



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution	N.V.K.S.D.COLLEGE OF EDUCATION
Name of the head of the Institution	Dr .B.C.Sobha
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	04651282130
Mobile no.	9746875133
Registered Email	nvksdiqac@gmail.com
Alternate Email	nvksdcollege@gmail.com
Address	Attoor, Attoor P.O. Kanniyakumari District
City/Town	Marthandam
State/UT	Tamil Nadu
Pincode	629177

2. Institutional Status																									
Autonomous Status (Provide date of Conformant of Autonomous Status)			30-Jan-2017																						
Type of Institution			Co-education																						
Location			Rural																						
Financial Status			Self financed and grant-in-aid																						
Name of the IQAC co-ordinator/Director			Dr.Devika.S																						
Phone no/Alternate Phone no.			04651282130																						
Mobile no.			9497639612																						
Registered Email			nvksdiqac@gmail.com																						
Alternate Email			nvksdcollege@gmail.com																						
3. Website Address																									
Web-link of the AQAR: (Previous Academic Year)			http://www.nvksd.edu.in/education/ac-calendar.php																						
4. Whether Academic Calendar prepared during the year			Yes																						
if yes,whether it is uploaded in the institutional website: Weblink :			http://www.nvksd.edu.in/education/ac-calendar.php																						
5. Accrediation Details																									
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B++</td> <td>81.50</td> <td>2006</td> <td>17-Oct-2006</td> <td>16-Oct-2011</td> </tr> <tr> <td>2</td> <td>A</td> <td>3.32</td> <td>2014</td> <td>04-Feb-2014</td> <td>03-Feb-2019</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B++	81.50	2006	17-Oct-2006	16-Oct-2011	2	A	3.32	2014	04-Feb-2014	03-Feb-2019
Cycle	Grade	CGPA	Year of Accrediation	Validity																					
				Period From	Period To																				
1	B++	81.50	2006	17-Oct-2006	16-Oct-2011																				
2	A	3.32	2014	04-Feb-2014	03-Feb-2019																				
6. Date of Establishment of IQAC			31-Jul-2007																						
7. Internal Quality Assurance System																									
<table border="1"> <thead> <tr> <th colspan="3">Quality initiatives by IQAC during the year for promoting quality culture</th> </tr> <tr> <th>Item /Title of the quality initiative by</th> <th>Date & Duration</th> <th>Number of participants/ beneficiaries</th> </tr> </thead> <tbody> <tr> <td colspan="3"> </td> </tr> </tbody> </table>						Quality initiatives by IQAC during the year for promoting quality culture			Item /Title of the quality initiative by	Date & Duration	Number of participants/ beneficiaries														
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IQAC		
International Multidisciplinary Webinar	04-Jun-2020 1	150
Educational Tour	01-Mar-2020 5	96
National Science Day Celebration	28-Feb-2020 1	188
All India Radio Programme	25-Jan-2020 1	20
Visit to Chitralaya (orphanage)	04-Jan-2020 1	98
SWAYAM-NPTEL Local Chapter Launch	19-Dec-2019 1	218
Food Fest	22-Nov-2019 1	218
Diabetes Awareness programme	11-Nov-2019 1	194
Poster Competition	23-Oct-2019 1	194
View File		

8. Provide the list of Special Status conferred by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	2020 0	0
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	3
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

• A Food Fest was organised on 22nd November 2019 • Various awareness programmes like Diabetes Awareness Programme, Vigilance Awareness Programme, Consumer Awareness Programme, Awareness on Pain and Palliative Care, Awareness Programme on Cervical Cancer, Leprosy Awareness Programme and Awareness on various competitive examinations were conducted. Public awareness on the boons of education was also initiated through wall paintings and captions in collaboration with SSA, Tiruvattar. • Extension activities were conducted on addressing social and public issues. A visit to an orphanage named Chitralaya was arranged on 4th January, 2020 to encourage the spirit of compassion. Food and clothes were also provided to Manolaya, Home for the Mentally Challenged orphans. As part of extension activity, our students also gave talks on examination related concerns to All India Radio Programme. During the pandemic situation, masks and sanitisers were provided to Attoor, Tiruvattar and Arumanai Panchayat staff and also to NCC cadets. • The SWAYAM NPTEL Local Chapter was inaugurated in the college on 19th December 2019. • An international multidisciplinary webinar on Technology amidst COVID 19 Pandemic: An Initiative to evolve Resources was conducted in collaboration with the Council for Educational Administration and Management (CEAM), Tamilnadu Chapter on June 4, 2020.

