

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

I. Details of the Institution

1.1 Name of the Institution	St.Justin's College of Education
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Address Line 2	Madurai
City/Town	City
State	Tamil Nadu
Pin Code	625009
Institution e-mail address	St_justinedc@yahoo.com
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The Format for Annual Quality Assurance Report (AQAR) of the IQAC

Name of the College: **St. Justin's College of Education**

Name of the Affiliating University: **TNTEU Chennai**

Year of Report: **2017-2018**

Section A: Plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement

IQAC Meetings:

The IQAC Meeting was conducted on 7th October 2017 under the Chairmanship of Rev. Sr. Dr. A. Mary Delphine. IQAC members from outside as well as our college participated in the meeting and discussed the programmes to be carried out for improving the quality of teaching and learning. The other IQAC meetings with the internal members were conducted during this year. During the year 2017-18, IQAC had plan of action at the commencement of the year towards quality enhancement and the results achieved by the end of the year are as follows.

The general plan for improvement of the quality during 2017-2018 is mentioned below:

- To sustain excellence in teaching and learning.

- To build up and maintain a student centered environment.
- To generate and continue a technological environment that is helpful to academic and administrative needs.
- To expand and promote beneficial relationships with the community.
- To increase Research and Extension activities.
- Provision of National /International platform for participation.

Action Plans for the Academic Year 2017-2018

- To conduct at least five seminars and one workshop for student teachers.
- To provide counselling to all the students by the Teacher Educators.
- To arrange for special professional counselling once in a month.
- To conduct one interactive seminar for the school pupils (on Counselling) to change their mind set to accept their environment.
- To provide one enrichment programme for Teacher Educators on Innovative Teaching Methods for Large Classes.
- To organize one International Seminar/National Seminar for Teacher Educators.
- To conduct small research projects in the B.Ed. major subjects during their Intensive Teaching Practice.

For the Student Teachers :

- To take one seminar to the B.Ed. classes by the M.Ed. students.
- To observe B.Ed. student during the Intensive Teaching period by the M.Ed. students.
- To provide opportunity to the students to take one seminar with Power Point presentation.
- To train the M.Ed and B.Ed students to present papers in the International and National Seminars and Conferences.

Action Plans II for 2017-18

- To provide opportunity to the students to take their seminar with OHP and PowerPoint presentation.
- Each Teacher Educator should send at least one research article to the International and National Journal.
- To develop one Self-Learning Module for at least one unit in their subject by the Teacher Educators.
- To provide more awareness programmes to the school pupils and the public.
- To provide more number of seminars and workshops to the students.
- To update the college website.

For the Teacher Educators:

- To develop one Self Learning module in one unit of main subject.
- To send at least 5 articles to the International and National Journals for publication.
- To conduct awareness programmes for the school and public.
- To practice two innovative learner-centered teaching/learning methods.
- To conduct 5 interdepartmental programmes.
- To introduce new certificate courses.
- To give three new type of tests in the class – Objective type, Viva-Voce, Quiz Programmes, Open Book Examination, Computer assisted tests and self-evaluation.
- To organize seminars and workshops for students.
- To organize one International Conference for Teacher Educators.
- To present at least one paper in National/International Seminar.

- To publish at least three books/Course materials.
- To arrange one enrichment programme for Teaching and Non-teaching staff members.

Section B:

1. Activities reflecting the goals and objectives of the College 2017-2018

The goals and objectives of our Teacher Education Institution are translated into the following academic and non-academic programmes.

a) **ADMISSION POLICY:**

Students for the B.Ed and M.Ed courses are admitted by the College Selection Committee on merit as per guidelines issued by Directorate of Collegiate Education.

•The prime concern of our Institution is the welfare of the young, and among them, the most poor and under privileged. The major target groups are the rural poor, dalit and economically weaker students have been admitted during the year 2017-18. (These economically weaker students were identified by their parents' level of education, occupation and their annual slot between Rs. 25000/- to 35000/-) The students from economically and socially backward groups are provided financial and educational support.

b) **Physical Development:**

Competitions in sports and games:

Sports and Games take a special place in this Institution. From providing purified drinking water to the balanced diet in the hostels the Institution takes every care in building up the good health of the students.

All the B.Ed and M.Ed students were engaged in various games activities daily for their good physical health and mental relaxation. Intramural competitions were held for M.Ed and B.Ed students separately. The competitions were mainly based on athletic events like 100mts, 200mts, long jump, discuss and shot put and three major games like volley ball, throw ball and tennikoit .

Health Services:

Yoga exercises were demonstrated to the B.Ed students by Mrs .A. Maria JeyaChandra Rani, Physical Directress in the physical education classes 10 days in the college campus.

c) Intellectual Development:

Academic excellence and building intellectual capacity to search for knowledge is the primary focus of our institution. This is achieved by

- Regular contact classes,
- Exposure programmes,
- Update of knowledge by guest lectures,
- Seminars organized by the institution,
- Student seminars,
- Preparation of assignments,
- Discussions
- Research colloquium,
- study tour, and
- Library activities.

The above mentioned curricular aspects of this institution were clearly explained in the third question of this report.

d) INCULCATION OF SOCIAL VALUES:**1. Students Election: Union Inauguration:**

Students select their leaders both at the B.Ed and M.Ed level by casting their votes to the nominated persons on 23th August 2017.This provides an Opportunity for inculcation of leadership qualities and to acquire awareness about the democratic principles. Miss. Jane Francisca of Maths was elected as the college Union leader and Miss. Pappa Alphi Judy of Bio Science as assistant leader. Miss.Deepika of English as Fine – Arts leader and Miss. Edil Bertta, Maths. Miss. Srimuga Karthiga was elected as M.Ed., leader. The leaders for Various Subject Associations were also selected from each major. These leaders were allowed to shoulder the responsibilities of organizing and coordinating various cultural activities and programmes conducted in the college.

The Inaugural Function was conducted under the president ship of Rev.Fr.Madan Babu,principal De Nobile Matric School Madurai on 04.10.2017.The selected leaders took Oath to shoulder the responsibilities for the welfare of the institution. This inauguration itself served as a means to evoke the social responsibilities among the student leaders.

2. Extension Programme:

Under this programme, the students were trained in social concern and responsibility, loyalty to the country and the community around them. Developing awareness regarding social evils such as caste, corruption, and degradation of women and violation of human rights are constitutive parts of this programme. Thus the student teachers are trained as the agents of needed social change in the country.

The College has a meaningful extension programme aimed at sensitizing students to social realities. Extension work is consequently done once in every fortnight thereby the student teachers are provided with field experience.Leonard Special School visit was organized to expose the students to the know the importance of caring the special children and inclusive education.

Cleaning of the Public places:Swatch Bharath 2017

All the B.Ed. student teachers participated in the cleaning of some of the essential places at Madurai. The programme started from 20.09.2017 and ended at 02.10.2018. Cleaning the Vaigai river bank, Kamarajar Salai, Kuruvi Karamban Pallam and Viraganoor Dam area were taken and also participated in Selfie Contest, Elocution and Quiz Contest conducted by Madurai Corporation.

3. Group wise in-campus activities such as,

- Garden work
- Kitchen work
- Cleaning of the campus for celebrations
- Cleaning of the class rooms
- Beautification of the campus

are given and the work is assigned according to their talents and abilities. Some of the activities are made compulsory so that the student teachers can understand the dignity of labour.

4. Tuition Programmes:

Our student teachers took tuitions for the educationally backward students of Fatima school from December 2017 – February 2018.

Co Curricular Activities:

a. Celebrations:

An educational institution reflects the life in the society and celebrations are precious gifts of our life. Hence important National Days and festivals are celebrated inside our campus to imbibe the National values and cultural values. Independence Day was celebrated on 15th August, 2017 under the president ship of Rev.Sr.Dr.A.Mary Delphine, principal St.Justin's College of Education.

