

IQAC Report for the year 2013-14

BY

REXY CORERA

ST.JUSTIN'S COLLEGE OF EDUCATION, MADURAI.

INTERNAL QUALITY ASSURANCE REPORT

(IQAR) – (2013-14)

Profile of the Institution

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

161 – Kamarajar Salai,

Madurai – 625 009. Tamilnadu.

Status and Location:

St. Justin's College of Education is a non autonomous college affiliated to Madurai Kamaraj University. It is an undergraduate college run by the Sisters of the Congregation of Immaculate Conception started on 31st July 1968 and upgraded as Post Graduate College from the year 2007 onwards. It is located in the eastern part of Madurai and nearer to the Historical Teppakulum of Madurai. Our College is within the Campus of Theresa Convent.

Name of the Principal : **Sr. A.Mary Delphine**

Tel : 0452 – 2311012 (O

Cell: 8300151012

Website : **<http://www.justinedn.org>**

E-mail : **jceiqac@gmail.com**

st_justinedc@yahoo.com

Type of the Institution : Professional

University to which affiliated : Tamilnadu Teachers Education University

Year of Establishment : 1968

Financial Category : Grant-in-aid

NCTE Recognition : Certificate of Recognition dated 03.09.1996
and NCTE / 2002 – 2003 / 7716 of
28.06.2003

Location of the College : Urban

Area of Campus : 3.6 acres

Programme Options : B.Ed. – One year
: M.Ed _ One year

Computer Course – A compulsory programme for all B.Ed. students.

Faculty Details:

Total Faculty strength required as per norms for all programmes: 24

Total Faculty on Rolls : 17

Faculty added during the year : 03

Faculty positions Vacant : 07

Faculty left during the year : 03

Total Number of visiting Faculty : Nil

Total Number of Guest Faculty : Nil

Qualification of Faculty:

Ph.D &Above	: 03
M.Phil	: 10
Masters	: 03

Faculty Qualification Improvement:

Ph.D awarded to existing Faculty	: 01
M.Phil awarded to existing Faculty	: 02
Any other Degree awarded to Existing Faculty	: 01
Total Faculty required as per norms	: 07 +01
Number of Permanent Teachers on roll	: 05
Number of Temporary Teachers	: 12 (Full-time)
Part Time	: Nil

Administrative Staff Details:

Administrative Staff (Total Sanctioned)	: 11
Administrative Staff (Actual Strength)	: 07
Added during the year of Reporting	: 00
Left during the year	: 00
No. Of Posts Vacant	: 04

Technical Support Staff Details:

Technical Support Staff total Sanctioned Strength	: 02
Technical Support Staff (Actual Strength)	: 01
Added during the year of Reporting	: 00
Left during the year	: 00
No. Of Posts Vacant	: 01

Student Details: B.Ed.

	<u>Regular - Self Finance</u>
Student enrolment in B.Ed. (2013-2014)	: 98 - 80
From Same District	: 45 - 36
From Same State	: 98 - 80
Drop-out rate	: 0%
Success rate (174/178)	: 97.75%
First Generation Learners (2013-2014)	: 88
Differentially Abled	: 2 - 0 - 0 = 1.12%
SC	: 20 + 04
BC	: 52 + 70
ST	: -
MBC	: 26 + 04
OC	: 00
DNC	: 02
No. Of Rural students	: 34 + 39 - 41%
No. Of Urban students	: 64 + 41 - 49%

Student Details: M.Ed.

Student enrolment in M..Ed. (2013-2014)	: 13
From Same District	: 06
From Same State	: 13
From other State	: 00
SC	: 03- 23.07%
BC	: 07 - 53.84%
ST	: -
MBC	: 03 - 23.07%

* Working Days of the college	-	200
* Teaching Days	-	148
* Total Pre practice preparation days	-	19
* Total Practice teaching days	-	40
* Total Practice teaching Schools	-	23

Copy of the B.Ed. Time Table for the year 2013-2014:

Day	10-11	11-11.15	11.15-12.15	12.15-1.15	1.15-2.00	2.00-3.00	3.00-4.00	4.00-5.00
Monday	C II	Interval	O I	C I	Lunch Break	OII	Elective	Games
Tuesday	CIII		O I	C II		C II	C I	Club
Wednesday	C I		O I	CIII		OII	C II	Spritual/Moral education
Thursday	Elective		O I	CI		OII	C III	Games.
Friday	CIII		O I	CII		Elec	Counselling	cleaning
Saturday	OI		TET Coaching			Lab/Lib	Lab/Lib	

Copy of the M.Ed. Time Table for the year 2013-2014:

Day	I	II	III		IV	V
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Monday	CIII	EI I	CII	Lunch Break	Dissertation	Library
Tuesday	E II	C II	CI		Dissertation	Library
Wednesday	C III	C II	E I		Dissertation	Library
Thursday	CI	CIII	EI		Dissertation	Library
Friday	EII	CI	E I		Dissertation	Library
Saturday	Net/Set Preparation				Library	

Academic Programme 2013-2014

Sl.No.	Particulars	Duration	Date
1.	Micro Teaching	11 Days	11-09-2013 to 23-09-2013
2.	Macro Demonstration	8 Days	26-09-2013 to 08-10-2013
3.	Intensive Teaching	40 Days	09-10-2013 to 07-12-2013
4.	Workshop - Handwriting	1 Day	10-09-2013
5.	Model Examination		09. 05.2014 to 24. 05.2014
6.	Practical Examination- B.Ed	2 Days	10.03. 2014 & 11.03.2014
7.	M.Ed Viva Voce	1 day	28.07.2014

Number of Students Admitted – Optional Wise

Subjects	Year 2013-14	
	Aided	Self
Tamil	12	08
English	19	20
Mathematics	27	13
Biological Science	09	06
History	08	05
Physical Science	23	15
Computer Science		07
Commerce		06
Total	98	80

ST.JUSTIN'S COLLEGE OF EDUCATION, MADURAI.

INTERNAL QUALITY ASSURANCE REPORT

(IQAR) – (2013-14)

Internal Quality Assurance Cell (IQAC)

Members of IQAC:

Chair Person:

1. Rev. Dr. A. Mary Delphine,
Principal,
St.Justin's College of Education,
Madurai-9.

Coordinator :

2. Mrs. Dr. J.Amali Megala,
Associate Professor in Natural Science,
St.Justin's College of Education, Madurai.

Members:

3. Rev. Sr. Amalorpavam
Secretary
St.Justin's College of Education.
Madurai-9.

4. Dr. John Joseph,
Reader,
Arul Anandar College,
Karumathur, Madurai.

5. Dr. R. Srinivasan,
Assistant Professor in Physics,
Thiagarajar College of Arts and Science
Madurai.

6. Dr. C. Balasubramanian,
Professor & Head,
Department of Plastic Surgery,
Government Rajaji Hospital, Madurai,

7. Mr. UmaSankar B.Sc., B.L.
Advocate,
District Court & High Court,
Madurai.
8. Rev. Sr. Anna Mary,
Headmistress
Nirmala Girls Higher Secondary School,
Madurai.
9. Rev. Sr. Michael,
Headmistress
Fatima Middle School,
Madurai.
10. Mrs. Raxy Corera,
Associate Professor in Education,
St. Justin's College of Education.
Madurai-9.
11. Dr. M. Kalai Arasi,
Asst. Professor in Biological Science,
St. Justin's College of Education.
Madurai-9.
12. Mrs. Sundaravalli,
Asst Professor in Education,
St. Justin's College of Education.
Madurai-9.
13. Mrs. Meenakshi,
Asst Professor in Education,
St. Justin's College of Education.
Madurai-9.
14. Mrs. Suganthi
Asst Professor in Commerce Education,
St. Justin's College of Education.

- Madurai-9.
15. Mr. Gopal,
PTA President
 16. Mr. Justin Robinson
Record Clerk,
St.Justin's College of Education.
Madurai-9.

Students:

17. Ms. Maria Lavanya - M.Ed student
18. Miss. Jenisha - B.Ed. student

IQAC Establishment Details:

Year of Establishment of IQAC	: 08.07.2005
Composition of IQAC	: 18
No. Of Alumni in IQAC	: 01
No. Of Students in IQAC	: 02
No. Of Faculty in IQAC	: 06
No. Of Administrative Staff in IQAC	: 02
No. Of Technical Staff in IQAC	: 01
No. Of External Experts in IQAC	: 04
No. Of any other Stake Holder & Community Representatives	: 02

IQAC Meetings:

No. Of Meetings held during the year 2013-14 : 06

IQAC Meetings:

The first IQAC Meeting was conducted on 8th August 2013 under the Chairmanship of Rev.Sr.Dr. A. Mary Delphine. All the internal IQAC members participated in the meeting and discussed the quality enhancement practices and programmes to be carried out for the ensuing academic year. The second meeting was conducted on 23.08.2013 with the external as well as the internal members. The other IQAC meetings with the internal members were conducted four times during this year.

During the year 2013-14, 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 2013-2014 is mentioned below:

Action Plans for the Academic Year 2013-2014

- ❖ To Introduce at least two certificate courses to B.Ed. students one in Computer and the other in Gandhian Thought.
- ❖ To conduct at least five seminars and one workshop for student teachers.
- ❖ To provide weekly counseling to all the students by the Teacher Educators.
- ❖ To arrange for special professional counseling as per their needs
- ❖ To conduct one seminar for the school teachers and one for school students.
- ❖ To undertake one Action Research Programme by the staff at the B.Ed level
- ❖ To use at least two Innovative Teaching Methods for Large Classes by Teacher Educators
- ❖ To organize one National Seminar for Teacher Educators.
- ❖ To conduct small research projects in the B.Ed. major subjects during their Intensive Teaching Practice.
- ❖ To publish Major wise Magazine.
- ❖ To have fourteen interesting clubs
- ❖ To conduct Moral Instruction classes for all th B.Ed and M.Ed students on all Wednesdays.
- ❖ To establish Sexual Harassment Cell and Anti-Ragging Cell.
- ❖ To conduct at least three colloquiums for the M.Ed students.
- ❖ To conduct Awareness programmes to the school pupils.

The second IQAC meeting for the academic year 2013-14 was convened by Rev. Sr. Dr. A. Mary Delphine, the chairman of IQAC, on 23.08.13 at 3 pm. The members of IQAC discussed about the Action Plan for the Academic year 2013-14. The external experts insisted upon the inclusion of counselling to the B.Ed students by a trained counsellor. The decision was also taken to send one senior lecturer to get the professional training as a counsellor. They also suggested the title for the Teachers' seminar as "How to reduce Suicidal tendency among School students. It was also decided to invite a psychiatrist to the programme. After a fruitful discussion all the Action Plans were accepted.

The third IQAC meeting for the academic year 2013-14 was convened by Rev. Sr. Dr. A. Mary Delphine, the chairman of IQAC, on 04.02.14 at 3 pm. All the internal members were present.

Action Plans II for 2013-14

- ❖ To Prepare Self-Instructional material for a single Unit in their respective subjects.
- ❖ Peer Evaluation
- ❖ Development of one Inter Departmental News letter in each major by the staff and students
- ❖ To conduct one Educational Technology workshop for the preparation of slides, OHP Transparencies and filmstrip.
- ❖ Provision of enrichment and Remedial programme after identification of the Gifted and slow learners.
- ❖ To Conduct Model Practical Exam for B.Ed students and Model Viva for M.Ed students.

