



AQAR REPORT REVIEW

ST.IGNATIUS COLLEGE OF EDUCATION

Aishe id : C-14405

Submitted for : 2020-2021

Submitted Date : 25/01/2022 04:41 PM

Reference AQAR Link : [Click here](#)

Over all Comments : AQAR is accepted

Acceptance date : 17/03/2022

Review/Re-open History

SL NO	Comments by Officer	Review Date	Response of Institution
1	On scrutiny of the AQAR it is observed that, Most of the links provided is not opening. Please look into and rectify the same. Kindly revisit the AQAR and enter appropriate values / information in respective metrics and do not leave any metric blank/unanswered. In case of no data for the metric /non applicability, kindly enter "00" for numerical values and "NIL / NA" whichever is appropriate. You can edit the AQAR wherever applicable. Please ensure that you have given all the information correctly and the uploaded supporting documents /provided link to support the claims wherever	04/02/2022	We have edited the needed information and the links are pasted in the right place

required. Your AQAR
is reopened for
editing, kindly
request you to
resubmit within 15
days from the receipt
of this clarification
request.



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution		St.Ignatius College of Education
• Name of the Head of the institution	Dr.M.Maria Saroja	
• Designation	Principal i/c	
• Does the institution function from its own campus?	Yes	
• Phone No. of the Principal	04622560219	
• Alternate phone No.	04622560558	
• Mobile No. (Principal)	9488662905	
• Registered e-mail ID (Principal)	shaanmaria@gmail.com	
• Address	7,Punithavathiyar Street, Palayamkottai	
• City/Town	Tirunelveli	
• State/UT	Tamilnadu	
• Pin Code	627002	
2.Institutional status		
• Autonomous Status (Provide the date of conferment of Autonomy)	04/06/2009	
• Type of Institution	Women	
• Location	Urban	

• Financial Status	Grants-in aid				
• Name of the IQAC Co-ordinator/Director	Dr.R.Indra Mary Ezhilselvi				
• Phone No.	04622560558				
• Mobile No:	9442394778				
• IQAC e-mail ID	iqac20ign@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://ignatiuscollegeofeducation.com/pdf/aqar/aqar19-20.pdf				
4.Was the Academic Calendar prepared for that year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://ignatiuscollegeofeducation.com/pdf/ign%20calendar%202020-21.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A	Nil	2004	03/05/2004	02/05/2009
Cycle 2	A	3.10	2011	16/09/2011	15/09/2016
6.Date of Establishment of IQAC			11/10/2004		
7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?					
Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount	
St. Ignatius College of Education (Autonomous)	[A.01.02.02] Autonomous College	UGC	01/04/2020	00	
8.Provide details regarding the composition of the IQAC:					
• Upload the latest notification regarding the composition of the IQAC by the HEI			View File		

9.No. of IQAC meetings held during the year	04	
Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website?	Yes	
If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Did IQAC receive funding from any funding agency to support its activities during the year?	No	
If yes, mention the amount		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
Significant Contribution made by IQAC: (2020-2021) ?Student Induction Programme and Spoken English Course for skill enhancement and overall development of the student teachers are conducted online. Interactive English Course was organized from 07.11.2020 to 13.11.2020. ?26 Webinars in Regional, National and International Level were organized to enrich the prospective teachers. ?Two-day faculty development programme, on 2nd and 3rd September 2020, provided a platform to learn the tools and techniques needed to design and develop digital resources for teaching and learning. ?As a result of the efforts taken with the support of Sr. Landrada Centre for Research of the College, an institutional project and a group project funded by 'The Council of the ICM Educational Institutions' were completed during the academic year 2020-2021. ?Faculty Exchange Programme was conducted from 19.04.2021 to 22.04.2021, with VOC College of Education, Tuticorin and Annammal College of Education for Women, Tuticorin respectively to enhance student learning and to bring in multiple talents.		
12.Plan of action chalked out by IQAC at the beginning of the academic year towards quality enhancement and the outcome achieved by the end of the academic year:		

Plan of Action	Achievements/Outcomes
• Internship through online mode • Interactive student induction programme has to be conducted through online • Develop communication skills of student teachers • Organize webinar and workshops during lockdown period • Faculty development programme for enhancing e-learning system • Encourage staff to undertake institutional projects and apply for projects • Conduct Faculty Exchange programme to get the benefits of diverse faculty • Upgrade library automation with KOHA software • Enrichment programme as a specialised tutoring programme • Expansion of infrastructural facilities	• Internship is postponed to fourth semester from January 20 to May 7, 2021 • Student Induction Programme for self-exploration • Interactive English course was provided from 7.11.2020 to 13.11.2020 • One Regional, 18 National, 2 International level webinars and 5 workshops are conducted • Two day Faculty Development Programme on 2nd and 3rd September 2020 for developing digital resources for teaching • Through Sr.Landrada Centre for Research, Incentives for publication of papers and chapters are provided for faculty • Faculty exchange programme was conducted from 19.04.2021 to 22.04.2021 with V.O.C. College of Education, Tuticorin, and Annammal College of Education for Women, Tuticorin • Migrating from ROVAN LMS Software to KOHA software has started in December 2020 • Enrichment programmes are arranged with talks of special invitees from 10.02.2021 to 12.03.2021 • Fully equipped and well flourished 'Sr.Stephane Meeting Hall' was opened on 23.11.2020 • Additional classrooms with hi-speed internet facility are available in the extension block named after Rev.Sr.Ursule ICM.
13.Was the AQAR placed before the statutory body?	Yes
• Name of the statutory body	

Name of the statutory body	Date of meeting(s)
Academic and Administrative Audit	12/08/2021

14. Was the institutional data submitted to AISHE ?	Yes
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Year
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Year	Date of Submission
20/02/2020	20/02/2020

Extended Profile

1. Programme

1.1	4
Number of programmes offered during the year:	

File Description	Documents
Institutional Data in Prescribed Format	No File Uploaded

2. Student

2.1	343
Total number of students during the year:	

File Description	Documents
Institutional data in Prescribed format	No File Uploaded

2.2	165
Number of outgoing / final year students during the year:	

File Description	Documents
Institutional Data in Prescribed Format	No File Uploaded

2.3	334
Number of students who appeared for the examinations conducted	

by the institution during the year:	
File Description	Documents
Institutional Data in Prescribed Format	No File Uploaded
3.Academic	
3.1	43
Number of courses in all programmes during the year:	
File Description	Documents
Institutional Data in Prescribed Format	View File
3.2	27
Number of full-time teachers during the year:	
File Description	Documents
Institutional Data in Prescribed Format	View File
3.3	12
Number of sanctioned posts for the year:	
4.Institution	
4.1	138
Number of seats earmarked for reserved categories as per GOI/State Government during the year:	
4.2	22
Total number of Classrooms and Seminar halls	
4.3	113
Total number of computers on campus for academic purposes	
4.4	1.56466
Total expenditure, excluding salary, during the year (INR in Lakhs):	

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

1. The course "Perspectives and Issues in Teacher Education" bears relevance to the developmental needs in the national context. (P01)
2. The M.Ed. Course "Advanced Educational Technology" encompasses the relevant technology to be implemented by the students. (P02)
3. Online classes were conducted successfully to meet the regional and local needs of the students during the pandemic period. (P05)
4. The learning Management system was organized during the pandemic period to meet the learning needs of the students. (P06)
5. The PG course 'Curriculum, Pedagogy and Assessment' and 'Status and Issues of Secondary Education', bears relevance to the national developmental needs. (P03)
6. The national webinar "Modern Skills for modern teachers" imbibes the students with the relevant skills. (P08)
7. A national level online workshop on "A Paradigm shift - A skill based training" was conducted to sharpen the skills of the students. (P02)
8. A national webinar on "Research Methodology and statistical techniques" was conducted (P05)
9. A national webinar on "Innovative Technology for Inclusive Education" was conducted. (P07)
10. Sociological and Philosophical foundations of education comprise different disciplines and schools of philosophy propagated by eminent pedagogists at global level. (PE-II, C03)
11. The dissertation by PG investigators deemed it compulsory and they collect related literature through foreign abstracts of theses. (P05)

File Description	Documents
Upload additional information, if any	View File
Link for additional information	https://www.ignatiuscollegeofeducation.com/AQAR/2021/Criteion%20I/1.1.1%20addStudent%20Induction%20Programme%20new.pdf

1.1.2 - Number of Programmes where syllabus revision was carried out during the year**2**

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	View File
Any additional information	View File

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year**13**

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	No File Uploaded
Any additional information	No File Uploaded

1.2 - Academic Flexibility**1.2.1 - Number of new courses introduced across all programmes offered during the year****00**

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	No File Uploaded
Any additional information	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

1

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

1. The B.Ed course "Personal and Professional Life Skills" sensitizes the students regarding professional ethics.
2. The morning assembly convened by the head of the institution is a true fertile ground for inculcating sublime values in student-teachers.
3. The B.Ed course "Gender, School and Society" enables the students to be aware of the gender issues.
4. The M.Ed course "Gender studies and Inclusive Education" focus on the gender studies and inclusivity.
5. Values like human rights, civic sense are inculcated through seminars and workshops.
6. The M. Ed course "Human Rights and Value Education" focuses on the values needed to be imbibed by the students.
7. The national webinar "Value Education: Embellish virtues and eradicate vice" was conducted to inculcate the right value system.
8. The workshop on "Therapeutic values of Yoga" was conducted
9. The vital issues are infused in the institutional curricular transaction procedures through separate elective papers 'Environmental Education' and 'Value and Peace Education'

10. Student teachers are sensitized about environmental pollution and their consequences which may result in dengue fever and other severe health related issues.
11. The various activities like "Nature through the Eyes of Nietzsche", "Science in day-to-day life", Competitions like "Wild life conservation day competition", "Science Art and Photography contest" were conducted to infuse environmental awareness.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	No File Uploaded

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

3

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	View File

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

172

File Description	Documents
List of students enrolled	View File
Any additional information	View File

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

167

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	View File

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni

A. All 4 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	https://www.ignatiuscollegeofeducation.com//AQAR/2021/Criteion%20I/1.4%20Stakeholders%20Feedback%20Analysis%20and%20Action%20Taken%20Report.pdf
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	View File

1.4.2 - The feedback system of the Institution comprises the following

A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	https://www.ignatiuscollegeofeducation.com//AQAR/2021/Criteion%20I/1.4%20Stakeholders%20Feedback%20Analysis%20and%20Action%20Taken%20Report.pdf
Any additional information	No File Uploaded

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

175

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)

164

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

As students matriculate through their academic programs, their progress is tracked and information gained is used to evaluate and strengthen them through various programs and services. Based on the marks scored by the students in the entry test, students are trained to undergo the professional education program. Assessment of the Entry Level Test helps to identify their knowledge and skills. Depending on the diversified needs of the student teachers, bridge course/ induction programs are conducted on various topics such as Spoken English, Personality development, Italic writing, stress management, ICT training, spirituality for daily life, Yoga, and value education. Carrier guidance, Counselling sessions and peer tutoring are organized whenever need arises. Remedial classes are conducted based on the marks obtained in their Internal Examinations. Slow learners in academics are provided with remedial teaching after college hours. Achievers are exposed to online courses like NPTEL, Udemy, and Swayam. They are encouraged to participate in Group discussion, Brain storming, think tank, panel discussion, quizzes, seminars and webinars. With the aim of sensitizing staff and students on issues such as gender, inclusiveness, ICT, and Environment. Students are motivated to

participate in activities like workshops, seminars, and guest lectures that are organized on social issues.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.ignatiuscollegeofeducation.com/AQAR/2021/Criterion%20II/2.2.1.Catering%20to%20students%20needs.pdf

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/05/2021	343	27

File Description	Documents
Upload any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student-centric methods such as experiential learning, participative learning and problem-solving methodologies are used for enhancing learning experiences:

St. Ignatius College of Education gives the right blend of traditional and modern teaching methods to make learning student-centric a rewarding experience. Excursions, Field visits and Industrial visits are organized from time to time to expose students and faculty to advanced levels of knowledge and skill. Citizenship Training Camp and Fine Arts competitions are organized to improve collaborative learning among students. College laboratories like Mathematics, Physical Science, Biological Science, Computer Science, Psychology laboratory, and Language laboratory provide first hand experiences. Sr. Landrada Centre for Research assists the scholars to carry out research widely. Sr Maggie Hi Tech Studio, helps to develop E-Content materials. Delnet and Inflibnet facilities in Sr Lilly Puspham library enhance students knowledge. Micro Teaching, Link practice, Demo teaching, Peer teaching, Practice teaching and Internship helps them to acquire various teaching skills. NET Coaching for scholars and TNTET coaching for student teachers are

frequently conducted. Role-play, Group Discussion, Assignment, Seminar, Webinar, Quizzes, Think Tank, Brain Storming and Debates help students to demonstrate critical thinking, develop presentation skill, improve abstract thinking, reasoning, and public speaking skills. Case studies and action research improve the problem-solving ability of the students. Students are encouraged to enroll in NPTEL/SWAYAM/ Udemy during their learning period.

File Description	Documents
Upload any additional information	View File
Link for additional Information	https://www.ignatiuscollegeofeducation.com/AQAR/2021/Criterion%20II/2.3.1%20Additional%20Information-1.pdf

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

St. Ignatius College of Education faculty members use online educational resources, social networking sites, blended learning platforms like google classroom to effectively deliver teaching. Classes are furnished with LCD projectors/ interactive white boards which are used for teaching learning process. Sr Lilly Puspham library is equipped with Delnet, and Inflibnet facilities for easy access of books and online journals. The college peer reviewed research journal "Inigo Edu Research" is published in the college website. Faculties prepare online quizzes for students with the help of Google Forms, and Hot potatoes. Online competitions such as Poster making, Collage, Photo contest, Essay writing, quiz, Power point presentation are being organized with the help of various Information Communication Tools. National and International Webinars are organized. E-Content and E-Materials are made available in the online mode to students for long term learning and future referencing. You- Tube, E- mails, WhatsApp group, Jamboards, Zoom and Google classrooms are used as platforms to communicate, provide material, make announcements, upload assignments, make presentations, and share information. Hostel is equipped with internet facility to encourage learning. Sr Maggie Hi Tech Studio is used to create video lectures and upload in appropriate platforms for students to use as extra learning resources.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://ignatiuscollegeofeducation.com/StudioEcontent.php
Upload any additional information	View File

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

20

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

Academic Calendar is a strong foundation of academic activities and propagates to the vision and mission of the institution. The academic calendar is prepared so that teachers should know all the activities. Academic calendar consists of details like the total number of working days and holidays, Internal Evaluation dates, guest lectures, celebration of national days, workshops, industrial visits, other co-curricular and extra-curricular activities of the departments. The events are added in the academic calendar well in advance so that the faculty can start preparing other scheduling tools in the form of various timetables. The calendar of events indicates duration of course, minimum attendance, programme content of the course study for all the semesters and credits for various courses. The information's such as standard of passing and Details of Passing minimum and Award of Classes are also given in the academic calendar. Faculty programmes, Student induction programmes, webinars on recent developments and policies of education are organized in line with the academic calendar. Celebrations like Teacher's Day, Diwali, Christmas, Pongal, Women's Day, Happiness Day and club activities of various clubs are conducted according to the academic calendar. Internal and External examinations are also conducted in tune with the academic calendar.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full-time teachers against sanctioned posts during the year

12

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	View File
Any additional information	View File

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

12

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	View File

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

127

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	View File

2.5 - Evaluation Process and Reforms

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

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	View File

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

2

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	View File

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

As per the orders of UGC and the state Government to conduct Semester examination through online mode due to the pandemic situation it was resolved by the Examination committee to conduct the exam through online mode. Model Examination was conducted to B.Ed. students through online mode in order to familiarise them with the writing of examination through online mode and uploading the soft copy of their answer sheets, the question pattern, to revise the subjects during lockdown period, to gain a deeper knowledge in the theoretical concepts, to train them in time management and for reduction of Examination anxiety.

