



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>	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
<b>2. Institutional Status</b>	

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)	<a href="http://www.tcp.ac.in/images/IQAC17-18.pdf">http://www.tcp.ac.in/images/IQAC17-18.pdf</a>
<b>4. Whether Academic Calendar prepared during the year</b>	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="http://www.tcp.ac.in/files/academic_calendar_2018_19.pdf">http://www.tcp.ac.in/files/academic_calendar_2018_19.pdf</a>

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	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

<b>6. Date of Establishment of IQAC</b>	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
ISO Recertification Audit	04-May-2019	23

	1	
IQAC Meeting	02-Jul-2018 1	32
No Files Uploaded !!!		

**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 !!!				

<b>9. Whether composition of IQAC as per latest NAAC guidelines:</b>	Yes
Upload latest notification of formation of IQAC	<a href="#">View File</a>
<b>10. Number of IQAC meetings held during the year :</b>	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	<a href="#">View File</a>
<b>11. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No

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

1. Decided to conduct more events through Association and Club. 2. Plan to conduct Workshop related to technology for student teachers. 3. Plan to organize zonal level and District level Sports Meet. 4. Plan to introduce online Meditation and Self development courses. 5. Plan to introduce ERP System for student teachers.

No Files Uploaded !!!

**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
Plan to introduce ERP System for student teachers.	ERP system introduced. So that attendance details sent to Parents.

Plan to introduce online Mediation and Self development courses.	MOU Signed to conduct Meditation classes.
Plan to organize zonal level and District level Sports Meet.	Zonal level TNTEU Sports meet conducted.
Plan to conduct Workshop related to technology for student teachers.	Workshop conducted on technology for student teachers.
Decided to conducts more events through Association and Club.	More number of events conducted through Association and
No Files Uploaded !!!	

<b>14. Whether AQAR was placed before statutory body ?</b>	Yes
--	-----

Name of Statutory Body	Meeting Date
College Governing Council	07-Oct-2020

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

<b>16. Whether institutional data submitted to AISHE:</b>	Yes
---	-----

Year of Submission	2019
--------------------	------

Date of Submission	05-Feb-2019
--------------------	-------------

<b>17. Does the Institution have Management Information System ?</b>	Yes
--	-----

If yes, give a brief descripton 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 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
<b>No Data Entered/Not Applicable !!!</b>					

### 1.2 – Academic Flexibility

#### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
<b>No Data Entered/Not Applicable !!!</b>		
No file uploaded.		

#### 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
<b>No Data Entered/Not Applicable !!!</b>		

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

	Certificate	Diploma Course
<b>No Data Entered/Not Applicable !!!</b>		

### 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
Classroom Technology	17/06/2018	42
Library Management	17/06/2018	6

Physical Fitness	17/06/2018	5
<a href="#">View File</a>		

### 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	Education	189
<a href="#">View File</a>		

## 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
<p>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 program, 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. 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.</p>

## 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	135	135
<a href="#">View File</a>				

### 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	Number of fulltime teachers available in the institution	Number of teachers teaching both UG and PG courses

			teaching only UG courses	teaching only PG courses	
2018	135	0	25	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	Number of smart classrooms	E-resources and techniques used
25	25	9	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
135	25	1:7

### 2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
31	25	6	2	7

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
2019	Mr. K. Thangavel	Assistant Professor	Excellence in Education

[View File](#)

## 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	13/06/2019	26/09/2019

[View File](#)

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/courseoutcomes/>

### 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	185	180	97.3

[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\\_2018-19.pdf](http://www.tcp.ac.in/files/stu_satisfaction_survey_2018-19.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
<b>No Data Entered/Not Applicable !!!</b>				
No file uploaded.				

#### 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
<b>No Data Entered/Not Applicable !!!</b>		

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
<b>No Data Entered/Not Applicable !!!</b>				
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

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

#### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
<b>No Data Entered/Not Applicable !!!</b>		

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

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

### 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)
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

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

Department	Number of Publication
Education	3
<a href="#">View File</a>	

### 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
<b>No Data Entered/Not Applicable !!!</b>						
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
<b>No Data Entered/Not Applicable !!!</b>						
No file uploaded.						

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

Number of Faculty	International	National	State	Local
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

## 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
Interview Techniques	Career and Counselling cell	26	1327
Stress Eradication- Not Stress Management	Career and Counselling cell	26	136
Disaster management	YRC	26	136
Awareness on Swaach Survekshan Grameen 2018	YRC	26	136

Teacher Effectiveness'	Career and Counselling cell	26	136
Legal and Consumer awareness	Consumer Awareness Cell	26	327
Role of NGO's in Teaching	Red Ribbon Club and Madurai SEED	26	136
<a href="#">View File</a>			

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
<b>No Data Entered/Not Applicable !!!</b>			
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Awareness on Swachh Survekshan Grameen 2018	YRC	Programme	22	136
No file uploaded.				