The Fourth IQAC meeting was convened on 14.03.2014 by the Principal as a special meet with the Non-teaching staff members with a purpose to evaluate the different functions of non-teaching staff in order to enhance the quality in their work. Along with the other duties to be performed by them for the maintenance and upkeep the main discussion was on introduction of Technology in students attendance, introduction of intercom facilities, e governance and its importance. It was also insisted that all the non-teaching staff should enhance their computer knowledge by attending extra special classes.

The final meeting of IQAC was convened on 27.05.2014 by the Principal at 4 pm. All the internal members were present along with the student representatives. It was an objective evaluation meet. Conducting of National Seminar and undertaking of Minor research project were the two resolutions without action. All other resolutions taken were carried out successfully. The student representatives appreciated the quality of training provided in the various phases through various curricular and co-curricular activities

1. Activities reflecting the goals and objectives of the college

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 under privileged 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 needs and 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 attuned and steer up the vibrant power of women youth specially culled out from the poor and underprivileged classes to meet the present day needs and challenges of the society.

In short, the vision and mission of our institution is summed up in the motto "***For God and Country***", as inscribed in the logo.

In realizing the Vision, Justin's College of Education imparts knowledge, develops skills and inculcates values in the following ways.

In our institution preference has been given to poor students. 73 out of 178 students hailing from rural area and 145 economically weaker students out of 178 students have been admitted during the year 2013-14. (These economically weaker students were identified by their parents' occupation and their annual slot less than 24,000)

THE GOALS AND OBJECTIVES OF OUR TEACHER EDUCATION INSTITUTION ARE REFLECTED AS FOLLOWS:

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 and dalits. (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 Jeya Chandra Rani, Physical Directress in the physical education classes 5 days from 17.12.13 to 21.12.13 in the college campus.

.A medical checkup was carried out for the B. Ed. students on 16.05.2014 by Dr.Jeevanantham, general physician, Leonard Hospital and his team members. Prescriptions were given after examining them.

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' council is formed and College Union leader and Assistant leaders are elected by the students on 30th September 2013. Major leaders and assistant leaders are elected by the students in their respective subject classes. Leaders and assistant leaders are selected for Fine Arts as well as for Games. This provides an Opportunity for inculcation of leadership qualities and to acquire awareness about the democratic principles. Miss. Jenisha of English was elected as the college Union leader and Miss. Elizabeth Lourdu Gladys of English and Annal Mercy of Mathematics as assistant leaders. Miss. M.A. Mareeswari of English, as Fine – Arts leader and Miss. Kokila of Tamil as Assistant Fine Arts leaders. Miss. Jencyana of English major was elected as sports leader and Miss. M. Shanmuga Priya of Maths Major as assistant

sports leaders. Miss. Maria Lavanya and Mrs. Arunodhaya., were elected as M.Ed., leader and assistant leader respectively for M.Ed., Degree course.

The student council helps in organizing curricular and co-curricular activities and maintains a good rapport among the students, staff and the Principal. 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.

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.

A Five day citizenship training camp at Viraganoor was conducted from 17th to 21st of December, 2013 so as to have a constant remembrance for our students that they are a part & parcel of the community possessing rights and responsibilities.

Programmes of The Citizenship Training Camp

- Awareness on Women's right
- Awareness on Women's health
- Demonstration on Preparation of house hold items for women
- Demonstration on First aid
- Cleaning of the Public places:

All the B.Ed. student teachers participated in the cleaning of some of the essential places at viraganoor

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 August 2013– December 2013.

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 14th August, 2013, presided by our principal.

Teachers' Day was celebrated on 5th September, 2013. Importance of teachers' role in society was highlighted thorough various programmes.

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.

Christmas was celebrated on 21th December, 2013 at Juvenile Justice Home, Madurai. Remy Corera Associate Professor delivered the Christmas message. Moral, social, and spiritual values were infused in the minds of the inmates through skits, dance, and inspiring speech.

Pongal festival was celebrated on 11th January 2014 at our college premises with great enthusiasm. The students prepared pongal major-wise with the competitive spirit and enjoyed the day with cultural and traditional way. Mr.Venkatesan, Shahithya Academy Winner delivered the address on the specialty of Madurai and Pongal.

Voter's Day was celebrated on 25th January 2014 by conducting various competitions in order to insist on exercising the franchise.

Republic Day was celebrated on 26th January 2014 in the college campus. Professor Ramakrishnan, Thiagarajar college, was the Chief Guest, who hoisted the flag and gave the Republic Day message.

Our students celebrated **International women's Day** on 7th March, 2014. Mrs. Suka Joshua, Professor, English Department, Lady Doak College Madurai delivered an interesting and inspiring talk with stories from literature and her own testimony. 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 Pamphlets were given to school students by the environmental club.

5. Programme on self-help:

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.

Wearing of uniform on Mondays keeps the students away from outwardly economic disparities and integrates 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 05.08.2013 – 30.08.2013. 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:

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

The institution has provided certificate courses to the B.Ed., students in Gandhian Thought. Experts from Gandhi Museum taught the Certificate courses on 19th and 23rd August 2013. Eighty seven students in Gandhian Thought, 68 students in Jewel making 92 students in doll making and 87 students in Preparation of Household products were given the certificates.

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, phenyl's, soap oil, soap powder, cleaning powder, scented sticks, Adai Mix and Idli Powder etc

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.

On 24th September 2013 seminars were organized on Life Coping Skills for all the B.Ed. students. Rev.Fr. Soosaimanickam, Head and correspondent Claret Hr. Sec. School, Karumathur presented his inspiring lecture on Stress and Time Management.

On 28th September 2013 seminars were organized on Life Coping Skills for all the B.Ed. students. Rev.Fr. Santhanam, presented his inspiring seminar on 'Domestic violence and

Sr.Amalarani presented her inspiring lecture on Sexual Abuse. The students were assisted to develop the psychological coping mechanisms such as expending conscious effort to solve personal and interpersonal problems, and seeking to master, minimize or tolerate stress and conflict.

One day Seminar on 'Empowering teachers to Combat Suicidal Thoughts in Students' was conducted for School Head masters and Teachers of Madurai District Schools.

d) INCULCATION OF MORAL VALUES :

- Once in a week Moral Instruction is provided in the evening by the Warden or Principal.
- 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 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.
- All Wednesdays for the Spiritual hours the themes and reflections are prepared by the staff and discussion on the same was carried on among the staff and principal and the same then delivered to the student teachers.

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:

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), , cross word puzzle (Tamil & English), Elocution (Tamil & English), Singing (solo & group), Street play, Art from waste, Egg shell painting, Dancing (solo & group), Rangoli, Hair do; flower Arrangement, Bouquet Preparation, Bridal Make up, Fireless Cooking, Mehandhi and Innovative teaching Aids for the year 2013-14. The participants and the winners were honored with certificates and prizes in the college day function.

Inter collegiate Cultural competitions:

Students are further encouraged to participate in the competitions conducted at the College, University and State level. The students participated in 77 National level and 219 State level programmes during the year 2013-14

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 Education Associations were conducted by the M.Ed. students under the guidance of the Education lecturers.

The Valedictory functions of the various Associations were collectively held and reports were presented department wise on 18th and 19th of Feb 2014 under the chairmanship of our principal Rev. Sr. Dr. Mary Delphine.

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)

Our college offers B.Ed. as the UG programme under aided stream. In the self-finance stream one additional unit of B.Ed. course and the M.Ed. (PG) course are offered. No new academic programmes were added during 2013-14.

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 newly provided this year.

3. Innovations in curricular design and transaction

Curriculum Designing:

As our college is non-autonomous, it follows the curriculum designed by Tamil Nadu 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.

Our requests to conduct the Practical Examination during the month of February in between the academic year and the bifurcation B.Ed. Theory Marks and Practical Marks into two parts for the purpose of providing separate classes were the highlights that were really considered by our University and brought about changes in this year. In this way we indirectly took part in curriculum designing this year.

Curriculum Transaction:

Curricular Planning:

This Academic year commenced on 5th August 2013, for B.Ed.Self-finance Courses. The M.Ed. Course commenced on 06.09.2013. The annual calendar given by the TNTEU for Academic year 2013-14 was added with our college unique programmes by the Calendar Committee in Sep 2013.

a) Preparation of Annual Calendar:

All the different committees of the college met twenty days prior to the commencement of the academic year to discuss the plan of action, various curricular and co-curricular activities for the forthcoming year in Sep 2013. Based on this discussion the students' Hand Book (College Calendar) was prepared by the Calendar Committee under the guidance of the Principal.

a) Preparation of Time Table:

The M.Ed. and B.Ed. general Time Table for the academic year 2013-14 were prepared by the Calendar Committee in collaboration with the Staff Committee. A special Time Table for the Micro Teaching was also prepared during the month of Sep, 2013.

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 IQAC Coordinator Dr. J. Amali Megala and the Calendar Committee with due attention and accuracy. The academic calendar base 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 2013-14 for all the B.Ed. and M.Ed. subjects separately.

English Bridge Course:

In this Global scenario English language has a multi various utility. Our students who are admitted in the B.Ed course come from segmented local culture and heterogeneous backgrounds. The entry level of the students, indicate their lack of fluency, accuracy and sound knowledge of grammar .It is a major handicap for a teacher who should have very good communicative skill and to comprehend the concepts for effective teaching. So

the dire need of the student teachers paved a way to design a bridge course for all the learners. Hence a 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. Mary Delphine Assistant Professor in English conducted the bridge course from 5th August to 30th August 2013. All the students who were admitted earlier through Management quota 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.

Plan of Action:

Students were motivated enthusiastically to participate in the Bridge Course and aimed at to bring effective changes in their level of readiness for opting the Optional I English Language education as well as to prepare them for mastering the language skills to develop their Communicative skills. Assignments to frame vocabulary, various sentence patterns were provided and their knowledge and skills were tested to find out whether they were eligible to select Optional I English. Final achievement test scores were taken into consideration to select them for the Optional I English subject.

MICRO TEACHING PRACTICE

Micro-Teaching:

Micro-teaching is a teacher 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.

A separate time table was drawn to practice the micro teaching and the student teachers involved in a simulated teaching practice on September 2013. During this practice, they were trained to practice five micro teaching skills in their optional I and optional II subjects. For each skill a good demonstration was given by the teacher educator and then they were divided into small groups to practice the skill. The peer group as well as the teacher educators observed their micro teaching practice and feedback was provided immediately.

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 Optional I and Optional II subjects. Series of **Micro-Teaching** skill development classes were in progression from September 2013. A well-organized teaching practice is in vogue in our college. Series of Micro-Teaching skill development classes were in progression from 11th to 23rd September 2013. The first two demonstrations for the skill of stimulus variation and skill of questioning were given in the form of **Team Teaching**, the team being comprised of all the subject staff members in order to explain the concept clearly. The **Team Teaching demonstration** was initiated by Dr. J. Amali Megala and Mrs. Remy Corera, the senior lecturers of the college respectively and followed by the other Teacher Educators.

The student teachers were given special training to act as the supervisors and provided feedback based on the coding sheets. Apart from Peer group feed-back, the teacher Educators supervised the performance of their students in their optional subjects to offer effective, constructive criticism at the end of their skill performance.