Guidelines were prepared separately for students and Invigilators for the smooth conduct of the Examination and to help the students in writing the exam without anxiety through online mode. Zoom meeting was conducted to clarify their doubts and to make them ready for the examination. WhatsApp group was created for each group for which the invigilator and controller of Examinations are made admins for two way easy communication of information and clarification of

doubts for both the students and staff.. Hall tickets were also sent through WhatsApp for the students.The Link for (GOOGLE MEET) was communicated through the WhatsApp group.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.ignatiuscollegeofeducation.com/AQAR/2021/Criterion II/2.5.3. IT Reforms and Integration.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme Outcomes and Course Outcomes for all Programmes offered by the institution are stated and displayed on the website and communicated to teachers and students

The Institution frames the Program Learning Outcomes (PLOs), and Course Learning Outcomes (CLOs) for programs like B.Ed., M.Ed, and M.Phil and for each course which reflects the vision and mission of the institution. These outcomes have been set, taking into account the variety of programmes and the heterogeneity of rural and urban students. PLOs and CLOs are stated in the syllabi book and academic calendar. They are displayed on the college website and communicated to teachers and students. The syllabi are handed over to the teachers and students at the beginning of the programme. They are retained in the library for reference. Program Learning Outcomes, and Course Learning Outcomes are highlighted and made aware to the students during the induction and orientation programme. Besides they are addressed through value added courses and activities like Seminars, Webinars, Citizenship Training Camp, Field Visits, Social Useful Productive Work and competitions organized by the Institution.The importance of the learning outcomes has been discussed and communicated to teachers in IQAC meeting. Learning outcomes are informed to the parents during Parents Teachers Meeting. The students and teachers are made aware of these, which enable students to visualise the importance of the subject and learn better.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	View File
Link for additional Information	https://www.ignatiuscollegeofeducation.com/AQAR/2021/Criterion II/2.6.1 Syllabus for B.Ed,M.Ed and M.Phil.pdf

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

St. Ignatius College of Education has adopted both Direct and Indirect methods to ensure the attainment of Program Learning Outcomes (PLOs) and Course Learning Outcomes (CLOs). These Outcomes are accomplished through curriculum. The PLOs are attained through direct methods of evaluation like Internal Examinations, Seminars, Assignments, Internship, Practical work, Task assessment and Indirect methods like Co-curricular activities, and Extra-curricular activities. Internal assessment is essential for the fulfilment of the CLOs and PLOs. Examination committee of the college deals with the effective implementation of the examination reforms. With varying Blooms Taxonomy Levels, the questions in Internal Examinations are set up pertaining to all CLOs. Both Internal and Semester Examinations are conducted to attain the PLOs and CLOs. Students Satisfaction Survey taken from the final year students at the completion of their programme, stands as the comprehensive feedback for the PLOs and CLOs assessment. Alumni survey is conducted annually to obtain the inputs and suggestions on PLOs attainment in the real time societal environment. In addition, the institution takes the Placement record and higher education details of the students as supporting evidences for the assessment of PLOs. These feedback mechanism helps to improve the teaching learning process in outcome based education.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.ignatiuscollegeofeducation.com/AQAR/2021/Criterion II/2.6.2 Programme Outcomes and Course Learning Outcomes.pdf

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

165

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	View File
Paste link for the annual report	https://www.ignatiuscollegeofeducation.com/AQAR/2021/Criterion%20II/Annual_report.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire). Results and details need to be provided as a weblink

<https://www.ignatiuscollegeofeducation.com/AQAR/2021/Criterion II/Student Satisfaction Survey 2020-21.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

The Research Policy provides a huge broad framework to promote research bent of mind in the teachers through the following objectives.

1. To provide conducive environment for undertaking Doctorate Researches.
2. To provide incentive for publication or presentation of research output.
3. To pursue efforts to write the book, chapters, monographs for publication.
4. To provide seed money for faculties to carry out short-term research project.
5. To provide TA and Registration fees to the faculty members for attending national or international conferences.

Research Policy Implementation Mechanism

1. Provides research facilities in terms of library, research journals, and research incentives required by the faculty.
2. Improves the availability of research infrastructure requirements to facilitate research.
3. Facilitates the faculty in undertaking research and work with the college management to set up a research fund to provide seed money.
4. Provides seed money for faculties to carry out short-term research project.
5. Supports the faculty to submit the proposal for Minor Research Projects to seek grants from the funding agencies like UGC.
6. Provides incentives for publication or presentation of research output.
7. Sanctions duty/academic leave and provide financial assistance in the form of TA and registration charges to the faculty members for participating and presenting research papers in conferences, seminars and workshops.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	https://ignatiuscollegeofeducation.com/pdf/Research/Institutional%20Policy%20for%20Promotion%20of%20Research%20(1).pdf
Any additional information	View File

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

0.1145

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	View File
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	View File
List of teachers receiving grant and details of grant received	View File
Any additional information	View File

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

00

File Description	Documents
e-copies of the award letters of the teachers	No File Uploaded
List of teachers and details of their international fellowship(s)	View File
Any additional information	No File Uploaded

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

0.5

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	View File
Any additional information	View File

3.2.2 - Number of teachers having research projects during the year

5

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.ignatiuscollegeofeducation.com//AQAR/2021/Criterion%20III/3.2.2%20Socio%20cultural%20Awareness%20of%20Gypsies.pdf
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

1

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

1

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	https://www.99corporates.com/INCOME-TAX-EXEMPTED-INSTITUTE/THE-COUNCIL-OF-ICM-EDUCATIONAL-INSTITUTION/TRUST-208171
Any additional information	View File

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

- The Institute facilitates research activities and creates

culture by motivating the faculty to seek research grants by applying for sponsored research projects.

- The Institution is very keen on promoting research-bent of mind in the teacher educators through creating a passion for research. Faculty members are encouraged to undertake socially relevant innovative research.
- Faculty members are encouraged to participate and present papers in Conferences/Seminars/Webinars organized by foreign countries for facilitating knowledge sharing.
- 2 International, 18 National, 1 Regional Webinars and 13 invited talks were organized.
- Faculty members have published 2 Books, 13 Chapters in Edited Books and 4 Conference/Seminar proceedings.
- The Institution encourages individual and collaborative action research.
- The College organized Online Workshop on "Social Entrepreneurship, Swachhta and Rural Engagement Cell Action Plan for Institutions" in collaboration with Faculty Development Centre, Mahatma Gandhi National Council of Rural Education, Department of Higher Education, MHRD Government of India.
- The College encourages organizing community orientation activities to encourage student teachers to think creatively, work together, and reflect on social issues.
- The Institution has created an ecosystem that encourages entrepreneurship development. Raphaela Incubation Centre was established in 2020 to nurture entrepreneurial skills and produce entrepreneurs.
- Online workshops were conducted to promote entrepreneurial skills

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.ignatiuscollegeofeducation.com//AQAR/2021/Criterion%20III/3.3.1.eco%20system%20for%20innovation%20and%20creation.pdf

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

File Description	Documents
Report of the events	View File
List of workshops/seminars conducted during the year	View File
Any additional information	View File

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

C. Any 2 of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	View File

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

3

File Description	Documents
URL to the research page on HEI website	https://www.ignatiuscollegeofeducation.com/
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	View File

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

4

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	View File

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

17

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.ignatiuscollegeofeducation.com/chapter.php

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

00

File Description	Documents
Any additional information	View File
Bibliometrics of the publications during the year	No File Uploaded

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

00

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	No File Uploaded
Any additional information	View File

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

00

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	No File Uploaded
Any additional information	No File Uploaded

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

00

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	View File
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	View File

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

The Institution engages students to participate community welfare activities in neighbourhood public for their holistic and sustainable community development through participating in community based activities. Due to the Covid 19 pandemic, students could not go to the neighbourhood to initiate extensional activities. So we

carried out online awareness programmes and workshops to sensitize the students to the current social issue, such as fitness programmes, yoga and breathing training and health awareness programmes.

1. Entrepreneurship Training

Through Sr. Raphaela Incubation Centre of our college, entrepreneurship training was given to help the students and public in focussing on providing and boosting entrepreneurial development.

1. Yoga and Breathing Training

Health Club of our college organized National webinar on "Yoga - Fight Stress and Find Serenity" and Online Workshop on Breathing Exercises to fight Covid during the lockdown.

1. Inigo Fitness Run

According to the guidelines given in FIT INDIA FREEDOM RUN announced by the MHRD, Government of India, the college organized "INIGO FITNESS RUN 2020" from 27th September to 02nd October 2020.

1. Red Ribbon Club & Youth Red Cross

Aids awareness programme and Awareness programme on Eye Care in The Digital Age were organized through RRC and YRC of our college.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.ignatiuscollegeofeducation.com//AQAR/2021/Criterion%20III/3.6.1%20-%20Extension%20Activities.pdf

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

File Description	Documents
Number of awards for extension activities in during the year	View File
e-copy of the award letters	View File
Any additional information	View File

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

26

File Description	Documents
Reports of the events organized	View File
Any additional information	View File

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

334

File Description	Documents
Reports of the events	View File
Any additional information	View File

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

95

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	View File

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

13

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	View File
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	View File
Any additional information	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning, viz., classrooms, laboratories, computing equipments, etc.

The institution has well-constructed buildings to fulfil the needs of educators and Students. The institution renders B.Ed., M.Ed., M.Phil and Ph.D. programs.

Classrooms

There are 18 ICT enabled classes for B.Ed, M.Ed, M.Phil and Ph.D Programmes.

Classrooms are;

1. ventilated, spacious with physical and academic facilities.
2. Furnished with proper seating arrangements.
3. equipped with television, computer with internet connection, LCD and Over Head Projector, Interactive White Board, audio system, wooden cupboards, steel almirah, equipment and books.

Laboratories

There are 6 well equipped laboratories for Biological Science, Computer Science, Mathematics, Language, Physical Science and Psychology. The institution also utilizes laboratory facilities of model school.

Laboratories are;

1. well-constructed for demonstration and experiments with proper ventilation.

2. uniquely classified and equipped with necessary apparatus and modern ICT tools.
 3. Science laboratories encompass a collection of Scientific apparatuses, Models, Specimens, Equipment, Chemicals and Educational aids to develop scientific temper and critical thinking in students.
 4. Psychological laboratory incorporates various psychological techniques for assessing Intelligence, personality, span of attention and Transfer of learning.
 5. Language Laboratory comprises of 20 computers to enhance the listening and speaking skills of English language.
1. Computer laboratory consists of 26 computers with updated versions and internet facilities for technological skill training.
 2. Mathematics laboratory encompasses of various teaching and learning aids, manipulative materials needed to help the students to comprehend the concepts through relevant, meaningful and concrete activities.

Computing equipments

1. Classrooms, laboratories, meeting hall, conference hall and multipurpose hall are well equipped with Computers, LCD projector, Television, audio system, with internet and Wi-Fi connection.
1. Computers with i3, i5 and i7 processors along with Windows 10 Operating System.
 2. Internet with 10 MBPS Leased Line connections for Wi-Fi free campus along with 100 MBPS Fiber net for computer laboratory.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.ignatiuscollegeofeducation.com/AQAR/2021/Criterion%20IV/4.1.1.Physical%20Facilities%20%20for%20Teaching%20Learning.pdf

4.1.2 - The institution has adequate facilities for cultural activities, yoga, sports and games (indoor and outdoor) including gymnasium, yoga centre, auditorium etc.)

The facilities available for sports, games (Both indoor and outdoor), gymnasium, yoga and cultural activities are as follows;

Festivals, celebrations, charity events, competitions, debates and speeches, exhibition and workshop, quiz and other cultural activities are organized in De-Meester Conference Hall.

Yoga class, aerobics session, socially useful productive work class, music class are orchestrated in Sr. Maggie Multipurpose Hall.

College day celebration, food festival, intercollegiate competition and other activities are organized in the Auditorium.

Sports Complex comprises of sports field, fitness centre, facility for indoor games and an equipment room.

Multi Stationed Gym has 6 stations, treadmill, and orbit truck.

Playgrounds well maintained for basketball, badminton, volleyball, throw ball, football, tennis ball, cricket, tennikoit and skipping.

Indoor games include table tennis, carom, chess and Chinese checker.

File Description	Documents
Geotagged pictures	View File
Upload any additional information	View File
Paste link for additional information	https://www.ignatiuscollegeofeducation.com/AQAR/2021/Criterion%20IV/4.1.2-Additional%20information.pdf

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

22

File Description	Documents
Upload any additional information	View File
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure for infrastructure augmentation, excluding salary, during the year (INR in Lakhs)

145.53

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	View File

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

The library has been functioning since its inception from the year 1957. The aim of the library is to provide the right source of knowledge to the right users at the right time. The Library provides effective and efficient library service to achieve the ultimate aim of the institution. It is automated through application software named ROVAN LMS SOFTWARE installed and maintained by Rovant Technology, Sivakasi. It helps to manage and control the resources in the library and serve the students better. Recently the library is fully with leading management software solutions KOHA which give a user-friendly interface for searching resources in the library, along with its positions and availability statuses. The functions provided by Rovant LMS software are as follows;

- Acquisition
- Catalogue
- OPAC
- E - Gate
- Circulation
- Administration

1. The library is automated from 2006 onwards. The Institution has spent Rs.18,000/- for the implementation of Rovant Software on 23rd January 2006.
2. It is Renewed every year by paying Rs.3000/-
3. The library automation system helps in managing the library constructively and systematically.
4. The Bar code and scanning system provided in the library makes the circulation process easy. This automation process helps to store information related to book numbers, author name, members in the library and details of rack.
5. This facility helps in efficient tracking of the records of books that have been issued, returned and added in the

library.

6. The OPAC (Online Public Access Catalogue) system provided in the library is useful to the students and the staff to sort and identify the needed books in the library.
7. It helps to identify the availability of books on the basis of title, accession number and author. Separate system is available for OPAC
8. The whole functioning of the library is carried out effectively with the help of ROVAN Software.
9. The library has been strengthened with the addition of five computers with Internet connection.
10. The library is provided with high speed internet access through dedicated fibre optic broad band leased line.
11. INFLIBNET, N-LIST and DELNET services are provided in the library. Printing and Reprography facility is available for the users of the library.

ILMS Software ROVAN

- Name of the ILMS software: ROVAN
- Partially
- Sever Version: 4.5

Year of automation: 2006

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.ignatiuscollegeofeducation.com//AQAR/2021/Criterion%20IV/4.2.1%20%20Integrated%20%20Library%20Management%20%20System.pdf

4.2.2 - Institution has access to the following: e- A. Any 4 or more of the above journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	View File

4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)

0.40220

File Description	Documents
Audited statements of accounts	View File
Any additional information	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

150

File Description	Documents
Upload details of library usage by teachers and students	View File
Any additional information	View File

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

The institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities. To meet the growing demands of technically skilled professionals in the modern competitive world, the institution ensures that its faculty and students are facilitated with latest computer and software to enhance quality education in the campus.

1. The institution is free Wi-Fi campus therefore, students

access internet at any time within the campus.

2. Media Access Control address(MAC address) is given to the staff and students. Students those who have MAC address can access internet with Free Wi-Fi in the campus.
3. The institution has created the policy on using ICT facilities to handle and use all the ICT facilities with care and secure.
4. Free Wi-Fi is allowed only for the academic purpose of the staff and the students.
5. The policy consists of IT ethics which prohibit malpractice in using internet with Wi-Fi.
6. The institution has taken steps for spreading awareness about cyber security.
7. Cyber security system is monitored under the responsibility of system administrator and the website committee of the institution.
8. They are responsible for procurement, installation, configuration of ICT equipment in computer laboratory, language laboratory and administrative sections in the institution.
9. IT security policy identifies the rules and procedures for using the institution's IT assets and resources within the limit of cyber security system.
10. The institution verifies the network, configures and turns off sharing periodically to avoid hackers.
11. All the systems in the campus are installed with advanced antivirus to protect the programme in the systems, detect and remove viruses.
12. The institution has allocated the budget of Rs. 3,00,000/- for the academic year 2020-2021.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.ignatiuscollegeofeducation.com//AQAR/2021/Criterion%20IV/4.3.1%20Policy%20on%20Using%20ICT%20Facilities.pdf

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
341	72

File Description	Documents
Upload any additional information	View File

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. 250 Mbps

File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	View File

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

A. All four of the above

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.ignatiuscollegeofeducation.com//AQAR/2021/Criterion%20IV/4.3.4%20link%20for%20e-content%20facilities.pdf
List of facilities for e-content development (Data Template)	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)

11.02

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities – classrooms, laboratory, library, sports complex, computers, etc.