### 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
<b>No Data Entered/Not Applicable !!!</b>			
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Job opportunities	School Internship	22 Schools	01/08/2018	15/12/2018	189
<a href="#">View File</a>					

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
National Institute	25/01/2019	Teacher Eligibility	167

of Banking, Madurai		Test	
Heartfulness Institute, USA	21/09/2018	30 hours duration on "Meditation based self-development programs	129
<a href="#">View File</a>			

#### 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
800000	768841

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
<a href="#">View File</a>	

##### 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
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr.S.Prakash	Cognition and Learning	Swayam (CEC) – Produced by Educational Multimedia Resource Center, Madurai	30/07/2018

		Kamaraj University, Madurai.	
Dr.S.Prakash	Child Development	Swayam (CEC) - Produced by Educational Multimedia Resource Center, Madurai Kamaraj University, Madurai.	16/07/2018
<a href="#">View File</a>			

#### 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	20	0
Added	0	0	0	0	0	0	0	0	0
Total	84	30	0	22	0	8	24	20	0

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

20 MBPS/ GBPS
---------------

##### 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
E-Content developed in the multimedia Studio of Thiagarajar College of Preceptors, Madurai Swayam (CEC) - Produced by Educational Multimedia Resource Center, Madurai Kamaraj University, Madurai.	<a href="https://sites.google.com/view/librarytcp/e-content">https://sites.google.com/view/librarytcp/e-content</a>

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
2700000	2639265	1300000	1284498

##### 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.

[http://www.tcp.ac.in/files/policies\\_procedures.pdf](http://www.tcp.ac.in/files/policies_procedures.pdf)

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

#### 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 implementation	Number of students enrolled	Agencies involved
Bridge Course	01/08/2018	136	Thiagarajar College of Preceptors
Mediation Course	01/08/2018	136	Thiagarajar College of Preceptors
Language Lab	23/08/2018	136	Thiagarajar College of Preceptors
Psychology Lab	23/08/2018	136	Thiagarajar College of Preceptors
Education Technology Lab	23/08/2018	136	Thiagarajar College of Preceptors
Reading Marathon	08/02/2019	136	Thiagarajar College of Preceptors
Computer Laboratory	23/08/2018	136	Thiagarajar College of Preceptors
Library	23/08/2018	136	Thiagarajar College of Preceptors

Music	23/08/2018	136	Thiagarajar College of Preceptors
<a href="#">View File</a>			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	TET Coaching Class	72	72	7	7
2019	Placement Cell	151	151	80	80
<a href="#">View File</a>					

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		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Thiagarajar Model Hr.Sec .School	5	3	Nil	0	0
<a href="#">View File</a>					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	1	B.Ed	Education	Thiagarajar College	M.A(Eng)
<a href="#">View File</a>					

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
<b>No Data Entered/Not Applicable !!!</b>	
No file uploaded.	

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

Activity	Level	Number of Participants
TNTEU Zonal Sports and Cultural Meet	Zonal Level	313
Sports Events	College Level	313
Sports Meet	District	14
TCP Quirios?ty 2019	State Level	313
<a href="#">View File</a>		

### 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
<b>No Data Entered/Not Applicable !!!</b>						
No file uploaded.						