The students daily prepared the lesson plans both for opt I / opt II subjects and specially helped to overcome their fear in teaching and they were encouraged to practice it several times till they acquire all the micro teaching skills. Totally they were trained in five skills. Efficient observation technique was used to give marks to the individual student teacher.

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 it in their optional classes before entering into the macro teaching session.

MACRO TEACHING

Model Demonstrations:

After the completion of the Micro Teaching, the Student teachers had an opportunity to witness the model demonstration practiced by eminent educators for all the Optional I and II subjects. Model demonstrations of various subjects were done by our teacher educators as well as by the experienced teachers from other institutions.

Model Class teaching was demonstrated for Tamil, English, Mathematics, Physical and Biological Science, History, Commerce and Computer Science Departments on September 2013 by our Model school teachers. On 26.09.2013 Mrs.Latha, B.T. Assistant, Government Higher Secondary School, Vellore demonstrated model lessons for science and Mathematics. Mrs. Geetha, B.T. Assistant, and Mrs. Rekha of Nirmala Girls' Higher Secondary School, Madurai demonstrated model lesson for Maths and Science respectively on 04.10.2013. Mrs Amirtham, Mr.Simeon, Mrs Aruna, & Mrs.Prema B.T. Assistants, Don Bosco Higher Secondary School, Madurai gave demonstration classes for VIII, IX and X standards respectively on 07th and 08th October 2013 for OI and OII English subject.

Mrs Saleth Mary, B.T. Assistant, of Nirmala Girls' Higher Secondary School, Madurai demonstrated model lesson for Tamil.

Our student teachers gained meticulous Knowledge on the newly introduced Continuous and Comprehensive Evaluation (CCE) System which is practiced in Schools by their observation in Fatima Middle School situated within the campus. After the model demonstrations, our student teachers were trained in writing the lesson plan for ALM Method.

Internship:

The internship training was given for 40 working days to our B.Ed student teachers. The intensive teaching practice was provided to the student teachers from 9th October

2013 to 7th December, 2013, after completing their intensive teaching practice successfully came back to the college on 9th December, 2013.

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.

Six demonstrations were given by the respective lecturers in macro teaching and the teacher educators helped the students individually to plan and prepare 2 to 3 lesson plans for optional I and II subjects. The students were placed in 25 schools in and around Madurai.

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 in both the optional subjects at the end of the intensive practice and analyzed 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.

The B.Ed. students were given genuine training to do reflective practice after the completion of each teaching episode and they were asked to write the positive and negative points regarding their teaching by doing self-analysis.

Each M.Ed. student was allotted one B.Ed. student according to her major subject, provided with necessary instructions to evaluate the B.Ed. student's teaching in both the optional subjects and was given three days for school visit. Our M.Ed. students after their observations, offered direct feedback to the respective student teacher and prepared the report of the teaching along with the marks assigned by them. This valid training offered to our M.Ed. students is a **unique practice** of our college.

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 school children in debate, discussion, acting, singing and dancing. They will also use at least two different innovative methods of teaching in their class.

The other important practice given to our student teachers is sharing of their teaching experience after one or two weeks of their intensive teaching. On that Saturday the student teachers visited our college and had a nice sharing of their problems, difficulties and achievements. Their doubts were clarified and problems were solved after discussion with the heads of the institutions. This is a **unique practice of the college** in which the student teachers interacts with enjoyment and try to solve each other's' problems through intense discussions.

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 M.Ed. students get the opportunity to act as proctors to B.Ed. students and guide them.
- * 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 180 days in a calendar year and almost all teaching hours are engaged. 100% attendance is encouraged for students. 5 marks are awarded for attendance to each student in the practicum as per the guidelines provided by the university.

Since the staff have a thorough understanding of the students, learner centered pedagogy has become the usual practice of the institution.

- The following methods were practiced by the students under the supervision of the teaching faculty.
 - -Assignments
 - -Seminars
 - -Symposia
 - -Peer group discussion
 - -Individualized instruction through Learning Modules
 - -Role Play
 - -Workshops
 - -Demonstrations
 - -Panel Discussions
 - -Quiz

I. Assignments: In all the subjects, during the course two assignments were given for each student teacher. They were asked to refer related books for the topics assigned to them and submit it in time.

II. Seminars: In all the subjects one seminar was given and the students are assisted by the respective lecturers by suggesting possible reference books in the library. After presenting the paper the concerned lecturers corrected the papers and the students were asked to orally present it in the class.

III. Symposia: In the optional subjects one symposium was organized. A controversial topic was well chosen discussing with the student teachers. In order to give them training, the purpose and method of conducting the symposium was well explained. The topic was viewed in different angles by the participants and they themselves organized the symposium. Critical comments were given by the concerned subject educators.

IV. Role Plays: Role Plays were conducted in the English and Tamil major classes to develop their communicative skills and use of language.

V. Demonstrations: In all the Optional subjects 5 micro teaching skills were demonstrated by the teacher educators. Separate skills were demonstrated in OI and OII subjects resulting in 8-10 demonstrations by teacher educators. Eight demonstrations were given by experts from various schools in Macro lessons for each major subject and 3 other demonstrations were also provided by the teacher educators for macro teaching. One demonstration was offered for ALM Method by external experts.

1. Optional I English: In the language laboratory demonstrations were given in the articulation of sounds. Training in Match Stick drawing and script writing, black board Writing were given to prepare the student teachers for intensive teaching.

2. Chart Drawing and Usage of audio visual aids: In all the Optional 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 power point preparations. Demonstrations were provided by the computer experts. All the B.Ed. students prepared Power Point presentations for their Optional I and Optional II subjects and multimedia presentations for Core III subject.

5. Psychology Laboratory:

The Psychology Laboratory is equipped with 6 paper & pencil tests and 5 performance tests. 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 to know the psychological aspects of the learners. In the Psychology Laboratory five demonstrations such as Alexander's Passalong test, Koh's Block Design test, Muller Lyer Illusion test, 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. Six experiments were done by the B.Ed students during their intensive training programme. The experiments were

- Motivation
- Distraction of Attention
- Verbal Intelligence
- Eyensenck Personality Test
- Vocational Interest
- Negative Transfer of Learning

M.Ed. student teachers also utilized the psychology lab for doing their dissertation work.

6. Science Laboratory: The science students were instructed to give demonstrations in schools to conduct at least 5 experiments at the Higher Secondary Level. Other activities such as dissection work, specimen collection, specimen preservation and skeletal materials preparation and collection were also given proper training.

VII. Discussions and Debates: Discussions and Debates were conducted in all the Optional 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. Field visits :

. Our B.Ed and M.Ed., students visited Gandhi Museum on 7th Feb 2014 and motivated by Gandhian Principles and life history. The inspiring lecture was given by Mr. Nanda Rao. The students also visited the Science Museum, Book Shop and the Library of the Gandhi Museum.

.D. Educational Tour:

A one Day Educational Tour was arranged to places to provide a variety of experiences to the B.Ed. students. All Major Students visited Kanya kumari and around that areas on 12th Feb 2014. Teaching and non teaching staff accompanied the students.

E. Library Visit:

The M.Ed. students were given the opportunity to visit the TPM Library, Centre for Research and the Library of Department of Education of Madurai Kamaraj University

IX. 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.

X. 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.

XI. WorkShops:

Research Colloquium for M.Ed.

S.NO	DATE	RESOURCE PERSONS	Purpose of the Colloquium
1	21 th October,2013	Staff members	Finalization of the topics for the dissertation work
2	24 th October 2013	Assist Professor, MKU Dr.Kannan	Clarification of tools preparation steps and for selection of statistical techniques
3	24 th October 2013	Assist Professor, MKU Dr.Muthu Pandi	SPSS Package usage

B.Ed.

The experienced teachers from St. Mary's Higher Secondary School, the Nirmala Girls Higher secondary school, our model school and Fatima Middle School gave good exposure on methods of teaching through their model demonstration classes.

They enlightened the students with their informative talk and explanations on ABL method. The student teachers prepared a lesson plan for the ABL method at the end of the workshop and submitted them to the respective subject teachers.

A workshop on the preparation of Socially Useful Productive Work was organized to train the students to prepare various useful products and household materials by Mrs. Chandra, 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 hand made articles. Their performances were assessed by the respective teacher educators by awarding internal marks.

Workshop on the preparation of teaching aids

Rev.Sr. Soosaiammal, Former faculty of St.Justin's College of Education gave Handwriting and chart writing practices to the student teachers on 10th Sep 2013.

A one day workshop on preparation of projected and non-projected aids was conducted in January, 2013 to bring out the creative talents of the B.Ed. students after giving essential instructions for doing the teaching aids. The students prepared charts, models, OHP transparencies, filmstrips and slides in the presence of their subject teachers and displayed them at the end of the workshop. The teacher educators evaluated, corrected assigned marks individually.

XII Associations:

The student Teachers should always remember that true education is not limited to the imparting of knowledge; but it should promote human rapport and genuine human relationships. To ensure this 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 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 18th and 19th of February 2014. On 18th forenoon Language Association "BELLERS LETTERS GUILD" was conducted by the English and Tamil student teachers and Fr.Mathan Babu, Principal, De Nobili Matriculation Higher Secondary School, Madurai presided over the function. On 18th Afternoon Biological Science, Physical Science , and Computer Science student teachers had their valedictory function of their Associations in the name of PHYBIO.COM and Dr. Srinivasan, Associate Professor, Department of Physics, Thiagarajar College of Arts and Science, Madurai prsided over and delivered the valedictory address. On 19th Forenoon, the Maths, History & Commerce Association conducted "MATHISCO-2014" which was presided by Dr.Sr.Stanley, Principal, SBT College, Madurai. On the same day during the afternoon 'Erudio' Education Association was organized by M.Ed. students and Prof. Ganapathy, Principal of Yadava College delivered the valedictory address

Major	Programmes Conducted	Date
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Tamil	<ol style="list-style-type: none"> 1. Election 2. Debate 3. Villu Paattu 4. Pongal Celebration 5. Valedictory Function 	<p>25.09.2013</p> <p>26.09. 2013</p> <p>04.10. 2013</p> <p>11.01. 2014</p> <p>18.02. 2014</p>
English	<ol style="list-style-type: none"> 1. Election 2. Programme by PEGASUS 3. Programme by COMET 4. Programme by HOBBY HORSE 5. Programme by PHONEIX 6. Valedictory Function 	<p>23.01.2014</p> <p>23.01. 2014</p> <p>27.01. 2014</p> <p>06.02. 2014</p> <p>11.02. 2014</p> <p>18.02. 2014</p>
Mathematics	<ol style="list-style-type: none"> 1. Election 2. Buzz Session 3. Role Play on Contribution of Mathematics 4. Brain Storming 5. Session on Concept Attainment Model 6. PPT Presentation- Life & Mathematics 7. Valedictory Function 	<p>06.01.2014</p> <p>18.01. 2014</p> <p>20.01. 2014</p> <p>01.02. 2014</p> <p>10.02. 2014</p> <p>10.02. 2014</p> <p>19.02.2014</p>
Biological Science	<ol style="list-style-type: none"> 1. Election 2. Skit- Scientific Awareness 3. Debate – Science a Boon or Ban 4. Quiz and Speech 5. Creative Day 6. Skit on Laboratory Safety Practices 	<p>04.01.2014</p> <p>08.01. 2014</p> <p>11.01. 2014</p> <p>18.01. 2014</p> <p>25.01. 2014</p> <p>07.02. 2014</p>