The institution has well-established system and procedure for maintaining and utilizing, physical, academic and support facilities. It oversees the maintenance of laboratories, library, sports complex, computers and classrooms to ensure the effective utilization of physical, academic and support facilities through the following ways;

1. The management takes care of all the assets of the institution. It coordinates through Heads of Departments, faculty, administrative staff, assistants and technicians.
2. The management undertakes annual maintenance and periodical works on a regular and contract basis.
3. All the laboratories are maintained by the responsible staff members and technical assistants under the supervision of the concerned staff.
4. All the facilities are maintained by keeping attendance register, stock register and breakage register and periodic supervision.
5. The student teachers are allowed to work in the laboratories under the proper supervision of teacher educator.
6. Work areas are kept clean and neat and work surfaces are cleaned at the end of each laboratory activity.
7. The student teachers are responsible for the equipment issued to them.
8. Materials and apparatus in the laboratory should be utilized ethically under the supervision of the faculty. All the student teachers should handle the apparatus with utmost care.
9. The routine activities of the library are managed by the librarian with the help of library assistants.
10. The library is automated. It has gate register (Automated), entry register (Automated), stock register and issue register to maintain physical and academic facilities in the library.
11. It follows token system for student teachers to read books (Partially automated / manual) and OPAC (Online Public Access Catalog) is utilized for searching books and catalog for thesis reference separately.
12. Bar-code system and book bank register are maintained for referring and lending books from the library.
13. Sports equipments are maintained by keeping the stock register and supervision by the Director of Physical Education.
14. Students should take the required sports equipment and return them back properly.
15. All the computers in the campus are monitored by the

respective staff and technical assistants regularly.

16. It is mandatory to enter student's name in the log-in register.
17. Students should be careful while operating the computers.
18. The internet and LAN facilities are fully functional and are properly maintained and monitored by the concerned staff and technical assistants.
19. Repair, up-gradation, purchase of hard ware and software are maintained by the concerned expert staff and technical assistants.
20. In case of any requirements, the concerned staff and technicians consult with the management and the needed requirements are procured promptly.
21. All the classrooms are monitored by the principal and staff members regularly.
22. CCTV surveillance is available for safeguarding the assets.
23. The carpenter is available on campus at any time.
24. Periodic painting, white washing, cleaning, plumbing, woodwork and civil works enhance the physical ambience of the infrastructure.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.ignatiuscollegeofeducation.com//AQAR/2021/Criterion%20IV/4.4.2%20%20General%20Policy%20for%20maintaining%20Physical,%20Academic%20and%20Support%20Facilities.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

23

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

12

File Description	Documents
Upload any additional information	View File
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology

A. All of the above

File Description	Documents
Link to Institutional website	http://www.ignatiuscollegeofeducation.com/StudioEcontent.php
Details of capability development and schemes	View File
Any additional information	View File

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

341

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of

A. All of the above

statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	View File
Details of student grievances including sexual harassment and ragging cases	View File
Upload any additional information	View File

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

16

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of outgoing students progressing to higher education

40

File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
Any additional information	View File

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

00

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	View File

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports and/or cultural activities at inter-university / state /national / international events (award for a team event should be counted as one) during the year

5

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

A democratically chosen student council actively takes part in all the activities of the college. All academic and administrative bodies have student representation, which ensures direct involvement of student teachers in institutional planning and functioning.

Student council independently plans and celebrates National festivals and Teachers' day. Teacher Educators guide the student teachers in organization of activities. Every student teacher has been given equal opportunity to exhibit their individual talents on stage to welcome, thank or introduce the resource person and guests.

Right from the morning assembly to the extension activities, in and out of the campus, student teachers play a proactive role. Apart from Student Council President and Secretary and secretaries of individual wings namely Cultural wing, Extension Services wing, Library wing and Spirituality wing, student teachers serve as Class representatives and Optional subject leaders. All of these representatives together form the Student Council.

Being an active member of Academic Council, Board of Studies, Internal Quality Assurance Cell, Magazine Committee, Library Committee, Anti-Ragging Committee, Sexual Harassment Prevention Committee, Appeals and Grievances Committee, Youth Red Cross Committee and Red Ribbon Club, inculcate leadership skills in the student teachers and prepare them to plan, organize and execute activities as teachers in future.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.ignatiuscollegeofeducation.com//AQAR/2021/Criterion%20V/5.3.2%20student%20council.pdf

5.3.3 - Number of sports and cultural events / competitions organised by the institution

11

File Description	Documents
Report of the event	View File
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	View File

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

Alumni Participation in 2020-2021 – Annual Report

The Alumni Association contributes significantly for the development of the Institution through career guidance, observation and demonstration classes, motivation sessions, information regarding placement opportunities, serving as mentors during Internship teaching practice, appointing eligible student teachers in their workplace where the alumna are the heads of the institutions.

Alumni donate books for book bank which help student teachers for preparing and collecting study materials for Competitive Examinations. Alumni serve as inspiring role models for student

teachers through distinguished services in different field of education. Alumni were invited as guests of honour and resource persons to enlighten the prospective teachers.

On 19th November, 2020 one of the illustrious alumni, Ms. S. Vimala, M.Sc., B. Ed., B.T. Assistant, St. Joseph's Girls Higher Secondary School, Salem interacted with the student teachers via Zoom platform to inspire the student teachers on, "Teachers: The Social Engineers".

Alumni serve as representatives of the committees and cells of the institution namely Board of Studies and IQAC of the college and contribute valuable suggestions for curriculum planning and delivery. Apart from all these services, monetary support is also given for expansion of infrastructure and as scholarship for student teachers in need.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.ignatiuscollegeofeducation.com//AQAR/2021/Criterion%20V/5.4.1%20Alumni%20meeting%20relevant%20information.pdf

5.4.2 - Alumni's financial contribution during the year E. <2 Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

Nature of Governance

St. Ignatius College of Education is a Government Aided Autonomous institution affiliated to Tamil Nadu Teachers Education University governed by the Council of the ICM Educational Institutions, Trichy.

It functions under the President and guidance of the ICM Educational Society and administered by the Secretary and the Principal. It keeps its portals open to eligible women prospective teachers especially from rural neighbourhood. It aims at the formation of prospective women teachers since 1957 with farsighted clear vision of the present and future panorama of the needs and requirements for the promotion of Social Justice and Social Progress.

It ensures decentralized, participatory governance, and collaborative administration with all its stakeholders such as faculty, administrative staff, students, alumni, parents, employers, and heads of model school through institutional bodies.

Participation of teachers in the academic bodies - Board of Studies, Academic Council, and Governing Body and Examination committee, Planning and Evaluation Committee and Students Welfare Committee in unison with Staff Council enhance decision-making.

Students' participation in Board of studies, Examination Committee, Library Committee, Students-Grievance and Redressal Cell and Subject Clubs increase leadership and organizational abilities.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://ignatiuscollegeofeducation.com/OurVision.php

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

Decentralisation

St. Ignatius College of Education follows decentralization and participative management in all its academic and administrative domains namely, admission policy and process, curriculum design and development, conduct of formative and summative evaluations, student council election, grievance redressal procedures, disciplinary actions, allocation of budgets, staff-student enrichment activities and organisation of cultural programmes. The ICM Board of Management, President, Secretary, Principal, Academic, Supportive and Administrative Staff, and the stakeholders work together in harmony.

Participative Management

The Institutional bodies encompass 4 statutory bodies that carry out their functions effectively with the support of 9 non-statutory bodies, 21 committees, cells and clubs for in campus activities. The Principal is the chairperson of these bodies and ensures the participation and contribution of all the stakeholders towards quality sustenance and academic excellence of the students.

Statutory Bodies

The institution has the statutory bodies namely, Governing Body, Academic Council, Board of Studies, and Finance Committee constituted as per the UGC Autonomy guidelines for colleges.

Non-Statutory bodies

The institution has non-statutory bodies namely, Admission Committee, Examination Committee, IQAC, Students' Grievance and Redressal Cell, Library Committee, for ensuring optimal participation of academic and administrative staff and students in all the activities.

Committees for in-campus activities

The academic and administrative staff and students execute and implement the responsibilities for in-campus activities such as Career Guidance and Placement cells and Committees for Sports and Health.

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	View File
Paste link for additional Information	https://www.ignatiuscollegeofeducation.com/AQAR/2021/Criterion%20VI/6.1.2%20Minutes%20of%20Institutional%20bodies.pdf

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

DEPLOYMENT STRATEGY

The system of education has taken a massive leap to advance by incorporating technology in the past five years. The institution facilitates the student teachers to access e-content in the institutional website.

E - Content development

Action Plan:

1. Equipping Teacher Educators with e-content development
2. Conducting Faculty Development Programme on e-content development
3. Extension of Infrastructure with facilities for e-content development
4. Inclusion of e-content development as a part of Curriculum for the student teachers
5. Utilization of quality e-content modules as effective tools for teaching and learning

The development of e - Content and the associated web-based learning deployed are not to replace traditional teaching and learning, but are to supplement and strengthen them.

Action Taken:

For Teacher Educators:

1. Hands on training imparted to Teacher Educators in e-content development
2. Faculty development programme was organized on 'e-content development'
3. ANational Level workshop was conducted on "Online Assessment: A paradigm shift - a skill based training"

For Student Teachers:

The content included in the courses,

1. 'Information and Communication Technology' in the unit II has, the topic ICT integrated Pedagogy-Instructional Model: ASSURE Model.

2. Provision for the preparation of e-content, podcast, vodcast as Task assessment in 'Curriculum and Pedagogic Studies'

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://ignatiuscollegeofeducation.com/StudioEcontent.php
Upload any additional information	View File

6.2.2 - The functioning of the various institutional bodies is effective and efficient as visible from the policies, administrative set-up, appointment and service rules, procedures, etc.

Description

The administrative setup of the Institution comprises of the ICM Educational Society, Board of Management, President and Secretary of the College, Principal, Academic and Administrative staff. The Secretary and Principal lead the Administrative and the Academic Bodies respectively. The Council of the I.C.M Educational Institutions is a registered Society. The ICM Management constitutes the President, Secretary, Treasurer and four Executive Committee Members. They together form the Governing Body of the Society.

Recruitment of Teaching and Non-teaching Staff for both aided and management sectors, conducting periodical appraisal for the quality assurance and internal audit for the sustenance. Service rules and procedures are guided by the Tamil Nadu Teachers Education University, Tamil Nadu State Government, UGC, the Constitution of the college and the rules of the State Government as amended from time to time in this regard.

The recruitment rules for the teaching staff are as per the State Government norms along with the eligibility criteria prescribed by UGC and for the non-teaching staff, it is as per State Government norms. The promotional policies for teachers are according to the Academic Performance Indicator (API) of UGC guidelines and for nonteaching staff according to the norms of the State Government.

File Description	Documents
Paste link to Organogram on the institution webpage	https://ignatiuscollegeofeducation.com/pdf/orga.pdf
Upload any additional information	View File
Paste link for additional Information	https://www.ignatiuscollegeofeducation.com/AQAR/2021/Criterion%20VI/6.2.2%20amendment.pdf

6.2.3 - Implementation of e-governance in areas of operation: Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

The institution provides a caring and supportive environment to all. As per the existing norms of Government, EPF (Employee Provident Fund) and ESI schemes are implemented for the teaching and non-teaching staff of the institution. The service gratuity is paid to the employees while they retire.

The Institution permits on duty to staff members to take special assignments with other institutions for any official purpose namely, Resource person, juries, faculty programs, observer duty and examiner. When a staff participates in a training, faculty development programmes, seminars and workshops for professional and research enhancements, the entire period is treated as on duty and eligible for pay.

Staff are encouraged to attend conferences / workshops / Faculty Development and training programmes by offering incentives. They are encouraged to receive funds for Minor/Major research projects. Planning and evaluation committee meetings are conducted regularly to review and to sanction budget. Financial assistance is given to support research projects, article presentation and publication, chapter publication, book publication, and Patent right. Skill development courses are organized for non-teaching staff to enhance their skills. The teaching and non-teaching staff are accompanied by the management, personal guidance and counselling is offered in case of need.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://ignatiuscollegeofeducation.com/pdf/Research/Institutional%20Policy%20for%20Promotion%20of%20Research%20(1).pdf

6.3.2 - Number of teachers provided with financial support to attend conferences / workshops and towards payment of membership fee of professional bodies during the year

00

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

3

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	View File

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

5

File Description	Documents
Summary of the IQAC report	View File
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

Process of the internal audit:

The income expenditure statements, receipts and vouchers are audited by a Chartered accountant appointed by the Board of Management on yearly basis. The expenses incurred under different heads namely, College General Fund account, EPI and EPF, Conference and Seminar account, Controller of Examination Account, Tamil Nadu Open university Study Centre account, Centre for Distance Education, Bharathidasan and MK Universities account are thoroughly checked by verifying the bills and vouchers. If any discrepancy is found, the same is brought to the notice of the principal. Audit objections are rectified within a stipulated time. The same process is being followed every year.

Process of the external audit:

External audit is done under the varied heads namely, salary account, special fee account, non-salary account, UGC account and scholarship account, by the audit department from the Office of the Joint Director, every year as per the government rules. The auditor ensures that all payments are duly authorized after the audit, the report is sent to the management for review. Any queries, in the process of audit are attended immediately along with the supporting documents within the prescribed time limits.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.ignatiuscollegeofeducation.com/AQAR/2021/Criterion%20VI/6.4.1%20objections%2016-12-2021.pdf

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

5.16

File Description	Documents
Annual statements of accounts	View File
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	View File

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Mobilisation of funds:

St. Ignatius College of Education mobilises its funds received mainly from the State government and University Grants Commission (UGC) and ICM management on the following heads of Income-Expenditures such as College General Fund, College Fee Account, Conference and Seminar, Tamil Nadu Open University Study Centre (Co-Ordinator), Centre for Distance Education (Co-Ordinator), Bharathidasan and MK universities, UGC Autonomy and Controller Examination.

Finance Committee, Admission Committee, Planning and Evaluation Committee, and Examination Committee, which plan and execute the above said heads of income-expenditures in accordance with approval of statutory committees constituted by the institutions from time to time for efficient use of funds/grants received from government and ICM management.

Optimum utilization of funds is ensured through:-

- The funds are allocated for the curriculum designing and re-designing done through Governing Body meeting, Academic Council Meeting, Board of Studies and for effective teaching-learning practices, Orientation programmes and workshops.
- Budget is utilized to meet day-to-day operational and administrative expenses and maintenance of fixed assets, development and maintenance of infrastructure, and social service activities like community and extension services.
- Funds are utilized every year for the enhancement of laboratories and library facilities to enhance teaching and learning practices.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.ignatiuscollegeofeducation.com/AQAR/2021/Criterion%20VI/6.4.3%20Details%20of%20account.pdf

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

St. Ignatius College of Education has been reaccredited with 'A' Grade by NAAC in the second cycle. A number of quality initiatives and needed actions on the observations given by NAAC have been successfully implemented in the institution with the active involvement of IQAC.

Prominent Academic and Administrative quality initiatives are practiced in the institution. Due to the prevailing pandemic situation, online classes were conducted during the academic year 2020-2021, whenever there is no possibility for face-to-face classes.

- The Internal Quality Assurance Cell and the Planning and Evaluation Committee of the College work in par with the administrative bodies and the cells for in-house activities. Every action plan is with due concern for quality enhancement.