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Celebrating national and religious days of importance	• During National Science Day on 28th February 2020, our B.Ed. students visited various schools and created scientific attitude among school students by demonstrating science experiments through improvised teaching aids. • Teachers Day was celebrated on 5th September 2019. During that day, platforms were provided for the students to reminisce over their Gurus. • National Library Week Celebration was held on 20th November 2019.
Conducting book exhibitions	• As an academic initiative to enhance love of reading among our students, the Department of Library conducted Book exhibitions on 30th August and 2nd October 2019 respectively.
Conducting competitions	• A Poster Competition with the theme "Say no to plastic" was held on 23rd October 2019. The various posters and charts depicted the different strategies and measures to eliminate and stop pollution. • As part of Diabetes awareness endeavour, Diabetes Awareness quiz was conducted on 11th November 2019

Arranging value education talks	• A special talk on Value Education was organised on 13th December 2019 to orient the students on the need to instill values
Initiating some philanthropic concerns	• A visit to an orphanage “Chitralaya” was held on 4th January, 2020 to encourage the spirit of compassion and care. • A visit to a home for the mentally challenged orphans “Manolaya” was held to comprehend the characteristics of the children with special needs and also to provide them with food and clothes.
Conducting various awareness programmes and seminars	• Diabetes Awareness Programme was held on 11th November 2019. • Vigilance Awareness Programme was held on 5th November 2019. • Consumer Awareness Programme was held on 7th February 2020, • Awareness on Pain and Palliative Care was held on 30 October 2019. • Awareness Programme on Cervical Cancer was held on 4th February 2020. • Leprosy Awareness Campaign was held on 11th February 2020. • A scientific awareness programme was conducted for our students on 27th February 2020 to equip them with adequate scientific skills. • An eye camp was conducted in our college by Sango Hospital on 12th February 2020. • An international multidisciplinary webinar on Technology amidst COVID 19 Pandemic: An Initiative to evolve Resources was conducted in collaboration with the Council for Educational Administration and Management (CEAM), Tamilnadu Chapter on June 4, 2020.
Implementing SWAYAM NPTEL Local Chapter	The SWAYAM NPTEL Local Chapter was inaugurated in the college on 19th December 2019
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14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1"> <tr> <td>Name of Statutory Body</td><td>Meeting Date</td></tr> <tr> <td>Governing Body</td><td>27-May-2019</td></tr> </table>		Name of Statutory Body	Meeting Date	Governing Body	27-May-2019
Name of Statutory Body	Meeting Date				
Governing Body	27-May-2019				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No				

16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	14-May-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	The Institution has Partial Management Information System. VEL SOFT Office Automated Software is used to carry out the academic works. The software records the details of the students, staff, library and institutional data. Admission details of students such as course, batch, subject and fee details are entered using the software.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Design and Development

1.1.1 – Programmes for which syllabus revision was carried out during the Academic year

Name of Programme	Programme Code	Programme Specialization	Date of Revision
BEd	BEd	Education	27/05/2019
MEd	MEd	Education	27/05/2019
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1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
BEd	Education	27/05/2019	Life Skill Education	27/05/2019
View File				

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
BEd	Certificate Programme in Value Education (IGNOU)	19/12/2019
BEd	SWAYAM-NPTEL	19/12/2019
MEd	SWAYAM-NPTEL	19/12/2019
MEd	Approaches and Practices in Counselling	19/12/2019

Psychology**No file uploaded.**

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BEd	Elective Courses	03/07/2019
MEd	Elective Courses	03/07/2019

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Nil	Nil	Nil
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BEd	Education	188
MEd	Education	4
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

Feedback Obtained

The institution collects feedback on curricular aspects from different stakeholders such as students, faculty, alumni, employers and parents for curriculum revision and for continuous improvement of curriculum design. This feedback collected from stakeholders are analyzed and based on the outcome, modifications are made pertaining to various aspects -curriculum design, teaching learning, internship and assessment. It is done to facilitate better teaching learning environment. The feedback on various curricular aspects is collected from students at the end of the academic year. In addition to this, suggestions are welcomed from students in person through grievance box provided in the institution. In the process of revising the curriculum with the latest phase, feedback is also received from faculty members on various aspects related to curriculum through survey forms and formal interactions. The positive inputs of all the faculty members are incorporated in the curriculum framework. Feedback on curricular practices is also obtained from the heads of the co-operative schools where the student teachers undergo internship. Meetings are also held with various school heads to obtain feedback on

performance of the students undergoing internship. Based on the feedback from the heads, modifications are incorporated in the curriculum. The PTA plays their role in the decision making of the institution. Meetings are held with parents to discuss the progress of the students, functioning of the institution and on academic matters including the curriculum and the suggestions of the parents are incorporated in the curriculum. The alumni participate in the academic and non-academic activities of the institution. The eminent alumni members serve as members of academic boards and their suggestions on curriculum obtained through feedback forms are incorporated for curriculum development.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BEd	Education	100	50	100
MEd	Education	50	4	4
MPhil	Education	12	Nil	Nil
PhD or DPhil	Education	16	4	4
View File				

2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	100	4	3	Nil	11

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
14	14	21	12	2	1
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The mentoring programme is organized in every academic year. A coordinator is assigned for organizing the mentoring programme. At the beginning of the academic year, B.Ed. and M.Ed. first and second year students are divided into different groups and one mentor teacher is assigned with the responsibility of mentoring the group. An hour is allotted in each week in the timetable for mentoring. The mentor teacher discusses with the mentees on their problems through informal interactions. The mentees are given guidance and counseling by the mentor in solving their problems. If the students need professional guidance, they are referred to professionals. The mentor teacher maintains contact with the parents for making up the deficiencies of their wards over phone. The mentor teacher maintains a record of biodata of mentees and their academic performance.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
194	14	1:14

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
11	11	2	Nil	10

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	Nil	Nil	Nil
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BEd	10119BED	1st Sem /2019	10/12/2019	30/01/2020
BEd	10118BED	3rd Sem /2019	09/12/2019	30/01/2020
MEd	10119MED	1st Sem /2019	23/01/2020	30/01/2020
MEd	10118MED	3rd Sem /2019	10/12/2019	30/01/2020
BEd	10119BED	2nd Sem /2020	22/12/2020	Nil
BEd	10118BED	4th Sem /2020	26/09/2020	14/10/2020
MEd	10119MED	2nd Sem /2020	23/12/2020	Nil
MEd	10118MED	4th Sem /2020	25/09/2020	14/10/2020
No file uploaded.				