	7. Valedictory Function	18.02.2014
History	<ol style="list-style-type: none"> 1. Election 2. Speech 3. Debate 4. Republic Day Celebration 5. Dumb Charade 6. Word Game 7. Valedictory Function 	<p>04.01.2014</p> <p>05.01. 2014</p> <p>07.01.2014</p> <p>26.01. 2014</p> <p>09.02. 2014</p> <p>11.02. 2014</p> <p>19.02. 2014</p>
Physical Science	<ol style="list-style-type: none"> 1. Election 2. Quiz 3. Seminar 4. Skit 5. Rally on Land Pollution 6. Valedictory Function 	<p>04.01.2014</p> <p>22.01. 2014</p> <p>25.01. 2014</p> <p>10.02. 2014</p> <p>11.02. 2014</p> <p>18.02.2014</p>
Commerce	<ol style="list-style-type: none"> 1. Election and Planning Meet 2. Quiz 3. Debate 4. Skit 5. Workshop 6. Just a Minute 7. Valedictory Function 	<p>13.12.2013</p> <p>20.01.2014</p> <p>29.01.2014</p> <p>04.02.2014</p> <p>08.02.2014</p> <p>11.02.2014</p> <p>19.02.2014</p>
Computer Science	<ol style="list-style-type: none"> 1. Election 2. Speech 3. Quiz 4. Power Point Presentation- Health Issue 5. Speech 	<p>12.12.2013</p> <p>18.12. 2013</p> <p>03.01. 2014</p> <p>08.01. 2014</p> <p>23.01. 2014</p>

	6. Debate	10.02. 2014
	7. Valedictory Function	18.02. 2014
M.Ed.	1. Election	14.10.2013
	2. Seminar on Women Education	08. 10.2013
	3. Symposium on Diagnostic Test	16.10.2013
	4. Group Discussion on Schools of Psychology	20.11..2013
	5. Role Play	16.102.2013
	6. Panel Discussion on e Governance	17.01.2014
	7. Valedictory function	19.02.2014

XII. Library Work:

The library works from 9Am to 5 Pm throughout the year except on Sundays and government holidays. This center of learning is updated every year by addition of new volumes. In our college library, 528 books are added newly in this academic year. Five Racks were newly added in the library. Science and English Racks were extended in its heights as well as a ladder also was added. Back volumes and damaged books were kept intact with proper binding.

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 the efficient usage of the computers. In the time table one hour per week is allotted as library hour for all the majors.

4. Inter-disciplinary programmes started

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

5. 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 weightage. 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.

New Types of Tests: The institution conducted four types of tests such as Unit tests, Internal tests, Revision Examination and Model Examination for B.Ed. and M.Ed. In addition to these tests, new type of class tests such as Open Book Tests, Computer Assisted Tests, Viva-voce, Objective type Tests were conducted as per the convenience of the Teacher Educators in their classes and the marks were submitted.

Question paper Pattern: The internal, Revision and Model Examinations question papers were designed strictly adhering to the Tamil Nadu Teacher 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 20% internal and 80% external at B.Ed. level. For the M.Ed. students there were no internal marks and 100% external marks were given.

Centralized tests were conducted on all subjects from the month of February on all days till the end of the academic year except on the Model Examination days. One Revision and one Model 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:

A practical examination to assess their records and teaching competency was conducted by a panel of three members comprising of the Chairman and two Members from different colleges of Education is a regular feature. A viva was conducted for all the candidates and marks were awarded for their teaching competency (160 marks), Records and School based activities (240 marks). Assessing teaching competency on the first day and Viva Voce on the second day for all the candidates is the usual practice during the Practical Examination. This year the Practical Examination for B.Ed., was conducted on 10th and 11th March 2014 by TNTEU, Chennai. Dr.Thollappan, Associate Professor, Bharathidasan University acted as a Chief Examiner.

Examination reforms implemented:

- Periodical tests and Unit Tests were conducted to the students in their classes.
- Centralized daily tests were conducted on all subjects from the month of February, 2014 on all days till the end of the academic year except on the Model Examination days.
- One Revision and one Model examinations were also conducted before the university examinations. The Question Papers were got from the External source.

- The results of all the subjects were reviewed after every test and appropriate feed-backs were given to the students and teachers.
- 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.
- Continuous evaluation is done by the faculty throughout the year to ensure the achievements of the course objectives and to monitor the overall performance of the students, using various techniques such as observation of micro teaching and practice teaching, seminars, workshops and other co-curricular and extra-curricular activities.
- **Objective type questions:** For all the OII subjects, one unit test was conducted with objective type questions. The answer paper is evaluated at once and feed back is given at the end of the day. In Core III, the objective type test conducted was carried on with the assistance of computer.
- **Setting of questions by a Team:** Two or three Teacher Educators joined together to set the B.Ed. question papers for the core subjects.
- **Computer assisted testing:** For M.ED. and B.Ed. Objective type tests were conducted using computer as the presentation tool for questions and answers.
- **Conducting Model viva:** Before the practical examination a model viva was conducted for the B.Ed. students. Likewise Before the Dissertation Viva a model viva was conducted for the M.Ed. students.
- **Different New Types of Tests:** New type of class tests such as Open Book Tests, Viva-voce, Objective type and Self-evaluation Tests were conducted.

6. Candidates Qualified- NET/SLET/GATE etc.:

Nil.

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:

Rv. Sr. Mary Delphine, Principal of our College was awarded Ph.D. Degree in Education from M.K. University, Madurai.

Rev. Sr. Amalorpovam, Assistant Professor in Tamil is about to submit her Ph.D. thesis in Education in Tamilnadu Teachers Education University.

Mrs. Sundaravalli, Assistant Professor in Psychology and Mrs. Meenakshi, Assistant Professor in Education are proceeding with the Ph.D.

A. Seminars attended by the staff:

All the staff members amidst their regular 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.

B. Book Publications

- Mrs. Remy Corera published a book on 'Education in Emerging Indian society'.
- Dr. J. Amali Megala and Mrs. C.Meenakshi, published a Question Bank on 'ICT in Education'.

C. Publications in Journals

Many articles were published by the staff members in the National journals.

Mrs. Sundaravalli published eight Research papers and Mrs Meenakshi two papers in various Journals.

D. Extension Services by staff:

All the staff members had done their extensive services with zeal and Zest by providing lectures, enrichment programmes etc.

Sr. Mary Delphine, Principal

- Acts as University Representative for the Academic Board at Stella Matutina College, Chennai.

- Acted as observer for B.Ed and M.Ed Degree Examinations at Yadawa Women's College, Thiruppalai, Madurai.
- Acted as Camp Officer for Central Valuation, (Madurai Centre) of TNTEU in June 2014.
- Acted as the Convener for TNTEU District and Zonal Level Sports and Cultural Meet in February and March 2014
- Acted as the Nodal Officer for online application of single window system for Tamilnadu Teachers Education University
- Offered consultation service to Peniel College of Education for their NAAC accreditation peer team visit in March 2014
- Acted as the Programme Organization Committee member for International Conferenced conducted by TNTEU on 19th to 21st May 2014.
- Acted as convener of B.Ed Practical Examinations at Best College of Education, Bhavani, St. Joseph's College of Education, Sathankulam, Tuticorin, Bharath College of Education, Thanjavoor, Mahendra College of Education, Nammakkal.
- Acted as Resource person for spoken English Course for M.Ed students of Madurai Kamaraj University from July 2013 to November 2013.

Sr. Amalorpavam, Asst. Prof in Tamil Education,

- Acted as convener of B.Ed Practical Examinations for three Colleges of Education.
- Question papers set for OI and OII Tamil Education for M.K.University and Bharathiyar University.

Dr. Amali Megala

- Acted as convener of B.Ed Practical Examinations for one college

Mrs.Rexy Corera

- Acted as Convener for B.Ed Practical Examinations
- Acted as Resource person for the Orientation of B.Ed. students of St. Charles College of Education, Thirunagar, on 3rd August 2013
- Offered consultation service to Peniel College of Education for their NAAC accreditation on 21.02.2014
- Acted as Resource person for the teachers of Social Science Department of SBOA Matriculation School, Madurai on 09.11.2013

Mrs.Sundaravalli

- Acted as Resource person for ten different programmes on titles such as “Motivation”, “Self Esteem”, “Self Realisation”, “Psychological Approach”, “Emotional Intelligence”, “Teaching Aptitude”, “Skills of Empathy”, “Emotional Maturity”, “Psychological Testing” and “Counselling and Psychotherapy”.
- Acted as Convener for B.Ed. Practical Examinations
- Evaluated Answer scripts for IGNOU, Delhi
- Acted as Question Paper setter for Tamil University, Thanjavoor.
- Acted as External Examiner for NCVT Practical Examination conducted on 30.03.2014 at Chellamuthu Institute of Mental Health, Madurai.

Mrs Meenakshi acted as Chief Guest in STEP Programme in Vellammal Matriculation Higher Secondary School, Virahanoor

Seminar/ Conference/ Symposia Workshops attended/Papers Presented by the Staff

Eleven staff members presented papers in Two- day UGC Sponsored National Conference on “Strengthening Values and Ethics in Higher Education organized by Arul Anandar College, Karumathur, Madurai on 17th and 18th September 2013.

Nine staff members presented papers in One- day National Seminar on “Technology Enabled Teaching Learning and Evaluation” organized by Chellammal College of Education, Andipatti on 28.09.2013.

Three staff members presented paper in the National Seminar on “ Modern Trends in Teaching Pedagogy” organized by Department of Education, Madurai Kamaraj University, on 28th and 29th March 2014.

Two staff members participated in the National Seminar on “Educational Research- A Practical Approach” by the Centre for Educational research, Madurai Kamaraj University, on 19th and 29th March 2014.

Four staff members presented papers in the Three Day International Conference on “Beyond Digital Age” organized by TNTEU, Chennai.

College Day and Graduation Day:

College Day is celebrated to bring the achievements of the college and the talents of the students to the lime light and to expose them to the community and the stakeholders. Every year Convocation is a usual programme in our institution. The Annual Convocation was held on 30th May 2014 for the Academic Year 2012-13. Dr.M.Rajiakodi, Dean, College Development Council, MKU delivered the Graduation Day Address and distributed the Diplomas for 2012-13 batch B.Ed and M.Ed Students

8.Total number of seminars / workshops conducted

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 though various seminars.

On 24th September 2013 seminars were organized on Life Coping Skills for all the B.Ed. students. Rev.Fr. Soosaimanickam, Head and correspondent Clarett Higher Secondary School, Karumathur presented his inspiring lecture on Stress and Time Management.

On 28th September 2013 seminars were organized on Life Coping Skills for all the B.Ed. students. Rev.Fr. Santhanam presented his inspiring seminar on ‘Domestic violence and Sr.Amalarani presented her inspiring lecture on Sexual Abuse. The students were assisted to develop the psychological coping mechanisms such as expending conscious effort to solve personal and interpersonal problems, and seeking to master, minimize or tolerate stress and conflict.

One day Seminar on ‘Empowering teachers to Combat Suicidal Thoughts in Students’ for School Head masters and Teachers of Madurai District Schools on 26th October 2013. **number of participants**

Research Colloquium for M.Ed.