Teachers' Day was celebrated on 5th September, 2017. In connection with the Celebration of Road Safety Week, a special lecture was organised on 'Road safety and Traffic Rules'. Mr. V.Rajasekaran, S.I. of Police, Traffic Planning, Madurai City, effectively instructed the rules to be followed in the road to the student teachers on 16th August, 2017. Christmas was celebrated on at Leonard Special School, Viraganoor, Madurai on 21.12.2017. Pastor. D.Dhanapaul, A.G Church Madurai was the chief Guest and delivered the Christmas message on 22.12.2017.

Pongal festival was celebrated on 6th January 2018 at our college premises with great enthusiasm. This year pongal was celebrated along with Madha TV. The students prepared pongal with the competitive spirit and enjoyed the day with cultural and traditional way.

Voter's Day was celebrated on 24th January 2018 by conducting various competitions in order to insist voting.

On 25th January 2013 evening Hostel Day was celebrated under the presidentship of Sr.S.Marthal, Hostel Warden.

Republic Day was celebrated on 26th January 2018 in the college campus. Principal, St.Justin's College of Education was the Chief Guest, Sr.S.Marthal, who hoisted the flag and gave the Republic Day message. Our students celebrated International women's Day on 8th March, 2018 at Silaiman, Madurai. Fr. Godwin Rufus, AAC, Karumathur, Madurai delivered an interesting and inspiring awareness talk on "Laws and amendments for Women's rights". Rev. Sr. Amalorpavam, Assistant Professor in Tamil, coordinated all the programs of women's Day in a grand manner.

Our Environment Club celebrated the internationally important environmental days such as forest day, water day and the environmental day by providing the awareness speech on environmental protection in the morning assembly. Dengue Awareness and Cracker Awareness programme was organized on October and December 2017 by the environmental club.

5. Programme on self-help: SUPW

To promote self-employment and to develop dignity of labour and self confidence in students to stand on their own legs, they were trained to produce useful materials from the waste products. To meet their basic needs in their day-to-day life, the students are trained in preparing washing powder, soap powder, Phenol, ink, candle and preservation of food products through the introduction of a certificate course in Preparation of Home Products.

The uniform system (in dress) among the B.Ed. and M.Ed. students on Mondays keep the students away from outwardly economic disparities and integrate them by developing the 'we feeling' among them.

Inclusive Education:

Computer Skills Development:

With a real concern for the bright future of our students, in this highly competitive and fast progressing world, all the students were given a short-term DTP computer Course and Ms-office from 03.08.2017 – 19.08.2017. This programme was offered to improve their computer literacy so that they may cope with the changing trends in ICT (Information and Communication Technology). In this programme the content is changed according to the needs and interest of the learners.

B. Other Certificate courses:

We have provided certificate courses to the B.Ed., students in Gandhian Thought. Jewel making, Doll making and Preparation of household products such as Candle, phenols, soap oil, soap powder, cleaning powder, scented sticks, Adai Mix and Idli Powder. Experts from Gandhi Museum taught the Certificate courses on 7th to 9th August 2017. Students studied Gandhian Thought, students took part in Jewel making, students joined in doll making and students participated in Preparation of Household products and were awarded the certificates.

Personality Development:

Considering the handicaps of the rural students with regard to their personality development, the college organised many seminars to take care of this aspect of their development. Courses on personality development, value education, human rights and environment protection were provided.

SEMINARS:

Every student teacher must be trained to be responsible individuals, who are capable of making free and correct choices. Hence the young minds were exposed to reality, and to form in themselves a clear idea of the meaning of life through various seminars.

School Teachers Seminar was conducted on challenges and Issues in Inclusive Education on 18th November 2017 at Spark Vidhyalaya Madurai. 37 teachers participated in this seminar. Andavar P.Jeya Dev acted as the resource person.

School Students Seminar was conducted on Global movement for Inclusive Education on 21st November 2017 at Meenakshi Sundareswarar School, Madurai. School students participated in this seminar. Dr.S. Thilagavathi, principal, PSY B.Ed College, Sivagangai acted as the resource person.

International Conference was conducted on 1st December 2017 on Ethical perspectives of Inclusive Education among Women in the Digital Epoch. Teacher educators of various colleges and Student teachers of various colleges as well as our college (200) students participated and presented papers. Mrs.Beatrice Eyer, Educationist from Switzerland acted as chief guest.

Special Education certificate course programme was conducted by Rev.Sr.Soosaiammal from 16 to 18th of August 2017.

District Legal Free Service was conducted on 13th September 2017. Mr.Paneer Selvam, Sub Judge, Advocate P.Uma Sankar and Advocate Kumar gave an enlightening speech to our students on various laws on women right. Orientation programme for teacher Educators was arranged on 16th September 2017. Rev.Fr. Godwin Rufus, AAC, Madurai acted as the resource person. He insisted the moral values to be followed.

The Placement Cell of the college organized placement day on 9th March 2018 for both B.Ed and M.Ed. The placement cell coordinator Dr.C.Meenakshi gave a clear idea and tips for the students to face interviews with more courage and self confidence. Nearly 10 institutions came for placement and 71 student teachers participated in this programme.

d) INCULCATION OF MORAL VALUES :

- Every Wednesday Moral Instruction is provided in the evening hour 4.00 to 5.00 pm by the teacher Educators.
- For improving/ maintaining the Mental Health Counseling was given to the student teachers.
- Each staff was assigned 13 students for academic & personal Counselling. It is carried out once in a week.
- Morning assembly talk by the student teachers was focused on the inculcation of moral values.
- Daily morning assembly consisting of recitation of college prayer, verse reading from the Bible, a devotional song, principal's daily brief announcements, appreciation of prize winning students, and a silence for a minute form an important tool in achieving our moral and ethical goals.

e) SPIRITUAL VALUES :

As per our motto 'For God & Country', we instill the spiritual values among our students by organizing the following activities.

We began this academic year 2017-18 with a common prayer offered by the Principal and Rev. Sisters of this college.

- Every day morning mass is made available to the catholic students, especially the hostelites.
- We mould the trainees to be effective, responsible, efficient and intelligent teachers by implanting the word of God through prayer every day. The College begins with general assembly in which prayer service is held daily.
- In the morning Assembly passages from the Holy Bible are read and college prayer is pronounced.
- A prayer room is made available for the students to enrich them spiritually. It is open at all times on all days so that the student teachers can conveniently use it for silent prayer and meditation.

- A Common prayer is conducted by the teaching and administrative staff of the college every day before the morning assembly.
- A Common prayer is spelled out in the evening where all the inmates participate.
- All important functions and meetings organized in our institution always start with prayer and prayer song.

f) CULTURAL VALUES:

Regular encouragement of students to involve themselves in co-curricular activities provides them opportunities for multi dimensional development. Cultural Values are imbibed by arranging the following programmes

Participation in Cultural Programmes of Other Schools

Educational institutions maintain the continuity of social life. Celebrations are a part & parcel of this social life. It is reflected in our campus too. They also attended the School Day function of the model school and other cultural activities of Amali Matriculation School and Fatima School placed within our campus.

Celebrations:

National days such as Independence Day, Republic Day, Teacher's Day, Women's Day, Human Rights Day and Important Days such as, Voters' Day, Christmas, Pongal, Hostel Day are celebrated by the students, teaching and administrative staff members with great enthusiasm and with exchange of greetings. All the above mentioned celebrations are accompanied by skits, dance, and inspiring speech which can infuse moral, social, cultural and spiritual values in the minds of the students.

Fine Arts Competitions at the Collegiate Level:

The college endeavors to develop the personality of students through fine arts. It provides opportunities for the student teachers to exhibit their talents by conducting competitions at the college level. This year Fine Arts Competitions **Justo Euphoria 2018** were held on 15th March 2018. Various competitions such as Rangoli, Solo Song, Group Song, Verse writing – Tamil, Solo Dance – Classical, Solo Dance – Western, Group Dance – Folk, Group Dance – Western, Elocution – Tamil and English, Essay Writing – Tamil and English were conducted.