- The Internal academic and administrative processes are monitored continuously and audited every year. The suggestions of the external peer team are given due importance for further planning and quality sustenance.
- To ensure holistic development of the student teachers and the institution, development and utilization of technology enabled teaching -learning process is adopted. Sr. Avila Hi-Tech Studio, with advanced lecture-capturing technology is available in the premises for e-content development.
- Remote access of library resources is made possible through the implementation of KOHA software.
- Student teachers are motivated for self-learning through SWAYAM portal. The College has been upgraded as a local chapter for online open courses.
- Continuous and Comprehensive Evaluation is in practice for overall development of the student teachers. Since the academic year 2020-21, increased importance is given for evaluation of the practical skill-based learning of the student teachers. The examination committee has resolved to reform External and Internal Evaluation in the ratio 60:40, instead of 70:30, followed in the previous years.
- The edifice was extended with a well-equipped 'Sr. Stephane meeting Hall' on 23.11.2020 and 'Sr. Ursule Block' on 27.03.2021 with Hi-speed Internet accessibility, additional smart classrooms and a multi-purpose hall. For encouraging quality teacher education for physically challenged women, a ramp and washroom for people with special needs were built in the new extension block.
- IQAC with the strenuous effort of Sr. Landrada Centre for Research had promoted research culture among the Teacher Educators and this resulted in increased number of publications - papers, chapters and books. 1 institutional funded project and 1 group project funded by 'The Council of ICM Educational Institutions, Trichy were completed during this academic year.
- Regional, National and International level webinars are organized to enrich student teachers on varied aspects. A series of enrichment programmes were organized to enhance learning experience.
- The student teachers are formed in the institution to transform the society with civic sense and compassion for fellow people. The academic year 20-21 had remarkable contributions with the formation of 'Sr. Raphaela Incubation Centre' and extension services.
- The following community welfare activities were organized by the institution:

- Poshan Abhiyan Campaign (National Nutritional Campaign) was organized in collaboration with Government Primary Health Center on 29.09.2020
- As per the guidelines given for "Fit India Freedom Run" by MHRD, Government of India, the college organized "Inigo Fitness Run 2020" from 27th September to 2nd October 2020.
- Aids awareness programme and Awareness programme on 'Eye Care in The Digital Age' were organized through Red Ribbon Club and Youth Red Cross of the college on 08.10.2020.
- Vigilance Awareness Week was observed on 29.10.2020 with support of Deputy Superintendent of Police, Vigilance and Anti-Corruption, Tirunelveli.
- National Cancer Awareness Day was observed on 07.11.2020.
- World Consumer Awareness Day was observed on 15.03.2021.
- Voter's Awareness Day was observed on 25.01.2021.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://ignatiuscollegeofeducation.com/iqac/iqac%20min2020-21.pdf

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

St. Ignatius College of Education follows a comprehensive mechanism of reviewing the teaching-learning processes and learning outcomes. Twice, in every academic year Board of Studies, Academic Council and Governing Body meet and revise the syllabus for the odd and even semesters respectively. For the academic year 2020-2021, the meetings were on the dates mentioned below:

Academic/ Administrative Body

Dates

Board of Studies

07.10.2020 and 01.07.2021

Academic Council

15.10.2020 and 09.07.2021

Governing Body

20.08.2020 and 24.11.2020

Academic and Administrative Audit

12-08-2021

Planning and Evaluation Committee

23.03.2020 and 02-08-2020

IQAC

06.08.2020, 05.12.2020,

08.01.2021, 07.05.2021

For the academic year 20-21, Teacher Educators are insisted to focus on outcome-based education. Feedback on curriculum design and development is collected from the stakeholders and analysed to identify the strengths and overcome the weaknesses. An interactive session with an expert educationist is organized by the IQAC whenever there is a felt need to clarify the doubts.

The Teacher Educators revise the curriculum by adding contemporary issues and topics to ensure updated knowledge of the content provided. Task Assessment is revised to maximize the usage of ICT in teaching-learning. Revised syllabus is verified for student centric outcome-based education and the syllabus is presented by the respective teacher educators in the Board of studies. The expert views and suggestions are included and the curriculum is finalized in the Academic Council.

Significant changes in curriculum for 2020-2021 are as follows:

- The course on "Information and Communication Technology in Education" was shifted to semester I from semester II, in Perspectives in Education.
- The course "Personal and Professional Life skills" was included.
- Self-study online courses were made compulsory for semester I.
- In practicum, "presentation of Seminar Paper" and 'Report

writing' were included.

- Topics on 'Web Technology in Education', 'Wireless Networking', 'Cloud Computing' and 'Google Classroom and its application' were included in the core course on ICT in Education.
- For M. Ed. Programme, 'Teacher Education in the Pre-Independence and Post-Independence period', was included in the course 'Perspectives and Issues in Teacher Education'.
- Topics on virtual science laboratories were added in optional courses. Preparation of podcasts were added for task assessment.

The planning and Evaluation committee formulates the plan of action to ensure updated knowledge for coping with the needs of the fast-changing society and enhanced technology implemented teaching-learning process. The institutional mechanism supports flexibility in curriculum planning and development. As the supporting schools were closed due to pandemic situation, Internship teaching practice was conducted online from 20.01.2021 to 07.05.2021, after the coverage of IV semester courses.

Review of learning-outcome takes place by evaluating students' interactions in classroom, participation in extracurricular activities and their performance in internal assessment and end semester examination.

Teacher Educators and Student Teachers were trained in preparation of e-content and a Hi-Tech studio facility was made possible within the campus. Periodic mid-semester revision of curriculum was entertained, as no noteworthy cause should affect the holistic formation of student teachers. Online teaching and online evaluation methods were adopted to continue teaching-learning without interruption.

The Academic and Administrative Audit (AAA) evaluates the fulfilment of institutional parameters of planning and execution of teaching practices, curricular, and co-curricular activities. With the implementation of the AAA, there is uniformity in conceptualisation of the structure and methodology of academic and extracurricular activities in every academic session. All the teacher educators in the college abide by the institutional norms and cooperate with the IQAC for quality sustenance in teaching-learning.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.ignatiuscollegeofeducation.com/AQAR/2021/Criterion%20VI/AAA%20Report%202020-2021.pdf

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

B. Any 3 of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://www.ignatiuscollegeofeducation.com/AQAR/2021/Criterion%20VI/6.5.3%20Annual%20report.pdf
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The institution organized a regional webinar on “Gender Equity: A Dare Need of Developing Society” in collaboration with Sri Saradha College of Education for Women, Tirunelveli on 08.12.2020 & 09.12.2020. There are four sessions in the webinar, namely Session - I “Changing Patterns of Gender Equality: Current Scenario”; Session - II “Equality through Equity: Policies and Provisions”; Session - III “Trans Form the Society: Equal and Ethical” and Session - IV was

a “Visual Presentation on Gender Equality: Past and Present”. Through this webinar the student teachers understood the prevailing gender issues in our society, constitutional provisions for gender equity and challenges and changes in gender equality. They also learned how to respect each other without any gender discrimination.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.ignatiuscollegeofeducation.com/AQAR/2021/Criterion%20VII/7.1.1%20ADD.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment

C. Any 2 of the above

File Description	Documents
Geotagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

- 1. The institution implements solid waste management by enforcing the waste segregation rules.**
- 2. Separate dustbins for degradable and non-degradable waste are placed in each floor, canteen and different places of the campus.**
- 3. Sweepers are allotted to each floor, who manage all the waste generated in the campus.**
- 4. All waste/garbage from college and hostel is segregated at source and disposed of in a proper manner.**
- 5. The solid wastes like plant litter, leaf litter and waste papers are collected in the compost pit located at the backyard of the hostel. It is allowed to degrade and then used as fertilizer for plants and trees.**
- 6. Old newspapers and stationery are sold to recycling agencies.**
- 7. Dry waste plastic things are segregated and sent to recycling joints and/or Municipal collection centers.**
- 8. The college campus is totally plastic-free. The staff and**

students are advised not to use plastic items in the college premises.

9. E-wastes such as electronic components (plastic/metallic) are handed over to agencies, which help recycling these materials.
10. The institution has made a MOU with 'Devi Systems' and doing its E-Waste disposal process.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geotagged photographs of the facilities	View File
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geotagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

- 1.Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

File Description	Documents
Geotagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy undertaken by the institution

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:

D. Any 1 of the above

1. Green audit
2. Energy audit
- 3.Environment audit
- 4.Clean and green campus recognitions/awards
- 5.Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of

C. Any 2 of the above

reading materials, screen reading, etc.

File Description	Documents
Geotagged photographs / videos of facilities	View File
Policy documents and brochures on the support to be provided	No File Uploaded
Details of the software procured for providing assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities (within a maximum of 200 words).

The distinguishing steps have been taken by the institution for inclusive environment in the academic year 2020-2021 as follows;

1. The admission policy of the institution is providing attention to the students from diverse regional, cultural and socio-economic backgrounds. So that, the student teachers from different diversities have been benefitting.
2. Organizing seminars to sensitize 'Gender Equity'. A regional webinar on "Gender Equity: A Dare Need of Developing Society" conducted by the institution was enriched the student teachers about the prevailing gender issues in our society, constitutional provisions for gender equity and challenges in gender equality.
3. Integrating the student teachers in to the life of marginalised people such as, mentally challenged, street children, juveniles, aged people, HIV infected children and gypsies.
4. Celebrating the religious festivals like Pongal, Christmas and Diwali as interfaith celebration and inculcating the values of different communities, religion and different cultures of the society.
5. To ingrain secularism the morning prayer is followed as interfaith and three Holy books from Christians, Muslims, and Hindus are read by student teachers.
6. Taking pledge against caste, creed on special events like communal harmony day, Human Rights Day, Republic Day and voters awareness day.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File

7.1.9 - Sensitization of students and employees of the institution to constitutional obligations: values, rights, duties and responsibilities of citizens:

- **St. Ignatius College of Education undertakes different initiatives by organizing various activities to sensitize students and employees to the constitutional obligation namely values, rights, duties and responsibilities of the citizens.**
- **To teach the importance of human rights, the institution organized a webinar on “Emerging Trends in Human Rights” on 10.12.2020. The resource person Mr. Henry Tiphagne, Executive Director of People’s Watch, Madurai, gave a clear vision about the human rights of every individual in the society.**
- **Webinar on “Value Education: Embellish Virtues and Eradicate Vice” held on 25.02.2021 & 26.02.2021, nourished the minds of the employees and student teachers with human values.**
- **A seminar entitled “Consumer Awareness” was organized on 15.03.2021 by the institution to celebrate “World Consumer Awareness Day”. The resource person Mr. S. Jaferali, Advocate & Consumer Activist, District Court, Tirunelveli. He delivered an effective speech and shared knowledge of the legal acts available to safeguard consumers. The student teachers and faculty members clarified their doubts regarding consumer rights. As a consumer they realized their duties and responsibilities in the society. To create voter's awareness, Voters Pledge Taking was held through zoom online platform on 25.01.2021. In the presence of Nodal officer of voter's awareness forum, Dr. N. Theresitta Shanthi, the pledge was taken by the staff and student teachers. It inculcates the importance voting among the staff and students.**
- **In observance of Vigilance Awareness Week 2020, the institution organized a webinar on "Vigilant India Prosperous India" 29th October 2020. Mr. E. Maclarine Eskhol, Deputy Superintendent of Police, Vigilance, and Anti-Corruption, Tirunelveli was the resource person of the programme. He enlightened with his views on corruption and how to fight against corruption for prosperous India.**
- **National Constitution Day was observed by the institution on 26.11.2020. Special talk on “Preamble and fundamental Rights**

of Indian Constitution" was given by Advocate. M. Jemila Antony. Through this online programme staff and student teachers got a clear idea about the concepts of preamble and our fundamental rights.

- The institution and Rotary Club of Tirunelveli Suburbs jointly organized Voters awareness program on 17th March, 2021. Rtd. PAG.PHF. S. Mehalingam President, Rotary club of Tirunelveli Suburbs addressed the gathering about the need for voter's awareness, process of election and importance of voting. Thiru. G. Selvan, Thasildar of Palayamkottai gave demonstration on Electronic Voting Machine and Voters helpline app of Indian Election Commission, thereby insisted the duty of every citizen.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	View File

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this regard: The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized

A. All of the above

File Description	Documents
Code of Ethics - policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	View File
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Celebrating National Days, religious festivals and observing National and international commemorative days are a vital part of the extracurricular activities of the institution. Therefore, the institution organizes seminars/webinars, invited talks and other activities such as rally, human chain and mini marathon. The following events were conducted in this academic year:

1. Competitions on PowerPoint presentation: "Healthy Environment" and Essay Writing: "Climate Heroes" was conducted 28.07.2020 & 29.07.2020 by the institution on World Nature Conservation Day.
2. A webinar on "Building Resilience with Physical Exercise" was organized on 29.08.2020 in commemoration of National Sports Day
3. A webinar on "Justice for Women: Challenges and Opportunities" held in the institution on Independence Day Celebration on 15.08.2020.
4. Independence Day Competitions on Essay: "Impact of Today's NEP on Tomorrow", Poem: "India 2030" and Drawing: "Education for All" was conducted by the institution on 15.08.2020.
5. A webinar on "Eye Care in Digital Age" organized in collaboration with Sri Saradha College of Education for Women and Aravind Eye Hospital, Tirunelveli on 08.10.2020, in commemoration of World Sight Day.
6. Teachers' Day was celebrated on 05.09.2020, with a webinar on "Increasing Personal Qualities of a Teacher Educator".
7. A webinar on "Born to Win" was organized by the institution on behalf of Youth Awakening Day was celebration, on 15.10.2020.
8. A webinar on "Cancer Awareness" was conducted by the institution for "National Cancer Awareness Day" on 07.11.2020.
9. A webinar on "Role of Azadi in Modernizing Education in India" was organized on 11.11.2020 to commemorate National Education Day.
10. Interfaith celebration of Diwali on "Festival of Lights" was held

on 13.11.2020.

11. To commemorate National Constitution Day, the institution organized a Webinar on "Preamble and Fundamental Rights of Indian Constitution" on 26.11.2020.

12. World AIDS Day was observed on 01.12.2020 and a webinar on "Aware; Beware; Aids" was organized by the Red Ribbon Club of the institution in collaboration with Annai Velankanni Multispeciality Hospital, Tirunelveli.

13. Wild Life Conservation Day Competitions was conducted on 04.12.2020 to 06.12.2020 on the topics "Sustaining all Life on Earth" Photo Collage: "Forest & Biodiversity" Drawing/Rangoli: "Big Cats" and Essay Writing: "Understanding the Voiceless Animals".

14. A webinar on "Emerging Trends in Human Rights" was organized on International Human Rights Day, 10.12.2020.

15. Christmas Day Celebration was held on 22.12.2020 on the theme "Jesus, In Solidarity with Humanity".

16. Pongal celebration on the theme "Interfaith Pongal Vizha" was held on 12.01.2021.

17. Republic Day Competitions on Essay Writing: "My Duties as Indian Citizen" Poem Writing: "My Dream India" and Drawing: Any theme about Republic Day was conducted on 26.01.2021

18. National Voters Day Pledge Taking was arranged on 25.01.2021

19. In commemoration of National Science Day E-Quiz was conducted on 28.02.2021.

20. A webinar on "Happiness is the Key to Success" was conducted on 19.03.2021 in commemoration of International Day of Happiness.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	No File Uploaded
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

Best Practice: 1

Incubation Centre: A Centre for Entrepreneurial Development

1. Objective

- To develop entrepreneurial skills among the prospective teachers.
- To train the entrepreneurs in developing their businesses.
- To support the marginalized sectors of the society to startup businesses during this pandemic period.

2. The context that required the initiation of the practice

- Today's society is under the grip of covid-19, and most of the families struggling to meet their economic needs.
- Through the incubation center, student teachers gain hands-on experience in innovation and entrepreneurship while being nurtured and encouraged by faculty, management and industry experts.
- To bring forth a revolution in how and what students learn and achieve, while in studies.
- To assist the needy humanity, the institution decided to function Sr. Raphaela incubation centre for the benefit of the prospective teachers and common people.

3. The Practice

Through the incubation center the following activities are carried out:

- Organized an online workshop on 'Making of Thread Jewelry and Floating Diya in collaboration with Fevicryl Pidilite Industry Ltd, Mumbai on 17.11.2020.
- Online workshop on Chudidhar- Cutting and Stitching was held on 20.03.2021
- Online workshop on producing washing powder and phenoyl on 13.03.2021
- A workshop on preparation of washing powder was held on 04.05.2021.

4. Evidence of Success

- The prospective teachers participated in all the workshops organized by the institution with interest and all were well motivated.
- They motivated their parents and friends to participate in the training and start to prepare washing powder and phenoyl.
- With the support of the workers and the interested people of the institution 'Ignis Washing powder' was prepared.

5. Resources Required

Well organized infrastructure, human resources and financial support were essential resources required to strengthen the practice.

Best Practice: 2

Aerobics for Promoting Physical and Mental Fitness

1. Objective

- To boost the physical fitness among the staff members.
- To stimulate mental wellness among the staff members.
- To inculcate the awareness of physical and mental fitness for the energetic routine.

2. The context that requires the initiation of the practice

Aerobic exercise reduces the risk of many health conditions, ranging from heart disease to dementia.

- Although all forms of physical activity provide some benefits, aerobic exercise is particularly effective, because it causes the heart and lungs to work hard than usual.
- It helps to prevent all the physical and mental ailments.
- The prevailing pandemic situation, online classes create stressful environment and collapse mentally the faculty members.
- Realizing the necessity of physical and mental fitness of the staff members, the institution started the aerobic classes with the consent of the staff members, to do their activities systematically and happily.

3. The Practice

- Proper awareness about the benefits of aerobics was given to the staff members.
- Every day the aerobics class was conducted from 3.30 p.m. to 4.30 p.m.
- Regular motivation was given to the teaching faculty to participate the class without fail.
- Simple and useful steps with warm-up and stretching exercises were taught by the Director of physical education of the institution.