S.NO	DATE	RESOURCE PERSONS	Purpose of the Colloquium
1	21 th October,2013	Staff members	Finalization of the topics for the dissertation work

2	24 th October 2013	AssistProfessor, MKU Dr.Kannan	Clarification of tools preparation steps and for selection of statistical techniques
3	24 th October 2013	AssistProfessor, MKU Dr.Muthu Pandi	SPSS Package usage

Training Programme for Srilankan Refugees:

In the 3rd week of June 2013 a one week 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 :

Major-wise small research project work was undertaken by B.Ed. students in their major class. The institution has planned to undertake minor research projects in near future.

b) Completed:

Nil. So far no project has been carried out in our college and the institution has an intension to apply and carry out minor projects in future.

1. IQAC has encouraged and directed the staff members to undertake Action researches department wise.
2. Staff members are encouraged to publish research papers in journals.
3. IQAC has encouraged the staff members to present research papers in International and National Conferences.
4. Research projects are carried out by the student teachers department wise.

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 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 13 dissertations at the M.Ed. level.

We have a proposal to start M.Phil. programme in the near future.

14) Citation index of faculty members and impact factors:

Nil

15) Honours/ Awards to the faculty:

Rev.Sr.Dr. A. Mary Delphine, Principal has been awarded the **BEST EDUCATIONIST AWARD** by the International Institute of Education and Management, Delhi and presented to her by Dr. A. Muthumanickam Registrar, Madurai Kamaraj University, in the presence of Rev. Mother General Antony Xavier CIC on 10.04.2014 . She was also presented with the **CERTIFICATE OF EXCELLENCE**. It is a feather added in her cap of achievements of the year 2013 -2014 as Principal.

- Rev.Sr. Mary Delphine Assistant professor in English was awarded Ph.D Degree in the month of Nov 2014 in Education by Madurai Kamarajar University.

16) Internal resources generated:

The resources generated by the college in the year 2013-2014

Alumni Association: Income	: Rs. 54,600/-.
Self-Financing Course(B.Ed)	: 37,20,000/- (Rs.46500 X 80)
(M.Ed)	: 6,18,605/- (Rs.47585 X 13)
Fees (Regular Students)	: 17,64,000/- (Rs.18000 X 98)

Total Students' contribution : 61,02,605/-

Grant-in-aid – From UGC : 4,80,000/-

Salary from the State Govt. : 75,20,937/-

17) Details of departments getting SAP, COSIST, (ASSIST)/ DST, FIST, etc.

Nil

18) Community services:

The College has a meaningful extension programme aimed at sensitizing the students to social realities. The student teachers are provided with field experience. The following extension programmes were undertaken in this academic year.

Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Awareness programme among school students and public on 'Not to fire crackers' by issuing pamphlets on 13.10.2013, since it pollutes the environment by making noise and releasing dust and smoke and encourages child labour. The pamphlets were distributed to the public in the streets and the student teachers distributed the same among school students in their respective classes during their Intensive teaching programme
- Student teachers demonstrated First Aid Activities and Yoga among school teachers and students at St.Mary's Higher Secondary School, Madurai on 10.11.2013.
- Awareness programme on AIDS was conducted at Government Higher Secondary School, Pulliangulum (village) near Madurai on 02.12.2013.
- Health Awareness programme is also conducted on the same day in Government Higher Secondary School, Puliankulam Village, near Madurai.
- Christmas Celebration at Juvenile Justice Home, Madurai on 21.12.2013. We shared our love and hope with young boys. The student teachers conducted Drawing, Quiz Programme and Song competitions including 'Thirukkural' Reciting and distributed prizes. The student teachers presented gifts and cultural programmes to them.
- Awareness on Voting was insisted among public by issuing notice on Voter's Day.
- Student teachers are taking tuition to weak students of Fatima Middle school.
- Awareness programme on Women Rights among village people at Virahannor village on 18.12.2013. Advocate Kanagavel and Advocate Uma Sankar explained the laws to the village women.

- Village people at Virahanoor were educated on healthy life by teaching Yoga and Pranic healing on 19.12.2013.
- A programme was organised on 'Ways to lead Healthy Life' to the Virahanoor village people by our Institution on 19.12.13. Dr. Shalini from Grace Kennet Foundation Hospital explained the ways to a healthy life.
- In order to promote self-learning among women, the institution organised a demonstration programme from Gandhi museum. They demonstrated preparation of pickle, soap, soap powder, shampoo, phenol etc., on 20.12.13 at Virahanoor village.
- The institution organised an awareness programme on First Aid to Virahanoor village people. Dr. Amar explained all forms of first Aid measures on 20.12.2013.
- Student teachers cleaned the village and interacted with village people and made them aware on education. Child labour, self-help groups, healthy habits etc.
- **Citizenship Training Camp** was conducted from a 18th to 20th December, 2013. Rally on Voter's Rights, Talk on environment, road safety, Mental Health, Small savings, Human Rights and Women Rights, Daily Cleaning of village roads, Church, school and Public places are the various programs carried out under the guidance of Mrs. A. Maria Jeya Chandra Rani and all the staff members.

19. Teachers and Officers Newly recruited

During the academic year 2013 – 2014. Mrs.Asha was recruited for Physical Science, Mrs.Steola for Computer Science and Miss Menega for English. Miss Sahaya Sheela and German Vidhya were appointed as office Staff and Mr.Mariadasan were appointed for watchman

20. Teaching and Non-teaching Staff Ratio

The Teaching – Non-teaching staff ratio is 1.7: 1

PRESIDENT OF THE COLLEGE

Rev.Mother.A.Antony Xavier CIC

SECRETARY

Rev.Sr.M.Amalorpavam.M.A.,M.ED.,M.Phil.,[Ph.D.]

PRINCIPAL

Rev.Dr.A.Mary Delphine.M.A., M.Ed., M.Phil.,NET.Ph.D.

Faculty Members for B.Ed.

A. AIDED

1. Mrs. Dr. J. Amali Megala. M.Sc., M.Ed., Ph.D.

Associate professor (Biology)

2. Mrs. Raxy Corera M.A. (His), M.A. (Socio), M.Ed., M.Phil.

Associate professor (Education)

3. Mrs. A.Maria Jeya Chandra Rani M.A., M.P.Ed., M.Phil.

Sele. Grade. Physical Directress

4. Sr. M. Amalorpavam M.A., M.Ed., M.Phil., (Ph.D.)

Assistant professor in Tamil

5 Sr. A. Mary Delphine M.A., M.Ed., M.Phil., NET Ph.D.

Assistant Professor in English

B. MANAGEMENT STAFF(B.Ed.)

1. Mrs. D.Vani Maheswari M.Sc., M.Ed.,

Asst. Prof in Mathematics.

2. Mrs. A. K. Punitha. M.A., M.Ed., M.Phil., SLET.

Asst. Prof in Tamil

3. Mrs. A. Suganthi. M.Com., M.Ed., M.Sc (Psy)., M.Phil., [Ph.D].

Asst. Prof in Commerce.

4. Mrs. P. Sarumathi. M.A., M.Ed., M.Phil.

Asst. Prof in History (Part time)

5. Mrs.G.Asha M.Sc.M.Phil,M.Ed.,

Assistant Professor in Physical Science.

6. Mrs.S.Steola Mascarnhas.M.Sc., M.Ed.,

Assistant Professor in Computer Science.

7. Miss.S.Menaka.M.A.,M.Ed

Assistant Professor in English

c. LIBRARY STAFF:

1. Rev.Sr.A.Mary M.A.M.L.I.sc

2. Mrs. M. Rethi. M.Com. M.L.I.sc.,M.Phil

D.FACULTY MEMBERS.M.ED:

1. Dr. M. Kalaiarasi M.Sc., M.Ed., M.Phil., Ph.D.

Assistant professor in Biology

2. Mrs. T. Sundaravalli M.Sc(ZOO)., M.Sc(Psy)., M.Ed., NET.

Assistant professor in Education

3. Mrs.C.Meenakshi. M.Sc.,M.Ed.,PGDHM.,NET.,Ph.D.

Assistant professor

OFFICE SECTION

1. Sr.Celine Prabha. B.Com

Selection Grade, Junior Assistant.

2. Sr. A. L. Berchmans Mary. B.Com., Type Writing Hr. Grade.

Typist

3. Mr. A. Justin Robinson. ITI.

Record Clerk

4. Mrs. A. Nirmala. S.S.L.C.,
Lab Asst., Spl.Gr.
5. Mrs. A. Leema Rose. X-Std.,
Gardener, Spl.Gr.
6. Mrs. A. Josephine Sahaya Mary. S.S.L.C.,
Sweeper, Spl.Gr
7. Mrs. A. Kamatchi.
Scavenger, Selec.Gr.

MANAGEMENT STAFF

1. Mr.V.Mariadasan.-Watch Man
2. Mrs.X.Sahaya Mary Sheela B.B.A. Office Staff.
3. Miss.R.German Vidhya B.A.,PGDCA. Office Staff

21. Improvements in the library services:

The library works from 9Am to 5 Pm throughout the year except on Sundays and government holidays. This centre of learning is updated every year by addition of new volumes. In our college library, 528 books are added newly in this academic year. Five Racks were newly added in the library. Science and English Racks were extended in its heights as well as a ladder also was added. Back volumes and damaged books were kept intact with proper binding.

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 the efficient usage of the computers.

22. New books / Journals subscribed and their value:

Five hundred and twenty eight books were added in the library; 141 donated books were also added in the library collection.

The cost of the books purchased is Rs. 1,58,700

- i) Books were purchased under UGC grant at the cost of Rs. 1,50,000
- ii) Books were purchased by management contribution at the cost of Rs.8700

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

The **Feedback Committee** that functions under the guidance of Mrs. T.Sundaravalli Associate Professor in Education, 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 2013 - 2014.

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 once in a year and get a separate feedback from them.

24. Feedback from Stakeholders

The feedback committee collected the multifaceted feedback regarding the teaching efficiency of the student teachers during the intensive teaching practice by providing the feedback sheets to the class students, mentors, H.M of the respective schools and from M.Ed students of the institution as well as teacher educators. Also feedback is collected from the students and participants. The received feedback are analyzed properly.

The feedback analysis is for finding the achievements of the course objectives, the working efficiency of the respective lecturers and the impact of the various activities of the college.

25. Unit cost of Education

The unit cost of education of the college for session 2013-2014.

S.No	Particulars	B.Ed –Regular	B.Ed (Additional)	M.Ed (Self Finance)
1	Including Salary	77985.08/-	19105/-	78818.96/-
2.	Excluding Salary	1240	5979.54	15126.65/-

26. Computerization of Administration and the process of Admission

Admission:

All the details especially about the sale of B.Ed and M.Ed application, date of receiving of application, selection list based on community, caste and special category were prepared and stored in the computers which can be used in management procedure and also for future procedure.

Administration:

The computers played an important role in the preservation of essential details about the college, teaching and non-teaching staff particulars, students' particulars. The website is uploaded with the essential information.

Scholarships:

On-line application is used for getting scholarship with full details of the students. The details of the beneficiaries also uploaded in College Website.

Other official Correspondence:

All official communications 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 and additional intake were done with emails and hard copy.