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

An Inaugural programme of college association and club activities was held on 20.09.18. Our students participated in a seminar on "Religious Harmony" on 11.07.18. A programme on "Gandhian Thoughts" and A Lecture on 'Teacher Effectiveness' and An "Awareness on Swaach Survekshan Grameen 2018" and Universal Brotherhood Day in August 2018. Students attended 125th anniversary of Swami Vivekananda's Chicago lecture and A hands-on training on "Teaching Mathematics through Maths Kits" and Students witnessed the English play "Merchant of Venice" and "Duchess of Malfi", Students participated in the rally and Students participated in the "Jute Hand Bag Making" workshop in September 2018. A session on "Animation in Classrooms", A lecture on "The spirit of self-realization", A lecture on "Job Opportunities", A lecture on "The spirit of self-realization", A lecture on "Job Opportunities", An awareness rally to avoid plastics A TLM workshop, Nehru Yuva Kendra joined hands with us on the eve of National Integration Day in October 2018. A Pattimandram and A lecture on "Render Eco Services- Acclaim your Sixth Sense" and A lecture on "Role of YRC in disaster management" and Students participated in the "Innovative Teaching Strategies" workshop, Students participated in the workshop on 'Recent trends in Education and present classroom issues" in November 2018. A Cambridge English Assessment contest and A lecture on "Communicative English", Lecture "Stress Eradication- Not Stress Management", A Lecture on "Role of NGO's in Teaching", An examination on "Legal awareness on Women Laws", Students participated in the "Experiential Teaching" workshop, A "SUPW workshop" and A Workshop on "Techno Centric Classrooms" organized in December 2018. An Inter Collegiate Competition "Mathematics Genia 2019" and A lecture on "E- Content" Lecture on "Health Awareness', A session on "Interview Techniques", Students attend the lectures on the occasion of National Youth Day, Pongal festival celebrated and National Youth Week, Student participated in the Theatre Pedagogy workshop, An orientation on TET was given, A First Aid Workshop organised in January 2019. Team of lawyers gave an effective lecture on "Legal and Consumer awareness", Students from Department of Biological science participated in a Workshop on "Home Gardening", A Workshop on "Fire safety" in February in 2019. Student's Kaviarangam, A lecture on "Karumbalagaiku Appal", A lecture on "Banking Services", A student presentation on Women in subject disciplines, A State level Seminar on "Recent Innovations in Teaching of Mathematics" and A Youth Parliament and Inter school science quiz and Students



participated in the "Teaching of Science" Workshop in March 2019. Lectures on Google Applications and Campus Gardening activity, A "Capacity Building Workshop" for students in April 2019. A session on "Goal setting" on 13.05.2019.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

151

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

84400

5.4.4 – Meetings/activities organized by Alumni Association :

As a part of "Alumnus Talk" series, Mr. J. Balasubramanian, 1967-68 batch, Retd. HM, GS Hindu Higher Secondary School, Srivilliputhur and Dr. V. Kandhaswamy 1963-64 batch, Retd. Associate Professor, Arulmigu Palani Andavar College of Arts and Science, Palani shared their nostalgic memories of the college. The Annual Alumni Meet was conducted on 23.03.19. Ms. S. Uma Ramesh 1986-1987, Head Curriculum, Lakshmi Vidya Sangham and Mr. Swaminathan 1957-1958, Retd. CEO graced the occasion.

### 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 vice 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
Curriculum Development	Choice based elective courses are provided to the students. Physical training has been given to develop physically fitness. Developmental practice have been added like Modern Theatre skills to become an innovative teacher. Three value added course are introduced and students are encouraged to enroll in the course.

<p>Teaching and Learning</p>	<p>A training programme on "Communicative English" for higher secondary teachers of Thiagarajar Model Higher Secondary School, Madurai was held and it was assisted by faculties of TCP. Monthly information system (MIS) was prepared by the staff members. A Training programme on Physical fitness Black Board drawing and Art and Craft to teachers of Sri Visalatchi Achi Nursery and Primary School, Thekkur was organised by our college faculty. Assignment and seminars are given for the students. Intensive teaching practice for four months is provided for the II year B.Ed. students.</p>
<p>Examination and Evaluation</p>	<p>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.</p>
<p>Research and Development</p>	<p>Research project were done by the II year students. Sharing the research facilities with neighbouring institutions. Publishing Seminar Proceedings with ISBN No. Publishing Edu Spectra Journal of Research Abstract. Publishing the Journal of Research and Reflections on Education (RRE).</p>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>Karumuttu Thiagarajar Chettiar Library was upgraded with an addition of 1241 books for a value of Rs.1,60,431/- and 16,661 books are available for students. Book review sessions were held by faculty members. A Reading marathon was held for students. Added Books in Reference and Book bank. TCP Informatics Centre in the library. Free internet access in the library. 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. The men and women restrooms gets a new path from the gate.</p>
<p>Human Resource Management</p>	<p>The staff, students and other stake holders are encouraged in institutional planning and administration. On duty</p>

	<p>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.</p>
Industry Interaction / Collaboration	<p>Students participated in a rally on voter awareness campaign, flagged off by Zone 3 Sectional Officer, Madurai corporation. As a part of voter awareness campaign, 150 student teachers participated in drawing Rangoli in the Chithitrai streets of Sri Meenakashi Amman temple and were felicitated by Madurai Collector. Students involved in Clean Vaigai river Campaign. Admitted the students based on the norms of TNTEU (Tamil Nadu Teachers Education University)</p>
Admission of Students	<p>Students attended the TNTUE counselling and admitted in the college</p>

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

E-governance area	Details
Planning and Development	<p>Monthly plan is sent to the individual staff through email. Invitation for seminar, conference and workshop are sent through email and whatsapp groups to all the staff members. Article alert system in which the new arrival of articles are sent to the email of the staff members.</p>
Administration	<p>Students database maintained in the principal's room. Daily attendance sends to the parents through SMS. Biometric system for staff and students were recorded. Principal's announcement through email or mobile phone.</p>
Finance and Accounts	<p>Salary for the management staff through banking.</p>
Student Admission and Support	<p>College prospectus and application forms are available in the college website. Learning material for students is uploaded in the staff's individual website. Students' scholarship is directly deposited in their bank account.</p>
Examination	<p>Examination timetable is put up in the college website. Semester results are</p>

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
<b>No Data Entered/Not Applicable !!!</b>				
No file uploaded.				

