

A. Profile of the Institution

1. Name and address of the institution : St. Christopher's College of Education
No.63, E.V.K.Samath Road,
Vepey, Chennai – 600007.
2. Website URL : www.sccd.com
3. For communication :

Office

Name	Telephone Number with STD Code	Fax No	E-Mail Address
Principal:Dr.Mrs.Rachel Jebaraj	044 - 26618577	044 - 26618577	christophers@vsnl.com rachel_jebaraj@rediffmail.com
Vice Principal: Mrs.Regina Joel	044 - 26618577	044 - 26618577	eng.regichris@gmail.com reginapriya93@gmail.com
Self - appraisal Co-ordinator: Dr.Mrs.Nithila Devakarunyam	044 - 26618577	044 - 26618577	nithila0206@yahoo.co.uk

Residence

Name	Telephone Number with STD Code	Mobile Number
Principal: Dr.Mrs.Rachel Jebaraj	044-26618286	9566232880
Vice Principal: Mrs.Regina Joel	-	9840774112
Self - appraisal Co-ordinator: Dr.Mrs.Nithila Devakarunyam	044-22394812	9840247087

4. Location of the Institution:

Urban Semi-urban Rural Tribal
Any other

5. Campus area in acres:

6. Is it a recognized minority institution?

Yes No

7. Date of establishment of the institution:

Month & Year

MM	YYYY
07	1923

8. University/Board to which the institution is affiliated:

Tamil Nadu Teachers
Education University

9. Details of UGC recognition under sections 2(f) and 12(B) of the UGC Act.

2f

MM	YYYY
06	1972

(Month & Year)

12B

MM	YYYY

Established before 17th June 1972.

(Month & Year)

10. Type of Institution

a. By funding

- i. Government
- ii. Grant-in-aid
- iii. Constituent
- iv. Self-financed
- v. Any other (specify and indicate)

b. By Gender

i. Only for Men

ii. Only for Women

iii. Co-education

c. By Nature

i. University Dept.

ii. IASE

iii. Autonomous College

iv. Affiliated College

v. Constituent College

vi. Dept. of Education of Composite College

vii. CTE

Viii. Any other

Religious Minority

11. Does the University / State Education Act have provision for autonomy?

Yes No

If yes, has the institution applied for autonomy?

Yes No

Applied and got it in 1988-89

12. Details of Teacher Education programmes offered by the institution:

Sl. No.	Level	Programme/ Course	Entry Qualification	Nature of Award	Duration	Medium of instruction
i)	Pre-primary			Certificate		
				Diploma		
				Degree		
ii)	Primary/ Elementary			Certificate		
		D.El.Ed.	Plus Two	Diploma	2 Years	Tamil
				Degree		
iii)	Secondary/ Sr. secondary			Certificate		
				Degree		
		B.Ed.	Graduate / Post Graduate	Degree	1 Year	English
iv)	Post Graduate			Diploma		

Sl. No.	Level	Programme/ Course	Entry Qualification	Nature of Award	Duration	Medium of instruction
v)	Other	M.Ed	B.Ed.	Degree	1 Year	English
		M.Phil	M.Ed	Degree	Regular - 1Yr Part Time - 2 Yrs	English
	Extended Activity	Nursery Education	Pass in +2	Diploma	1 Year	English

13. Give details of NCTE recognition (for each programme mentioned in Q.12 above)

Level	Programme	Order No. & Date	Valid upto	Sanctioned Intake
Primary/Elementary	D.El.Ed. Started in 1928	F.TN/Ele-13/ SRO/NCTE/ 2000-2001 / 844 dated 07.07.2000		40
Secondary/ Sr.secondary	B.Ed. Started in 1923	F.TN/BED/11/SRO/NCTE/ 2000-2001/708 dated 05.07.2000		160
Post Graduate	M.Ed. Started in 1976	F.No.49-4/ 2010 /PT/ NCTE(N&S)/A20878/ dated 30.07.2010		35
Other (specify)	M.Phil. Started in 1996	No. A II / M.Phil. (FT & PT) Education / 1996-97 / MLS / 709 dated 26.06.1996		4
	Ph.D	No. A 1293 dated 12.04.1977		Based on the number of guides

B) Criterion-wise inputs

Criterion I: Curricular Aspects

1. Does the Institution have a stated

Vision

Yes	✓	No	
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Mission

Yes	✓	No	
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Values

Yes	✓	No	
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Objectives

Yes	✓	No	
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2. a) Does the institution offer self-financed programme(s)?