2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
Nil	Nil	0

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://www.nvksd.edu.in/education/poutcome.php

2.6.2 – Pass percentage of students

Programme	Programme	Programme	Number of	Number of	Pass Percentage
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Code	Name	Specialization	students appeared in the final year examination	students passed in final year examination	
10118BED	BEd	Education	87	87	100
10118MEd	MEd	Education	2	2	100
No file uploaded.					

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://www.nvksd.edu.in/education/ssss.php>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Promotion of Research and Facilities

3.1.1 – The institution provides seed money to its teachers for research

No
No file uploaded.

3.1.2 – Teachers awarded National/International fellowship for advanced studies/ research during the year

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
Nil	Nil	Nil	Nil	Nil
No file uploaded.				

3.2 – Resource Mobilization for Research

3.2.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	0	Nil	0	0
No file uploaded.				

3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies during the years

1

3.3 – Innovation Ecosystem

3.3.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Technology amidst COVID-19 Pandemic: An Initiative to Evolve Resources	IQAC	04/06/2020
No file uploaded.		

3.3.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
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Nil	Nil	Nil	Nil	Nil
No file uploaded.				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
Education	3

3.4.2 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Mathematics Education, History Education	2	5.22
View File			

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

Department	Number of Publication
Education	2
Library and Education	1
Mathematics Education	1
View File	

3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
Nil	Nil	0	Nil
No file uploaded.			

3.4.5 – Bibliometrics of the publications during the last academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Nil	Nil	Nil	Nil	0	Nil	Nil
No file uploaded.						

3.4.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
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Nil	Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

3.4.7 – Faculty participation in Seminars/Conferences and Symposia during the year

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	5	37	Nil	Nil
Resource persons	Nil	Nil	Nil	1
View File				

3.5 – Consultancy

3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
Nil	Nil	Nil	0
No file uploaded.			

3.5.2 – Revenue generated from Corporate Training by the institution during the year

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
Nil	Nil	Nil	0	0
No file uploaded.				

3.6 – Extension Activities

3.6.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
All India Radio Programme	An All India Radio, Nagercoil	8	20
Orphanage visit	Chitralaya	9	185
Eye camp	Sango Hospital	9	190
SBI Account Opening Camp	SBI, Tiruvattar	10	191
Mobile Exhibition	Vivekananda Kendra, Kanniyakumari	8	189
Scientific awareness programme	Tamilnadu Science Forum	2	95
Distribution of Masks	Attoor Panchayat	8	187
Public awareness	SSA, Tiruvattar	6	188
Visit to Home for the Mentally Challenged Orphans	Manolaya - Home for the Mentally Challenged Orphans	7	189

Construction of Drainage Path	N.V.K.S. Educational Society	4	Nil
No file uploaded.			

3.6.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Nil	Nil	Nil	Nil
No file uploaded.			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Awareness	Tamilnadu Science Forum	Scientific awareness programme	2	95
Awareness	N.V.K.S.D. College of Education	Awareness Programme on Various Competitive Examinations	8	190
Awareness	Government Hospital. Kottar	Leprosy Awareness	11	191
Awareness	Consumer forum, Kulasekharam	Consumer awareness	12	189
Awareness	CSI Hospital	Awareness on cervical cancer	11	188
Awareness	SEEDS, Kulasekharam	Awareness on Pain and palliative care	10	188
Awareness	N.V.K.S.D. College of Education	Vigilance awareness	10	187
Awareness	Saraswathy Hospital, Parassala	Diabetes Awareness on 11th November 2019.	8	190
Awareness	N.V.K.S.D. College of Education	Voters Day awareness	8	194
Awareness	SSA, Tiruvattar	Public awareness	6	188
No file uploaded.				

3.7 – Collaborations

3.7.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Library reference	2	self	5
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
B.Ed. Internship	Job training	Cooperative schools	15/07/2019	27/09/2019	87
M.Ed. Internship	Research	DIET Theroor, Kanyakumari District	25/10/2019	30/10/2019	4
M.Ed. Internship	Job training	Yettacode. Higher Secondary School Attoor, Kanyakumari District	11/11/2019	15/11/2019	4
View File					

3.7.3 – MoUs signed with institutions of national, international importance, other institutions, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
St.Xaviers College of Education (Autonomous), Palayankottai	29/10/2019	Research reference, Question paper setting, Paper valuation	1
St.Ignatius College of Education (Autonomous), Palayankottai	29/10/2019	Research reference, Question paper setting, Paper valuation, Conducting practical examination	4
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
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4800000	4565193
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4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
View File	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Infolibrary	Fully	13	2013