4. Evidence of Success

- The staff members were well motivated and enthusiastically participated in the aerobics class regularly.
- They felt comfortable with the simple exercises and got rid of back pain, leg pain and body pain.
- The feedback from them was positive and it removed stress and physical discomfort.
- We could see the happy and energetic faces of the faculty members during the pandemic period.

5. Resources Required

Separate room for aerobics class was the specific resource required.

File Description	Documents
Best practices in the Institutional website	https://www.ignatiuscollegeofeducation.com/AQAR/2021/Criterion VII/bestpractice 2020_21.pdf
Any other relevant information	https://ignatiuscollegeofeducation.com/AQAR/2021/Criterion%20VII/Additional%20%20information%20Best%20Practices.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

St. Ignatius College of Education (Autonomous) has taken steps to integrate ICT at all levels of education system in the institution to overcome the sudden shift away from the classroom learning in Covid-19 pandemic period. The institution intensively enhanced

techno based teaching strategies for all the courses. E-content is a very powerful tool of education especially in the Covid-19 pandemic situation. The distinctive steps have been taken by the institution in the academic year 2020-2021 as follows;

- Establishing Sr. Avila Hi-Tech studio in the campus.
- Facilitating Hi-Tech studio with Computer, Teleprompter, Digital Camera, Web Camera, Boyo Mic, Shadow Lights, Tripods
- Open Broadcasting Software
- Capturing lecture by the staff members for all the courses.
- Developing e-content study materials based on the syllabus.
- Uploading e-content in the college website for the reference of the student teachers.
- Creating google classrooms for each course (B.Ed. & M.Ed.).
- Conducting webinar on e-content development for the staff members.
- Updating the syllabus by adding e-content development as a task assessment for the student teachers.
- Motivating and training student teachers to prepare e-content and uploading them in their google classrooms.

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

1. The course "Perspectives and Issues in Teacher Education" bears relevance to the developmental needs in the national context. (P01)
2. The M.Ed. Course "Advanced Educational Technology" encompasses the relevant technology to be implemented by the students. (P02)
3. Online classes were conducted successfully to meet the regional and local needs of the students during the pandemic period. (P05)
4. The learning Management system was organized during the pandemic period to meet the learning needs of the students. (P06)
5. The PG course 'Curriculum, Pedagogy and Assessment' and 'Status and Issues of Secondary Education', bears relevance to the national developmental needs. (P03)
6. The national webinar "Modern Skills for modern teachers" imbibes the students with the relevant skills. (P08)
7. A national level online workshop on "A Paradigm shift - A skill based training" was conducted to sharpen the skills of the students. (P02)
8. A national webinar on "Research Methodology and statistical techniques" was conducted (P05)
9. A national webinar on "Innovative Technology for Inclusive Education" was conducted. (P07)
10. Sociological and Philosophical foundations of education comprise different disciplines and schools of philosophy propagated by eminent pedagogists at global level. (PE-II, C03)
11. The dissertation by PG investigators deemed it compulsory and they collect related literature through foreign abstracts of theses. (P05)

File Description	Documents
Upload additional information, if any	View File
Link for additional information	https://www.ignatiuscollegeofeducation.com/AQAR/2021/Criteion%20I/1.1.1%20addStudent%20Induction%20Programme%20new.pdf

1.1.2 - Number of Programmes where syllabus revision was carried out during the year**2**

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	View File
Any additional information	View File

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year**13**

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	No File Uploaded
Any additional information	No File Uploaded

1.2 - Academic Flexibility**1.2.1 - Number of new courses introduced across all programmes offered during the year****00**

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	No File Uploaded
Any additional information	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

1

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

1. The B.Ed course "Personal and Professional Life Skills" sensitizes the students regarding professional ethics.
2. The morning assembly convened by the head of the institution is a true fertile ground for inculcating sublime values in student-teachers.
3. The B.Ed course "Gender, School and Society" enables the students to be aware of the gender issues.
4. The M.Ed course "Gender studies and Inclusive Education" focus on the gender studies and inclusivity.
5. Values like human rights, civic sense are inculcated through seminars and workshops.
6. The M. Ed course "Human Rights and Value Education" focuses on the values needed to be imbibed by the students.
7. The national webinar "Value Education: Embelish virtues and eradicate vice" was conducted to inculcate the right value system.
8. The workshop on "Therapeutic values of Yoga" was conducted
9. The vital issues are infused in the institutional curricular transaction procedures through separate elective papers 'Environmental Education' and 'Value and Peace

Education'

10. Student teachers are sensitized about environmental pollution and their consequences which may result in dengue fever and other severe health related issues.
11. The various activities like "Nature through the Eyes of Nietzsche", "Science in day-to-day life", Competitions like "Wild life conservation day competition", "Science Art and Photography contest" were conducted to infuse environmental awareness.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	No File Uploaded

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year**3**

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	View File

1.3.3 - Number of students enrolled in the courses under 1.3.2 above**172**

File Description	Documents
List of students enrolled	View File
Any additional information	View File

1.3.4 - Number of students undertaking field work/projects/ internships / student projects**167**

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	View File

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni

A. All 4 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	https://www.ignatiuscollegeofeducation.com//AQAR/2021/Criteion%20I/1.4%20Stakeholders%20Feedback%20Analysis%20and%20Action%20Taken%20Report.pdf
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	View File

1.4.2 - The feedback system of the Institution comprises the following

A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	https://www.ignatiuscollegeofeducation.com//AQAR/2021/Criteion%20I/1.4%20Stakeholders%20Feedback%20Analysis%20and%20Action%20Taken%20Report.pdf
Any additional information	No File Uploaded

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students**2.1.1.1 - Number of students admitted (year-wise) during the year****175**

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)**164**

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

As students matriculate through their academic programs, their progress is tracked and information gained is used to evaluate and strengthen them through various programs and services. Based on the marks scored by the students in the entry test, students are trained to undergo the professional education program. Assessment of the Entry Level Test helps to identify their knowledge and skills. Depending on the diversified needs of the student teachers, bridge course/ induction programs are conducted on various topics such as Spoken English, Personality development, Italic writing, stress management, ICT training, spirituality for daily life, Yoga, and value education. Career guidance, Counselling sessions and peer tutoring are organized whenever need arises. Remedial classes are conducted based on the marks obtained in their Internal Examinations. Slow learners in academics are provided with remedial teaching after college hours. Achievers are exposed to online courses like NPTEL, Udemy, and Swayam. They are encouraged to participate in Group discussion, Brain storming, think tank, panel discussion, quizzes, seminars and webinars. With the aim of sensitizing staff and students on issues such as gender, inclusiveness, ICT, and

Environment. Students are motivated to participate in activities like workshops, seminars, and guest lectures that are organized on social issues.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.ignatiuscollegeofeducation.com/AQAR/2021/Criterion%20II/2.2.1.Catering%20to%20students%20needs.pdf

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/05/2021	343	27

File Description	Documents
Upload any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student-centric methods such as experiential learning, participative learning and problem-solving methodologies are used for enhancing learning experiences:

St. Ignatius College of Education gives the right blend of traditional and modern teaching methods to make learning student-centric a rewarding experience. Excursions, Field visits and Industrial visits are organized from time to time to expose students and faculty to advanced levels of knowledge and skill. Citizenship Training Camp and Fine Arts competitions are organized to improve collaborative learning among students. College laboratories like Mathematics, Physical Science, Biological Science, Computer Science, Psychology laboratory, and Language laboratory provide first hand experiences. Sr. Landrada Centre for Research assists the scholars to carry out research widely. Sr Maggie Hi Tech Studio, helps to develop E-Content materials. Delnet and Inflibnet facilities in Sr Lilly Puspham library enhance students knowledge. Micro Teaching, Link practice, Demo teaching, Peer teaching, Practice teaching and

Internship helps them to acquire various teaching skills. NET Coaching for scholars and TNTET coaching for student teachers are frequently conducted. Role-play, Group Discussion, Assignment, Seminar, Webinar, Quizzes, Think Tank, Brain Storming and Debates help students to demonstrate critical thinking, develop presentation skill, improve abstract thinking, reasoning, and public speaking skills. Case studies and action research improve the problem-solving ability of the students. Students are encouraged to enroll in NPTEL/SWAYAM/ Udeemy during their learning period.

File Description	Documents
Upload any additional information	View File
Link for additional Information	https://www.ignatiuscollegeofeducation.com/AQAR/2021/Criterion%20II/2.3.1%20Additional%20Information-1.pdf

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

St. Ignatius College of Education faculty members use online educational resources, social networking sites, blended learning platforms like google classroom to effectively deliver teaching. Classes are furnished with LCD projectors/ interactive white boards which are used for teaching learning process. Sr Lilly Puspham library is equipped with Delnet, and Inflibnet facilities for easy access of books and online journals. The college peer reviewed research journal "Inigo Edu Research" is published in the college website. Faculties prepare online quizzes for students with the help of Google Forms, and Hot potatoes. Online competitions such as Poster making, Collage, Photo contest, Essay writing, quiz, Power point presentation are being organized with the help of various Information Communication Tools. National and International Webinars are organized. E-Content and E-Materials are made available in the online mode to students for long term learning and future referencing. You- Tube, E- mails, WhatsApp group, Jamboards, Zoom and Google classrooms are used as platforms to communicate, provide material, make announcements, upload assignments, make presentations, and share information. Hostel is equipped with internet facility to encourage learning. Sr Maggie Hi Tech Studio is used to create video lectures and upload in appropriate platforms for students to use as extra learning resources.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://ignatiuscollegeofeducation.com/StudioEcontent.php
Upload any additional information	View File

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

20

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

Academic Calendar is a strong foundation of academic activities and propagates to the vision and mission of the institution. The academic calendar is prepared so that teachers should know all the activities. Academic calendar consists of details like the total number of working days and holidays, Internal Evaluation dates, guest lectures, celebration of national days, workshops, industrial visits, other co-curricular and extra-curricular activities of the departments. The events are added in the academic calendar well in advance so that the faculty can start preparing other scheduling tools in the form of various timetables. The calendar of events indicates duration of course, minimum attendance, programme content of the course study for all the semesters and credits for various courses, The information's such as standard of passing and Details of Passing minimum and Award of Classes are also given in the academic calendar. Faculty programmes, Student induction programmes, webinars on recent developments and policies of education are organized in line with the academic calendar Celebrations like Teacher's Day, Diwali, Christmas, Pongal, Women's Day, Happiness Day and club activities of various clubs are conducted according to the academic calendar. Internal and External examinations are

also conducted in tune with the academic calendar.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full-time teachers against sanctioned posts during the year

12

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	View File
Any additional information	View File

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

12

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	View File

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

127

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	View File

2.5 - Evaluation Process and Reforms

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

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	View File

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

2

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	View File

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

As per the orders of UGC and the state Government to conduct Semester examination through online mode due to the pandemic situation it was resolved by the Examination committee to conduct the exam through online mode. Model Examination was conducted to B.Ed. students through online mode in order to familiarise them with the writing of examination through online mode and uploading the soft copy of their answer sheets, the question pattern, to revise the subjects during lockdown period, to gain a deeper knowledge in the theoretical concepts, to train them in time management and for reduction of Examination anxiety.

Guidelines were prepared separately for students and Invigilators for the smooth conduct of the Examination and to help the students in writing the exam without anxiety through online mode. Zoom meeting was conducted to clarify their doubts and to make them ready for the examination. WhatsApp group was created for each group for which the invigilator and controller of Examinations are made admins for two way easy communication of information and clarification of doubts for both the students and staff.. Hall tickets were also sent through WhatsApp for the students. The Link for (GOOGLE MEET) was communicated through the WhatsApp group.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.ignatiuscollegeofeducation.com/AQAR/2021/Criterion II/2.5.3. IT Reforms and Integration.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme Outcomes and Course Outcomes for all Programmes offered by the institution are stated and displayed on the website and communicated to teachers and students

The Institution frames the Program Learning Outcomes (PLOs), and Course Learning Outcomes (CLOs) for programs like B.Ed., M.Ed, and M.Phil and for each course which reflects the vision and mission of the institution. These outcomes have been set, taking into account the variety of programmes and the heterogeneity of rural and urban students. PLOs and CLOs are stated in the syllabi book and academic calendar. They are displayed on the college website and communicated to teachers and students. The syllabi are handed over to the teachers and students at the beginning of the programme. They are retained in the library for reference. Program Learning Outcomes, and Course Learning Outcomes are highlighted and made aware to the students during the induction and orientation programme. Besides they are addressed through value added courses and activities like Seminars, Webinars, Citizenship Training Camp, Field Visits, Social Useful Productive Work and competitions organized by the Institution. The importance of the learning outcomes has been discussed and communicated to teachers in IQAC meeting. Learning outcomes are informed to the parents during Parents Teachers Meeting. The students and teachers are made aware of these, which enable students to visualise the importance of the subject and learn better.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	View File
Link for additional Information	https://www.ignatiuscollegeofeducation.com//AQAR/2021/Criterion II/2.6.1 Syllabus for B.Ed,M.Ed and M.Phil.pdf

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

St. Ignatius College of Education has adopted both Direct and Indirect methods to ensure the attainment of Program Learning Outcomes (PLOs) and Course Learning Outcomes (CLOs). These Outcomes are accomplished through curriculum. The PLOs are attained through direct methods of evaluation like Internal Examinations, Seminars, Assignments, Internship, Practical work, Task assessment and Indirect methods like Co-curricular activities, and Extra -curricular activities. Internal assessment is essential for the fulfilment of the CLOs and PLOs. Examination committee of the college deals with the effective implementation of the examination reforms. With varying Blooms Taxonomy Levels, the questions in Internal Examinations are set up pertaining to all CLOs. Both Internal and Semester Examinations are conducted to attain the PLOs and CLOs. Students Satisfaction Survey taken from the final year students at the completion of their programme, stands as the comprehensive feedback for the PLOs and CLOs assessment. Alumni survey is conducted annually to obtain the inputs and suggestions on PLOs attainment in the real time societal environment. In addition, the institution takes the Placement record and higher education details of the students as supporting evidences for the assessment of PLOs. These feedback mechanism helps to improve the teaching learning process in outcome based education.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.ignatiuscollegeofeducation.com//AQAR/2021/Criterion II/2.6.2 Programme Outcomes and Course Learning Outcomes.pdf

2.6.3 - Pass Percentage of students**2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution****165**

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	View File
Paste link for the annual report	https://www.ignatiuscollegeofeducation.com/AQAR/2021/Criterion%20II/Annual report.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire). Results and details need to be provided as a weblink

<https://www.ignatiuscollegeofeducation.com/AQAR/2021/Criterion II/Student Satisfaction Survey 2020-21.pdf>

RESEARCH, INNOVATIONS AND EXTENSION**3.1 - Promotion of Research and Facilities**

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

The Research Policy provides a huge broad framework to promote research bent of mind in the teachers through the following objectives.

- 1. To provide conducive environment for undertaking Doctorate Researches.**
- 2. To provide incentive for publication or presentation of research output.**
- 3. To pursue efforts to write the book, chapters, monographs for publication.**
- 4. To provide seed money for faculties to carry out short-term research project.**
- 5. To provide TA and Registration fees to the faculty members**

for attending national or international conferences.