Inter collegiate Cultural competitions:

Justartshia 2018 were held on 24 th March 2018. Various competitions such as Rangoli, Solo Song, Group Song, Verse writing – Tamil, Solo Dance – Classical, Solo Dance – Western, Group Dance – Folk, Group Dance – Western, Elocution –Tamil and English, Essay Writing – Tamil and English and Quiz were conducted. 10 colleges participated

Our student teachers participated in Inter Collegiate Competitions conducted by TVS Teacher Training Academy College, Madurai on 14th March 2018 and Mangaiyarkarasi College of Education on, Madurai conducted “Zest” on 7 th April 2018. Our students participated and won the overall crown in the competetions.

Associations:

To promote human rapport and genuine human relationships leadership qualities and cultural values, subject clubs are formed from the beginning of the course. A minimum of five subject Association meetings were conducted in the major classes to develop among the students the sense of team spirit and the ability to organize and carry out any responsible activity. The associations of various disciplines functioned as usual under the guidance of concerned major staff members. The Valedictory functions of the various Associations were held on 22 [Language and MATHISCO] and 23[FESTASS SCIENTIA 2018] of March 2018 and reports were presented department wise.

The various, well planned, schematic curricular, Co-curricular and Extra Curricular activities ensure the all around development of the personality of the student teachers to attain the motto ‘For God & Country’

2. New academic programmes initiated (UG and PG) 2017-2018

Our college offers B.Ed. as the UG programme under aided stream and selffinance stream one and the M.Ed.(PG)cours eare offered. No new academic programmes were added during2017-18. The Certificate course on Computer was continued this year with adequate student enrollment. Other than this four Certificate courses on Gandhian Thought, Jewel making ,Doll making and Preparation of household products were provided this year.

3. Innovations in curricular design and transaction

As our college is non-autonomous, it follows the curriculum designed by TamilNadu Teachers Education University, Chennai. The views, suggestions and opinions expressed by the faculty members are represented to the Registrar of the University through the Principal of our college. The faculty members contributed their share of evaluation in their respective subjects through staff meetings.

Curriculum Transaction

a) Preparation of Annual Calendar:

All the different committees of the college met ten days prior to the commencement of the academic year to discuss the plan of action, various curricular and co-curricular activities for the forth coming year in 4th July 2017. Based on this discussion the students' Hand Book (College Calendar) was prepared by the Calendar Committee under the guidance of the TNTEU.

a) Preparation of TimeTable:

The M.Ed. and B.Ed. general Time Table for the academic year 2017-18 were prepared by the Calendar Committee in collaboration with the Staff Committee

a) Preparation of Academic Calendar:

The annual calendar was prepared by the Calendar Committee showing various programs and working days of the institution. Based on this the chart for the Academic Calendar was planned by the Calendar Committee coordinator Dr.C.Meenakshi with due attention and accuracy. The academic calendar thus prepared was supplied to all the staff. Using this calendar and Time Table, each staff member prepared their own Academic Calendar for the academic year 2017-18 for all the B.Ed and M.Ed. subjects separately.

English Bridge Course:

In this Global scenario English language has a multi various utility. Bridge Course was arranged for the new B.Ed entrants to develop their communicative skill and linguistic skills. A

bridge course in English was planned and conducted for the student teachers selected out of management quota. Rev.Sr.Dr.Mary Delphine, principal conducted the bridge course from 3rd August to 14th August 2017. All the students who were admitted were made to utilize this course content which was mainly based on the functional use of all the skills like listening, speaking reading and writing.

Bridge Course Material:

The material consisted of basic words, structure, oral drills, written drills, units comprising comprehension skills, important rules to be observed in using functional grammar.

MINI TEACHING PRACTICE

Micro-Teaching:

Micro-teaching is training technique which helped the student teachers to master the teaching skills. The student teacher practiced the teaching skill in terms of definable, observable, measurable and controllable form with repeated cycles (twice) till she attained mastery in the use of skill.

Training for Teaching

A well organized teaching practice is in vogue in our college. In our college, Micro Teaching was used with great emphasis to develop five teaching skills and competencies in handling effectively their subjects. Series of **Micro-Teaching** skill development classes were in progression from 28.08.2017 to 12.09.2017. Micro teaching orientation class started by our principal later all the subject teachers gave the demonstration classes followed by the student teachers.

Link Practice:

Link Practice was also done by the student teachers comprising all the five skills practiced earlier. Each student teacher writes one lesson script for the link practice and practiced before entering into the macro teaching session.

MACRO TEACHING

Model Demonstrations:

Model Demonstrations were given by their subject teacher educators.

Internship

The School internship training programme was started from 1.08.2017 and ended on 15.12.2017. Our Student teachers went to 11 schools and after completing their intensive teaching practice successfully came back to the college on 16th December, 2017.

Objectives of Internship:

- To apply the teaching skills in real classroom situations.
- To acquire practical knowledge about the learners and learning environment.
- To train them to perform the duties as real teachers during the intensive practice teaching.
- To motivate the student teachers to know about the Nature of the institution and the type of learners
- To train them to prepare lesson plans related to the syllabus.
- To train them to integrate all the Micro teaching skills in teaching.
- To improve their teaching skills based on the various types of feedbacks provided to them

Feedback:

Feedback sheets were distributed to the mentors and the Heads of the institutions of these schools. The mentors observed each and every class, assessed the performance of the student teachers and helped them to modify their lesson plans and to handle the classes effectively. The Heads of the institution assessed the overall behaviour of the student teachers and the feedback sheets were collected by the student teachers after the completion of the Internship programme.

A third feedback in the printed format was collected from the class students by the respective student teacher at the end of the intensive practice and analysed separately to understand her drawbacks and strengths.

The Teacher Educators also visited the different schools to assess their major students and provided the feedback and the ways of improving their weaknesses. The students could have responsive and pleasant contacts with the Teacher Educators through mobile phones as and when they encounter any problem in their teaching or in their schools. M.Ed students observed the student teachers during their SIP.

Other Practices during Internship:

The B.Ed. students were asked to participate in the cultural programmes, celebrations of National days, important functions of the school, educational tours, field visits, Inspection activities and invigilation work of the respective school. They used to give training and practice to the schoolchildren in debate, discussion, acting, singing and dancing. They will also use at least two different innovative methods of teaching in their class.

Outcomes of the Internship:

- * Student teachers got good fresh hand experience and exposure to the real school environment which comprises teaching, learning, evaluation, the hierarchical setup and the organizational climate on the whole.
- * Student teachers' efficiency and competency in teaching was assessed and marks were awarded.
- * A good rapport was established with the Heads and the teachers of the intensive practice teaching schools.
- * The student teachers develop the ability to analyse their strengths and weaknesses from the feedbacks offered to them.

Learner Centered Pedagogy:

The college normally works on all the 200 days in a calendar year and almost all teaching hours are engaged. 100% attendance is encouraged for students.

- The following methods were practiced by the students under the supervision of the teaching faculty.
 - Assignments
 - Seminars
 - Symposia
 - Peergroup discussion
 - Individualized instruction through Learning Modules
 - Role Play

- Workshops
- Demonstrations
- Panel Discussions
- Quiz

1. Language Lab is used to teach language lessons and helps in language pronunciation and learning.

2.Chart Drawing and Usage of audio visual aids: In all the subjects, special attention was paid in chart drawing and proper use of audio visual aids.

3.Educational Technology: In the Educational Technology laboratory demonstrations and training were given in Black board writing, Chart drawing and preparation of Slides, Film strips, OHP transparencies and hardware handling. Opportunity was provided to all the student teachers to take the classes using the various audio-visual aids prepared by them.