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	13557	1088411	415	121539	13972	1209950
Reference Books	3362	833176	27	35310	3389	868486
Journals	55	39400	8	3665	63	43065
CD & Video	250	5018	Nil	Nil	250	5018
Library Automation	1	75000	Nil	Nil	1	75000
Others(s pecify)	21	511833	Nil	Nil	21	511833
View File						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	Nil	Nil	Nil
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Co mputers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departme nts	Available Bandwidt h (MBPS/	Others
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								GBPS)	
Existing	103	60	4	1	0	3	12	20	18
Added	0	0	0	0	0	0	0	0	0
Total	103	60	4	1	0	3	12	20	18

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

20 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	https://www.nvksd.edu.in/education/ecf.php

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
3600000	3416520	1200000	1148673

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website)

The infrastructure policy of the college is designed, developed and revised keeping in view the statutory requirements, technological developments, infrastructure need analysis and the guidance of the governing body. The following steps are taken to make the campus user-conducive. ? Classroom furniture are checked and repaired regularly. ? Gardening and watering plants are systematically done by the concerned staff. ? The grounds are always maintained to be ready for the smooth conduct of the events. ? Library resources are updated with the addition of latest publications that include books on various subjects of vital importance in teacher education. ? More educational journals are subscribed for the benefit of the readers. ? Library has Wi-Fi connectivity and the reader's surveillance camera is fixed. ? Department library is also maintained for the benefit of the readers. ? Wi-Fi connectivity is given the campus and all departments ? All classrooms have the LCD projector with screen and public addressing systems are available ? To tackle the power shutdown problem generators are also provided. ? Classroom maintenance work related to electrical, painting etc of the classrooms are carried out under the supervision of maintenance staff through the year and major repair works are done during summer vacation. ? The air conditioner, generators and other equipments are cleaned and maintained on a regular basis. ? Separate maintenance register is kept with details of maintenance entries. https://www.nvksd.edu.in/education/pandp.php
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CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
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Financial Support from institution	Nil	0	0
Financial Support from Other Sources			
a) National	State Govt. Scholarship	70	326690
b) International	Nil	Nil	0
No file uploaded.			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Yoga	01/07/2019	87	Dept. of Physical Education
Language Lab	01/07/2019	23	Dept. of English
Communication skill	01/07/2019	100	English Teacher Educators
Bridge Course	01/07/2019	100	Teacher educators
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Library Readers' Forum	87	87	1	Nil
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
12	10	28

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Sheikh Fathima Girls Metriculation school,	10	10	Amrita Vidyalayam, Erode	1	1

Mount Park Public School and Mount Litera Zee School					
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[View File](#)

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	22	B. Ed.	Maths-6 English-13 Physical Science -3	Various Arts and Science colleges	M.Sc M.A

[View File](#)

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	1

No file uploaded.

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

Activity	Level	Number of Participants
Rangoli Competition	Institutional Level	32
Folk Song Competiton	Institutional Level	2
Essay Writing Competition	Institutional Level	3
Elocution Competition	Institutional Level	2

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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	District Level Intercollegiate District Level Q Competition (IGNITE - 2019)	National	Nil	2	17	Ancy F.
Nil	District Level Intercollegiate District Level Q Co	National	Nil	1	79	P. Reshma

	mpetition (IGNITE - 2019)					
Nill	District Level Inte rcollegiat e District Level Q Co mpetition (IGNITE - 2019)	National	Nill	1	68	Nivasha V.
No file uploaded.						

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

The college witnessed the election for the Student Council on 3rd October 2019. The inauguration of the Student Council was held on 18th November 2019. The student council conducted a food festival on 22.11.2019 in the college campus in order to render a helping hand to the orphan students. The profit gained from the food fest was donated to an orphanage 'Karunalayam' at Chitharal and the students celebrated new year in the orphanage along with the inmates. Dress materials were supplied to the inmates and some cultural activities were conducted. Under the initiative of the Student Council, an exhibition was conducted on account of National Voters Day on 24.01.2020, regarding the system of voting in a democratic system. School students and public visited the exhibition. The following are the members of the Student Council. 1. Chairman - Mr. S. Sujeesh 2. Vice-chairperson - Ms. R.P. Aswathy 3. Secretary - Mr. A. Ajin 4. Joint Secretary - Ms. K.V. Benika Shyl 5. Arts Club Secretary - Ms. R.S. Reshma 6. Sports Secretary - Mr. B. Sakthivel 7. Magazine Editors i) English - Ms. Sajitha Sajan ii) Tamil - Ms. V.K. Vijithra iii) Malayalam - Ms. G.S. Archana

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The alumni association of the college was registered on 28.11.1012 and the registration number is 49/12. The members selected as office bearers were: 1). Mr.A. Jeyakumar, 2).Mr. D.S. Prasob Madavan, 3) Dr. S.. Devika, 4) Mrs. S. Anitha,5) Mr. P.H. Jepalin Paul and 6) Mr. R.Murali. The alumni association made noteworthy contribution in organizing academic initiatives in the institution. The alumni members are also generously contributing to the infrastructural augmentation of the college. Alumni executive meetings are also regularly conducted to monitor the progress. Some of the members served as panel members of interview board of school teachers of Model School and acted as resource persons in various academic aspects of the institution. Alumni executive meetings are held to monitor the progress.