Research Policy Implementation Mechanism

1. Provides research facilities in terms of library, research journals, and research incentives required by the faculty.
2. Improves the availability of research infrastructure requirements to facilitate research.
3. Facilitates the faculty in undertaking research and work with the college management to set up a research fund to provide seed money.
4. Provides seed money for faculties to carry out short-term research project.
5. Supports the faculty to submit the proposal for Minor Research Projects to seek grants from the funding agencies like UGC.
6. Provides incentives for publication or presentation of research output.
7. Sanctions duty/academic leave and provide financial assistance in the form of TA and registration charges to the faculty members for participating and presenting research papers in conferences, seminars and workshops.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	https://ignatiuscollegeofeducation.com/pdf/Research/Institutional%20Policy%20for%20Promotion%20of%20Research%20(1).pdf
Any additional information	View File

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

0.1145

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	View File
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	View File
List of teachers receiving grant and details of grant received	View File
Any additional information	View File

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

00

File Description	Documents
e-copies of the award letters of the teachers	No File Uploaded
List of teachers and details of their international fellowship(s)	View File
Any additional information	No File Uploaded

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

0.5

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	View File
Any additional information	View File

3.2.2 - Number of teachers having research projects during the year

5

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.ignatiuscollegeofeducation.com//AQAR/2021/Criterion%20III/3.2.2%20Socio%20cultural%20Awareness%20of%20Gypsies.pdf
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides**1**

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year**1**

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	https://www.99corporates.com/INCOME-TAX-EXEMPTED-INSTITUTE/THE-COUNCIL-OF-ICM-EDUCATIONAL-INSTITUTION/TRUST-208171
Any additional information	View File

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

- The Institute facilitates research activities and creates culture by motivating the faculty to seek research grants by applying for sponsored research projects.
- The Institution is very keen on promoting research-bent of mind in the teacher educators through creating a passion for research. Faculty members are encouraged to undertake socially relevant innovative research.
- Faculty members are encouraged to participate and present papers in Conferences/Seminars/Webinars organized by foreign countries for facilitating knowledge sharing.
- 2 International, 18 National, 1 Regional Webinars and 13 invited talks were organized.
- Faculty members have published 2 Books, 13 Chapters in Edited Books and 4 Conference/Seminar proceedings.
- The Institution encourages individual and collaborative action research.
- The College organized Online Workshop on "Social Entrepreneurship, Swachhta and Rural Engagement Cell Action Plan for Institutions" in collaboration with Faculty Development Centre, Mahatma Gandhi National Council of Rural Education, Department of Higher Education, MHRD Government of India.
- The College encourages organizing community orientation activities to encourage student teachers to think creatively, work together, and reflect on social issues.
- The Institution has created an ecosystem that encourages entrepreneurship development. Raphaela Incubation Centre was established in 2020 to nurture entrepreneurial skills and produce entrepreneurs.
- Online workshops were conducted to promote entrepreneurial skills

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.ignatiuscollegeofeducation.com//AQAR/2021/Criterion%20III/3.3.1.eco%20system%20for%20innovation%20and%20creation.pdf

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

File Description	Documents
Report of the events	View File
List of workshops/seminars conducted during the year	View File
Any additional information	View File

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

C. Any 2 of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	View File

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

3

File Description	Documents
URL to the research page on HEI website	https://www.ignatiuscollegeofeducation.com/
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	View File

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website

during the year

4

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	View File

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

17

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.ignatiuscollegeofeducation.com/chapter.php

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

00

File Description	Documents
Any additional information	View File
Bibliometrics of the publications during the year	No File Uploaded

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

00

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	No File Uploaded
Any additional information	View File

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

00

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	No File Uploaded
Any additional information	No File Uploaded

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

00

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	View File
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	View File

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

The Institution engages students to participate community welfare activities in neighbourhood public for their holistic and sustainable community development through participating in community based activities. Due to the Covid 19 pandemic, students could not go to the neighbourhood to initiate extensional activities. So we carried out online awareness programmes and workshops to sensitize the students to the current social issue, such as fitness programmes, yoga and breathing training and health awareness programmes.

1. Entrepreneurship Training

Through Sr. Raphaela Incubation Centre of our college, entrepreneurship training was given to help the students and public in focussing on providing and boosting entrepreneurial development.

1. Yoga and Breathing Training

Health Club of our college organized National webinar on "Yoga - Fight Stress and Find Serenity" and Online Workshop on Breathing Exercises to fight Covid during the lockdown.

1. Inigo Fitness Run

According to the guidelines given in FIT INDIA FREEDOM RUN announced by the MHRD, Government of India, the college organized "INIGO FITNESS RUN 2020" from 27th September to 02nd October 2020.

1. Red Ribbon Club & Youth Red Cross

Aids awareness programme and Awareness programme on Eye Care in The Digital Age were organized through RRC and YRC of our college.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.ignatiuscollegeofeducation.com//AQAR/2021/Criterion%20III/3.6.1%20-%20Extension%20Activities.pdf

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

4

File Description	Documents
Number of awards for extension activities in during the year	View File
e-copy of the award letters	View File
Any additional information	View File

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

26

File Description	Documents
Reports of the events organized	View File
Any additional information	View File

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

334

File Description	Documents
Reports of the events	View File
Any additional information	View File

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

95

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	View File

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

13

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	View File
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	View File
Any additional information	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning, viz., classrooms, laboratories, computing equipments, etc.

The institution has well-constructed buildings to fulfil the needs of educators and Students. The institution renders B.Ed., M.Ed., M.Phil and Ph.D. programs.

Classrooms

There are 18 ICT enabled classes for B.Ed, M.Ed, M.Phil and Ph.D Programmes.

Classrooms are;

- 1. ventilated, spacious with physical and academic facilities.**
- 2. Furnished with proper seating arrangements.**
- 3. equipped with television, computer with internet connection, LCD and Over Head Projector, Interactive White**

Board, audio system, wooden cupboards, steel almirah, equipment and books.

Laboratories

There are 6 well equipped laboratories for Biological Science, Computer Science, Mathematics, Language, Physical Science and Psychology. The institution also utilizes laboratory facilities of model school.

Laboratories are;

1. well-constructed for demonstration and experiments with proper ventilation.
 2. uniquely classified and equipped with necessary apparatus and modern ICT tools.
 3. Science laboratories encompass a collection of Scientific apparatuses, Models, Specimens, Equipment, Chemicals and Educational aids to develop scientific temper and critical thinking in students.
 4. Psychological laboratory incorporates various psychological techniques for assessing Intelligence, personality, span of attention and Transfer of learning.
 5. Language Laboratory comprises of 20 computers to enhance the listening and speaking skills of English language.
-
1. Computer laboratory consists of 26 computers with updated versions and internet facilities for technological skill training.
 2. Mathematics laboratory encompasses of various teaching and learning aids, manipulative materials needed to help the students to comprehend the concepts through relevant, meaningful and concrete activities.

Computing equipments

1. Classrooms, laboratories, meeting hall, conference hall and multipurpose hall are well equipped with Computers, LCD projector, Television, audio system, with internet and Wi-Fi connection.
-
1. Computers with i3, i5 and i7 processors along with Windows 10 Operating System.
 2. Internet with 10 MBPS Leased Line connections for Wi-Fi free campus along with 100 MBPS Fiber net for computer laboratory.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.ignatiuscollegeofeducation.com/AQAR/2021/Criterion%20IV/4.1.1.Physical%20Facilities%20for%20Teaching%20Learning.pdf

4.1.2 - The institution has adequate facilities for cultural activities, yoga, sports and games (indoor and outdoor) including gymnasium, yoga centre, auditorium etc.)

The facilities available for sports, games (Both indoor and outdoor), gymnasium, yoga and cultural activities are as follows;

Festivals, celebrations, charity events, competitions, debates and speeches, exhibition and workshop, quiz and other cultural activities are organized in De-Meester Conference Hall.

Yoga class, aerobics session, socially useful productive work class, music class are orchestrated in Sr. Maggie Multipurpose Hall.

College day celebration, food festival, intercollegiate competition and other activities are organized in the Auditorium.

Sports Complex comprises of sports field, fitness centre, facility for indoor games and an equipment room.

Multi Stationed Gym has 6 stations, treadmill, and orbit truck.

Playgrounds well maintained for basketball, badminton, volleyball, throw ball, football, tennis ball, cricket, tennikoit and skipping.

Indoor games include table tennis, carom, chess and Chinese checker.

File Description	Documents
Geotagged pictures	View File
Upload any additional information	View File
Paste link for additional information	https://www.ignatiuscollegeofeducation.com/AQAR/2021/Criterion%20IV/4.1.2-Additional%20information.pdf

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities**22**

File Description	Documents
Upload any additional information	View File
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure for infrastructure augmentation, excluding salary, during the year (INR in Lakhs)**145.53**

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	View File

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

The library has been functioning since its inception from the year 1957. The aim of the library is to provide the right source of knowledge to the right users at the right time. The Library provides effective and efficient library service to achieve the ultimate aim of the institution. It is automated through application software named ROVAN LMS SOFTWARE installed and

maintained by Rovant Technology, Sivakasi. It helps to manage and control the resources in the library and serve the students better. Recently the library is fully with leading management software solutions KOHA which give a user-friendly interface for searching resources in the library, along with its positions and availability statuses. The functions provided by Rovant LMS software are as follows;

- Acquisition
- Catalogue
- OPAC
- E - Gate
- Circulation
- Administration

1. The library is automated from 2006 onwards. The Institution has spent Rs.18,000/- for the implementation of Rovant Software on 23rd January 2006.
2. It is Renewed every year by paying Rs.3000/-
3. The library automation system helps in managing the library constructively and systematically.
4. The Bar code and scanning system provided in the library makes the circulation process easy. This automation process helps to store information related to book numbers, author name, members in the library and details of rack.
5. This facility helps in efficient tracking of the records of books that have been issued, returned and added in the library.
6. The OPAC (Online Public Access Catalogue) system provided in the library is useful to the students and the staff to sort and identify the needed books in the library.
7. It helps to identify the availability of books on the basis of title, accession number and author. Separate system is available for OPAC
8. The whole functioning of the library is carried out effectively with the help of Rovant Software.
9. The library has been strengthened with the addition of five computers with Internet connection.
10. The library is provided with high speed internet access through dedicated fibre optic broad band leased line.
11. INFLIBNET, N-LIST and DELNET services are provided in the library. Printing and Reprography facility is available for the users of the library.

ILMS Software ROVAN

- Name of the LMS software: ROVAN
- Partially
- Server Version: 4.5

Year of automation: 2006

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.ignatiuscollegeofeducation.com//AQAR/2021/Criterion%20IV/4.2.1%20%20Integrated%20%20Library%20Management%20%20System.pdf

**4.2.2 - Institution has access to the following:
e-journals e-ShodhSindhu Shodhganga
Membership e-books Databases Remote
access to e-resources**

A. Any 4 or more of the above

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	View File

4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)

0.40220

File Description	Documents
Audited statements of accounts	View File
Any additional information	View File
Details of annual expenditure for purchase of books/e-books and journals/e-journals during the year (Data Template)	View File

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

150

File Description	Documents
Upload details of library usage by teachers and students	View File
Any additional information	View File

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

The institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities. To meet the growing demands of technically skilled professionals in the modern competitive world, the institution ensures that its faculty and students are facilitated with latest computer and software to enhance quality education in the campus.

1. The institution is free Wi-Fi campus therefore, students access internet at any time within the campus.
2. Media Access Control address(MAC address) is given to the staff and students. Students those who have MAC address can access internet with Free Wi-Fi in the campus.
3. The institution has created the policy on using ICT facilities to handle and use all the ICT facilities with care and secure.
4. Fee Wi-Fi is allowed only for the academic purpose of the staff and the students.
5. The policy consists of IT ethics which prohibit malpractice in using internet with Wi-Fi.
6. The institution has taken steps for spreading awareness about cyber security.
7. Cyber security system is monitored under the responsibility of system administrator and the website committee of the institution.
8. They are responsible for procurement, installation, configuration of ICT equipment in computer laboratory, language laboratory and administrative sections in the institution.
9. IT security policy identifies the rules and procedures for using the institution's IT assets and resources within the limit of cyber security system.
10. The institution verifies the network, configures and turns off sharing periodically to avoid hackers.

11. All the systems in the campus are installed with advanced antivirus to protect the programme in the systems, detect and remove viruses.
12. The institution has allocated the budget of Rs. 3,00,000/- for the academic year 2020-2021.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.ignatiuscollegeofeducation.com//AQAR/2021/Criterion%20IV/4.3.1%20Policy%20on%20Using%20ICT%20Facilities.pdf

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
341	72

File Description	Documents
Upload any additional information	View File

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. 250 Mbps

File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	View File

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

A. All four of the above

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.ignatiuscollegeofeducation.com//AQAR/2021/Criterion%20IV/4.3.4%20link%20for%20e-content%20facilities.pdf
List of facilities for e-content development (Data Template)	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)

11.02

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities – classrooms, laboratory, library, sports complex, computers, etc.

The institution has well-established system and procedure for maintaining and utilizing, physical, academic and support facilities. It oversees the maintenance of laboratories, library, sports complex, computers and classrooms to ensure the effective utilization of physical, academic and support facilities through the following ways;

1. The management takes care of all the assets of the institution. It coordinates through Heads of Departments, faculty, administrative staff, assistants and technicians.
2. The management undertakes annual maintenance and periodical works on a regular and contract basis.
3. All the laboratories are maintained by the responsible staff members and technical assistants under the supervision of the concerned staff.
4. All the facilities are maintained by keeping attendance register, stock register and breakage register and periodic supervision.
5. The student teachers are allowed to work in the

laboratories under the proper supervision of teacher educator.

6. Work areas are kept clean and neat and work surfaces are cleaned at the end of each laboratory activity.
7. The student teachers are responsible for the equipment issued to them.
8. Materials and apparatus in the laboratory should be utilized ethically under the supervision of the faculty. All the student teachers should handle the apparatus with utmost care.
9. The routine activities of the library are managed by the librarian with the help of library assistants.
10. The library is automated. It has gate register (Automated), entry register (Automated), stock register and issue register to maintain physical and academic facilities in the library.
11. It follows token system for student teachers to read books (Partially automated / manual) and OPAC (Online Public Access Catalog) is utilized for searching books and catalog for thesis reference separately.
12. Bar-code system and book bank register are maintained for referring and lending books from the library.
13. Sports equipments are maintained by keeping the stock register and supervision by the Director of Physical Education.
14. Students should take the required sports equipment and return them back properly.
15. All the computers in the campus are monitored by the respective staff and technical assistants regularly.
16. It is mandatory to enter student's name in the log-in register.
17. Students should be careful while operating the computers.
18. The internet and LAN facilities are fully functional and are properly maintained and monitored by the concerned staff and technical assistants.
19. Repair, up-gradation, purchase of hard ware and software are maintained by the concerned expert staff and technical assistants.
20. In case of any requirements, the concerned staff and technicians consult with the management and the needed requirements are procured promptly.
21. All the classrooms are monitored by the principal and staff members regularly.
22. CCTV surveillance is available for safeguarding the assets.
23. The carpenter is available on campus at any time.
24. Periodic painting, white washing, cleaning, plumbing,

woodwork and civil works enhance the physical ambience of the infrastructure.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.ignatiuscollegeofeducation.com//AQAR/2021/Criterion%20IV/4.4.2%20%20General%20Policy%20for%20maintaining%20Physical,%20Academic%20and%20Support%20Facilities.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

23

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

12

File Description	Documents
Upload any additional information	View File
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga,

A. All of the above

Physical fitness, Health and Hygiene)
Awareness of Trends in Technology

File Description	Documents
Link to Institutional website	http://www.ignatiuscollegeofeducation.com/StudioEcontent.php
Details of capability development and schemes	View File
Any additional information	View File

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

341

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	View File
Details of student grievances including sexual harassment and ragging cases	View File
Upload any additional information	View File

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

16

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of outgoing students progressing to higher education

40

File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
Any additional information	View File

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

00

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	View File

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports and/or cultural activities at inter-university / state /national / international events (award for a team event should be counted as one) during the year

5

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

A democratically chosen student council actively takes part in all the activities of the college. All academic and administrative bodies have student representation, which ensures direct involvement of student teachers in institutional planning and functioning.

Student council independently plans and celebrates National festivals and Teachers' day. Teacher Educators guide the student teachers in organization of activities. Every student teacher has been given equal opportunity to exhibit their individual talents on stage to welcome, thank or introduce the resource person and guests.

Right from the morning assembly to the extension activities, in and out of the campus, student teachers play a proactive role. Apart from Student Council President and Secretary and secretaries of individual wings namely Cultural wing, Extension Services wing, Library wing and Spirituality wing, student teachers serve as Class representatives and Optional subject leaders. All of these representatives together form the Student Council.

Being an active member of Academic Council, Board of Studies,

Internal Quality Assurance Cell, Magazine Committee, Library Committee, Anti-Ragging Committee, Sexual Harassment Prevention Committee, Appeals and Grievances Committee, Youth Red Cross Committee and Red Ribbon Club, inculcate leadership skills in the student teachers and prepare them to plan, organize and execute activities as teachers in future.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.ignatiuscollegeofeducation.com//AQAR/2021/Criterion%20V/5.3.2%20student%20council.pdf

5.3.3 - Number of sports and cultural events / competitions organised by the institution

11

File Description	Documents
Report of the event	View File
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	View File

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

Alumni Participation in 2020-2021 - Annual Report

The Alumni Association contributes significantly for the development of the Institution through career guidance, observation and demonstration classes, motivation sessions, information regarding placement opportunities, serving as mentors during Internship teaching practice, appointing eligible student teachers in their workplace where the alumna are the heads of the institutions.