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

27. Increase in the Infrastructural Facilities:

Date	Particulars	Amount
08.04.2013	Borewell repair & New Motor	40433.50
27.05.2013	New Net Connections	6,845
08.07.2013	Furniture for Sec. Room	
	Office Table	10,400
	Glass for Table	1,600
	Computer Table	2,200
	Chair	2,400
	Wisdom Chairs (3)	2,670
08.07.2013	Wall fan	1,750
23.07.2013	Secretary Room Partition Work	1,02,780
07.08.2013	Chair for Principal room	7,530
07.08.2013	Fan for Classrooms	9,420
26.08.2013	Acquva water plant – AMC	11500
28.08.2013	Wiring charge for computer	10,325
18.09.2013	Computer table for Office Room	1,050
19.09.2013	Mic	4764
23.10.2013	Books for Library	11151

06.11.2013	Printer	4,900
11.12.2013	Drinking Water Room Construction	30000
17.12.2013	Drinking Water Room Construction	20000
08.01.2013	Drinking Water Room Construction	23000
10.01.2013	Guest Room Toilet Renovation work	10000
24.01.2014	Guest Room Toilet Renovation work	16500
27.01.2014		
From UGC Fund		
08.08.2013	TV Stand	1250
20.08.2013	TV	66700
26.08.2013	White Board	21420
28.08.2013	Lap top	34000
30.08.2013	CD Player	6000
31.08.2013	Library Books	4,925
31.08.2013	Converter for TV	3,100
06.09.2013	Library Books	16,328
27.11.2013	Library Books	24,320
04.12.2013	Library Books	9,613
27.12.2013	Data Card	1,600
11.01.2014	Library Books	49,448
28.01.2014	Library Books	8670
29.01.2014	Library Books	11250
03.02.2014	Library Books	848

05.02.2014	Library books	2288
29.03.2014	Library Books	6607

Staff Quarters – Nimala Niketan		
25.03.2013	Taber Nackle	16550
29.03.2013	Aquva Plant	21000
29.03.2013	Mosquito Net	20750
20.04.2013	Mattress	6000
23.04.2013	Grill gate	15700
29.04.2013	Chairs (10)	6,410
29.04.2013	Sofa Set & Tea table	35300
29.05.2013	Power System	48000
27.05.2013	Bamboo Chairs for Chapel	11000
22.06.2013	Zink Modifying	25060
26.06.2013	Induction Stove	4200
26.06.2013	Fibber Chairs (8)	4000
26.06.2013	Table & Chair	4250
26.06.2013	Alter Table	4000

28. Technology Up gradation

Technology Up gradation:

Purchase of Equipment:

The following equipments have been purchased during this academic year.

Laboratories were equipped very well. Equipments for office use and class room purpose have been purchased.

B.ED (R)

08.04.2013	Kasperkey	2,100.00
04.11.2013	Kasperkey	1,200.00
23.12.2013	Kasperkey	2,350.00
11.02.2014	Hard Disk Service Charge	8,350.00
	Total	14,000.00

B.ED (S.F)

DATE	PARTICULARS	AMOUNT
13.08.2013	Fan for Computer Lab	9,420.00
13.08.2013	Hardware goods	447.00
26.08.2013	Computer Accessories	3,046.00
01.12.2014	Kasperkey Anti Virus	3,175.00
10.02.2014	Hardware things	1,541.00
	Total	1,76,29.00

M.ED

06.06.2013	Website Renewal	1,000.00
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17.09.2013	Computer Ink	1,050.00
	Total	2,050.00

29. Computer and internet access and training to teachers and students:

The technology era enhances the training to teachers and the students to improve their technology skills. According to this the short – term course was provided in DTP and MS – Office to the B.Ed students in the month of August. The interests of the students played a vital role in the selection of the content.

Resource persons from Madurai Kamaraj University gave the training of SPSS (Statistical Package in Social Sciences) usage among staff members and M.Ed students.

The students were motivated to prepare the multimedia package. Also the students were encouraged to have the internet resources for their assignment work and to have learning materials for their subjects.

The technology based teaching method is used by the staff to enhance the quality of teaching. The students were also stimulated to prepare at least one PPT for their presentation and Seminar. Also they were encouraged to have one multimedia CD for their Major subjects.

Website analysis is a specific assignment given in the syllabus of TNTEU for B.Ed students. The guidelines and the knowledge of different search engines, Browsers were given by the staff members to download the contents for the particular topic. Comparison of the websites makes the student teachers to improve their interests in web resources.

The students were allowed to exhibit their computer knowledge while organizing the cultural programmes with creative ideas, picture collection and grand backgrounds. This provided brilliant and innovative ideas to the other students in using the computers as colourful companions.

30. Financial aid to Students:

Scholarship:

The students get the state government scholarship. A sum of Rs.140046 was received for 21 SC students, amount of Rs.17670 for 06 MBC students and an amount of Rs. 78670 for 26 BC students and Amount Rs. 2,62,680 for 35 minority students towards scholarship during the academic year 2013 - 2014.

STUDENT CATEGORY	NO OF STUDENTS	TOTAL AMOUNT (RS)
SC/ST	21	1,40,046
MBC / DNC	6	17,670
BC	26	78,670
Minority	35	2,62,680
TOTAL	88	4,99,066

Committee is assisting the students at the time of their Intensive Teaching Practice for buying the charts and writing materials. An amount of Rs.300/- per candidate was given this year to eight poor students selected from seven majors as financial assistance out of the contribution of the entire teaching faculty.

Eight poor students one from each department was provided with financial support of Rs.300 at the time of intensive training practice.

31. Activities and support from the Alumni Association

The former students of both UG and PG form the Alumni Association. They are invited to the college for the Alumni meet annually for sharing information and suggestions for a cordial wellbeing and progress of their Alma matter. The Annual Alumni Association meeting was held on 30th may 2014. Sr.A.S.Amali, Assistant Head Mistress, Nirmala Higher secondary School presided over the function.

The proficiency winners of the previous Academic year of M.Ed and B.Ed. were honoured and awarded prize books.

Eight poor students one from each department was provided with financial support of Rs.300 at the time of intensive training practice.

The library of St Justin's college was enriched by the increased number of books given by Alumni association.

32) Activities and support from the Parent –Teacher Association:

This academic year began with the Parents and Teachers Meeting. The first parent teachers association was held on 11.09.2013. Rev. Sr. Anna Mary, Headmistress, Nirmala Hr. Sec School was the Chief Guest of the Function and delivered the address to the parents. 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. 1. Mrs.K.Naga Jothi M/o N.Pandi Rajeshwari (Tamil) 2. Mr. P.Gopala Krishnan F/o G.Kokila (Tamil) 3. Mr.A.Raja durai H/o R.N.Anbarasi (Tamil) 4.M.r.P.R.Raveendaran F/o P.R.Shanmuga Priya (Maths) 5.Mr.M.Namachivayam F/o M.n.Nanthini (English) 6. Mr.S.Simiyon Raj F/o S.Justin Sowmiya (Physics) 7.Mr.T.Veeran F/o V.Subha (Maths) 8.Mrs.L.Arockia Mary M/o S. Infant Princy (Maths) 9. Mrs.S.Leema Vasantha Mary M/o S.Jonafer (Physics) 10. Mrs.G.Senthamari M/o B.Catherine (Chemistry) were selected as the PTA Council Members.

Parent Teacher Association render its assistance towards the college activities and upliftment of the college like putting our news in dailies, donating A4 Sheets to the college and helping in maintenance of ICT equipment like LCD etc.

33. Health Services:

For both the student teachers and the village people various programmes on aspects of Health were organized and carried on.

- Student teachers demonstrated First Aid Activities and Yoga among school teachers and students at St. Mary's Higher Secondary School, Madurai on 10.11.2013.
- Awareness programme on AIDS was conducted at Government Higher Secondary School, Pulliangulum (village) near Madurai on 02.12.2013.

Health Awareness programme is also conducted on the same day in Government Higher Secondary School, Puliankulam Village, near Madurai

- Village people at Virahanoor were educated on healthy life by teaching Yoga and Pranic healing on 19.12.2013.
- A programme was organized on 'Ways to lead Healthy Life' to the Virahanoor village people by our Institution on 19.12.13. Dr. Shalini from Grace Kennet Foundation Hospital explained the ways to a healthy life.
- The institution organized an awareness programme on First Aid to Virahanoor village people. Dr. Amar explained all forms of first Aid measures on 20.12.2013.
- Student teachers cleaned the village and interacted with village people and made them aware on education. Child labour, self-help groups, healthy habits etc.
- Student teachers demonstrated First Aid Activities and Yoga among school teachers and students at St.Mary's Higher Secondary School, Madurai on 10.11.2013.
- Awareness programme on AIDS was conducted at Government Higher Secondary School, Pulliangulum (village) near Madurai on 02.12.2013.
- A medical team comprising of one doctor, two staff nurse of grace Kennet hospital Madurai on 14.05.13 conducted an awareness programme on diabetics and medical check-up .Five teacher educators and 170 student teachers underwent the medical check-up .

34. Performances in sports activity

Five of our students participated in various sports events at Tamil Nadu Teacher Education University Inter collegiate Zonal level Athletic Meet 2013-2014 organised by St Justin's college of Education-Madurai on 24.03.14.A.Arokia Breetha-won the I prize in Javelin throw and was awarded with prize and certificate.

A.Arokia Breetha won first prize in javelin throw in Inter collegiate state level Athletic meet-2013-2014 conducted by Tamilnadu teachers educational university at Southern Railway Institute Ground, Ponmalai, Trichy On 04.04.2014

Intramural tournaments and sports have been conducted for the students on house system Sports activities in 7 Athletic meet such as 100Mts, 200Mts , 4 x100Mts Relay, 100 Mts skipping, Shot Put; Discus Throw ; Long Jump . Four Major Games Namely volley ball, Throw ball, Kho-Kho, Tennikoit .and competitions for 3 Three minor games such as Three legged race ;kangaroo jumping relay and Lucky corner were held for the B.Ed. students. 100 mts Running ;Shot-put,and Discus throw and Javelin Throw ,were conducted for M.Ed. students in the year 2013-2014 and the winners were awarded with Medals and certificates..

35 Incentives to outstanding sports persons

Outstanding sportsperson 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.

36. Students Achievements and Awards:

Inter Collegiate Competitions : (2013-2014)

- Cultural competitions ‘Springs 2013’ was organized by Fatima College, Madurai and 41 students from our institution participated in it and secured IV prize in ‘Skit’ and V prize in ‘Recreate and Reuse’
- Among the four types of Proficiency tests conducted by Shakespeare Institute of English Studies -Mylapore, G.Mohana Priya secured II prize and a cash award of Rs.750 in the State level English Spelling Contest during the month of October 2014.
- Among the six types of Proficiency tests conducted by Annai Tahamizh Trust, out of the 86 student teachers who participated, Nivetha cipin & Sasikala won the first prize in Tamil Essay Writing; Ramya and Raja Lakshmi won the first prize in English Essay Writing; Annal Mercy and Anitha Belcy won the first prize in Tamil verse writing bringing laurels to the institution.
- In the G.K competition organized by Navodhaya Prakashana- Karnataka, out of the 77 student teachers’ who participated, Sr.M. Shanthi sagaya Rani won I class in National rank and Sr.P.Jesintha won I class in state rank and five students won I class in district rank.
- In the State Level Inter Collegiate Cultural Competition organized by St. Ignatius College of Education on 10th January, 2014, out of the 20 members who participated, A. L. Anitha Belcy secured I prize in Essay Writing; M.Kirthiga, secured II prize in Poster Painting; M.A.Mareeswari & Co secured II prize in dance competition. Adding feather to the cap, Overall runner up cup was also bagged by our students.
- Out of the 26 students participation in the Inter Collegiate Cultural Competition organized by Gandhigram Rural Institute on 15th March 2014, Roselet Bai secured the second Prize in ‘Wind of Change’; S.Sophia Sangeetha, secured III prize in ‘Solo Singing’ M.Helen Asha & Co secured III prize in Mime and M.A. Mareeswari & Co secured II Prize in Group Dance.
- In the Inter Collegiate Competition on ‘Multiple Intelligence’ organized by St. Charles College of Education, Madurai, on 21.03.2014, out of the five participants from our institution, Sr. Roselet Bai, won the first prize.