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)
<b>No Data Entered/Not Applicable !!!</b>						
No file uploaded.						

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
Environmental Science	1	10/07/2018	30/07/2019	21
No file uploaded.				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
2	2	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<b>No Data Entered/Not Applicable !!!</b>		

### 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
<b>Manicakavasagam Charitable Foundation</b>	<b>2000000</b>	<b>Self-Finance Teaching and Non-Teaching Staff members salary</b>
<a href="#">View File</a>		

6.4.3 – Total corpus fund generated

<b>2050000</b>
----------------

**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
<b>Academic</b>	<b>No</b>		<b>No</b>	
<b>Administrative</b>	<b>No</b>		<b>No</b>	

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

<b>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.</b>
---

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

<b>A Faculty awareness program on Postal Life Insurance was organized. Updating the systems with high configuration. Hands on experience on documentation. Training in safety measures. Training on establishing paperless office.</b>
--

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

<b>1.Up gradation of Digital Language Laboratory 2.Introduction of test and online submission of Assignment. 3.Upgradation of sports facilities</b>
---

6.5.5 – Internal Quality Assurance System Details

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

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
<b>2019</b>	<b>Recent Innovations in Teaching of Mathematics</b>	<b>14/03/2019</b>	<b>14/03/2019</b>	<b>14/03/2019</b>	<b>350</b>
<a href="#">View File</a>					



2018	1	1	20/09/2018	1	Swachh Bharath A bhiyan- Urban scheme	Clean City	136
2018	1	1	13/10/2018	1	Rally	Avoid Plastics	136
2018	1	2	14/09/2018	2	Rally on voter awareness campaign	Voter awareness	327
2018	1	1	13/11/2018	1	Top kids-Quiz Kidz Programme	Volunteers for Kids Quiz	40
2018	1	1	25/11/2018	1	Palace cleaning work campaign	Thirumala i Naicker Mahal Cleaning work	136
2018	1	1	20/12/2018	1	Clean Vaigai river Campaign	Cleaning the Vaigai river	136
2018	1	1	20/02/2019	1	Rally	Rally in memory of the Pulwama attack	191
No file uploaded.							

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 Calendar	09/07/2018	Rules and Regulations of the College is published in the College Calendar and it is strictly followed. The rules and regulations are uploaded in the college website also.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Parents Teachers Association meeting	16/03/2019	16/03/2019	327
<a href="#">View File</a>			

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

1. Ecofriendly power generator is used for alternative power source. 2. Green plants have planted in the college campus. 3. Awareness programme was organized for creating awareness on avoiding plastics. 4. Save the water 5. Paperless Communication among Faculty and Principal
---

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

1. Title of the practice School Internship Research 2. The context that required the initiation of the practice (100 - 120 words) An internship is a work-related learning experience to develop hands on work experience in a certain occupational field. The educational research is important for the students to improve practices and at the same time, it helps in improving those individuals who really wish to bring improvement in research. The purpose of research is really an ongoing process of correcting and refining hypotheses, which should lead to the acceptance of certain scientific truths. By conducting a small-scale education research project and writing a report on it, student teachers learned important educational research skills, such as how to detect problems, construct hypotheses, review literature, select a suitable research methodology, choose data- collecting instruments, gather and analyse data. Thus, our college started research during in their school internship.

3. Objectives of the practice (50 - 60 words) 1. To provide an opportunity to students to develop research skills. 2. To help the students to find out solutions to particular problems arising in their classroom or school. 3. To bring out the innate capability of the students. 4. To promote their interpersonal skills. 5. To help students to become more self-reliant 6. To make the students to realise the challenges in school activities.

4. The Practice (250 - 300 words) Before starting the internship school teaching practice, our faculty oriented about the research and research methodology to the student teachers. From this orientation, students learned the steps involved in the research. Students are instructed to do the research either individual or in groups. The research tools are available in our college library. Students utilised the research tools for their research. Students get the constant guidance and clarification from the faculty at the time of school visit. Thus, under the guidance of principal and faculty mentors, students finished their research. Best research reports scrutinised by the research committee and awarded by the principal.