5.4.2 – No. of registered Alumni:

679

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

27300

5.4.4 – Meetings/activities organized by Alumni Association :

1

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The involvement of management, staff, students and other stakeholders in the decision making process ensures participative decision making. The sub committees like planning and evaluation committee, admission committee, career and placement cell, examination committee, library committee, co-curricular activities committee, research committee, grievance redressal cell, internal quality assurance cell, extension and public relations committee, journal and publication committee, repair and maintenance committee, student council, academic audit committee, physical and health education committee and alumni play an important role in the planning and coordinating various academic activities. The Student Council represented through elected members also contribute their part in various educational ventures. The class representatives are also elected by the concerned departments and also in the core class subject classes. The feedback collected from the students on curriculum also helps in curriculum enrichment. The academic bodies such as Board of studies, Academic Council and Governing body facilitate to update the syllabus. To ensure the women participation in Student Council, the vice-chairperson post is reserved for women. The staff advisor to the students is selected to facilitate students activities. The management, staff, parents and alumni are supporting the institution for its planning and development. The management is financially supporting the overall functioning of the institution especially for the infrastructure development. The mentoring system followed in the institution assists students in performing well in examinations and all aspects of life.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Industry Interaction / Collaboration	• Experts from the academic fields are invited for various programmes. • Field visits and study tours are organised. • Linkages with academic institutions are established for B.Ed and M.Ed internships. • MOU with academic institutions is maintained.
Curriculum Development	• Semester pattern is introduced. • Updating of syllabus is done in accordance with local and global needs • Feedback on curriculum from students, faculty, alumni and parents are collected. • Updating practicals for B.Ed and M.Ed programmes is done. • Advanced methodology courses are provided to M.Ed. students • Intensive microteaching is given to modify the teaching behaviour of the prospective teachers. • Communicative English course is provided to B.Ed. students

for developing communication skills. • Workshop on Dramatization is organized to enhance the provisional competency of prospective teachers. • Yoga practice is given to develop physical fitness of teachers. • SWAYAM online courses are introduced and students are encouraged to enroll . • Important topics such as web based education e-learning are included . • The half courses are converted into full courses • During school internship of students, weekly report on school experiences is updated in blog • Social project for B.Ed. students is undertaken. • During internship, value education classes for school children are given by the student teachers • Reading books and reflecting on the same is practised by students. • Students prepare the report on school based activities during internship. • Digital lesson preparation and presentation is done by students • Text book reviews are done. • While expanding CBCSS (Choice Based Credit Semester System) it is suggested to bring forth grade point (GP) prior to credit point. • The phrase at the end of the course is replaced by on successful completion of the course for all frame works of B.Ed., M.Ed. and M.Phil Programmes.

Teaching and Learning

• Participatory learning methods are adopted. • Intensive school Internships in two phases are provided to B.Ed. students. • Experiential learning is enhanced through field trips and educational tour. • Digital resources are used for teaching and learning. • Course plan is prepared by teaching staff. • Team teaching, self learning materials are prepared • Assignments, seminars, group discussions are practiced. • Entry behavior and Exit behavior tests are conducted. • Visits to special schools are arranged.

Examination and Evaluation

• In each semester both theory and practical components are included. Both theory and practical examinations are conducted at the end of each semester. • • Continuous internal assessment system is adapted. It is done through seminars, assessments, open book examinations, online test and suggested activities related to the topic. • For end semester examination, off campus question paper setting is adopted. •

	Valuation of the answer scripts are done by the external examiners. Double valuation system is followed for M.Ed. and M.Phil courses. Photo copy of answer script, Revaluation facility, Retotaling etc are available. • As soon as the end semester examination is over, the results of the end semester are published in the college website. Instant supplementary examination for both the theory and practical examinations are conducted for the students who fail or absent in the respective subjects within one month of the date of publication of result in order to complete the program within the scheduled duration.
Research and Development	• The institution has well established centre for research. • Appropriate rules and regulations are evolved for research scholars • The research facilities are shared with neighboring institutions. • A research journal with ISSN number approved by UGC is published biannually. • Four Faculty members are Ph.D guides • Seminar proceedings are published with ISBN number • Doctoral meetings and research colloquiums are conducted as per the norms. • During this academic year 2019-20, three candidates were awarded with Ph.D Degree
Library, ICT and Physical Infrastructure / Instrumentation	Library • Added books in the reference section and book bank section • Free wi-fi access • Browsing and e-learning facilities • e-Resources • Library has adequate holding in terms of book, journal and other learning materials • 58 Indian and international journals • Lot of e-learning resources • 9 multi lingual news daily • Inflibnet N-LIST E-journals • Collection of more than seventeen thousand academic resources • Biometric entry • Infolibrary Automatic software • Book exhibitions in collaboration with popular publishers ICT • A well equipped computer lab and language lab with all the necessary hardware and software equipment • Language lab helps students to improve proficiency in speaking English • 50 computers with all accessories • Internet and WiFi facilities • Public Addressing system • CCTV surveillance • Interactive White Board, Digital Class room, LCD projector, Still and Video cameras

Physical Infrastructure • Well equipped class rooms (General and Optional), Office room, Principal room, Secretary room, Computer Lab, Library, Language Lab, Psychology Lab, Educational Technology Lab, Science Lab, Maths Lab, Arts and Crafts room, Research room, Autonomous room, IQAC room, IGNOU room, M.Ed. classroom, M.Phil.. classroom, Staff room, Visitors room, Alumni room

