, period of training, probation, scholarships, railway concessions, and disciplinary rules, working of various committees and attendance and leave procedure, observation and practice teaching, physical education, educational tours and visits. Section-III comprises of other aspects of college organization, library and reading room, library rules, and college union and college magazine. Kadavul vazhthu, Tamilthaai vazhthu, Flag song and our Country's pledge is given in the last page of the calendar.

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.tcp.ac.in/general/programmeoutcomes/

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
BED	BEd	Education	181	178	98.3

View File

2.7 – Student Satisfaction Survey

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

http://www.tcp.ac.in/files/stu_satisfaction_survey_2016-17.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
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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
National Conference on "Global Competence Learning: Breaking the Barriers Beyond Limits"	Education	30/03/2017

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

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

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

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

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

3.3.3 – Research Publications in the Journals notified on UGC website during the year			
Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
View File			

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
Physical Science	1
Mathematics	3
Bioscience	1
View File	

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
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

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

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

Number of Faculty	International	National	State	Local
Presented papers	2	19	0	0
Resource persons	0	8	0	0
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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
ECO CLUB create Ecological Awareness amongst students and the themes were Save	ECO CLUB and Thiagarajar College of Preceptors	18	334

Water			
Consumer Awareness Club conducted a programme Consumer Awareness Programme	Consumer Awareness Club and Thiagarajar College of Preceptors	18	334
Yoga for Well-being	Thiagarajar College of Preceptors	18	334
Community and Skill Development Programme	YRC andThiagarajar College of Preceptors	18	334
Youth Inspiration Day	YRC and Thiagarajar College of Preceptors	18	334
Career and Counselling Cell is effectively functioning towards enriching various training programme	Career and Counselling Cell and Thiagarajar College of Preceptors	18	334
Intensive Spoken English Training Programme	Thiagarajar College of Preceptors	18	334
Red Ribbon Club was conducted Societal Violence against Women-Causes and Remedies Programme	Red Ribbon Club and Thiagarajar College of Preceptors	18	334
Human Rights	Thiagarajar College of Preceptors	18	334
YRC club of our college had proceeded Dengue Awareness Rally	YRC club and Thiagarajar College of Preceptors	18	334

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
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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
District Level Culutral competition	St.Ignatious College of Education	State Level Inter collegiate Cultural competition	3	25

Southern Region of Tamil Nadu -competition	Southern Region Tamil Nadu	Inter college Competion	3	14
Madurai Illakkiya Mandaram- Kalai Illakiya thiruvizha	Madurai Illakkiya Mandram - Kalai Illakkiya Thiruvizha – 2016	Kalai ILLakkiya thiruvizha	3	18
Life skill education camp	Prajapita Bramma Kumaris Ishwariya Vishwa Vidyalaya "Life Skill Education Camp"	Life skill educattional camp	2	18
Sangam-4	Sangam -4, Inter College Contests and Internships Conducted	Inter college contests	4	30
Tata-Dhan Academy Heritage	Tata-Dhan Academy Heritage – 2016	Camp	3	15
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
No Data Entered/Not Applicable !!!			
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Intership	School Internship	School Internship	01/09/2016	23/12/2016	181
View File					

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

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

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
32500000	31347746

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Rovan	Fully	6.0	2011

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Reference Books	18622	0	56	0	18678	0
Journals	13	0	13	0	26	0
Digital Database	0	0	1	11500	1	11500
CD & Video	131	0	39	0	170	0
Library Automation	1	25000	0	0	1	25000
Weeding (hard & soft)	1743	0	0	0	1743	0
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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	Date of launching e-

			is developed	content

<div align="center">**No Data Entered/Not Applicable !!!**</div>

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	84	30	0	22	0	8	24	700	0
Added	0	0	0	0	0	0	0	0	0
Total	84	30	0	22	0	8	24	700	0

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

<div align="center">**700 MBPS/ GBPS**</div>

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

<div align="center">**No Data Entered/Not Applicable !!!**</div>

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
1025000	1006855	3400000	3360964

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)