If yes,

Yes	✓	No	
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a) How many programmes?

One-Commerce & Accountancy
and 12 Certificate courses

b) Fee charged per programme

Same fees as others for optional.
For certificate Courses – different
fees for each course

3. Are there programmes with semester system

YES

4. Is the institution representing/participating in the curriculum development/ revision processes of the regulatory bodies?

Yes	✓	No	
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If yes, how many faculties are on the various curriculum development/vision committees/boards of universities/regulating authority?

All the faculty members

Other Universities

And Parent University

And College of Education

} - Principal - Member

Other Colleges of Education

} - Faculty members - 3

5. Number of methods/elective options (programme wise)

D.El.Ed.	5 + 5
B.Ed.	10 methods / Elective - 6
M.Ed. (Full Time)	3 Electives
Part Time	N.A
Any other : M.Phil.	2- Area Paper & Research Colloquium

6. Are there Programmes offered in modular form

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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Number	7
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Two Value education courses

First Aid

Family Life Education

Certificate Courses

Two Short term courses

7. Are there Programmes where assessment of teachers by the students has been introduced

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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Number	2 (B.Ed. & M.Ed.)
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8. Are there Programmes with faculty exchange/visiting faculty

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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Number	2 (B.Ed. & M.Ed.)
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9. Is there any mechanism to obtain feedback on the curricular aspects from the

- Heads of practice teaching schools
Methodology, Plan of lesson, Concept mapping,
Reflective log

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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- Academic peers – College – experts in the field

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
-----	-------------------------------------	----	--------------------------
- Alumni – Teachers in the practice teaching
schools (our old students)

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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- Students – Feed back at the end of the course

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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- Employers – weightage to testimonials &
Placement of students.

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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10. How long does it take for the institution to introduce a new programme within the existing system?

- 2 short term courses
 - TET coaching
- } Minimum 3 months

11. Has the institution introduced any new courses in teacher education during the last three years?

Yes	✓	No	
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Number	5
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- Two Short term courses - ICT, ECS
- Methods of teaching and learning - Additional Core paper
- Practical aspects – for core papers
- Peace Education incorporated in all courses

12. Are there courses in which major syllabus revision was done during the last five years?

Yes	✓	No	
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Number	44
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All the courses in each programme

- | | | |
|--------------------------|---|--------|
| Core Courses – 6 | } | B.Ed |
| Special courses - 10 X 2 | | |
| Elective courses - 6 | | |
| Core Courses – 4 | } | M.Ed. |
| Elective courses -3 | | |
| Supportive courses - 2 | | |
| Core courses -2 | } | M.Phil |
| Area Paper - 1 | | |

13. Does the institution develop and deploy action plans for effective implementation of the curriculum?

Yes No

- IQAC
- Planning and Evaluation
- Board of Studies / Academic Council

14. Does the institution encourage the faculty to prepare course outlines?

Yes No

As it is a Single faculty institution, every staff member prepares the course outline.

Criterion II: Teaching-Learning and Evaluation

1. How are students selected for admission into various courses?

- a) Through an entrance test developed by the institution
- b) Common entrance test conducted by the Government
- c) Through an interview
- d) Entrance test and interview
- e) Merit at the qualifying examination
- f) Any other : - Through Counselling

Till 1998
From 1998
-
Till 1998
✓

- 50% Preference to Christian Students on merit basis.

(If more than one method is followed, kindly specify the weightages)

2. Furnish the following information (for the previous academic year): 2012-13

- a) Date of start of the academic year
- b) Date of last admission
- c) Date of closing of the academic year
- d) Total teaching days
- e) Total working days

10/09/2012
15/10/2012
25/05/2013
180 DAYS
200 DAYS

3. Total number of students admitted 2013 - 2014

Programme	Number of students			Reserved			Open		
	M	F	Total	M	F	Total	M	F	Total
D.El.Ed.	-	11	11	-	-	-	-	11	11
B.Ed.	-	160	160	-	67	67	-	93	93
M.Ed. (Full Time)	-	15	15	-	-	-	-	15	15
M.Ed. (Part Time)	Not Applicable								
M.Phil.	-	3	3	-	-	-	-	3	3
Ph.D.	1	5	6	-	-	-	-	6	6

4. Are there any overseas students?

Yes		No	✓
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If yes, how many?

-

5. What is the 'unit cost' of teacher education programme? (Unit cost = total annual recurring expenditure divided by the number of students/ trainees enrolled).