Alumni donate books for book bank which help student teachers for preparing and collecting study materials for Competitive Examinations. Alumni serve as inspiring role models for student

teachers through distinguished services in different field of education. Alumni were invited as guests of honour and resource persons to enlighten the prospective teachers.

On 19th November, 2020 one of the illustrious alumni, Ms. S. Vimala, M.Sc., B. Ed., B.T. Assistant, St. Joseph's Girls Higher Secondary School, Salem interacted with the student teachers via Zoom platform to inspire the student teachers on, "Teachers: The Social Engineers".

Alumni serve as representatives of the committees and cells of the institution namely Board of Studies and IQAC of the college and contribute valuable suggestions for curriculum planning and delivery. Apart from all these services, monetary support is also given for expansion of infrastructure and as scholarship for student teachers in need.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.ignatiuscollegeofeducation.com//AQAR/2021/Criterion%20V/5.4.1%20Alumni%20meeting%20relevant%20information.pdf

5.4.2 - Alumni's financial contribution during the year

E. <2 Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

Nature of Governance

St. Ignatius College of Education is a Government Aided Autonomous institution affiliated to Tamil Nadu Teachers Education University governed by the Council of the ICM

Educational Institutions, Trichy. It functions under the President and guidance of the ICM Educational Society and administered by the Secretary and the Principal. It keeps its portals open to eligible women prospective teachers especially from rural neighbourhood. It aims at the formation of prospective women teachers since 1957 with farsighted clear vision of the present and future panorama of the needs and requirements for the promotion of Social Justice and Social Progress.

It ensures decentralized, participatory governance, and collaborative administration with all its stakeholders such as faculty, administrative staff, students, alumni, parents, employers, and heads of model school through institutional bodies.

Participation of teachers in the academic bodies - Board of Studies, Academic Council, and Governing Body and Examination committee, Planning and Evaluation Committee and Students Welfare Committee in unison with Staff Council enhance decision-making.

Students' participation in Board of studies, Examination Committee, Library Committee, Students-Grievance and Redressal Cell and Subject Clubs increase leadership and organizational abilities.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://ignatiuscollegeofeducation.com/OurVision.php

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

Decentralisation

St. Ignatius College of Education follows decentralization and participative management in all its academic and administrative domains namely, admission policy and process, curriculum design and development, conduct of formative and summative evaluations, student council election, grievance redressal procedures, disciplinary actions, allocation of budgets, staff-student enrichment activities and organisation of cultural programmes. The ICM Board of Management, President, Secretary, Principal,

Academic, Supportive and Administrative Staff, and the stakeholders work together in harmony.

Participative Management

The Institutional bodies encompass 4 statutory bodies that carry out their functions effectively with the support of 9 non-statutory bodies, 21 committees, cells and clubs for in campus activities. The Principal is the chairperson of these bodies and ensures the participation and contribution of all the stakeholders towards quality sustenance and academic excellence of the students.

Statutory Bodies

The institution has the statutory bodies namely, Governing Body, Academic Council, Board of Studies, and Finance Committee constituted as per the UGC Autonomy guidelines for colleges.

Non-Statutory bodies

The institution has non-statutory bodies namely, Admission Committee, Examination Committee, IQAC, Students' Grievance and Redressal Cell, Library Committee, for ensuring optimal participation of academic and administrative staff and students in all the activities.

Committees for in-campus activities

The academic and administrative staff and students execute and implement the responsibilities for in-campus activities such as Career Guidance and Placement cells and Committees for Sports and Health.

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	View File
Paste link for additional Information	https://www.ignatiuscollegeofeducation.com/AQAR/2021/Criterion%20VI/6.1.2%20Minutes%20of%20Institutional%20bodies.pdf

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

DEPLOYMENT STRATEGY

The system of education has taken a massive leap to advance by incorporating technology in the past five years. The institution facilitates the student teachers to access e-content in the institutional website.

E - Content development

Action Plan:

1. Equipping Teacher Educators with e-content development
2. Conducting Faculty Development Programme on e-content development
3. Extension of Infrastructure with facilities for e-content development
4. Inclusion of e-content development as a part of Curriculum for the student teachers
5. Utilization of quality e-content modules as effective tools for teaching and learning

The development of e - Content and the associated web-based learning deployed are not to replace traditional teaching and learning, but are to supplement and strengthen them.

Action Taken:

For Teacher Educators:

1. Hands on training imparted to Teacher Educators in e-content development
2. Faculty development programme was organized on 'e-content development'
3. ANational Level workshop was conducted on "Online Assessment: A paradigm shift - a skill based training"

For Student Teachers:

The content included in the courses,

1. 'Information and Communication Technology' in the unit II has, the topic ICT integrated Pedagogy-Instructional Model: ASSURE Model.
2. Provision for the preparation of e-content, podcast, vodcast as Task assessment in 'Curriculum and Pedagogic Studies'

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://ignatiuscollegeofeducation.com/StudioEcontent.php
Upload any additional information	View File

6.2.2 - The functioning of the various institutional bodies is effective and efficient as visible from the policies, administrative set-up, appointment and service rules, procedures, etc.

Description

The administrative setup of the Institution comprises of the ICM Educational Society, Board of Management, President and Secretary of the College, Principal, Academic and Administrative staff. The Secretary and Principal lead the Administrative and the Academic Bodies respectively. The Council of the I.C.M Educational Institutions is a registered Society. The ICM Management constitutes the President, Secretary, Treasurer and four Executive Committee Members. They together form the Governing Body of the Society.

Recruitment of Teaching and Non-teaching Staff for both aided and management sectors, conducting periodical appraisal for the quality assurance and internal audit for the sustenance. Service rules and procedures are guided by the Tamil Nadu Teachers Education University, Tamil Nadu State Government, UGC, the Constitution of the college and the rules of the State Government as amended from time to time in this regard.

The recruitment rules for the teaching staff are as per the State Government norms along with the eligibility criteria prescribed by UGC and for the non-teaching staff, it is as per State Government norms. The promotional policies for teachers are

according to the Academic Performance Indicator (API) of UGC guidelines and for nonteaching staff according to the norms of the State Government.

File Description	Documents
Paste link to Organogram on the institution webpage	https://ignatiuscollegeofeducation.com/pdf/orga.pdf
Upload any additional information	View File
Paste link for additional Information	https://www.ignatiuscollegeofeducation.com/AQAR/2021/Criterion%20VI/6.2.2%20amendment.pdf

6.2.3 - Implementation of e-governance in areas of operation: Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

The institution provides a caring and supportive environment to all. As per the existing norms of Government, EPF (Employee Provident Fund) and ESI schemes are implemented for the teaching and non-teaching staff of the institution. The service gratuity is paid to the employees while they retire.

The Institution permits on duty to staff members to take special

assignments with other institutions for any official purpose namely, Resource person, juries, faculty programs, observer duty and examiner. When a staff participates in a training, faculty development programmes, seminars and workshops for professional and research enhancements, the entire period is treated as on duty and eligible for pay.

Staff are encouraged to attend conferences / workshops / Faculty Development and training programmes by offering incentives. They are encouraged to receive funds for Minor/Major research projects. Planning and evaluation committee meetings are conducted regularly to review and to sanction budget. Financial assistance is given to support research projects, article presentation and publication, chapter publication, book publication, and Patent right. Skill development courses are organized for non-teaching staff to enhance their skills. The teaching and non-teaching staff are accompanied by the management, personal guidance and counselling is offered in case of need.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://ignatiuscollegeofeducation.com/pdf/Research/Institutional%20Policy%20for%20Promotion%20of%20Research%20(1).pdf

6.3.2 - Number of teachers provided with financial support to attend conferences / workshops and towards payment of membership fee of professional bodies during the year

00

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

3

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	View File

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

5

File Description	Documents
Summary of the IQAC report	View File
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

Process of the internal audit:

The income expenditure statements, receipts and vouchers are audited by a Chartered accountant appointed by the Board of Management on yearly basis. The expenses incurred under different heads namely, College General Fund account, EPI and EPF, Conference and Seminar account, Controller of Examination Account, Tamil Nadu Open university Study Centre account, Centre for Distance Education, Bharathidasan and MK Universities account are thoroughly checked by verifying the bills and vouchers. If any discrepancy is found, the same is brought to the notice of the principal. Audit objections are rectified within a stipulated time. The same process is being followed every year.

Process of the external audit:

External audit is done under the varied heads namely, salary account, special fee account, non-salary account, UGC account and

scholarship account, by the audit department from the Office of the Joint Director, every year as per the government rules. The auditor ensures that all payments are duly authorized after the audit, the report is sent to the management for review. Any queries, in the process of audit are attended immediately along with the supporting documents within the prescribed time limits.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.ignatiuscollegeofeducation.com/AQAR/2021/Criterion%20VI/6.4.1%20objectio ns%2016-12-2021.pdf

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

5.16

File Description	Documents
Annual statements of accounts	View File
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	View File

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Mobilisation of funds:

St. Ignatius College of Education mobilises its funds received mainly from the State government and University Grants Commission (UGC) and ICM management on the following heads of Income-Expenditures such as College General Fund, College Fee Account, Conference and Seminar, Tamil Nadu Open University Study Centre (Co-Ordinator), Centre for Distance Education (Co-Ordinator), Bharathidasan and MK universities, UGC Autonomy and Controller Examination.

Finance Committee, Admission Committee, Planning and Evaluation

Committee, and Examination Committee, which plan and execute the above said heads of income-expenditures in accordance with approval of statutory committees constituted by the institutions from time to time for efficient use of funds/grants received from government and ICM management.

Optimum utilization of funds is ensured through:-

- The funds are allocated for the curriculum designing and re-designing done through Governing Body meeting, Academic Council Meeting, Board of Studies and for effective teaching-learning practices, Orientation programmes and workshops.
- Budget is utilized to meet day-to-day operational and administrative expenses and maintenance of fixed assets, development and maintenance of infrastructure, and social service activities like community and extension services.
- Funds are utilized every year for the enhancement of laboratories and library facilities to enhance teaching and learning practices.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.ignatiuscollegeofeducation.com/AQAR/2021/Criterion%20VI/6.4.3%20Details%20of%20account.pdf

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

St. Ignatius College of Education has been reaccredited with 'A' Grade by NAAC in the second cycle. A number of quality initiatives and needed actions on the observations given by NAAC have been successfully implemented in the institution with the active involvement of IQAC.

Prominent Academic and Administrative quality initiatives are

practiced in the institution. Due to the prevailing pandemic situation, online classes were conducted during the academic year 2020-2021, whenever there is no possibility for face-to-face classes.

- The Internal Quality Assurance Cell and the Planning and Evaluation Committee of the College work in par with the administrative bodies and the cells for in-house activities. Every action plan is with due concern for quality enhancement.
- The Internal academic and administrative processes are monitored continuously and audited every year. The suggestions of the external peer team are given due importance for further planning and quality sustenance.
- To ensure holistic development of the student teachers and the institution, development and utilization of technology enabled teaching -learning process is adopted. Sr. Avila Hi-Tech Studio, with advanced lecture-capturing technology is available in the premises for e-content development.
- Remote access of library resources is made possible through the implementation of KOHA software.
- Student teachers are motivated for self-learning through SWAYAM portal. The College has been upgraded as a local chapter for online open courses.
- Continuous and Comprehensive Evaluation is in practice for overall development of the student teachers. Since the academic year 2020-21, increased importance is given for evaluation of the practical skill-based learning of the student teachers. The examination committee has resolved to reform External and Internal Evaluation in the ratio 60:40, instead of 70:30, followed in the previous years.
- The edifice was extended with a well-equipped 'Sr. Stephane meeting Hall' on 23.11.2020 and 'Sr. Ursule Block' on 27.03.2021 with Hi-speed Internet accessibility, additional smart classrooms and a multi-purpose hall. For encouraging quality teacher education for physically challenged women, a ramp and washroom for people with special needs were built in the new extension block.
- IQAC with the strenuous effort of Sr. Landrada Centre for Research had promoted research culture among the Teacher Educators and this resulted in increased number of publications - papers, chapters and books. 1 institutional funded project and 1 group project funded by 'The Council of ICM Educational Institutions, Trichy were completed during this academic year.
- Regional, National and International level webinars are

organized to enrich student teachers on varied aspects. A series of enrichment programmes were organized to enhance learning experience.

- The student teachers are formed in the institution to transform the society with civic sense and compassion for fellow people. The academic year 20-21 had remarkable contributions with the formation of 'Sr. Raphaela Incubation Centre' and extension services.
- The following community welfare activities were organized by the institution:
 - Poshan Abhiyan Campaign (National Nutritional Campaign) was organized in collaboration with Government Primary Health Center on 29.09.2020
 - As per the guidelines given for "Fit India Freedom Run" by MHRD, Government of India, the college organized "Inigo Fitness Run 2020" from 27th September to 2nd October 2020.
 - Aids awareness programme and Awareness programme on 'Eye Care in The Digital Age' were organized through Red Ribbon Club and Youth Red Cross of the college on 08.10.2020.
 - Vigilance Awareness Week was observed on 29.10.2020 with support of Deputy Superintendent of Police, Vigilance and Anti-Corruption, Tirunelveli.
 - National Cancer Awareness Day was observed on 07.11.2020.
 - World Consumer Awareness Day was observed on 15.03.2021.
 - Voter's Awareness Day was observed on 25.01.2021.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://ignatiuscollegeofeducation.com/iqac/iqac%20min2020-21.pdf

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

St. Ignatius College of Education follows a comprehensive mechanism of reviewing the teaching-learning processes and learning outcomes. Twice, in every academic year Board of Studies, Academic Council and Governing Body meet and revise the syllabus for the odd and even semesters respectively. For the

academic year 2020-2021, the meetings were on the dates mentioned below:

Academic/ Administrative Body

Dates

Board of Studies

07.10.2020 and 01.07.2021

Academic Council

15.10.2020 and 09.07.2021

Governing Body

20.08.2020 and 24.11.2020

Academic and Administrative Audit

12-08-2021

Planning and Evaluation Committee

23.03.2020 and 02-08-2020

IQAC

06.08.2020, 05.12.2020,

08.01.2021, 07.05.2021

For the academic year 20-21, Teacher Educators are insisted to focus on outcome-based education. Feedback on curriculum design and development is collected from the stakeholders and analysed to identify the strengths and overcome the weaknesses. An interactive session with an expert educationist is organized by the IQAC whenever there is a felt need to clarify the doubts.

The Teacher Educators revise the curriculum by adding contemporary issues and topics to ensure updated knowledge of the content provided. Task Assessment is revised to maximize the usage of ICT in teaching-learning. Revised syllabus is verified for student centric outcome-based education and the syllabus is

presented by the respective teacher educators in the Board of studies. The expert views and suggestions are included and the curriculum is finalized in the Academic Council.

Significant changes in curriculum for 2020-2021 are as follows:

- The course on “Information and Communication Technology in Education” was shifted to semester I from semester II, in Perspectives in Education.
- The course “Personal and Professional Life skills” was included.
- Self-study online courses were made compulsory for semester I.
- In practicum, “presentation of Seminar Paper’ and ‘Report writing’ were included.
- Topics on ‘Web Technology in Education’, ‘Wireless Networking’, ‘Cloud Computing’ and ‘Google Classroom and its application’ were included in the core course on ICT in Education.
- For M. Ed. Programme, ‘Teacher Education in the Pre-Independence and Post-Independence period’, was included in the course ‘Perspectives and Issues in Teacher Education’.
- Topics on virtual science laboratories were added in optional courses. Preparation of podcasts were added for task assessment.

The planning and Evaluation committee formulates the plan of action to ensure updated knowledge for coping with the needs of the fast-changing society and enhanced technology implemented teaching-learning process. The institutional mechanism supports flexibility in curriculum planning and development. As the supporting schools were closed due to pandemic situation, Internship teaching practice was conducted online from 20.01.2021 to 07.05.2021, after the coverage of IV semester courses.

Review of learning-outcome takes place by evaluating students’ interactions in classroom, participation in extracurricular activities and their performance in internal assessment and end semester examination.

Teacher Educators and Student Teachers were trained in preparation of e-content and a Hi-Tech studio facility was made possible within the campus. Periodic mid-semester revision of curriculum was entertained, as no noteworthy cause should affect the holistic formation of student teachers. Online teaching and online evaluation methods were adopted to continue teaching-

learning without interruption.