- Auditorium • Seminar Hall • Restroom
- Health center • Open Air Stage • Hostel • Toilet for Girls and Boys • Parking Lot • Mini Gymnasium • Cafeteria • Fire and Safety • Playground

Human Resource Management

The college follows participatory decision making. and works through different committees. • The Management, Principal, staff, students and other stake holders are encouraged in institutional planning and administration. • The staff members and students are placed in various committees and distributing responsibilities in organizing various programmes. • The staff members are motivated to go for outreach programmes, participate in workshops and present papers in seminars and conferences • The staff members are encouraged to participate in the extension activities. • The Administration ensures the efficiency of the system through frequent monitoring. • The college ensures the timely facilitation of staff achievements and redress the grievances

- Staff appointment is as per State, UGC and University norms..
- Participation in orientation/ refreshers courses are ensured for promotion.
- Faculty Development Programmes are arranged for the benefit of faculty members.

Admission of Students

- Being a minority college, 50 percentage of the B.Ed. and M.Ed. seats are filled under minority quota and the remaining 50 percentage of the seats are filled through single window system by the state government.
- Admission committee is functioning to monitor the admission process.
- Selection criteria is as per the norms of the state and parent university-Tamilnadu Teachers Education University, Chennai.
- M.Phil. admissions are done as per the

regulations of the University. • Ph.D admissions are done as per the research regulation of the University.

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

E-governance area	Details
Student Admission and Support	• Partial MIS for admission process • Digitally automated library • Official facebook page • Uploading of News and Events in the College Website • Online examination portal • Publishing Examination results in the college website • Blogs for individual students
Finance and Accounts	• Cash books, Vouchers, Financial statements, Balance sheet etc are maintained. • Internal and External audits are conducted • Finance committee manages financial affair. • Transactions are made through .cash, cheque, NEFT etc. • Acquaintance of permanent and self financing faculty and administrative staff are maintained • Salary processing of Aided staff is through IFHRMS • NEFT transfer for staff salary and vendor payments are done. • Operation of CPS accounts is done.
Planning and Development	Invitations for seminars and symposia are communicated to the faculty through mail. Information regarding academic activities are send through Group SMS, Whats App Group and email.
Administration	• Attendance through Biometric system for staff and students. • Correspondence to authorities and other important bodies through email, official Whats App Group and Group SMS • CCTV surveillance • Public Addressing system

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Dr.P.S.Prasad	UGC Workshop on Examination Reforms	Nil	9950
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6.3.2 – Number of professional development / administrative training programmes organized by the Colleges for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nil	Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
NPTEL - Enhancing soft skills and personality	2	15/02/2020	09/04/2020	56
NPTEL - Soft skill development	1	27/01/2020	20/03/2020	56
NPTEL - Emotional Intelligence	1	27/01/2020	20/03/2020	56
Refresher course in Education and Teaching methods	2	04/03/2020	17/03/2020	14
Refresher course in Library Science	1	06/11/2019	19/11/2019	14
Awareness programme for Teacher Education Institutions	1	12/12/2019	12/12/2019	1
NPTEL - Qualitative Research methods and Research writing	1	27/01/2020	25/04/2020	84
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
1	Nil	Nil	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Duty leave, Medical insurance scheme	Medical insurance scheme, Exgratia/festival allowance	Scholarship and Financial support

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The internal audit was done by the auditor appointed by N.V.K.S. Educational Society. The External academic audit was conducted by inviting educational experts from outside the institution.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
PTA	10400	Nil
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6.4.3 – Total corpus fund generated

1800000

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Prof. B. William Dharma Raja ,Dean Faculty of Arts Head, Department of Education Manonmaniam Sundaranar University Tirunelveli - 627 012 ii) Dr.Malini P.M Former Principal N.S.S Training College Pandalam	No	Nil
Administrative	No	Nil	Yes	N.V.K.S. Educational Society

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

- PTA is actively supporting in all our academic endeavours. • PTA is providing financial assistance to augment physical infrastructure to our institution. • PTA is providing suggestions for the welfare of the institution.**

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

- Training on Basics of computer
- Training on the operation of power banks (generator)
- Training to monitor the proper switch off of electrical gadgets to save energy

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

- Implementation of SWAYAM Local Chapter
- Organisation of International Multidisciplinary Webinar
- Visit to Chitralaya, an orphanage

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Vigilance Awareness Programme	05/11/2019	05/11/2019	05/11/2019	194
2019	Diabetes Awareness Programme	11/11/2019	11/11/2019	11/11/2019	194
2019	SWAYAM-NPTEL Local Chapter Launch	19/12/2019	19/12/2019	19/12/2019	218
2020	Visit to Chitralaya (Orphanage)	04/01/2020	04/01/2020	04/01/2020	97
2020	All India Radio Programme	25/01/2020	25/01/2020	25/01/2020	20
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Debate on Gender equality	07/03/2020	07/03/2020	176	18
Folk songs about women	07/03/2020	07/03/2020	176	18
Talk on gender	07/03/2020	07/03/2020	176	18

imbalances				
Seeking input on the needs of the lady students	31/08/2019	10/03/2020	176	Nil
Women's Day Celebration	09/03/2020	09/03/2020	176	18
Women's Task Force	07/08/2019	20/03/2020	176	Nil