Programme	Unit cost including salary component Rs.	Unit cost excluding salary component Rs.
B.Ed.,	38,219	28,093
M.Ed.,	38,219	28,093
M.Phil.,	20,129	14,795
D.El.Ed.,	24,154	17,754

*(Please provide the unit cost for each of the programme offered by the institution as detailed at **Question 12** of profile of the institution)*

6. Highest and Lowest percentage of marks at the qualifying examination considered for admission during the previous academic session (2013-14)

Programmes	Open (Counselling)		Reserved (Management)	
	Highest (%)	Lowest (%)	Highest (%)	Lowest (%)
D.El.Ed.	-	-	80.75	43.33
B.Ed.,	-	-	87.36	47
M.Ed. (Full Time)	-	-	76.03	60
M.Ed. (Part Time)	Not Applicable			

7. Is there a provision for assessing students' knowledge and skills for the programme (after admission)?

Yes No

- Expectations in the college (during orientation)
- Entry behavior test (department wise)

8. Does the institution develop its academic calendar?

Yes No

9. Time allotted (in percentage) 2013 - 2014

Programmes	Theory	Practice Teaching	Practicum
D.El.Ed. (per year)	63.6%	18.2%	18.2%
B.Ed.	52.27%	25%	22.73%
M.Ed. (Full Time)	60.83%	Dissertation 37.5%	Internship 1.67%
M.Ed. (Part Time)	Not Applicable		

10. Pre-practice teaching at the institution

a) Number of pre-practice teaching days
Observation – 5
Micro Teaching - 10

1	5
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b) Minimum number of pre-practice teaching lessons given by each student
3 per special course

-	6
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11. Practice Teaching at School

a) Number of schools identified for practice teaching

1	9
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b) Total number of practice teaching days

4	0
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c) Minimum number of practice teaching lessons given by each student

4	0
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12. How many lessons are given by the student teachers in simulation and pre-practice teaching in classroom situations?

No. of Lessons In simulation	5	No. of Lessons Pre-practice teaching	6
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13. Is the scheme of evaluation made known to students at the beginning of the academic session?

Yes No

- Orientation day
- Calendar
-

14. Does the institution provide for continuous evaluation?

Yes No

15. Weightage (in percentage) given to internal and external evaluation

Programmes	Internal	External
D.El.Ed.	-	Theory 100%
B.Ed.	40%	60%
M.Ed. (Full Time)	40%	60%
M.Phil	20%	80%

16. Examinations

a) Number of sessional tests held for each paper
 Minimum three short tests and three long tests

b) Number of assignments for each paper

17. Access to ICT (Information and Communication Technology) and technology.

	Yes	No
Computers	✓	
Intranet		✓
Internet	✓	
Software / courseware (CDs)	✓	
Audio resources	✓	
Video resources	✓	
Teaching Aids and other related materials	✓	
Any other - Smart class	✓	

18. Are there courses with ICT enabled teaching-learning process?

Yes No

Number B.Ed. 6 + 6 + 20

Number M.Ed. 4 + 3 + 2

B.Ed. – 6 Core courses
 6 Elective courses
 2 x 10 Special courses
 M.Ed. – 4 Core courses
 3 Elective courses
 2 Supportive courses

19. Does the institution offer computer science as a subject?

Yes	✓	No	
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If yes, is it offered as a compulsory or optional paper?

Compulsory

- Short term course on ICT
- A.V. Teaching Lesson

Optional

As special Course – Computer Education

Criterion III: Research, Consultancy and Extension

1. Number of teachers with Ph. D and their percentage to the total faculty strength

Number	6	40 %
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In addition one submitted and two will be submitting, five applied for registration.

2. Does the Institution have ongoing research projects?

Yes	✓	No	
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If yes, provide the following details on the ongoing research projects:

1

Publication of Research Journal “Beyond Horizon” with ISSN 2321-6972

Funding agency	Amount (Rs)	Duration (years)	Collaboration, if any
Management	6000	2012 – 2013	-
UGC	2,45,000	2014 – 2015	Interdisciplinary

Research Project approved for sanction of financial assistance to the Interdisciplinary Research Project titled “Estimation and Enhancement of Vital Capacity (Inter Disciplinary)” to be carried out in 2014 -2015

3. Number of completed research projects during last three years:

86

	2010-11	2011-12	2012-13	Total
M.Ed	33	24	19	76
M.Phil	2	2	1	5
Ph.D	-	-	5	5

4. How does the institution motivate its teachers to take up research in education? (Mark ✓ for positive response and X for negative response)

➤ Teachers are given study leave

➤ Teachers are provided with seed money

➤ Adjustment in teaching schedule

➤ Providing secretarial support and other facilities

➤ Any other :

- FDP by UGC
- Substitutes employed
- Through contingency grant
- Guiding M.Ed., M.Phil., & Ph.D., Scholars.
- Action research – B.Ed. Level
- Minor projects – Individual & Interdisciplinary

5. Does the institution provide financial support to research scholars?

Yes

No

- UGC - FDP for the teaching staff of our college
- Concession in fees
- Free use of library
- Cash award to Teacher Educators for Publication - Management

6. Number of research degrees awarded during the last 5 years.

a. Ph.D.