The Academic and Administrative Audit (AAA) evaluates the fulfilment of institutional parameters of planning and execution of teaching practices, curricular, and co-curricular activities. With the implementation of the AAA, there is uniformity in conceptualisation of the structure and methodology of academic and extracurricular activities in every academic session. All the teacher educators in the college abide by the institutional norms and cooperate with the IQAC for quality sustenance in teaching-learning.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.ignatiuscollegeofeducation.com/AQAR/2021/Criterion%20VI/AAA%20Report%202020-2021.pdf

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

B. Any 3 of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://www.ignatiuscollegeofeducation.com/AQAR/2021/Criterion%20VI/6.5.3%20Annual%20report.pdf
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	View File

INSTITUTIONAL VALUES AND BEST PRACTICES**7.1 - Institutional Values and Social Responsibilities****7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year**

The institution organized a regional webinar on "Gender Equity: A Dare Need of Developing Society" in collaboration with Sri Saradha College of Education for Women, Tirunelveli on 08.12.2020 & 09.12.2020. There are four sessions in the webinar, namely Session - I "Changing Patterns of Gender Equality: Current Scenario"; Session - II "Equality through Equity: Policies and Provisions"; Session - III "Trans Form the Society: Equal and Ethical" and Session - IV was a "Visual Presentation on Gender Equality: Past and Present". Through this webinar the student teachers understood the prevailing gender issues in our society, constitutional provisions for gender equity and challenges and changes in gender equality. They also learned how to respect each other without any gender discrimination.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.ignatiuscollegeofeducation.com/AQAR/2021/Criterion%20VII/7.1.1%20ADD.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment

C. Any 2 of the above

File Description	Documents
Geotagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

- 1. The institution implements solid waste management by enforcing the waste segregation rules.**
- 2. Separate dustbins for degradable and non-degradable waste are placed in each floor, canteen and different places of**

the campus.

3. Sweepers are allotted to each floor, who manage all the waste generated in the campus.
4. All waste/garbage from college and hostel is segregated at source and disposed of in a proper manner.
5. The solid wastes like plant litter, leaf litter and waste papers are collected in the compost pit located at the backyard of the hostel. It is allowed to degrade and then used as fertilizer for plants and trees.
6. Old newspapers and stationery are sold to recycling agencies.
7. Dry waste plastic things are segregated and sent to recycling joints and/or Municipal collection centers.
8. The college campus is totally plastic-free. The staff and students are advised not to use plastic items in the college premises.
9. E-wastes such as electronic components (plastic/metallic) are handed over to agencies, which help recycling these materials.
10. The institution has made a MOU with 'Devi Systems' and doing its E-Waste disposal process.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geotagged photographs of the facilities	View File
Any other relevant information	No File Uploaded

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting
Bore well /Open well recharge Construction
of tanks and bunds Waste water recycling
Maintenance of water bodies and
distribution system in the campus**

A. Any 4 or all of the above

File Description	Documents
Geotagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1.Restricted entry of automobiles 2.Use of bicycles/ Battery-powered vehicles 3.Pedestrian-friendly pathways 4.Ban on use of plastic 5.Landscaping	A. Any 4 or All of the above										
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Geotagged photos / videos of the facilities</td><td>View File</td></tr> <tr> <td>Various policy documents / decisions circulated for implementation</td><td>View File</td></tr> <tr> <td>Any other relevant documents</td><td>View File</td></tr> </tbody> </table>	File Description	Documents	Geotagged photos / videos of the facilities	View File	Various policy documents / decisions circulated for implementation	View File	Any other relevant documents	View File			
File Description	Documents										
Geotagged photos / videos of the facilities	View File										
Various policy documents / decisions circulated for implementation	View File										
Any other relevant documents	View File										
7.1.6 - Quality audits on environment and energy undertaken by the institution											
7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following: 1. Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5.Beyond the campus environmental promotional activities	D. Any 1 of the above										
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Reports on environment and energy audits submitted by the auditing agency</td><td>No File Uploaded</td></tr> <tr> <td>Certification by the auditing agency</td><td>No File Uploaded</td></tr> <tr> <td>Certificates of the awards received</td><td>No File Uploaded</td></tr> <tr> <td>Any other relevant information</td><td>View File</td></tr> </tbody> </table>	File Description	Documents	Reports on environment and energy audits submitted by the auditing agency	No File Uploaded	Certification by the auditing agency	No File Uploaded	Certificates of the awards received	No File Uploaded	Any other relevant information	View File	
File Description	Documents										
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded										
Certification by the auditing agency	No File Uploaded										
Certificates of the awards received	No File Uploaded										
Any other relevant information	View File										

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.

C. Any 2 of the above

File Description	Documents
Geotagged photographs / videos of facilities	View File
Policy documents and brochures on the support to be provided	No File Uploaded
Details of the software procured for providing assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities (within a maximum of 200 words).

The distinguishing steps have been taken by the institution for inclusive environment in the academic year 2020-2021 as follows;

- 1. The admission policy of the institution is providing attention to the students from diverse regional, cultural and socio-economic backgrounds. So that, the student teachers from different diversities have been benefitting.**
- 2. Organizing seminars to sensitize 'Gender Equity'. A regional webinar on "Gender Equity: A Dare Need of Developing Society" conducted by the institution was enriched the student teachers about the prevailing gender issues in our society, constitutional provisions for gender equity and challenges in gender equality.**
- 3. Integrating the student teachers in to the life of marginalised people such as, mentally challenged, street**

children, juveniles, aged people, HIV infected children and gypsies.

4. Celebrating the religious festivals like Pongal, Christmas and Diwali as interfaith celebration and inculcating the values of different communities, religion and different cultures of the society.
5. To ingrain secularism the morning prayer is followed as interfaith and three Holy books from Christians, Muslims, and Hindus are read by student teachers.
6. Taking pledge against caste, creed on special events like communal harmony day, Human Rights Day, Republic Day and voters awareness day.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File

7.1.9 - Sensitization of students and employees of the institution to constitutional obligations: values, rights, duties and responsibilities of citizens:

- St. Ignatius College of Education undertakes different initiatives by organizing various activities to sensitize students and employees to the constitutional obligation namely values, rights, duties and responsibilities of the citizens.
- To teach the importance of human rights, the institution organized a webinar on "Emerging Trends in Human Rights" on 10.12.2020. The resource person Mr. Henry Tiphagne, Executive Director of People's Watch, Madurai, gave a clear vision about the human rights of every individual in the society.
- Webinar on "Value Education: Embellish Virtues and Eradicate Vice" held on 25.02.2021 & 26.02.2021, nourished the minds of the employees and student teachers with human values.
- A seminar entitled "Consumer Awareness" was organized on 15.03.2021 by the institution to celebrate "World Consumer Awareness Day". The resource person Mr. S. Jaferali, Advocate & Consumer Activist, District Court, Tirunelveli. He delivered an effective speech and shared knowledge of the legal acts available to safeguard consumers. The student teachers and faculty members clarified their doubts regarding consumer rights. As a consumer they realized

their duties and responsibilities in the society. To create voter's awareness, Voters Pledge Taking was held through zoom online platform on 25.01.2021. In the presence of Nodal officer of voter's awareness forum, Dr. N. Theresitta Shanthi, the pledge was taken by the staff and student teachers. It inculcates the importance voting among the staff and students.

- In observance of Vigilance Awareness Week 2020, the institution organized a webinar on "Vigilant India Prosperous India" 29th October 2020. Mr. E. Maclarine Eskhol, Deputy Superintendent of Police, Vigilance, and Anti-Corruption, Tirunelveli was the resource person of the programme. He enlightened with his views on corruption and how to fight against corruption for prosperous India.
- National Constitution Day was observed by the institution on 26.11.2020. Special talk on "Preamble and fundamental Rights of Indian Constitution" was given by Advocate. M. Jemila Antony. Through this online programme staff and student teachers got a clear idea about the concepts of preamble and our fundamental rights.
- The institution and Rotary Club of Tirunelveli Suburbs jointly organized Voters awareness program on 17th March, 2021. Rtd. PAG.PHF. S. Mehalingam President, Rotary club of Tirunelveli Suburbs addressed the gathering about the need for voter's awareness, process of election and importance of voting. Thiru. G. Selvan, Thasildar of Palayamkottai gave demonstration on Electronic Voting Machine and Voters helpline app of Indian Election Commission, thereby insisted the duty of every citizen.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	View File

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this regard: The Code of Conduct is displayed on the website There is a committee to monitor

A. All of the above

adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized

File Description	Documents
Code of Ethics - policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	View File
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Celebrating National Days, religious festivals and observing National and international commemorative days are a vital part of the extracurricular activities of the institution. Therefore, the institution organizes seminars/webinars, invited talks and other activities such as rally, human chain and mini marathon. The following events were conducted in this academic year:

1. Competitions on PowerPoint presentation: "Healthy Environment" and Essay Writing: "Climate Heroes" was conducted 28.07.2020 & 29.07.2020 by the institution on World Nature Conservation Day.

2. A webinar on "Building Resilience with Physical Exercise" was organized on 29.08.2020 in commemoration of National Sports Day

3. A webinar on "Justice for Women: Challenges and Opportunities" held in the institution on Independence Day Celebration on 15.08.2020.

4. Independence Day Competitions on Essay: "Impact of Today's NEP on Tomorrow", Poem: "India 2030" and Drawing: "Education for All" was conducted by the institution on 15.08.2020.

5.A webinar on "Eye Care in Digital Age" organized in collaboration with Sri Saradha College of Education for Women and Aravind Eye Hospital, Tirunelveli on 08.10.2020, in commemoration of World Sight Day.

6. Teachers' Day was celebrated on 05.09.2020, with a webinar on "Increasing Personal Qualities of a Teacher Educator".

7. A webinar on "Born to Win" was organized by the institution on behalf of Youth Awakening Day was celebration, on 15.10.2020.

8. A webinar on "Cancer Awareness" was conducted by the institution for "National Cancer Awareness Day" on 07.11.2020.

9. A webinar on "Role of Azad in Modernizing Education in India" was organized on 11.11.2020 to commemorate National Education Day.

10. Interfaith celebration of Diwali on "Festival of Lights" was held on 13.11.2020.

11. To commemorate National Constitution Day, the institution organized a Webinar on "Preamble and Fundamental Rights of Indian Constitution" on 26.11.2020.

12. World AIDS Day was observed on 01.12.2020 and a webinar on "Aware; Beware; Aids" was organized by the Red Ribbon Club of the institution in collaboration with Annai Velankanni Multispeciality Hospital, Tirunelveli.

13. Wild Life Conservation Day Competitions was conducted on 04.12.2020 to 06.12.2020 on the topics "Sustaining all Life on Earth" Photo Collage: "Forest & Biodiversity" Drawing/Rangoli: "Big Cats" and Essay Writing: "Understanding the Voiceless Animals".

14. A webinar on "Emerging Trends in Human Rights" was organized on International Human Rights Day, 10.12.2020.

15. Christmas Day Celebration was held on 22.12.2020 on the theme "Jesus, In Solidarity with Humanity".

16. Pongal celebration on the theme "Interfaith Pongal Vizha" was held on 12.01.2021.

17. Republic Day Competitions on Essay Writing: "My Duties as

Indian Citizen” Poem Writing: “My Dream India” and Drawing: Any theme about Republic Day was conducted on 26.01.2021

18. National Voters Day Pledge Taking was arranged on 25.01.2021

19. In commemoration of National Science Day E-Quiz was conducted on 28.02.2021.

20. A webinar on “Happiness is the Key to Success” was conducted on 19.03.2021 in commemoration of International Day of Happiness.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	No File Uploaded
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

Best Practice: 1

Incubation Centre: A Centre for Entrepreneurial Development

1. Objective

- To develop entrepreneurial skills among the prospective teachers.
- To train the entrepreneurs in developing their businesses.
- To support the marginalized sectors of the society to startup businesses during this pandemic period.

2. The context that required the initiation of the practice

- Today's society is under the grip of covid-19, and most of the families struggling to meet their economic needs.
- Through the incubation center, student teachers gain hands-on experience in innovation and entrepreneurship while being nurtured and encouraged by faculty, management and industry

experts.

- To bring forth a revolution in how and what students learn and achieve, while in studies.
- To assist the needy humanity, the institution decide to function Sr.Raphaela incubation centre for the benefit of the prospective teachers and common people.

3. The Practice

Through the incubation center the following activities are carried out:

- Organized an online workshop on 'Making of Thread Jewelry and Floating Diya in collaboration with Fevicryl Pidilite Industry Ltd, Mumbai on 17.11.2020.
- Online workshop on Chudidhar- Cutting and Stitching was held on 20.03.2021
- Online workshop on producing washing powder and phenoyl on 13.03.2021
- A workshop on preparation of washing powder was held on 04.05.2021.

4. Evidence of Success

- The prospective teachers participated in all the workshops organized by the institution with interest and all were well motivated.
- They motivated their parents and friends to participate in the training and start to prepare washing powder and phenoyl.
- With the support of the workers and the interested people of the institution 'Ignis Washing powder' was prepared.

5. Resources Required

Well organized infrastructure, human resources and financial support were essential resources required to strengthen the practice.

Best Practice: 2

Aerobics for Promoting Physical and Mental Fitness

1. Objective

- To boost the physical fitness among the staff members.
- To stimulate mental wellness among the staff members.
- To inculcate the awareness of physical and mental fitness for the energetic routine.

2. The context that requires the initiation of the practice

Aerobic exercise reduces the risk of many health conditions, ranging from heart disease to dementia.

- Although all forms of physical activity provide some benefits, aerobic exercise is particularly effective, because it causes the heart and lungs to work hard than usual.
- It helps to prevent all the physical and mental ailments.
- The prevailing pandemic situation, online classes create stressful environment and collapse mentally the faculty members.
- Realizing the necessity of physical and mental fitness of the staff members, the institution started the aerobic classes with the consent of the staff members, to do their activities systematically and happily.

3. The Practice

- Proper awareness about the benefits of aerobics was given to the staff members.
- Every day the aerobics class was conducted from 3.30 p.m. to 4.30 p.m.
- Regular motivation was given to the teaching faculty to participate the class without fail.
- Simple and useful steps with warm-up and stretching exercises were taught by the Director of physical education of the institution.

4. Evidence of Success

- The staff members were well motivated and enthusiastically participated in the aerobics class regularly.
- They felt comfortable with the simple exercises and got rid of back pain, leg pain and body pain.
- The feedback from them was positive and it removed stress and physical discomfort.
- We could see the happy and energetic faces of the faculty members during the pandemic period.

5. Resources Required

Separate room for aerobics class was the specific resource required.

File Description	Documents
Best practices in the Institutional website	https://www.ignatiuscollegeofeducation.com/AQAR/2021/Criterion VII/bestpractice 2020 21.pdf
Any other relevant information	https://ignatiuscollegeofeducation.com/AQAR/2021/Criterion%20VII/Additional%20%20information%20Best%20Practices.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

St. Ignatius College of Education (Autonomous) has taken steps to integrate ICT at all levels of education system in the institution to overcome the sudden shift away from the classroom learning in Covid-19 pandemic period. The institution intensively enhanced techno based teaching strategies for all the courses. E-content is a very powerful tool of education especially in the Covid-19 pandemic situation. The distinctive steps have been taken by the institution in the academic year 2020-2021 as follows;

- Establishing Sr. Avila Hi-Tech studio in the campus.
- Facilitating Hi-Tech studio with Computer, Teleprompter, Digital Camera, Web Camera, Boyo Mic, Shadow Lights, Tripods
- Open Broadcasting Software
- Capturing lecture by the staff members for all the courses.
- Developing e-content study materials based on the syllabus.
- Uploading e-content in the college website for the reference of the student teachers.
- Creating google classrooms for each course (B.Ed. & M.Ed.).
- Conducting webinar on e-content development for the staff members.
- Updating the syllabus by adding e-content development as a task assessment for the student teachers.
- Motivating and training student teachers to prepare e-

content and uploading them in their google classrooms.

File Description	Documents
Appropriate link in the institutional website	http://www.ignatiuscollegeofeducation.com/pdf/iqac/INSTITUTION.pdf
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

For the next academic year, the institution was planned to:

- Conduct more gender sensitization programs.
- Create Eco Club to conduct environmental awareness programmes, seminars, rallies and research.
- Organize training programmes for entrepreneurial development through the Incubation centre.
- Take essential measures to increase the facilities for alternate sources of energy and energy conservation.
- Give more attention on green initiative, pollution free healthy environment and planting more saplings in the campus.
- Conduct quality audits on environment and energy.
- Generate assistive technology facilities for persons with disabilities.
- Organize periodic sensitization programme and annual awareness programmes on the Code of Conduct.
- Create a full-fledged committee to monitor adherence to the Code of Conduct.