4.Computer Laboratory: The students were exposed to computer operations, internet browsing and powerpoint preparations. Demonstrations were provided by the computer experts. All the B.Ed. students prepared Power Point presentations for their subjects

5.Psychology Laboratory:

The Psychology Laboratory is equipped with 55paper &penciltestsand5performancetests. These tools are well utilized both by the B.Ed. and M.Ed. student teachers. The B.Ed. student teachers were motivated to conduct psychological experiments in psychology and develop the ability toknowthepsychologicalaspectsofthelearners.InthePsychologyLaboratory five demonstrations such as Alexander's Passalong test, Koh's Block Design test, Muller Lyer Illusiontest, Finger Dexterity test and Transfer of Learning test were given to all the student teachers in batches in order to verify the facts learnt in the Psychology theory class. Eight experiments were done by the B.Ed students during their intensive training programme. The experiments were

- Motivation
- Distraction ofAttention
- Verbal Intelligence
- Eyensenck PersonalityTest

- VocationalInterest
- NegativeTransferofLearning
- Span of Attention
- Tower of Hanoi

6. ScienceLaboratory: The science students were instructed to give demonstrations in schools to conduct experiments. Other activities such as dissection work, specimen collection, specimen preservation and skeletal materials preparation and collection were also given proper training.

VII. DiscussionsandDebates: Discussions and Debates were conducted in all the subjects to improve the self expression and the ability to interact with other members. These activities were assessed by awarding marks and some of the performances were evaluated through observation. Lecture method of teaching is supplemented by group discussions and seminars.

VIII. Fieldvisits :

Our Science Department student teachers visited World Space Week Celebration on 6th October 2017 to get knowledge about the space concepts, and Galaxy.

Our B.Ed and M.Ed., students visited Gandhi Museum on 19thDecember2017 and motivated by Gandhian Principles and life history. The inspiring lecture was given by Mr.NandaRao. The students also visited the Science Museum, Book Shop and the Library of the Gandhi Museum.

The B.Ed. Tamil Students visited Keeladi, the Archaeological site, on7thOctober 2017 to get the knowledge of our Tamil Culture and tradition.

Educational Tour

A one Day Educational Tour was arranged to visit places of Chennai and nearby areas. Teaching and non teaching staff accompanied the students.

Quiz: In all the Optional subjects quiz programmes were conducted to update and facilitate with more facts in their subjects and to enhance their learning.

Teaching through ICT: Power point presentation by the Teacher Educators is a routine process used for the process of teaching learning. LCD Projectors have been installed in the technology laboratory and auditorium to assist the Teacher Educators in teaching through ICT.

Teacher Educators updated themselves by attending seminars, workshops, conferences, and refresher courses. Prepared notes are given to the student teachers for some of the hard nuts in the syllabus as printed matter to enhance their learning.

Research Colloquium for M.Ed.

The M.Ed. Colloquium was conducted on 31st October, 2017. The staff discussed about the methods of tool preparation, and rendered proper guidance for the individual selection of the thesis topics collectively. This enabled our students to choose the topics for their dissertation work.

A workshop on the preparation of Socially Useful Productive Work was organized to train the students to prepare various useful products and house hold materials by Mrs. Maria Jeya Chandra Rani, Physical Directress of our college. All the B.Ed. student teachers actively participated and exposed their novel ideas and creative talents in the preparation of different items such as jewels, baskets, artistic materials, flower vases, dolls, paintings and various kinds of handmade articles. Their performances were assessed by the respective teacher educators by awarding internal marks.

Associations:

To promote human rapport and genuine human relationships leadership qualities and cultural values, subject clubs are formed from the beginning of the course. A minimum of five subject Association meetings were conducted in the major classes to develop among the students the sense of team spirit and the ability to organize and carry out any responsible activity. The associations of various disciplines functioned as usual under the guidance of concerned major staff members. The Valedictory functions of the various Associations were held on 22 [Language and MATHISCO] and 23 [FESTASS SCIENTIA 2018] of March 2018 and reports were presented department wise.

Library Work:

Staff and students of our college have used our library very well. The library works from 9 Am to 5 Pm throughout the year except on Sundays and government holidays. At present 13,836 volumes and 36 journals were available in our library for our reference. The infibnet facility also available Staff and students. The students can work in the library for their assignment topics, seminar topics, open book examinations, question bank references and other reading works till 5 pm everyday. In the timetable one hour per week is allotted as library hour for all the majors.

4. Inter- disciplinary programmes started 2017-2018

In future the institution would plan new inter-disciplinary programmes along with the academic programme.

5. Examination reforms implemented 2017-2018

Internal Evaluation:

After the students were admitted, their academic skills are identified through Pre test, periodical tests and classroom interactions. Student trainees' performances are assessed periodically for internal assessment, which consists of assignments, seminars, unit tests, workshops and symposia. Apart from that, the students' total involvement in all the college activities are also given due weight age. The institution conducted different types of tests throughout the academic year and based on these marks, the internal assessment marks were calculated for each student.

Question paper Pattern: The internal, Revision and Model Examinations question papers were designed strictly adhering to the Tamil Nadu Teachers Education University (TNTEU) question paper pattern. For the other tests the teacher educators followed their own design according to their creative ideas.

Correction of Answer Sheets: The correction of answer papers of internal, Revision and Model Examinations were done within 10 days from the date of the last examination. The correction work for the unit tests were completed within 7 days from the date of the last test.

Feed-Back and special programmes: As soon as the correction was over, feed-backs were given to the students with constructive criticism. The slow learners, underachievers and brilliant learners were identified after each test and examination in order to provide remedial instruction, special coaching and enrichment programmes respectively in future. The high performers were guided to equip themselves to score higher marks in the external examination. The weak students are given individual attention and personal academic counselling by the concerned lecturers. The College follows continuous, comprehensive evaluation process. Evaluation consists of 30% internal and 70% external at B.Ed. level.

At end of the academic year the Model Examination and Revision examinations were also conducted before the university examinations. The results of all the subjects were reviewed after every test and appropriate feed-backs were given. The slow learners and under achievers were identified and proper remedial measures were taken. The high achievers were selected and ample encouragement was provided for further achievement in the University Examination. The students were evaluated not only in their academic performance, but also in co-curricular activities. Final evaluation was made through the university examination.

External Evaluation:

This year the Practical Examination for B.Ed.II Year, was conducted on 23.02.2018 and 24.02.2018 by TNTEU, Chennai. Mrs.Ramalakshmi, Assistant Professor, Sri Sundareswari College, and Srivalliputhur acted as member and Mr.Paramasivam, of Assistant Professor, NMSVN, Virudhunagar, acted as a Chief Examiner.

Examination reforms implemented:

Internal Evaluation:

After the students were admitted, their academic skills are identified through Pre test, periodical tests and classroom interactions. Student trainees' performances are assessed periodically for internal assessment, which consists of assignments, seminars, unit tests, workshops and symposia. Apart from that, the students' total involvement in all the college

activities are also given due weight age. The institution conducted different types of tests throughout the academic year and based on these marks, the internal assessment marks were calculated for each student.

Question paper Pattern: The internal, Revision and Model Examinations question papers were designed strictly adhering to the Tamil Nadu Teachers Education University (TNTEU) question paper pattern. For the other tests the teacher educators followed their own design according to their creative ideas.

Correction of Answer Sheets: The correction of answer papers of internal, Revision and Model Examinations were done within 10 days from the date of the last examination. The correction work for the unit tests were completed within 7 days from the date of the last test.

Feed-Back and special programmes: As soon as the correction was over, feed-backs were given to the students with constructive criticism. The slow learners, underachievers and brilliant learners were identified after each test and examination in order to provide remedial instruction, special coaching and enrichment programmes respectively in future. The high performers were guided to equip themselves to score higher marks in the external examination. The weak students are given individual attention and personal academic counselling by the concerned lecturers. The College follows continuous, comprehensive evaluation process. Evaluation consists of 30% internal and 70% external at B.Ed. level.

At end of the academic year the Model Examination and Revision examinations were also conducted before the university examinations. The results of all the subjects were reviewed after every test and appropriate feed-backs were given. The slow learners and under achievers were identified and proper remedial measures were taken. The high achievers were selected and ample encouragement was provided for further achievement in the University Examination. The students were evaluated not only in their academic performance, but also in co-curricular activities. Final evaluation was made through the university examination.