Thiagarajar college of Preceptors (TCP) ensures that students are given proper instructions through the orientation at the beginning of the each academic year about the existing policies and procedures for maintenance and utilization of physical and academic resources facilities provided by the college which includes dress code, class room behaviors, using of available laboratories, library resources and sports equipments. Student teachers should enter the lab with the permission of concerned faculty. Apparatus, Chemicals, Models can be used during mini-teaching practice after proper entry in the lab register. Students are responsible for any breakages during demonstration or lab activities. Turn-off gas, water and electricity when it is not required. Make sure that the work area is clean and tidy before leaving the lab. Eatables are not allowed in the laboratories and library other than water bottles. Laboratory will be opened from 9.30am to 5.00pm on all working days. Students should use only the computer assigned to them at the beginning of the academic year. Students should register the name, the computer used and timings in the entry register. Students should not use own software, CDs, Pen-drive, etc. in the laboratory. Students should avoid browsing unnecessary websites that are not related to the curriculum. Students are instructed to shut-down the system properly and log-off network after every use. The library will remain open from

9am to 5.30pm on all working days. Strict silence and decorum should be maintained in the library. The Library rules must be strictly followed or student will forfeit the privilege of borrowing books. Sports activities will be permitted between 4pm and 6pm on all college working days. Students can avail the equipment(s) from the sports by entering in the issue register. Fine will be imposed if any of the equipment gets damaged. No sports equipment(s) should be taken outside the college without prior permission of the Physical Director. Students should bring mat for the Yoga and Meditation classes. Students should maintain proper dress code during the Yoga and Physical Education classes.

https://drive.google.com/file/d/1NE3Xh39u3F-MhKY0qj0qynn3Z7GoiE42/view?usp=sharing

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
	No Data Entered/Not Applicable !!!		
	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
Computer Laboratory	28/11/2016	153	Thiagarajar College of Preceptors
Art and Craft Class	28/11/2016	153	Thiagarajar College of Preceptors
Physical Education Class	28/11/2016	153	Thiagarajar College of Preceptors
Language Laboratory	28/11/2016	153	Thiagarajar College of Preceptors
Education Technology Laboratory	28/11/2016	153	Thiagarajar College of Preceptors
Library Class	28/11/2016	153	Thiagarajar College of Preceptors
Bridge Course	01/08/2016	153	Thiagarajar College of Preceptors
	View File		

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2017	Career and Counselling cell	182	182	9	78

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
0	0	0

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
St.Joseph Matriculation School	22	16	Nil		

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
2017	1	B.Ed	Education	Mannar Thirumalai Naickar College	M.A(Eng).,
2017	1	B.Ed	Education	Manonmaniam Sundaranar Univcersity	M.A.(Eng)
2017	1	B.Ed	Education	Periyar University	M.Ed.,
2017	1	B.Ed	Education	Madurai Kamaraj University	M.Sc.,(Maths)
2017	1	B.Ed	Education	Madurai Kamaraj University	M.Sc.(Zoo)
2017	1	B.Ed	Education	Alagappa University	M.A.(Eng)
2017	1	B.Ed	Education	Kunthavai Nachiyar Arts and Science College	M.Sc.,
2017	1	B.Ed	Education	Madurai Kamaraj University	Ph.D(Env.Sci)
2017	1	B.Ed	Education	Sastra University	Ph.D(Phy)

| 2017 | 1 | B.Ed | Education | JK College of Education | M.Ed |

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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
No Data Entered/Not Applicable !!!	

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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
Sports	College Level	335
TCPFIESTA-2017	College Level	335

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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
No Data Entered/Not Applicable !!!						

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

College Union was inaugurated and the Valedictory function of Sectional Association Meeting was held on 20.04.2017. Our College celebrated "Youth Inspiration Day". All our Staff Members and Student Teachers planted Tree Saplings inside the College Campus on 15.10.2016. Community and Skill Development Programme was conducted by our College from 18.01.2017 to 25.01.2017. All the students had eagerly participated in the camp activity which included First Aid Lecture and Demonstration, Yoga for Well-being, Disaster Management, Traffic Rules and Preventing Road Accidents, Anti Corruption, Human Rights and Human Health and Hygiene. International Womens Day was celebrated in our college on 08-03- 2016. Our College Student Teachers Ms.S.Janaki Subulakshmi and P.Sathya had delivered the speech on 'Human Health Development" on 04.03.2017. Guest Lecture was arranged on 24-02-2017. YRC club of our college had proceeded a 'Dengue Awareness Rally" on 21.03.2017. YRC club also conducted a lecture cum demonstration on "Road Safety Rules" on 01.03.2017. Our College has celebrated Eco-friendly week during the days from 06.03.2017 to 11.03.2017. Our College has conducted a "Consumer Awareness Programme" on 09.03.2017. Our student-teachers invited their Grandpa and Grandma to our College on 07.04.2017. Red Ribbon Club of our college has organised awareness programme on "Societal Violence against Women-Causes and Remedies" on 11.04.2017. Department of Collegiate Education, Children Education of Film Organisation and Our College jointly showed a documentary film on the topic entitled as "Gandhi" on 22.01.2017. Our staff members and student teachers participated in the "Awareness Rally" for "Removing Seemaikaruvelam Trees" on 24.02.2017. Our College organised a one day "Community Service Camp" at Thirumalai Naicker Mahal on 27.02.2017. Student Teachers N.Sundharkumar and our staff members donated their blood voluntarily for saving the life of others