6

b. M.Phil.

5

7. Does the institution support student research projects (UG & PG)?

Yes No

B.Ed. – Action Research & Paper II projects for PGs

M.Ed. – Dissertation

8. Details of the Publications by the faculty (Last five years): 2008-2009 to 2013-2014

	Yes	No	Number
International journals	✓		4
National journals – Referred papers			15
Non referred papers	✓		
Academic articles in reputed magazines/news papers	✓		3
Books	✓		19
Any other (specify and indicate) College Magazines	✓		3

9. Are there awards, recognition, patents etc received by the faculty?

Yes No Number

- National Gold Star Award
- Award by St. John Ambulance Association
- Certificate of appreciation by Indian Association for the Blind 2013-2014
- Outstanding Service award by Indian Association for the Blind

10. Number of papers presented by the faculty and students (during last five years)

	Faculty	Students
National seminars	17	4
International seminars	32	1
Any other academic forum (State level/Regional level)	9	-

11. What types of instructional materials have been developed by the institution?
(Mark `✓' for yes and `X' for No.)

Self-instructional materials

Print materials

Non-print materials (e.g. Teaching

Aids/audio-visual, multimedia, etc.)

Digitalized (Computer aided instructional materials)

Question bank

Any other (specify and indicate)

12. Does the institution have a designated person for extension activities?

Yes No

If yes, indicate the nature of the post.

Full-time Part-time Additional charge

13. Are there NSS and NCC programmes in the institution?

Yes No

14. Are there any other outreach programmes provided by the institution?

Yes No

- Irrulipet
- Oppurtunity School
- Navajeevan
- Girls Town
- Women for Aged
- Adult literacy Centre
- ICOSA
- Lotus Hostel for the blind

15. Number of other curricular/co-curricular meets organized by other academic agencies/NGOs on Campus

- TNOU → Distance Education B.Ed.
- St. John Ambulance Association → First Aid
- NCE → Workshop on Right to education
- Learning Links Foundation – ICT & ECS
- TNTEU → Principal’s meet Research Methods - Workshop
- Ruha and Nurture Essential for Sustainable and Social Action –D.El.Ed. Environment Programme

16. Does the institution provide consultancy services?

Yes No

- Extension Service Department/ Faculty of the College

In case of paid consultancy what is the net amount generated during last three years.

17. Does the institution have networking/linkage with other institutions/ organizations?

Local level	✓
State level	✓
National level	✓
International level	✓

- NKT College of Education - Local level
- St. John Ambulance Association – National level
- NCE - National level
- AIACHE - National level
- IAPCHEA -International level
- CUAC - International level
- Concordia, New York – International level
- Darwin, Australia - International level
- University of the South, Sewanee, Atlanta , USA – International level

Criterion IV: Infrastructure and Learning Resources

1. Built-up Area (in sq. mts.)

7753.13 sq.mts.

2. Are the following laboratories been established as per NCTE Norms?

a) Methods lab	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
b) Psychology lab	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
c) Science Lab(s)	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
d) Education Technology lab	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
e) Computer lab	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
f) Workshop for preparing teaching aids	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

3. How many Computer terminals are available with the institution?

82

4. What is the Budget allotted for computers (purchase and maintenance) during the previous academic year (2013-2014)?

Rs.2,97,200

5. What is the Amount spent on maintenance of computer facilities during the previous academic year (2013-2014)?

Rs.48,600

6. What is the Amount spent on maintenance and upgrading of laboratory facilities during the previous academic year (2013-2014)?

Rs.76,345

7. What is the Budget allocated for campus expansion (building) and upkeep for the current academic session/financial year?