6. **Candidates qualified: NET/SLET/GATE etc.**

Two Staff members

7. Initiative towards faculty development programme

Staff enrichment program:

Cooperation is more effective at State, National and International levels and is very essential also in the educational sphere. Every care is taken to encourage suitable coordination between various institutions for the welfare of the whole academic community and for the fruitful experiences of the staff members.

Ph.D Degree:

Rev.Sr.Amalorpovam, Assistant Professor in Tamil was awarded Ph.D Degree in Education from Tamilnadu Teachers Education University in the month of March.

Mrs.C.Meenakshi, Assistant professor in Education was awarded Ph.D Degree in Education from Alagappa University, Karaikudi on December 2017.

Mrs. M.Vani Maheswari, Assistant professor in Maths has submitted Ph.D. thesis in Education in the month of January 2018, to Bharathidasan University.

Sr.Marthal, Assistant professor in History and Sr.A.Sasikala, Assistant professor in Education have pursuing their Ph.D in the Universities.

A. Seminars attended by the staff:

All the staff members amidst the irregular scheduled work actively participated in enrichment activities by attending seminars, conferences and presenting papers.

Our staff members had attended various International level seminars, presented 32 papers and all the 32 papers were published in the proceedings.

Rev. Sr. Dr.Mary Delphine, principal and Dr.Mrs.C. Meenakshi, Assistant Professor has attended an orientation program conducted by Crescent College of Education for Women, for Aligarh University from 02.05.2018, to 05.05.2018.

B. Book Publications

Nil

C. Publications in Journals

Totally 21 articles were published by the staff members in the National journals.

D. Extension Services by staff:

Dr.Sr.A.MaryDelphine fabulously organized a one day International Conference on “Ethical Perspectives of Inclusive Education among Women in the Digital Epoch” on 01.12.2017. She successfully organized various seminars and guest lecturers for B.Ed and M.Ed students throughout this academic year.

Dr.Sr.A.MaryDelphine, Principal acted as the camp Officer in the Tamil Nadu Teachers Education University Central valuation from 20.07.2017 to 29th July 2017. Dr.Sr.A.Mary Delphine, Principal acted as Nodal Officer for District level and Zonal level Cultural and Sports Competitions conducted by TNTEU on 01.02.2018, 02.02.2018 and 08.02.2018, 09.02.2018 respectively. Dr.Sr.A.Mary Delphine, Principal acted as Examiner for M.Ed. Dissertation Valuation from 03.08.2017 to 05.08.2017 at TNTEU, Chennai. Dr.Sr.A.Mary Delphine, Principal is a Board Member in a Board Meeting of Stella Matituna College of Education, Chennai.

College Day:

College day was postponed to October due to the Golden Jubilee Celebration of our College.

8. Total number of seminars/ workshops conducted

A. Seminars Conducted for our Student Teachers:

Every student teacher must be trained to be responsible individuals, who are capable of making free and correct choices. Hence the young minds were exposed to reality, and to form in themselves a clear idea of the meaning of life through various seminars.

School Teachers Seminar was conducted on challenges and Issues in Inclusive Education on 18th November 2017 at Spark Vidhyalaya Madurai. 37 teachers participated in this seminar. Andavar P.Jeya Dev acted as the resource person.

School Students Seminar was conducted on Global movement for Inclusive Education on 21st November 2017 at Meenakshi Sundareswarar School, Madurai. School students participated

in this seminar. Dr.S. Thilagavathi, principal, PSY B.Ed College, Sivagangai acted as the resource person.

International Conference was conducted on 1st December 2017 on Ethical perspectives of Inclusive Education among Women in the Digital Epoch. Teacher educators of various colleges and Student teachers of various colleges as well as our college (200) students participated and presented papers. Mrs.Beatrice Eyer, Educationist from Switzerland acted as chief guest.

Special Education certificate course programme was conducted by Rev.Sr.Soosaiammal from 16 to 18th of August 2017.

District Legal Free Service was conducted on 13th September 2017. Mr.Paneer Selvam, Sub Judge, Advocate P.Uma Sankar and Advocate Kumar gave an enlightening speech to our students on various laws on women right. Orientation programme for teacher Educators was arranged on 16th September 2017. Rev.Fr. Godwin Rufus, AAC, Madurai acted as the resource person. He insisted the moral values to be followed.

b. Research Colloquium for M.Ed.

The M.Ed. Colloquium was conducted in 31st October, 2017.The staff discussed about the methods of tool preparation, and rendered proper guidance for the individual selection of the thesis topics collectively. This enabled our students to choose the topics for their dissertation work.

c. Training Programme for Srilankan Refugees:

In the 3rd week of June2017oneweek Teacher Training Programme for the Srilankan Refugees who act as teachers in their camps, was organized in collaboration with JRS and our staff members offered motivational teaching practice.

9. Research projects a) Ongoing: b) Completed

a) Newly implemented:

Rev.Sr.Dr. Mary Delphine, principal got one minor research project. The institution has planned to undertake more minor research projects in near future.

10. Patents generated, if any

Not applicable.

11. New collaborative research programmes

Nil. New research programmes will be started in the near future.

12. Research grants received from various agencies

Nil. So far such research grants have not been availed.

13. Details of research scholars

At present the M.Ed.students are doing the dissertation work under the guidance of efficient staff members of our college. This year we have completed 2 dissertations at the M.Ed level.

14. Citation index of faculty members and impact factor

Nil

15. Honours/Awards to the faculty: National and International

Nil

16. Internal resources generated

The resources generated by the college in the year 2017-2018

Tution Fees	: 1,86,000/-
Other Fees	: 5,086,682.00/-
Sale of Application	: 14.300.00/-
Interest	: 2,10,104.00/-
Grant-in-aid – From UGC	:
Salary from the State Govt.	: 10,544,143.00

17. Details of departments getting assistance/ recognition under SAP, COSIST,ASSIST/DST.FIST, and other programmes

Nil

18. Community services

ExtensionActivities:-

Under this programme, the students were trained in social concern and responsibility, loyalty to the country and the community around them. Developing awareness regarding social evils such as caste, corruption, and degradation of women and violation of human rights are constitutive parts of this programme. Thus the student teachers are trained as the agents of needed social change in the country.

The College has a meaningful extension programme aimed at sensitizing students to social realities. Extension work is consequently done once in every fortnight thereby the student teachers are provided with field experience. Leonard Special School visit was organized to expose the students to the know the importance of caring the special children and inclusive education.

Cleaning of the Public places:Swatch Bharath 2017

All the B.Ed. student teachers participated in the cleaning of some of the essential places at Madurai. The programme started from 20.09.2017 and ended at 02.10.2018. Cleaning the Vaigai river bank, Kamarajar Salai, Kuruvi Karamban Pallam and Viraganoor Dam area were taken and also participated in Selfie Contest, Elocution and Quiz Contest conducted by Madurai Corporation.

3. Group wise in-campus activities such as,

- Garden work
- Kitchen work
- Cleaning of the campus for celebrations
- Cleaning of the class rooms
- Beautification of the campus

are given and the work is assigned according to their talents and abilities. Some of the activities are made compulsory so that the student teachers can understand the dignity of labour.

4. Tuition Programmes:

Our student teachers took tuitions for the educationally backward students of Fatima school from December 2017 – February 2017

Awareness programmes:

Various extension activities and awareness programmes were carried out every year for the upliftment of the village people and public. AIDS Awareness, Environmental Awareness, Health Awareness, Crackers awareness were given to the school pupils and public.

Cleaning of Public Places:

Public places such as Gandhi Museum, Roads, Vaigai river bank and Viraganoor dam area.