- Out of the nine students participated in the Intercollegiate ‘Maths Talenta 2014’ organized by Peniel Rural College of Education, Madurai on 4th April 2014, J.Stefina secured second prize in Power Point Presentation and Helen Asha &Co secured second prize in ‘As you Like it’.
- In the ‘Vision Tamil Nadu-2014’ Elocution competition organized by the Government of Tamil Nadu, five student teachers participated and secured the cash award of rupees 300 each.
- In the District Level Cultural Meet conducted by TamilNadu Teachers Education University entitled ‘Vision TamilNadu 2014 J. Roselet Bai won the first prize in the Elocution Competition and J. Annal Mercy secured II prize in Solo Singing.
- In the Zonal Level Cultural Meet conducted by Tamil Nadu Teachers Education University entitled ‘Vision Tamil Nadu 2014, J. Annal Mercy secured III prize in Solo Singing.
- In this year 2013-14, 77 student teachers participated in National Level, 26 District level and 16 State/ University level cultural competitions.

Fine Arts Competitions were held at the college on 14th and 15th February 2014. The students were awarded first, second and third prizes. The following events were conducted in the college.

FINE ARTS 2013-2014				
S.NO	NAME OF COMPETITION	I PRIZE	II PRIZE	III PRIZE
1.	RANGOLI	Sr.S.P.Sona Sr.A.Kannikai Mary	M.Kirthiga S.Gandhimathi	T.V.Subha A.Maria Princy
2.	ENGLISH ESSAY	S.Suganya	K.Jeba Shanthi	K.Ramya
3.	TAMIL ESSAY	Sr.A.Sasikala	N. Anbarasi	K.Vidhya
4.	FLOWER ARRANGEMENT	Sr.A.Anthoniammal	Sr.A.Kannikkai Mary	Sr.J.Roselet Bai
5.	BOUQUET PREPARATION	Sr.L.Prema	Sr.A.Kannikkai Mary	Sr.A.Sasikala
6.	TAMIL ELOCUTION	J.Annal Mercy	Sr.J.Roselet Bai	J.Sasivimala
7.	ENGLISH ELOCUTION	K.Elizabeth Lourdu Glady	k.Ramya	

8.	QUIZ	T.Rupa K.Muthu priya H.Asraf Nisha Begum A. Jenciana	G.Asha E.Elavarasi F.A. Lizy Jacqueline S.Nagarathinam	A.Lilly Maria Pushpam J.Sasivimala J.Steffina M.Helan Asha
9.	HAIRDO	s.Jenisha X.Nirmal Joshi	G.Maria Lavanya K. Divya	A.Navaneethari J.Annal Mercy
10.	EGG SHELL PAINTING	M.Kirthiga	Sr.A.Kannikkai Mary	Sr.J.Roselet Bai
11.	CROSS WORD PUZZLE TAMIL	M.Murugeswari	A.Sasikala	G.Maria Lavanya
12.	CROSS WORD PUZZLE ENGLISH	J.Stephina	M.Helan Asha B.Kathereen	S.Suganya
13.	FIRELESS COOKING	A.Shymala Daisy F.Nancy	S.Gandhimathi S.Dayana	Sr.S.Stella Sr.A.Anthoniammal
14.	MEHANDI	M.Kirthiga S.Steffy	N.Chitra Devi M.Poorani	P.R.Shanmuga Priya K.Amsath Begam
15.	BRIDAL MAKE UP	A.Navaneethari J.Annal Mercy	B.Regini G.Kartheeswari	K.Divya G.Maria Lavanya
16.	ART FROM WASTE	I.Jenifer Helen	Sr.A.Josephine	Sr.M.Shanthi Sahayarani
17.	INNOVATIVE TEACHUNG AIDS	A.Navaneethari	K.Vinotha	S.Rujuvana
18.	MIME	J.Annal Mercy R. Logeswari K.Amsath Begum K.Divya J.Salomi Seles H.Asraf Nisha Begam	B.Kathreen D.Shameem Fathima K.Pavithra A.Akino A.L.Anitha Belcy J.Sirpam	R.Anthoniammal A.Josephine G.Kartheeswari S.Stella A.Sirumaniammal L.Prema
19.	SOLO SONG	S. Sophia Sangeetha	Sr.J.Roselet Bai	J.Annal Mercy
20.	GROUP SONG	A.Sasikala G.Kartheeswari A.Josphine A.Anthoniammal L.Prema	Sr. J.Roselet Bai S.Rujuvana S.Amalorpava Amney A.Durga	S.Selastin Sowmiya A.Preetha S.Infant Princy S.Dyana A.Nithya

OVERALL TOPPER 2013-2014				
1.	M.ED	C.Soory	K.Sowba JeyaMary	
2.	B.ED	G.Deepika	K.Ramya	

37. Activities of the Guidance and Counselling Unit.

A counselling Cell and a Placement Cell were functioning separately under the guidance of Mrs.Rexy Corera. Friday 5th hour was allotted for counselling. Students were divided into groups and all the staff members acted as counsellors and each counsellor had 12-14 students under their counselling group. Individual Counselling was also given and Mrs.Rexy Corera and Mrs. Sundaravalli were assigned the duty for the same. Individual Counselling with special problems and needy students were counselled by our principal Rev.Sr.Dr.Mary Delphine, our secretary Rev.Sr.Amalorpavam, and Mrs.Rexy Corera. All other staff members did the referral service by identifying students who are in need of counselling.

One hundred and ninety two students were benefitted out of the group counselling sessions.

Nearly 30 students both of B.Ed. and M.Ed benefitted out of individual one to one counselling.

38. Placement services provided to the students.

Our placement cell functions with Mrs.Rexy Corera, Associate Professor in Education as the coordinator. Many schools [Matriculation, CBSE] approached for placement and placement cell rendered full support in announcing the dates of arriving schools, pasting the wanted columns of NEWS paper cuttings in the Bulletin Board.

<i>On campus</i>			<i>Off Campus</i>		
Number of Organizations Visited	of	Number of Students Participated	Number of Students Placed	of	Number of Students Placed
5		69	23		12

39. Development Programmes for the Non-teaching Staff.

For the Spiritual well- being Retreat was arranged and Fr. Victor Roche S.J. was the speaker.

40. Good Practices of the Institution.

1. Development of a Self Instructional Material (SIM) for a Unit in each major subject by the Staff.

2. Preparation of Model Questions-Answers to give support to students' understanding and for Examination preparation.
3. Preparation of Syllabus based Theory Study Material by all the Staff in their subjects for a single unit.
4. Development of Research Culture among the B.Ed. students by insisting them to do major-wise small research project work.
5. Active functioning of Anti-Ragging Cell and Sexual Harassment Cell.
6. Provision of special training to the M.Ed. students in taking Micro teaching Demonstrations, handling B.Ed. classes.
7. Weekly Counselling to all the B.Ed. and M.Ed. students by the Staff and a trained Counsellor.
8. Provision of Life-Oriented Moral Education to all the students on all Wednesdays.
9. Development of one Inter Departmental News Letter in each Major by the respective Staff and students.
10. Introduction of one Major Circulation Magazine by the B.Ed. students for enhancing their creative writing abilities.
11. Conduction of one Spiritual Programme for the Teaching and Non-Teaching staff of SJCE.
12. Launch of fourteen interesting clubs for the B.Ed. students such as Environment Club, spoken English, Art, Tech-Know, Debate, Dance, Beauty and Decoration Nightingale, Gardening, Food, Space and yoga. Each Staff member is in-charge of one of these clubs based on their interest.
13. Establishment of Peer Evaluation: The Peer Evaluation Panel consisting of Principal and Senior Lecturers assessed the teaching performance of the newly appointed and Junior Lecturers in order to offer professional guidance. The senior lecturers will provide model classes to the Junior Lecturers.
14. Conduction of one day Seminar for School Headmasters on the theme 'Empowering teachers to Combat Suicidal Thoughts in Students'. Nearly 80 school Headmasters and teachers from various schools in Madurai participated and benefited out of it.
15. General Assembly with Prayer, Song, the College prayer specially designed for student teachers, Holy Reading , Yoga, Talk, News Reading, Tips for the day based on their subjects, Health and environmental issues, Thought for the day , and questions for TET.

16. Initiation of NET, SLET Coaching Programmes for the M.Ed. and TET Coaching Programme for the B.Ed.

17. An awareness programme on Crackers was organized by the Environment Club of St. Justin's College. All the student teachers were given the responsibility of disseminating this awareness among the school children of their intensive teaching class.

18. For the first time the Tamilnadu Teachers Education University conducted State-wide Sports and Cultural Meet on 2013-2014. Our College was selected to be the partner to host the event on 17.3.2014 and the Zonal Meet of the same was conducted on 24.03.2014. The Convener Rev. Dr. A. Mary Delphine was awarded with a prize for the outstanding performance of the State-wide Sports and Cultural Meet of TNTEU by Honourable Vice Chancellor Dr. G. Vishwanathan.

Important events of the college

The Governing Body Meet for this Year was held under the Chairmanship of Rev. Mother General, Dr. Sr. Antony Xavier, President of the College, on 21st August 2012. 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.

IQAC Meeting

The first IQAC Meeting was conducted on 08th August 2013 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. Five other IQAC meetings with the internal members were conducted during this year.

Our Link with TNTEU

Our college functioned as the Centre for Central Valuation Programme of Tamil Nadu Teachers Education University from 27th June 2013. On 19th August 2013 our college served as a centre for distributing the Statement of Marks and Provisional certificates for the academic year 2012-13. On 6th April 2013 our college served as a centre for distributing the Degree Certificates for the two academic years 2010-11 and 2011-12.

In this way we are maintaining a good relationship with Tamil Nadu Teachers Education University, Chennai.

Learning Resource Centres:

a. Psychology Laboratory:

Psychology Laboratory is equipped with 58 tools that include questionnaires, inventories, case study form; rating 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' dissection skill, 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 micro teaching demonstration as well as practice by the students and lectures, shooting of micro teaching practices and usage of audio, video cassettes 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 black board 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

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

Teaching Faculty:

Our teaching faculty is continuously pursuing higher education with constant interest and enthusiasm. One Teaching faculty was awarded Ph.D., One teaching faculty had submitted their Ph.D work, and three 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 on 24.09.2013. Workshop was conducted on ‘Preparation on Instructional Aids’. One day seminars on ‘Sexual Abuse’ Women’s Rights ‘Emotional Intelligence’ ‘Usage of Challans’ Preparation of Multi Media package were conducted to bring out the holistic development. 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.