Details	Extension of Existing Women's Hostel	Indoor Sports Training Facility	Maintenance and upkeep
UGC	60,00,000/-	40,00,000/-	4,50,000
Management	60,95,058/-	90,61,000/-	5,84,137

8. Has the institution developed computer-aided learning packages?

Yes No

9. Total number of posts sanctioned

(Minority Institution for Women)

Teaching

Non-teaching

		Open		Reserved	
M	F	M	F	M	F
-	16	-	-	-	-
-	18	-	-	-	-

10. Total number of posts vacant

(Minority Institution for Women)

(Two sent for approval)

Teaching

Non-teaching

		Open		Reserved	
M	F	M	F	M	F
-	4	-	-	-	-
-	6	-	-	-	-

- 11 (a) Number of regular and permanent teachers : (Minority Institution for Women)

S.No	Designation	Approved	Management
1	Principal	1	-
2	Associate Professors	6	-
3	Assistant Professors	2	2
4	Co-ordinator	-	1*
5	Physical Directors	1	-
6	Librarian	-	1*

*Sent for Approval

D.El.Ed. :			
7	Headmistress	1	-
8	Lecturers	-	3
9	Sewing Mistress	1	-
10	Librarian	-	1

(b) Number of temporary/ad-hoc/part-time teachers (Gender-wise)

N.A.

(c) Number of teachers from

Same state

All

Other states

-

12. Teacher student ratio (program-wise)

Programme	Teacher student ratio
D.El.Ed.	1:12.5
B.Ed.	1:12.5
M.Ed. (Full Time)	1:5

13. a. Non-teaching staff

Category	Male	Female
Approved	2	3
Management	3	4

b. Technical Assistants

Category	Male	Female
Approved	-	2
Management	2	-

c. Maintenance Staff

Category	Male	Female
Approved	5	-
Management	1	7

14. Ratio of Teaching – non-teaching staff

20:16

15. Amount spent on the salaries of teaching faculty during the previous academic session (% of total expenditure)

78.74%

16. Is there an advisory committee for the library?

Yes No

- Principal
- Vice – Principal
- Bursar
- Librarians
- Technical Assistant
- Students

17. Working hours of the Library

On working days

9.15 am to 5.00 p.m.
6.30 pm to 10.15 p.m.
(Study Hours)

On holidays

9.15 am to 5.00 p.m.
6.30 pm to 10.15 pm.
(Study Hours)

During examinations

9.15 am to 5.00 p.m.
6.30 pm to 10.15 pm.
(Study Hours)

18. Does the library have an Open access facility

Yes No

19. Total collection of the following in the library

a. Books	29100
Titles	6900
Reference books	3000
b. Magazines	30
c. Journals Subscribed	
- Indian Journals	40
- Foreign Journals	20
d. Peer reviewed journals	15
e. Back volumes of journals	17000
f. E-information resources	1
-Online journals and E-Books on Education (Subscribed through N-LIST)	778
- CDs/DVDs	✓
- Databases	✓
- Video Cassettes	✓
- Audio Cassettes	✓

20. Mention the

Total carpet area of the Library (in sq. mts.)

280 sq. mts.

Seating capacity of the Reading room

185 Nos.

21. Status of automation of Library

Yet to intimate

Partially automated

Fully automated

22. Which of the following services/facilities are provided in the library?

Circulation	✓
Clipping	✓
Bibliographic compilation	✓
Reference	✓
Information display and notification	✓
Book Bank	✓
Photocopying	✓
Computer and Printer	✓
Internet	✓
Online access facility	✓
Inter-library borrowing	
Power back up	✓
User orientation /information literacy	✓
Any other	-

Resident students have facilities for residents access to the library from 6.30 p.m. to 10.00 p.m. under the guidance of a residential staff.

23. Are students allowed to retain books for examinations?

Yes	✓	No	-
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24. Furnish information on the following

Average number of books issued/returned per day

15-20

Maximum number of days books are permitted to be retained

by the students

2 days

by the faculty

1 – 2 weeks

Maximum number of books permitted for issue

for students

2 books

for faculty

No limit

Average number of users who visited/consulted per month

10 persons

Ratio of library books (excluding textbooks and book bank facility) to the number of students enrolled

159:1

25. What is the percentage of library budget in relation to total budget of the institution?

9.05%

26. Provide the number of books/ journals/ periodicals that have been added to the library during the last three years and their cost.

	I (2011-12)		II (2012-13)		III (2013-14)	
	Number	Total cost (in Rs.)	Number	Total cost (in Rs.)	Number	Total cost (in Rs.)
Text books	400	120000	200	54000	-	-
Other books -Reference Books	680	364000	323	170000	637	200000
Journals/ Periodicals	-	-	5	2400	-	-
Any others						
- Encyclopedias	25	16000	-	-	-	-
- e- Journals	-	-	778	5000	-	-

27. Any other (specify)

Books are bought for Departmental Libraries every year.