in the Blood Donation Camp conducted by Youth Red Cross on 01.03.2017. Our College and Aravind Eye Hospital jointly organised an "Eye Camp Programme" on 18.03.2017 at Iravathanallur Village. We organised Guest Lecture on "Classroom Transaction and Student Needs" on 5-01-2017. Our College has organised a Special Lecture on "English Language Teaching – Issues and Challenges" on 20-02-2017. We have also organised Guest Lectures on "Teaching as a Profession" on 22.02.2017.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

182

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Our College Alumni Association meeting was held on 14.01.2017. Mr.Kandaraj is the president. This year, we organised games for alumni also. We have created a common e-mail ID for alumni. Cash award of Rs.1000/- is given every year to the college topper through Alumni Association.

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)

Participatory management admission committee. In the admission committee, two to three senior faculty are included so that they may be involved in the selection of students to the college Two senior faculty are included in the governing body so that they could be involved in planning and evaluating all the activities in the college. Decentralization we had various committees and each committee is headed by a faculty so that they had the autonomy to lead the committee. The principal is maintaining discipline in the college and planning the events to the students well in advance.

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
Admission of Students	Students attended the TNTUE counselling and admitted in the college.
Industry Interaction / Collaboration	Collaborated with Tamil Nadu Teachers Education university in admitting students through single window counselling system.
Human Resource Management	More and more efforts are taken to enhance the number of faculties in the

	emerging, multidisciplinary teaching/ research area, to sharpening the skills of administrative staff planning to increase the number of job oriented and Entrepreneurship programmes. The staff, students and other stake holders are encouraged in institutional planning and administration. On duty given by Management for presenting papers in the Seminar or Conference. Placing staff and students in various committees and distributing the various responsibilities in organizing programmes. Motivating the Staff members to go for outreach programmes. Distributing the academic work equally to all the staff members by preparing timetable. Encouraging all the staff members to participate in the extension activities.
Library, ICT and Physical Infrastructure / Instrumentation	A highly modernized Digital Library fully equipped with eighteen thousand books, one e-journal, and 10 e-books. We have Internet connection with INFILIBNET and DELNET facilities. Each classroom is equipped with LCD projectors. Library internet facilities enable the students to download the most of the recent information, references and reviews which are highly useful for their studies. The management installed Smart class room for the training of B.Ed students for improving the innovative teaching methodologies, tactics and techniques. Imaging and documenting damaged rare books on education. Updating the automation of library (RLMS). Article alert service system was introduced to know the new articles arrival in our library. TET materials, grammar, vocabulary and proverbs are stored.
Research and Development	Publishing Seminar Proceedings with ISBN No.. Publishing the Journal of Research and Reflections on Education (RRE)
Examination and Evaluation	Maintaining transparency in evaluation and publication of results in the notice board. Regularity in the conduct of internal and external examinations. Analysing the level of difference between internal and external marks in the awards committee. All the programs in the college are evaluated by the staff members in the staff meeting.
Teaching and Learning	Assignment and seminars are given for

	the students. Intensive teaching practice for four months is provided for the II year B.Ed. students. Activity based classes apart from the B.Ed. curriculum are developed by the faculty team and are offered to the student teachers.
Curriculum Development	Choice based elective courses are provided to the students. Physical training has been given to develop physical fitness.

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

E-governace area	Details
Planning and Development	Monthly plan is sent to the individual staff through email. Invitation for seminar, conference and workshop are sent through email to all the staff members. Article alert system in which the new arrival of articles are sent to the email of the staff members.
Administration	Students database maintained in the principal's room. Biometric system for staff and students were recorded. Principal's announcement through email or mobile phone.
Finance and Accounts	Salary for the management staff through banking.
Student Admission and Support	College prospectus and application forms are available in the college website. 196 student teachers were admitted for the first year B. Ed. Learning material for students is uploaded in the staff's individual website. Students' scholarship is directly deposited in their bank account.
Administration	Examination timetable is put up in the college website. Semester results are published in the website. Online entry and exit behaviour test. Online examination for one or two electives.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
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6.3.2 – Number of professional development / administrative training programmes organized by the College for

teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2017	EDUCOM Training	--	13/01/2017	13/01/2017	18	0
2017	English Language Teaching Issues and Challanges	---	20/02/2017	20/02/2017	18	0