Spiritual Seminars:

Arrangement of spiritual seminar is felt by the institution as it feels that ideal teacher needs to experience GOD; a spiritual wellbeing is necessary for teachers; so a Spiritual Development seminar was arranged on 04.09.2013. Rev.Fr. Victor Roche,s.j. wonderfully guided the staff in spiritual ideology.

To emphasize the importance of faith among the B.Ed and M.Ed student teachers the institution organized a one day seminar in the college premises on 13th March 2013. Rev.Fr. Jeyabalan, CMF, Chennai, acted as the resource person.

Demonstration Classes for Teaching:

ALM (Activity Learning Method) of teaching was demonstrated by the experienced teachers from St.Fatima School, and Nirmala Girls Higher secondary school (our model school) Our student teachers gained meticulous Knowledge on the newly introduced Continuous and Comprehensive Evaluation (CCE) System which is practiced in Schools through their effective teaching. These demonstrations by the teachers of the schools gave a good exposure on methods of teaching.

Students Council:

Students’ council is formed and College Union leader and Assistant leaders are elected by the students on 30th September 2013. Major leaders and assistant leaders are elected by the students in their respective subject classes. Leaders and assistant leaders are selected for Fine Arts as well as for Games. This provides an Opportunity for inculcation of leadership qualities and to acquire awareness about the democratic principles. Miss. Jenisha of English was elected as the college Union leader and Miss. Elizabeth Lourdhu Gladu of English and Annal Mercy of Mathematics as assistant leaders. Miss. M.A. Mareeswari of English, as Fine – Arts leader and Miss. Kokila of Tamil as Assistant Fine Arts leaders. Miss. Jencyana of English major was elected as sports leader and Miss. M. Shanmuga Priya of Maths Major as assistant sports leaders. Miss. Maria

Lavanya and Mrs. Arunodhaya., were elected as M.Ed., leader and assistant leader respectively for M.Ed., Degree course.

The student council helps in organizing curricular and co-curricular activities and maintains a good rapport among the students, staff and the Principal.

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), , cross word puzzle (Tamil & English), Elocution (Tamil & English), Singing (solo & group), Street play, Art from waste, Egg shell painting, Dancing (solo & group), Rangoli, Hair do; flower Arrangement, Bouquet Preparation, Bridal Make up, Fireless Cooking, Mehandhi and Innovative teaching Aids for the year 2013-14. The participants and the winners were honored 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. The students participated in 77 National level and 219 State level programmes during the year 2013-14

Computer Center:

At present, the college has 26 systems as a result of the financial support provided by the management. Computer education has been made a part of the curriculum. The center offers Computer fundamental, MS-Office, DTP for all student teachers. Besides the center provides internet facility and computer science 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:

The institution has provided certificate courses to the B.Ed., students in Gandhian Thought. Experts from Gandhi Museum taught the Certificate courses on 19th and 23rd August 2013. Eighty seven students in Gandhian Thought, 68 students in Jewel making 92 students in doll making and 87 students 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, phenyl's, soap oil, soap powder, cleaning powder, scented sticks, Adai Mix and Idli Powder etc.

Placement Cell:

The Placement cell is active under the supervision of Sr. A. Mary Delphine and the guidance of Mrs. Remy Corera and the student teachers enroll themselves. The pamphlets sent by various schools were displayed in the Notice Board as per the request of the student teachers.

Nearly Five schools conducted campus interviews in which 69 students attended and 23 students were short listed for appointment. Three School conducted interviews in their premises. Our Students keep the flag of the College fly high by their performance in the schools where they are placed.

Grievance Cell:

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 counseling sessions were also redressed by taking necessary actions by the grievance cell.

Club Activities:

Nine subject clubs functions actively throughout the year. The valedictory function of the subject clubs are conducted in grand manner.

Besides 14 different clubs functions actively on every Tuesday. Environmental club conducts awareness meetings, celebration of environmental related days, and other related programmes.

Women's Cell:

Women's day is celebrated in a grand manner by the women cell every year. This year also Women Cell celebrated the International Women's Day and Dr.Suka Joshua, Associate professor from Lady Doak College gave a wonderful talk on Women Empowerment. A rally was conducted to bring awareness on women's rights and empowerment.

Sports and Games:

Our college has full- time Physical Directress in order to develop physical health; one hour was allotted for games every day. We have Volley ball court, Basket-ball court, Badminton court, a Kho-Kho ground. Intramural Tournaments and sports have been conducted for the students on the house system. In order to encourage students in games and sports activities, sports events and competitions were held and Athletes were honored 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 & discussed about their performance & progress on 11th September 2013 and on 26th April 2013. Parents of students attended the meeting. Parents gave their feedback and suggestions.

College Day and Graduation Day:

College Day is celebrated to bring the achievements of the college and the talents of the students to the lime light and to expose them to the community and the stakeholders. Every year Convocation is a usual programme in our institution. The Annual Convocation was held on 30th May 2014 for the Academic Year 2012-13. Dr.M.Rajiakodi, Dean, College Development Council, MKU delivered the Graduation Day Address and distributed the Diplomas for 2012-13 batch B.Ed and M.Ed Students.

Inculcation of Civic Responsibilities

The institution inculcates civic responsibilities among the student teachers through launching various programmes. Christmas Day celebration with the Juvenile Justice Home on 21.12.2013, Madurai, extending and organizing village camps with the villagers, village visit, & Citizenship Training Camp from 17.12.2013 to 21.12.2013 at Virahanoor were the programmes carried out in the academic year 2013 – 14.

Seminars Conducted for School Teachers

One day Seminar on 'Empowering teachers to Combat Suicidal Thoughts in Students'. For School Head masters and Teachers of Madurai District Schools

Rapport with Intensive Teaching Schools

Many Socially valuable Awareness Programmes such as Crackers Awareness Programmes, Environmental Awareness Programmes, AIDS Awareness Programmes were successfully carried out in the Intensive Teaching Schools by the B.Ed. students.

A healthy organizational climate prevails in the institution wherein cordial relationship is maintained among the staff members as well as with the Management and every one present within the campus. This creates a conducive learning environment for the students.

Hostel

St. Paul's Hostel is a place where 101 B.Ed. students and 04 M.Ed. students dwell in perfect harmony under the care of Rev. Sr. A. L. Berckmans and sub warden A. Carmela Roseline. Every second Sunday during the visitor's day the warden meets the Parents and interacts with them about their wards. Hostel day is celebrated on 25.01.2014

Mother General Visit:

Superior General Rev. Sr. Antony Xavier visited our college on 02nd and 3rd February 2014. She addressed the students in the assembly and gave valuable guidance punctuated with her life experiences and inspired the student teachers to contribute with heart and mind for the growth and development of future citizen of the mansion. She had a meeting with staff members and gave room for expressing their grievances, if any. The administrative staff members also gathered in her presence. The teaching and administrative staff belonging to the Congregation also had an opportunity to share their views regarding their administration and betterment of the institution.

Rain water harvesting system is in existence. Instructions given on the thrifty usage of water, paper and electricity. A small garden is maintained in the college. Sweeping the campus thoroughly by support staff is a regular feature. Neat and tidy upkeep of the campus is ensured. Students clean their respective class rooms daily. Every Friday 6th hour is allotted for campus cleaning. Students under the supervision of the staff members clean their allotted area. With a few exceptions all the students and staff members use Government transport system. Thus the campus is maintained eco-friendly

41. Linkages developed with National /International, academic/ Research Bodies.

We have academic linkages with Xavier Board of Higher Education and All India Association for Christian Educational Institutions.

42. Action Taken Report of the AQAR of 2013-14

- Two certificate courses one in 'Gandhian Thought' and another in Computer were provided to all the B.Ed. students during the month of August.
- One seminar for school teachers entitled 'Empowering Teachers to combat suicidal thoughts in students on 26th October 2013.
- Totally five seminars on 'Sexual Abuse', 'Domestic Violence Act 2005', 'Time and Stress Management', 'Emotional Maturity' and one workshop on 'Chart Writing' were conducted
- One day Retreat Programme for the staff members was conducted on 04.09.13.
- One Action Research Programme by the staff at the B.Ed level was undertaken.
- Weekly counseling provided to all the students by the Teacher Educators as well individual counselling also were provided .
- One staff has undergone professional training on Counselling conducted by District Administration, Madurai.
- Major-wise small research project work were done by B.Ed students during their Intensive teaching period involving their respective school pupils
- Fourteen interesting clubs were started and flexibility in selecting the club was given to the students.

- Teacher Educators identified and used two innovative teaching methods.
- Except Physical Science and History Major all other major students prepared subject wise Magazines.
- Special training was given to the M.Ed students in taking Micro Teaching Demonstration, handling B.Ed classes and supervising them during their Internship programme.
- Establishment of Anti Ragging Cell and Anti Sexual Harassment Cell
- Provision of Moral Education to all the B.Ed students during Wednesdays
- Two research colloquiums were conducted for the guidance of the M.Ed students
- Opportunities given to the M.Ed students to attend seminars and present papers in different seminars conducted by different colleges.
- Socially valuable Awareness Programmes were carried out in the Intensive teaching schools by the B.E students.

The activities that could not be completed during the Academic Year 2013-14

- Undertaking a minor project.
- Seminar for school students
- National Seminar
- Documentation of Dissertation work of M.Ed students

Future Plans for the Academic Year 2013-2014

- Offering Short term course in English for student teachers
- Providing more Ad-on certificate courses to B.Ed students
- Undertaking Minor research Project by the staff
- Seminars and workshops for student teachers
- Counselling to student teachers
- Research projects by B.Ed Students
- Usage of Learner centered Methods
- Field work for M.Ed Students
- Weekly Moral Instruction Programme
- Placement Interview for Student Teachers
- Magazine Publication
- Subscription for INFLIBNET
- National Seminar for Teacher Educators
- Spiritual Programme for teaching and administration staff
- Action Research Programme
- Seminar for School Teachers and School Students
- Awareness Programme for School Students

➤ Counselling Services to School Students

43. Any other relevant information the institution wishes to add.

- The Feedback mechanism followed for Intensive teaching practice in five facets and activities for developing Research culture among student teachers are the two best practices followed in the institution.
- New innovative methods such as Double debate method, 2.Mind mapping method, 3.Co-operative process, 4.Student's center methods like Group discussion, Learning through SIM, Learning through ppt.were followed

- **SWOT Analysis:**

Strengths:

- Continuous sustenance of quality programmes
- Dedicated, Resourceful, cooperative staff members
- Conducive Learning Environment with good infrastructure
- Optimum utilization of learning resources.
- Good relationship and mutual understanding with the Management
- Freedom to the staff to organise innovative programmes
- Admirable Administration
- Development of good Research Culture among the students
- Good linkage with Tamil Nadu Teachers Education University

Weaknesses:

- Lack of minor/major research projects among staff
- No e-journals added to library
- No linkages with International Institutions

Opportunities:

- Opportunity to undertake Research projects
- Opportunity to start M.Phil. course

Threats:

- Very difficult to cover all quality programmes planned within short duration
- Difficulty in training the majority of the rural students to communicate in English
- Difficulty in gathering the students to face the interviews