Criterion V: Student Support and Progression

1. Programme wise “dropout rate” for the last three batches

Programmes	2011-12	2012-13	2013-14
D.T.El.Ed.	-	-	-
B.Ed.	6	3	5
M.Ed. (Full Time)	2	-	-
M.Ed. (Part Time)	Not Applicable		

Mostly due to health conditions.

2. Does the Institution have the tutor-ward/or any similar mentoring system?

Yes	✓	No	
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If yes, how many students are under the care of a mentor/tutor?

12-14

3. Does the institution offer Remedial instruction?

Yes	✓	No	
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4. Does the institution offer Bridge courses?

Yes	✓	No	
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5. Examination Results during past three years (provide year wise data)

	UG			PG			M.Phil		
	I	II	III	I	II	III	I	II	III
	10-11	11-12	12-13	10-11	11-12	12-13	10-11	11-12	12-13
Pass percentage	100	100	100	100	100	100	100	100	100
Number of first classes	144	130	131	33	21	18	2	1	1
Number of distinctions	7	15	10	-	-	-	-	-	-
Exemplary performances (Gold Medal and university ranks)	1	1	1	-	-	-	-	-	-
Autonomous College									

6. Number of students who have passed competitive examinations during the last three years (provide year wise data)

	I 2011 - 2012	II 2012 - 2013	III 2013 - 2014	Total
NET	1	-	-	1
SLET/SET	-	-	-	-
Any other - TET	-	15	40	55

(As made known to the Institution)

7. Mention the number of students who have received financial aid during the past three years.

Financial Aid	I 2010-2011	II 2011 - 2012	III 2012-2013
Merit Scholarship	-	-	-
Scholarship(Samaj Kalyan)	-	-	-
Fee concession- SC/ST	41	33	49
Loan facilities	25	20	30
Any other- Management Scholarship	27	33	13
Backward Scholarship	77	56	59
Most Backward Scholarship	31	28	20
Adi-Dravida Scholarship	62	63	76

8. Is there a Health Centre available in the campus of the institution?

College Doctor

Yes	✓	No	
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Sick Room

Yes	✓	No	
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9. Does the institution provide Residential accommodation for:

Faculty

Yes	✓	No	
-----	---	----	--

Non-teaching staff

Yes	✓	No	
-----	---	----	--

 for ladies only

10. Does the institution provide Hostel facility for its students?

Yes	✓	No	
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If yes, number of students residing in hostels (2013-2014)

Men	<table border="1"><tr><td>-</td></tr></table>	-
-		
Women	<table border="1"><tr><td>84</td></tr></table>	84
84		

11. Does the institution provide indoor and outdoor sports facilities?

Sports fields	<table border="1"><tr><td>Yes</td><td>✓</td><td>No</td><td></td></tr></table>	Yes	✓	No	
Yes	✓	No			
Indoor sports facilities	<table border="1"><tr><td>Yes</td><td>✓</td><td>No</td><td></td></tr></table>	Yes	✓	No	
Yes	✓	No			
Gymnasium	<table border="1"><tr><td>Yes</td><td>✓</td><td>No</td><td></td></tr></table>	Yes	✓	No	
Yes	✓	No			

12. Availability of rest rooms for Women

Yes	✓	No	
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13. Availability of rest rooms for men

Yes	✓	No	
-----	---	----	--

14. Is there transport facility available?

Yes	✓	No	
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Extended service :

- Concession – Bus Pass
- Train Pass

15. Does the Institution obtain feedback from students on their campus experience?

Yes	✓	No	
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16. Give information on the Cultural Events in which the institution participated/organised.

	2012-2013						2013-2014					
	Organised			Participated			Organised			Participated		
	Yes	No	Number	Yes	No	Students Number	Yes	No	Number	Yes	No	Students Number
Inter-collegiate - Talents Day - Extempore - Pattimandram - Cultural(Zonals)	✓		1 1 1 1	✓		158 12 18 120	✓		1 1 2 3	✓		170 14 24 36
Inter-university							Not Organised					
National							Not Organised					
Any other - Human Rights - Biblical Character - Quiz - House Parties - Assembly Program	✓		1 1 12 4 12			All Dept. 12 All Dept House wise All Dept.	✓		1 1 12 4 12	✓		All Dept. 32 All Dept House wise All Dept.