Celebrations:

National days such as Independence Day, Republic Day, Teacher's Day, Women's Day, Human Rights Day and Important Days such as, Voters' Day, Christmas, Pongal, Hostel Day are celebrated by the students, teaching and administrative staff members with great enthusiasm and with exchange of greetings. All the above mentioned celebrations are accompanied by skits, dance, and inspiring speech which can infuse moral, social, cultural and spiritual values in the minds of the students.

College Campus Cleaning:

Students are motivated in cleaning the campus, classrooms, sharing the work in kitchen in vegetable cutting, garden maintenance and arranging the library books. While conducting functions, stage setting, decorations and seating arrangements are skill fully carried out by the students.

19. Teachers and officers newly recruited 2017-2018

For the post of Assistant Professor in History Education Sr.Marthal and Librarian M.Rethi under the aided wing, appointed and Mrs. Manimekalai, Assistant Professor in

Tamil and Miss. Ilavarasi, Assistant Professor in Physical Science were appointed in self finance wing.

Retirement:

nil

20. Teaching- Non teaching staff ratio

Faculty Members for

B.Ed. Principal

Dr. Sr. A. MaryDelphine M.A., M.Ed., M.Phil., NET. Ph.D.

TEACHINGSTAFF:

A. AIDED

1. Dr.Sr. M. Amalorpavam M.A., M.Ed., M.Phil.,Ph.D.
Assistant professor inTamil
2. Dr.Sr. A. MaryDelphine M.A., M.Ed.
M.Phil.,NET.(Ph.D.) Assistant Professor in English
3. Mrs..A.MariaJeyaChandraRaniM.A., M.P.Ed., M.Phil.
Sele. Grade. Physical Directress
- 4.Mrs.L.Vinnarasi, M.Sc, M.Phil, M.Ed, SLET
- 5.Sr,A.Sasikala,M.A,M.CA,M.Ed,SLET, Assistant professor in Education
- 6.Sr.S.Marthal,M.A,MPhil,M.Ed,SLET, Assistant professor in History Education
- 7.. Mrs. N. Rethi, M.Com.M.L.I.SC.M.Phil, - Librarian

B. MANAGEMENT STAFF(B.Ed.)

1. Mrs. D.ThilagavathyM.A.,M.Phil M.Ed.,
Asst. Profin English.
2. Mrs.S.Manimekalai. M.A., M.Ed., M.Phil.,
Asst. Prof in Tamil
3. Mrs. M.Meenakshi. M.Com., M.Ed
Asst. Profin Commerce.
4. C.IlavarasiM.Sc., M.Ed., Asst. Prof in Physical Science.

FOR M.ED:

1. Dr.Mrs.C.Meenakshi. M.Sc.,M.Phil,M.Ed.,NET.,Ph.D.
Assistant professor in Education
2. Mrs. D.Vani Maheswari M.Sc., M.Ed.,M.Phil,(Ph.D)
Asst. Profin Mathematics.

OFFICE SECTION

1. Sr.CelinePrabha. B.Com
Selection Grade, JuniorAssistant.
2. Sr. A.L.Berchmans Mary.B.Com., TypeWriting Hr. Grade.
Typist
3. Mr. A. Justin Robinson.ITI. Record Clerk
4. Mrs.Jermanus Maria Raj S.S.L.C., Lib Asst.,
5. Mrs. A.LeemaRose. X-Std.,
Gardener, Spl.Gr.
6. Mrs. A. JosephineSahayaMary. S.S.L.C., Sweeper, Spl.Gr
7. Mrs. A. Kamatchi. Scavenger, Selec.Gr.
8. Mrs. Anitha, Lab Assistant
9. Mrs. Poorana Sengol Daisy, Lab Assistant
10. Mrs.Sagayam, Office Assistant
11. Mr.Domic Anderson, Watchman

MANAGEMENT STAFF

1. Mrs.Aasha Rani, Office Assistant
2. Mrs.Soosai Mary, Sweeper

21. Improvements in the library services

Staff and students of our college have used our library very well. The library works from 9Am to 5 Pm throughout the year except on Sundays and government holidays. At present 13,836 volumes and 36 journals were available in our library for our reference. The infilibnet facility also available Staff and students. The students can work in

the library for their assignment topics, seminar topics, open book examinations, question bank references and other reading works till 5 pm every day. In the timetable one hour per week is allotted as library hour for all the majors. Journals and Magazines are displayed in a separate rack. Library has been computerized with Internet accessibility. Special training for Librarian and Library Assistant was given in handling the computers properly.

22. New books/ journals subscribed and their value

Total Books – 86

Value – Rs.19,796/-

23. Courses in which student assessment of teachers is introduced and the action taken on student feedback

The Feedback Committee continues the practice of collecting feedback for all the activities of the college, to revise or modify the feedback questionnaires as and when needed with the assistance of the Committee Members and faculty. This Committee collected feedbacks from the student teachers, parents' alumnae and staff members, school students, mentors, Heads of the schools and participant of various programmes for the year 2017-2018.

Subject-wise and course evaluation questionnaires, evaluation of teacher educators, feedback from Alumnae, parents, peer evaluation of teacher educators, feedback sheets from the mentor teachers and Head of the practice teaching schools, school pupils etc were distributed, codified and analyzed to find out the achievement of the course objectives, to find out the impact of the various activities of the college and to find out the extent of satisfaction achieved.

The student evaluation of all the Teacher Educators were collected separately by the respective staff and self-analysed. The points to be modified were taken by them personally and noted in their Self Appraisal booklet. They themselves would suggest the correct approach/method to improve their practices. The analyzed report was submitted to the Principal who in turn conveys all the information to the Management Council. The Management Council also meets the staff twice in a year and get a separate feedback from them.

24. Feedback from stakeholders

This Committee collected feedbacks from the student teachers, parents' alumnae and staff members, school students, mentors, Heads of the schools and participant of various programmes for the year 2017-2018.

Subject-wise and course evaluation questionnaires, evaluation of teacher educators, feedback from Alumnae, parents, peer evaluation of teacher educators, feedback sheets from the mentor teachers and Head of the practice teaching schools, school pupils etc were distributed, codified and analyzed to find out the achievement of the course objectives, to find out the impact of the various activities of the college and to find out the extent of satisfaction achieved.

25. Unit cost of Education

Tuition Fees	: 1,86,000/-
Other Fees	: 5,086,682.00/-
Sale of Application	: 14,300.00/-
Interest	: 2,10,104.00/-
Grant-in-aid – From UGC	: -
Salary from the State Govt.	: 10,544,143.00

26. Computerization of administration and the process of admissions and examination results, issue of certificates

The computers are very well used for all kinds of admission work. At the time of admission, sale of application, receiving application, rank list, selection list and community based list and special category list are prepared (Government and management). After selection of candidates, all particulars about the selected candidates are stored in the computer.

Administration:

Computers are used for preservation of essential details about the college, pertaining to teaching staff, non teaching staff and the students We have created a website to disseminate more information about our college.

Scholarships:

Full details about the candidates who avail scholarships are stored in the computer.

University related work:

Online Registration, Nominal list for examination, Convocation details, Recognition and other related letters of correspondence are done with computer.

Other official correspondences:

Letters and preparing reports related to J.D. office, D.C. office, Collectorate, Claiming bills, Increments, Post approval, Reply to the official letters, Staff–Appointment, qualification, designation, leave particulars, Career advancement, Self appraisal report, IQAC Report, Seminar proposals are done with computer.

Students' Name list, Time tables, internal marks, Practical marks, Permission letter, Approval letters, Feed-back sheets, Tour schedule and all student related works are carried out with the help of computers.

27. Increase in the infrastructural facilities

Construction and Maintenance; 2,281,645.00/-

28. Technology up gradation

Inflibnet Facility in Library

29. Computer and internet access and training to teachers, non- teaching staff and students

With a real concern for the bright future of our students, in this highly competitive and fast progressing world, all the students were given a short-term DTP computer Course and Ms-office in the month of August 2017. This programme was offered so that they may cope with the changing trends in ICT. In this programme the content is changed according to the needs and interest of the learners.