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
• Arrangement for alternative Source of energy (solar) in the college campus. • Installation of ample number of power saving LED lights in the campus • Encouragement of using emails for official communication with the staff instead of hard copies. • Waste management based on “Reduce, Recycle and Reuse”. • Turning off all the electrical equipments before leaving the class room/labs/campus.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	Nil
Provision for lift	No	Nil
Ramp/Rails	Yes	Nil
Braille Software/facilities	Yes	Nil
Rest Rooms	No	Nil
Scribes for examination	Yes	Nil
Special skill development for differently abled students	No	Nil
Any other similar facility	No	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	2	2	19/09/2019	1	Visit to Vivekananda Memorial Rock	Community based learning resource	100
2019	2	2	28/02/2020	1	National	Creating	194

					Science Day	scientific attitude	
2019	2	2	11/11/2019	1	Awareness Program on Diabetes	Lifestyle diseases	194
2019	2	2	22/11/2019	1	Food fest	Fund raising for charity	194
No file uploaded.							

7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
College Calendar	05/07/2019	Code of Conduct for Students General Discipline - The college calendar provides an overall picture about the activities of the college, general rules and regulations, attendance, leave and library rules. Student teachers are expected to maintain a very high order of discipline and are expected to be clean, smart and respectable in dress and appearance and be regular in attendance. The students are expected to uphold the reputation of the institution by maintaining a high standard of discipline both inside and outside the College. They are personally responsible for the college properties and should refrain from involving themselves in party politics and anti-social activities. The students are expected to keep the surroundings clean and not scribble on the walls or throw litter in the class rooms. Only licence holders are permitted to come to the college by two wheelers. Cycles and two wheelers must be

		parked only in the respective parking areas. The students must bring their ID cards daily to the college and they must produce the cards on demand. There is no ragging in the campus. The Anti-ragging Squad will keep a watch over the attitude and behaviour of the senior students towards the juniors and vice versa. The relationship between the seniors and juniors must be warm, friendly and cordial. Each student should earn 85 attendance to appear for the End Semester Examination. Leave letter should be submitted by the students before taking leave. Day scholars should get their leave letters signed by their parents or guardians and hostel students by their warden. In case a student suffers from illness for more than three days, she should produce a medical certificate. Day scholars should get the permission of their respective Optional teachers for leaving the campus early. Dress Code, hostel rules and library rules also exist.
Code of conduct for Teaching staff	24/06/2019	Teachers should: 1. maintain a responsible pattern of conduct and behavior expected of them in the community. 2. Perform their duties in the form of teaching, tutorial, practical, seminar and research work with dedication. 3 Manage their private affairs in consistency with the dignity of the profession. 3. Make professional growth continuously through study and research.4.

Participate in professional meetings, seminars, conferences etc. towards the contribution of knowledge.5.Continue active membership in professional organizations and strive to improve education and profession through them.6.Co-operate and assist in carrying out functions relating to the educational responsibilities of the college and the university such as: assisting in appraising applications for admission, advising and counseling students as well as assisting the conduct of university and college examinations, including supervision, invigilation and evaluation.7. Participate in extension, co-curricular and extra-curricular activities including community service. Faculty is made to prepare their own teaching plan and may be available for students even after college hours for guidance if required. During the parents meeting they inform about the rules and regulations, library and infrastructure of the institution and expected to follow them.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Gandhi Jayanthi Celebrations	02/10/2019	02/10/2019	194
Dr.A.P.J. Abdul Kalam's Birth Anniversary Celebration	23/10/2019	23/10/2019	192
Celebration of National Education Day	11/11/2019	11/11/2019	193

Celebration of National Voters Day	25/01/2020	25/01/2020	189
Citizenship Training Camp	17/09/2019	21/09/2019	100
Library Week Celebration	20/11/2019	20/11/2019	194
National Unity Day	31/10/2019	31/10/2019	194
No file uploaded.			

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

- The campus is plastic free
- Clean and Green landscaping is there in the campus with trees and plants
- Organic farming practices are ensured.
- Signboards were kept to create environmental awareness.
- Poster Competition was conducted on the theme “say no to plastics”.
- Neem-based hand wash and cloth masks were provided to the staff during the COVID outbreak

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice-I Title of the Practice: Community based initiatives to address COVID-19 pandemic

Objectives: 1) Responding to disasters and adoption of solutions 2) Promoting collaboration between public health and public education for the common good

Context The increase in COVID-19 cases underscores the urgent need to implement effective mitigation strategies, including prevention efforts in response to the outbreaks to protect the broader community. In an attempt to reduce transmission, the classes were transitioned to online mode. Transmission could also occur fast in the surrounding community if there is no mandatory use of face masks, insufficient physical distancing, or inadequate hand hygiene. Social and residential settings pose a significant risk due to social interactions. A close partnership between communities and college is necessary to reduce the spread of COVID-19 virus transmission. In response to the sudden outbreak of COVID-19 pandemic, our institution felt the necessity and has taken the responsibility by initiating activities to prevent and limit the spread of the virus and curtail its impact.