(Excluding INSTITUTE day celebration)

17. Give details of the participation of students during the past year at the university, state, regional, national and international , zonal sports meets (2013-2014).

	Participation of students (Numbers)	Outcome (Medal achievers)
District	6	1
State	1	
Regional(Zone) TNTEU (Organized by the College)	1(From the College) 352(From 8 Districts)	1
National	-	
International	-	
College level	143	Individual championship – 1 First place – 20 Second place – 20 Third place – 20

18. Does the institution have an active Alumni Association?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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If yes, give the year of establishment

1925-1926

19. Does the institution have a Student Association/Council?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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20. Does the institution regularly publish a Institute magazine?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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21. Does the institution publish its updated prospectus annually?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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22. Give the details on the progression of the students to employment/further study (Give percentage) for last three years

	1 2010-2011 (%)	2 2011-2012 (%)	3 2012-2013 (%)
Higher studies	12	18	-
Employment (Total)	88	82	-

23. Is there a placement cell in the institution?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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24. If yes, how many students were employed through placement cell during the past three years.

Atleast 20% of students every year.

25. Does the institution provide the following guidance and counselling services to students?

	Yes	No
• Academic guidance and Counseling	✓	
• Personal Counseling	✓	
• Career Counseling	✓	

Criterion VI: Governance and Leadership

1. Does the institution have a functional Internal Quality Assurance Cell (IQAC) or any other similar body/committee

Yes No

2. Frequency of meetings of Academic and Administrative Bodies: (last year)

Governing Body/management	2 times				
Staff council	Every Month				
IQAC/or any other similar body/committee	At least once in two months (As and when it is necessary)				
Internal Administrative Bodies contributing to quality improvement of the institutional processes. (mention only for three most important bodies)	<table border="0"> <tr> <td>Board of Studies, Academic Council, Planning and Evaluation</td> <td rowspan="2">} Academic</td> </tr> <tr> <td>Executive Working Committee</td> <td>} Management</td> </tr> </table>	Board of Studies, Academic Council, Planning and Evaluation	} Academic	Executive Working Committee	} Management
Board of Studies, Academic Council, Planning and Evaluation	} Academic				
Executive Working Committee		} Management			

3. What are the Welfare Schemes available for the teaching and non-teaching staff of the institution?

Yes No

Loan facility

Medical assistance

Yes	✓	No	
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Doctor visiting twice in the hostel.

At present twice a week in the college also for Medical check up and Health guidance

Insurance

Yes	✓	No	
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Other (specify and indicate)

Yes	✓	No	
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For Higher studies / Research, attending seminars, workshops, financial assistance like registration and TA are given depending on the available fund. Loan facility (Interest free)

4. Number of career development programmes made available for non-teaching staff during the last three years

	2010-11	2011-12	2012-13
- Tally Course	2	3	1
- Computer Knowledge on billing			
- Programmes specifically meant for non teaching staff in other colleges			

5. Furnish the following details for the past three years

- a. Number of teachers who have availed the Faculty Improvement Program of the UGC/NCTE or any other recognized organisation

2

- b. Number of teachers who were sponsored for professional development programmes by the institution

		2011-12	2012-13	2013-14
Seminars and Conferences	State Level	-	-	Staff 2 Students 3
	National	-	-	Staff 8 Students 8
	International	1	19	-

- c. Number of faculty development programmes organized by the Institution:

2011-12	2012-13	2013-14
2	1	2

d. Number of Seminars/ workshops/symposia on Curricular development,
Teaching- learning, Assessment, etc. organised by the institution year wise from 2011-14

2011-12 2012-13 2013-14

8	5	1
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e. Research development programmes attended by the faculty

2011-12 2012-13 2013-14

2	1	1
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f. Invited/endowment lectures at the institution

2011-12 2012-13 2013-14

11	6	11
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g. Any other area (specify the programme and indicate)

2011-12 2012-13 2013-14

(Religious Activities)

4	4	4
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2011-12 2012-13 2013-14

(Research Publication)

-	2	3
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6- How does the institution monitor the performance of the teaching and non-teaching staff?

a. Self-appraisal

Yes	✓	No	
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b. Student assessment of faculty performance

Yes	✓	No	
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c. Expert assessment of faculty performance

Yes	✓	No	
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d. Combination of one or more of the above

Yes	✓	No	
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e. Any other (specify and indicate)

Yes		No	✓
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7. Are the faculty assigned additional administrative work?