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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
<td colspan="5" align="center">No Data Entered/Not Applicable !!!</td>

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
3	3	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Workshops, Seminars and Faculty Development Programmes	Government Scholarship and Academic awards.	Scholarship

6.4 – Financial Management and Resource Mobilization

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

Internal Financial Audit Internal Financial Audit is done in our institution once in three months. It is done by the management of Thiagarajar College of Preceptors. It will examine financial accounts of the institution. The officers from Joint Directorate of Education visit our college once in a year and examine the records maintained by our college such as the income of our college and the expenditure details

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
<td colspan="3" align="center">No Data Entered/Not Applicable !!!</td>

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6.4.3 – Total corpus fund generated

<div align="center">No Data Entered/Not Applicable !!!</div>

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	No		No	
Administrative	No		No	

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

Parents are appointed in important committees like Student's Welfare Committee. Parents are invited for college programmes like college day, teachers day and Grandparents Day Game.

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

Educomp Training Programme was conducted for the faculty members at our College.sUpdating the systems with high configuration. Hands on experience on documentation. Training in safety measures. Training on establishing paperless office.

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

1.Up gradation of Digital Language Laboratory 2.Introduction of test and online submission of Assignment. 3.Upgradation of sports facilities

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2016	IQAC Meeting	01/08/2016	01/08/2016	01/08/2016	25
2017	ISO Surveillance Audit	23/05/2017	23/05/2017	23/05/2017	25
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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
Societal Violence	11/04/2017	11/04/2017	22	131

against Women-Causes and Remedies		

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

No Data Entered/Not Applicable !!!

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	335
Provision for lift	Yes	335
Ramp/Rails	Yes	1
Braille Software/facilities	Yes	1
Rest Rooms	Yes	335
Scribes for examination	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2017	1	2	24/02/2017	01	Awareness Rally	Removing Seemaikaruvelam Trees	352
2017	1	1	27/02/2017	01	Community Service Camp	Clean the Thirumalai Naicker Mahal, Madurai	171
2017	1	1	01/03/2017	01	Blood Donation Camp	Blood Donation	21
2017	1	1	18/03/2017	01	Eye Camp	Eye Check up and Eye surgery	46
			View File				

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

Title	Date of publication	Follow up(max 100 words)
College Academic Calender	01/08/2016	Rules and Regulations of the College is published in the College Calendar and it is strictly followed. The rules and

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Women's Day	08/03/2017	08/03/2017	334
Eco-friendly week	06/03/2017	11/03/2017	153
Parents Teachers Association meeting	13/01/2017	13/01/2017	153
Alumni Meeting	14/01/2017	14/01/2017	153
Independence Day	15/08/2017	15/08/2017	153
Youth Inspiration Day	15/10/2016	15/10/2016	153
Saraswathi Pooja	07/10/2016	07/10/2016	153
Grandparents Day	07/04/2017	07/04/2017	334
Pongal Day	14/01/2017	14/01/2017	334
Republic day	26/01/2017	26/01/2017	334
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Medicinal plants have planted in the college campus. 2. Awareness programme organized for creating awareness on Dengue and avoid plastic. 3. Smart classroom is established. 4. Save Water 5. Cleaning the Historical Thirumalai Nayakkar Palace, Madurai. (Community Based Skill Development Programme)

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

You can view the best practices through the link. 1) Community Skill Development 2) Research Circle The details of the best practices available in the website link.

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

http://www.tcp.ac.in/files/bestpractices2016-17.pdf

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

Thiagarajar College of Preceptors possess excellent technological environment. All the classrooms are with LCD projectors, Smart classroom with interactive white board, Videoconference are the facilities provided to enhance the usage of technology in classroom transaction. We give training to students to teach with Smartboard. The staff and students have free access to Internet provided in the Computer Science Lab, Library, Staff Room and in Career Counselling Cell. Our College library is fully equipped with Inflibnet, Delnet facilities. Thus, the college makes everyone to adapt in the technological environment.

Provide the weblink of the institution

www.tcp.ac.in

8.Future Plans of Actions for Next Academic Year

1. To start TET classes for the second year students. 2. To establish film club activity. 3. To increase the red ribbon club activities. 4. To improve the placement percentage. 5. To encourage the faculty members to participate in various seminars and workshops. 6. To provide lift facilities to students. 7. To provide Bio-metric attendance for students.