Practice The institution has trained its staff and students to work together and has taken precautionary measures to prevent the outbreak of the pandemic in the campus. Useful resources were provided to students to fill the learning gap and well-being during college closures and the members of the faculty have addressed the social and emotional needs of students. COVID-19 appropriate behaviors and preventive measures were conveyed to the students. Eco-friendly hand washes, face masks and shields were provided to the staff members. Installation and use of Aarogya Setu App was advised. Clean and hygienic conditions, as per safety and health advisories of the government departments were maintained. To support frontline warriors like Panchayat and Health officials, Police and NCC cadets, facial masks, hand sanitisers and gloves were distributed during the pandemic. Masks, hand sanitisers, gloves and AAYUSH immunity boosting medicines were supplied in the containment zones and also in 10th and 12th Public Examination Evaluation camps. The institution has donated Rs. 2 lakhs towards PM-CARES fund with the contribution of management and staff. Exams were shifted to online mode for the students. Press reports and receipts related to the above mentioned activities were maintained.

An international webinar on Technology amidst COVID-19 pandemic : An initiative to evolve resources was conducted by IQAC to address the key issue.

Evidence of success: 1) Students, teachers, staff and community members were sensitized about COVID-19 hygiene 2) Health measures were successful during lockdown with restricted travel

Problems faced: 1) There

were chances of contracting the virus on exposure to the public 2) Most of the people in the community have less awareness about the pandemic Best Practice-2 Title of the Practice: Opening of NPTEL-SWAYAM Local chapter to provide Online learning platform. Objectives: 1) To offer an online platform for students for self learning and to earn additional credits during the programme 2) To help the teachers for professional growth and attaining faculty development Context: The institution has distinctly evolved as an outstanding performer in lifelong learning and extension by offering NPTEL SWAYAM Courses. Our college is recognised as a SWAYAM NPTEL Local Chapter and has a coordinator for the same.

The students get an opportunity to learn different courses and earn extra credits throughout the programme. SWAYAM is a choice based credit system which acts as the additional qualification under which students may learn different courses. Practice: The NPTEL-SWAYAM course is done through a platform that facilitates hosting of all the courses, to be accessed by anyone, anywhere at any time. All the courses are interactive with well designed curriculum prepared by the best teachers in the country and are available for free of cost to any learner. The courses hosted on SWAYAM are in 4 quadrants - (1) video lecture, (2) specially prepared reading material that can be downloaded/printed (3) self-assessment tests through tests and quizzes and (4) an online discussion forum for clearing the doubts. It enriches the learning experience by using audio- video and multi-media facilities. The teaching faculty are from IITs and the classes can be accessed through laptops or cell phones and valuable certificates are issued. The students have to complete assignments and take online exams. Due to the high standard it will increase knowledge and thinking skill of students. NPTEL integrated with SWAYAM platform provides E-certificate to successful learner in the proctored examination of opted subject. Massive Open Online Courses (MOOC) is essentially an asynchronous platform and a process for teaching through pre-recorded lectures, resource video materials, lecture notes, assignments and quizzes, which are usually online and provide self assessment in regular intervals during learning. Our faculty act as mentors and earn professional development. Evidence of success:

- E-certificates for students and teachers with majority of them scoring high • Faculty members also get Mentor certificates and FDP certificates Problem faced: Time constraints

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

https://www.nvksd.edu.in/education/Best_Practices.php

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Keeping in view the vision to develop new-generation teachers with the right attitude, ideals, values and global standards, the following best practices have been adopted in the current academic session. Primarily, the college maintains and continues its policy of offering rich theoretical and practical experiences with an aim to develop a new generation of teachers who practice the advanced pedagogic ideals of Indian education as well as to produce globally competent teachers with technological and interpersonal skills, along with fostering in them the competencies they need to excel in their professional practices. In essence, Practical Activities, Extension Activities, Computer Literacy, Learner-Centered Methods and Evaluation Methods have all helped in developing world-class teachers. This is intended to benefit and help the students in developing various dimensions of their personalities with appropriate knowledge, attitude and skills, civic sense and psychosocial capabilities. Adopting various transaction modes and instructional materials, the college strictly espouses interactive teaching-learning processes through

group discussions, seminars, debates, workshops, brainstorming sessions and research colloquiums. In the morning assembly, all students are provided with ample opportunities to speak on various topics related to education, value systems and current issues. This helps to identify leadership qualities and enhance communication skills. Simultaneously, value-based activities help teachers in overcoming their problems and improving their behaviour and self-discipline, while student seminars provide a versatile platform to students for developing their public-speaking skills and study tours help them in broadening the horizon of their knowledge. The institution organizes debates, quizzes, digital slides and movie shows to supplement the syllabi. Courses on gender equality and inclusion and environmental education as well as enriched curricular and co-curricular activities help in acquiring desirable values and attitudes for developing into a competent teacher. Besides, the college adopts the policy of internal exams. A uniform examination schedule is notified, question papers are set and answer books are printed and allotted to the students. Their copies are evaluated, and suggestions are made for the improvement of each and every student, keeping in mind our ultimate goal of encouraging them to excel in their final exams. The college also provides several opportunities for sharing inter-cultural values. It is a matter of great pride for using acknowledging that our students have secured many medals in sports hosted by the affiliating university. There is always a relatively higher demand for admission to our college and also a higher demand for college products in schools for placement.

Provide the weblink of the institution

<https://www.nvksd.edu.in/education/index.php>

8.Future Plans of Actions for Next Academic Year

- Organising Faculty Development Programmes
- Introducing more number of Value added courses.
- Introducing add-on courses
- Conducting national and international Seminars and Conferences in the College on various relevant issues.
- Conducting social, health and educational awareness programmes.