All the Office works have been done in electronic mode and all the staff members used the technology extensively in their teaching and evaluation process.

30. Financial aid to students

Scholarship Amount: 2,89,343.40/-

STUDENT CATEGORY	NO OF STUDENTS
OBC	29
SC	25
Other Minority	20
Muslim Minority	4

31. Activities and Support from the Alumni Association

Alumni Association is functional under Rev.Sr.Dr.Mary Delphine, principal and the guidance of Dr.Mrs.C,Meenakshi, Asst.Prof.in Education and other Alumni members. All the years the Convocation day the lunch was provided by the Justo Alumni. The Alumni always awarded the toppers in B.Ed and M.Ed by giving Books and Pen drives.

32. Activities and support from the PTA

This academic year began with the Parents and Teachers Meeting. The first parent teachers association was held on 2nd of August 2017. It was highly interactive and the opinions of parents for choosing St.Justin's college of Education were discussed. The various skills and values to be instilled among the students, the rules and regulations of the institution were discussed with the parents. Mrs,Muthulakshmi, Mr.Marathamuthu and mr.Suakkin were elected as President, Vice president and member of the PTA

33. Health Services

Health Practices: From providing purified drinking water to the balanced diet in the hostels the Institution takes every care in building up the good health of the students. All the B.Ed and M.Ed students were engaged in various games activities daily for their good physical health and mental relaxation. Sports and Games take a special place in this Institution. Intramural competitions were held for M.Ed and B.Ed students separately. The competitions were mainly

based on athletic events like 100mts, 200mts, long jump, discuss and shot put and three major games like volley ball, throw ball and tennikoit .

Yoga exercises were demonstrated to the B.Ed students by Mrs A. Maria JeyaChandra Rani, Physical Directress in the physical education classes. A medical check up was carried out for the B.Ed students. Health tips and Prescriptions were given after examining them.

34. Performance in sports activities

Intramural tournaments and sports have been conducted for the students on house system. Sports activities in 7 Athletic meets such as 100Mts, Dash 200Mts Dash, 4x100Mts Relay, 100 Mts skipping, Shot-put, Discus throw, long jump, Three major games namely Volley ball, Throw ball, Tennikoit, and competitions for 3 minor games such as Three-legged race, Kangaroo Jumping race and Lucky Corner were held for the B.Ed students. 100Mts, Running, Shot-put, Discus throw, were conducted for M.Ed students and in the year 2017-18.

35. Incentives to outstanding sports persons

Outstanding sports person is identified and the cup for championship is awarded. The winners and runners in the major games and minor games competition are awarded prizes and certificates. Over all group championship goes to Blue House. Individual Championship is awarded to Miss.Christy.

36. Student achievements and awards

Miss.Christy won the district level shot put conducted by TNTEU

37. Activities of the Guidance and Counseling unit

The Counseling Cell is active under the supervision of Rev.Sr.Dr.Mary Delphine, principal and the guidance of Mrs.Vani Maheswari, Asst.Prof.in Maths Education. The student teachers are benefitted out of it. Various programs such as One day seminars, Guest Lectures, Training programs and Awareness programs are conducted in order to bring out a holistic development among the student teachers in collaboration with various other cells of our college.

Counselling Unit:

One hour per week within the time table itself is allotted for counselling. Each lecturer is assigned 20 B.Ed. students as such all the 200 students have the privilege to take part in the counselling session. Each staff member has been assigned a class for academic and personal counselling. Staff members stimulate and empower the students to face their problems with full confidence and positive thinking; encourages the students to face the practical exam without fear; initiating the students to attend the various campus interviews conducted by the schools. Academic counselling is extended to students who seek help to overcome poor academic performance (slow learning). The causes of the problem are analysed and the students are counselled suitably.

Personal Counselling:

Problems are unique with individuals. Personal counselling is provided whenever an individual student approaches the counsellor with a personal problem- physical- emotional- social-intellectual. A career counselling is given to students periodically at times of interviews and during the selection of schools for their employment.

38. Placement services provided to students

Placement Cell is functional under Rev.Sr.Dr.Mary Delphine, principal and the guidance of Dr.Mrs.C,Meenakshi, Asst.Prof.in Education and other Staff members..Seven reputed schools in Madurai and around area came for placement on 09.03.2018. Most of our students placed in good schools with reasonable salary package.

39. Development programmes of non - teaching staff

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40. Good practices of the institution

A contributing Teaching Learning environment exists in the college where the Management and the staff members join their hands to bring out the efficiencies of the budding preceptors to excel in this contemporary society by pursuing various healthy practices.

Important events of the college

The Governing Body Meet for this Year was held under the Chairmanship of Rev. Mother General, Sr. Antony Xavier, President of the College, on July 2017. All the members of the Governing Body attended the meeting and gave suggestions for the various activities to be carried out during this academic year. Our Mother visited our College on 05.03.2018 and 06.03.2018.

IQAC Meeting

The IQAC Meeting was conducted on October 2017 under the Chairmanship of Rev. Sr. Dr. Mary Delphine, IQAC members from outside as well as our college participated in the meeting and discussed the programmes to be carried out for improving the quality of teaching and learning. The other IQAC meetings with the internal members were conducted twice during this year.

Our Link with TNTEU

Dr. Sr. A. Mary Delphine, Principal acted as the camp Officer in the Tamil Nadu Teachers Education University Central valuation from 20.07.2017 to 29th July 2017. Dr. Sr. A. Mary Delphine, Principal acted as Nodal Officer for District level and Zonal level Cultural and Sports Competitions conducted by TNTEU on 01.02.2018, 02.02.2018 and 08.02.2018, 09.02.2018 respectively. Dr. Sr. A. Mary Delphine, Principal acted as Examiner for M.Ed. Dissertation Valuation from 03.08.2017 to 05.08.2017 at TNTEU, Chennai.

Learning Resource Centres:

a. Psychology Laboratory:

Psychology Laboratory is equipped with 58 tools that include questionnaires, inventories, case study form, ratings scales etc. to assess various psychological factors such as Personality, Reasoning ability, Memory, Level of Aspiration and so on. In addition 23 Performance test tools are also available for theory and practical instruction and for doing the experiments by students. These tools are well utilized both by the B.Ed. and M.Ed. student teachers.

b. Science Laboratory:

The science laboratories are utilized fully for developing the student teachers' experimental skill, manipulative skill and investigatory attitude. Apart from these, they maintain aquarium and vivarium in the laboratory which improve their aesthetic sense and love for nature. In addition they get the opportunity to view the skeletal materials, improvised lab instruments, herbarium, albums and preserved specimens.

c. Educational Technology Laboratory:

The educational technology laboratory is well equipped with TV, VCR, Slide projector, filmstrips projector and Overhead Projectors. The ET laboratory is spacious to accommodate more than 50 students. Viewing of Television, C.D.ROMs and microteaching demonstration as well as practice by the students and lectures, shooting of microteaching practices and usage of audio, videocassettes and CAI packages are the activities carried on in the Educational Technology Lab. The students were provided opportunity to handle these equipments and to prepare OHP transparencies. They were also given training in blackboard writing, chart drawing and model making, usage of OHP and Power Point Presentation.

The use of ICT has made a significant contribution to the quality of education in the campus. Compulsory computer literacy for the students and imparting of computing skills to staff both teaching and non-teaching and the use of ICT has given a boost to academic quality. The office automation, computerization of library and networking of the campus have facilitated quick and quality administration. The project office and the documentation center have ensured resource mobilization and sharing.

d. Well maintained Language Laboratory

Language Lab is updated with new software and computers. Students are interested to learn English in global standard.

e. Good Library with Journals, encyclopedias, textbooks, Reference books, Research reports and CDs

Teaching Faculty:

Our teaching faculty is continuously pursuing higher education with constant interest and enthusiasm. Two Teaching faculties were awarded Ph.D, One teaching faculty had submitted her Ph.D work, two others are doing their doctoral research work.