5. Obstacles faced if any and strategies adopted to overcome them (150 - 200 words) Besides syllabus, our college insisted research activity for the development of research attitude towards the students. Students must show interest towards research. Otherwise it will not become successful. To prevent this, our faculty took efforts to follow the student's research work. The school headmaster, teachers and students should cooperate with the researchers to help for data collection and experimentation. The researcher or student teacher should dedicate their time to the fullest effort of their completion.

6. Impact of the practice (Evidence of Success) (100 - 120 words) Success is evident in many ways: At the end of the internship teaching practice, we collected the research report of the students. We evaluated their research report. Our college encouraged the students to publish the research article in the College E-journal Edu-spectra and other journals. All the students were enthusiastically involved in the research. The evident details of the research are given below.

1. Students research reports 2. E-journal articles.

7. Resources required Human resources - Students, Trainable faculty members Research tools. Publications of Journals.

Need practice in • Report writing. • Data collection. • Analysis of information from different sources. • Finding information off the internet. • Critical thinking. • Planning and scheduling. • Interviewing. • Critical analysis.

Best Practice - 2

1. Title of the practice Online Meditation 2. The context that required the initiation of the practice (100 - 120 words) Meditation is a practice where an individual uses a technique such as mindfulness or focusing the mind on a particular object, thought or activity to train attention and awareness and achieve a mentally clear, emotionally calm and stable state. Meditation is a habitual process of training human's mind to focus and redirect our thoughts. We can use it to increase awareness of oneself and surroundings.



It also helps to reduce stress and develop concentration. Multiple studies have shown that meditation can help reduce levels of depression and anxiety. Thus, our College has realised the value of meditation and implemented from this academic year to take care of the student's health and their personality development.

3. Objectives of the practice (50 - 60 words) ? To grow with holistic development ? To show scientific interest in meditation ? To realize one's true potential as human being ? To develop the sense of honest and self-motivation ? To develop courage and confidence to the demands of life ? To develop the ability to draw the inspiration within oneself.

4. The Practice (250 - 300 words) Our College is always concentrating on ethical practices. In this connection, our College has made MOU with Heartfulness Institute, USA. They offer meditation course by online mode in every Saturday of the week. At the fresh morning the meditation will be started. The course duration of the programme is 30 weeks. 60 minutes in class session and outdoor projects are also provided in this meditation course. Class lectures from scholars and Professionals sessions were handled through online. The main topics are Attitude Building, Building Self-belief, Communication Skills, Effective Inter Personal Skill and Team Effectiveness. Besides, practical session of Relaxation technique and Rejuvenation technique give more value to the students. Continuous online assistance strengthens the meditation programme successfully.

5. Obstacles faced if any and strategies adopted to overcome them (150 - 200 words) The meditation programme is based on online mode. So, the broadband connection is essential to run the programme effectively. Our College has broadband connection with Wifi facility. The professionals from India and USA handle the session through online. Student's support is essential. Extra effort should be taken by the faculty members and students to utilise their precious time in this concerned is very essential. We have conducted all the session successfully.

6. Impact of the practice (Evidence of Success) (100 - 120 words) ? Online sessions from highly experienced professionals. ? Live practical session ? Impact of the meditation programme, students realised the value and moral system. ? Students received the certificates from Heartfulness Institute, USA.

7. Resources required Support from Heartfulness Institute Broadband Connection Adequate Space Well Ventilation Student support.

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/bestpractices2018-19.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

Though the institution is distinct in various aspects in the field of teacher education, its distinctiveness is predominant in celebrating Grandpa and Grandma Day. Our college emphasis respect to elders. In order to honor the grandparents of the students, we celebrate the grandparents day every year. Usually student teachers invite their grandparents to our college on grandparent's day function. They mutually shared their experiences by expressing their love and affection. Fun games also arranged for grandparents. Students and grandparents really felt good to celebrate the grandparent's day. This way college is distinct from other aspects of curricular activities.

Provide the weblink of the institution

[www.tcp.ac.in](http://www.tcp.ac.in)

### 8.Future Plans of Actions for Next Academic Year

1. To establish a reader's club and implement the book review presentation by the staff. 2. To provide curtain in Multipurpose Hall, Seminar Hall and all

classrooms. 3. To fit the CCTV camera in the entire campus. 4. To strengthen the tutoring classes to the weaker students of sister concern school. 5. To motivate the teachers to apply for projects. 6. To provide high speed wifi Internet broadband connection in Faculty room, Office room and Principal room. 7. To encourage teachers to do online courses.