Yes	✓	No	
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If yes, give the number of hours spent by the faculty per week

10- 15 hrs

(Bursar, Controller of Examination and Vice Principal)

8. Provide the income received under various heads of the account by the institution for previous academic session 2013-14

Grant-in-aid (Salary)	Rs. 1.56.21.077	
Fees	Rs. 69,77,181	
Donation	-	
Self-funded courses	Rs. 4,72,500	Certificate Courses
Any other (specify and indicate)	-	

9. Expenditure statement (for last two years)

	(2012-13)	(2013-14)
Total sanctioned Budget	Rs.1,11,15,560/-	Rs.1,29,85,026/-
% spent on the salary of faculty	54.98%	54.72%
% spent on the salary of non-teaching employees	20.93%	24.87%
% spent on books and journals	0.087%	11.56%
% spent on developmental activities (expansion of building)	17.80%	25.49%
% spent on telephone, electricity and water	2.01%	2.34%
% spent on maintenance of building, sports facilities, hostels, residential complex and student amenities, etc.	1.37%	2.37%
% spent on maintenance of equipment, teaching aids, contingency etc.	7.79%	9.31%
% spent on research and scholarship (seminars, conferences, faculty development programs, faculty exchange, etc.)	8.28%	4.92%
% spent on travel	2.22%	3.20%
% Any other (specify and indicate)	11.50%	12.50%
Total expenditure incurred	Rs.1,06,07,946	Rs.1,24,94,856

10. Specify the institutions surplus/deficit budget during the last three years? (specify the

amount in the applicable boxes given below)

Year	Surplus in ` Rs.	Deficit in ` Rs.
2011-12	1,51,562/-	-
2012-13	5,88,500/-	-
2013-14	4,90,170/-	-

Proportionally allocated for developmental activities.

11. Is there an internal financial audit mechanism?

Yes No

12. Is there an external financial audit mechanism?

Yes No

13. ICT/Technology supported activities/units of the institution:

Administration	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Finance	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Student Records	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Career Counselling	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Aptitude Testing	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Examinations/Evaluation/ Assessment	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Any other (specifies and indicate)	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>

14. Does the institution have an efficient internal co-ordinating and monitoring mechanism?

Yes No

15. Does the institution have an inbuilt mechanism to check the work efficiency of the non-teaching staff?

Yes No

16. Are all the decisions taken by the institution during the last three years approved by a competent authority?

Yes No

17. Does the institution have the freedom and the resources to appoint and pay temporary/ ad hoc / guest teaching staff?

Yes No

18. Is a grievance redressal mechanism in vogue in the institution?

	Yes	No
a) for teachers	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b) for students	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c) for non - teaching staff	<input checked="" type="checkbox"/>	<input type="checkbox"/>

19. Are there any ongoing legal disputes pertaining to the institution?

Yes No

20. Has the institution adopted any mechanism/process for internal academic audit/quality checks?

Yes No

21. Is the institution sensitised to modern managerial concepts such as strategic planning, teamwork, decision-making, computerisation and TQM?

Yes No

Criterion VII: Innovative Practices

1. Does the institution have an established Internal Quality Assurance Mechanisms?

Yes No

2. Do students participate in the Quality Enhancement of the Institution?

Yes No

3. What is the percentage of the following student categories in the institution? (Academic Year 2013-14)

	Category	Men	%	Women	%
A	SC	-	-	43	24.57
B	ST	-	-	1	0.57
C	MBC	-	-	22	12.57
D	OBC	-	-	100	57.14
E	Physically challenged	-	-	-	-
F	General Category	-	-	9	5.14
G	Rural	-	-	45	26.01
H	Urban	-	-	128	73.99
I	Any other (specify)	-	-	-	-

3. What is the percentage of the staff in the following category?

	Category	Teaching staff	%	Non-teaching staff	%
A	SC	-	-	1	4.76
B	ST	-	-	-	-
C	OBC	15	75	18	85.71
D	Women	20	100	10	47.6
E	Physically challenged	1	5	1	4.76
F	General Category	4	20	1	4.76
G	Any other Men (specify)	-	-	-	-

5. What is the percentage incremental academic growth of the students for the last two batches?

Category	At Admission		On completion of the course	
	Batch I 2012-13	Batch II 2013-14	Batch I 2012-13	Batch II 2013-14
SC	44	43	44	43
ST	2	1	2	1
MBC	21	22	19	22
OBC	104	100	103	99
Physically challenged	1	-	1	-
General Category	4	9	4	8
Rural	47	46	47	45
Urban	129	132	126	128
Any other (specify)	-	-	-	-