Programme for all-round development:

To train the students, in their wholesome development a seminar on “Life coping skills” which dealt on Stress Management and Time Management was conducted. Skill development programm were also conducted annually. Important National days were celebrated to develop the personality, leadership qualities, patriotism and culture.

Construction of Research Tool:

Research tools are constructed by M.Ed., students under the guidance of their research guides and validated through pilot study. This is a special practice of our college.

Students Council:

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Talent Exhibit & Development:

To bring out the special talents and potentialities of students, they were motivated to take part in many talent contests. Talent exhibit program includes Essay Writing (Tamil& English), Verse Writing (Tamil& English), Pencil drawing, crossword puzzle (Tamil & English), Elocution (Tamil & English), Singing (solo & group), Street play, Collage, Egg shell painting, Dancing (solo & group), Dumcharade (English&Tamil), Rangoli and Justa minute, for the year 2017-18.The participants and the winners were honoured with certificates and prizes in the college day function. Students are further encouraged to participate in the competitions conducted at the College, University and State level.

Computer Center:

At present, the college has 30 systems as a result of the financial support provided by the management. Computer education has been made a part of the curriculum. The centre offers Computer fundamental, MS-Office, DTP for all the student teachers. Besides the

centre provides internet facility and students had been trained in preparing self-learning packages for school syllabus.

Inclusive Education:

Gandhian Thought, Jewel making, Doll making and Preparation of household products:

We have provided certificate courses to the B.Ed., students in Gandhian Thought. Experts from Gandhi Museum taught the Certificate courses on August 2017 students in Gandhian Thought, some students in Jewel making, doll making and in Preparation of Household products were given the certificates.

Programme on self-help:

To promote self-employment and develop self confidence in students to stand on their own legs, they were trained to produce useful materials and household products such as Candle, phenols, soap oil, soap powder, cleaning powder, scented sticks, Adai Mix and Idli Powder etc.

Counselling Cell:

Counselling is part and parcel of our academic programme and programs such as One day seminars, Guest Lectures, Training programs and Awareness programs are conducted in order to bring out a holistic development among the student teachers in collaboration with various other cells of our college for student teachers' career development. Throughout the year Personal counselling, Academic counselling, Career counselling, Family counselling were provided for the welfare and mental health of the students. Students found it useful and they were benefited very much from this service.

Placement Cell:

Placement Cell is functional under Rev.Sr.Dr.Mary Delphine, principal and the guidance of Dr.Mrs.C,Meenakshi, Asst.Prof.in Education and other Staff members..Seven reputed schools in Madurai and around area came for placement on 09.03.2018. Most of our students placed in good schools with reasonable salary package. Our Students keep the flag of the College fly high by their performance in the schools where they are placed.

Grievance Cell:

Grievance Cell is functional under Rev.Sr.Dr.Mary Delphine, principal and the guidance of Mrs.A.Maria Jeya Chandra Rani, and other Staff members.

The grievance cell actively functions and the grievance box was placed in the seminar hall I& hostel Students expressed their grievances in writing and grievances that are made known through counselling sessions were also redressed by taking necessary actions by the grievance cell.

Club Activities:

Every Tuesday 4.00pm to 5.00pm we had club activities like Eco club, EFL, Dance, Art, Yoga, Singing, Health, Diet and Techno Clubs. Eco club conducts awareness meetings, celebration of environmental related days, and other related programmes.

Sports and Games:

Intramural tournaments and sports have been conducted for the students on house system. Sports activities in 7 Athletic meets such as 100Mts, Dash 200Mts Dash, 4x100Mts Relay, 100 Mts skipping, Shot-put, Discus throw, long jump, Three major games namely Volley ball, Throw ball, Tennis, and competitions for 3 minor games such as Three-legged race, Kangaroo Jumping race and Lucky Corner were held for the B.Ed students. 100Mts, Running, Shot-put, Discus throw, were conducted for M.Ed students and in the year 2017-18. Competitions were held and Athletes were honoured with prizes and certificates are distributed in the college day. Yoga exercises are given to the students for ten days soon after the reopening of the college. Students are given necessary training to make them participate in Extramural competitions.

Parent Teacher Association:

At the time of admission the Principal meets all the parents and highlights the rules and regulations of the college and hostel. Visitors' pass and schedule of visiting are given to the parents. Principal meets the parents on the visitor's day of every month and exchange their ideas and opinions related to the academic performance of the students. The Principal met the parents and discussed about their performance and Parents gave their feedback and suggestions. The institution inculcates civic responsibilities among the student teachers through launching various programmes.

41. Linkages developed with National/ International, academic/research bodies

We have linkage with National Gandhi Memorial Museum and Research Centre, Madurai.

42. Action Taken Report on AQAR of the previous year

We have conducted International Conference and Seminars to School Teachers and School Students.

- Many seminars to the student teachers to improve their personality, spirituality and knowledge in Technology.
- More than four methods were practiced in the class room.
- Gave training to M.Ed. students in handling B. Ed. Theory classes and in supervising Practical Teaching. (at least one class).
- Five different types of evaluation methods were used.
- More research papers were presented in the National Level Seminars and 30 papers in the Inter National Seminar.
- Nineteen Inter- departmental programmes were completed.
- Publishing books by staff members were initiated.
- Publications in Journals more papers were published in Peer reviewed Journals.
- Preparation of one Self learning module by teacher Educators in their subjects was done.
- Ashort-term course in Spoken English and Computer Literacy were offered to B.Ed. students.
- Four additional certificate courses were provided to B.Ed. students.
- In our college Library have INFLIBNET facility.
- seminars / lectures /workshops to student teachers were undertaken.
- All the students were encouraged to prepare projects, assignments, powerpoint and multimedia presentations.

- ❑ Individual attention to slow learners were provided through academic counselling and remedial classes.
- ❑ All the students were motivated to participate in the various inter-collegiate competitions actively. They won the over all Championship in the Zest Competition conducted by Mangayarkarasi College of Education. Also won zonal level prizes in Essay, Singing Competitions organized by TNTEU.
- ❑ Newsletter and Department magazine were published. E-Magazine of College was also published
- ❑ Placement service was provided to all the students.
- ❑ Extension Service Programmes were successfully completed to develop social values, community conscience and to give Citizenship Training.

43. Any other relevant information the institution wishes to add

Our M.Ed Student P.Prasanna secured the University First place in M.Ed Examinations and received cash awards and endowment awards from the governor.

Section C: Outcomes achieved by the end of the year

St.Justin's College of Education in realization of its vision imparts knowledge, inculcates values, develops skills and such that the aspirants especially from the poor, needy and underprivileged classes of society are turned out to be well trained, morally upright, socially committed, spiritually inspired and culturally rooted. All then are meant to steer up vibrant power of women teachers to meet the emerging need sand challenges of our nation.

Though essentially a Christian institution, the college aims at inculcating spiritual values in line with the spiritual heritage of the Nation which is culturally deep rooted, morally upright, spiritually at tuned and steer up the vibrant power of women youth specially culledoutfromthepoorandunderprivilegedclassetomeetthepresentday needs and challenges of the society.

Section D: Plans of the college for the next year

1. Starting an Educational Research Journal.

2. Conducting

- ❖ International Seminar/National Seminar for Teacher Educators and College Professors.
- ❖ One seminar/workshop for the school teachers on Suicidal Tendency of School pupils.
- ❖ One day seminar on coping with Stress for High School students.
- ❖ Seminars to the student teachers to improve their personality.

3. Publishing more books by Staff Members.

4. Starting more research works.

5. Publishing more articles in Journal.

6. Undertaking minor projects.

7. Undertaking Action Research programmes by staff.

8. Doing major-wise small research project work by B.Ed students.

9. Preparation of self-learning materials by staff.

10. To offer a short-term course in Spoken English and Computer Literacy to B.Ed. students.

11. To provide more certificate courses to B.Ed. students.

12. To equip the library with additional books.

13. Conducting Training Programme for the non-teaching staff for their professional development.