



**SRI SARADA COLLEGE OF EDUCATION (AUTONOMOUS),
Fairlands, Salem- 636 016**

*Affiliated to Tamil Nadu Teachers Education University, Chennai
Re-Accredited by NAAC with "A" Grade (III Cycle)*

Key Indicator

1.4.1 Minutes of IQAC Meeting

PRINCIPAL

Circular dated on 16.08.2020
Circular dated on 16.8.2020

There will be a meeting of the members of the internal quality assurance cell of Sri Sarada College of Education (Autonomous), Salem on 20.08.2020 at 2.00 P.M.

Agenda

1. Prayer
2. Welcome Address
3. Activities taken up in the year 2019-20
Any other

The members of the IQAC appreciated the activities taken up in the Academic year 2019-20 and approved the same. The members suggested to choose more than one Swayam online course by our B.Ed students. The members appreciated our faculty using LMS (edmodo). The members insisted ^{faculty} to join ARJIT course conducted by HEDC (UGC)

Members

1. a. Chair Person: Dr. S. Santhi, Principal, SSCE

b. Senior teachers from SSCE

Dr. R. Selvamathi Sugirtha

Dr. K. P. Shanmuga Vadivu

Dr. K. Kamala devi

Dr. S. Velvizhi

Mrs. V. Arulselvi

Dr. D. Kavitha

Mrs. A. Kavitha

Dr. R. Saraswathy

R. S. - LCO

U. J. J.
S. Senthil
A. S.

A. Senthil
R. Senthil

IGAC Coordinator : Dr. V. Priya, SSCCE V. Prang

c. External Expert

Dr. A. Michael Leo. (By post)

Assistant Professor of Education
St. Xavier College of Education (A)
Palayamkottai
Thirunelveli

d. Management Representative:

Mrs. N. Shenbagavalli, Principal

Sri Sarada Matric. Hr. Sec. School (By post)

Salem - 16

e. Community Representative:

Mrs. S. N. Hemalatha, Principal (By post)

Equitas Gurukul Hr. Sec. School Salem

f. Alumnae:

Dr. S. S. Jayanthi Devi, Principal (By post)

K.R.P. College of Education
Sangagiri

g. Stake Holder

Dr. P. Srinivasan (By post)

Prof & Head Dept of Education
Central University of Thiruvananthapuram

h. Senior Administrative staff

Mrs. S. Chitra (in person)

Superintendent

Sri Sarada College of Education (A)

[Signature]

Minutes of the IQAC Meeting held on 20.03.2020

Members of the Internal Quality Assurance cell of Sri Sarada College of Education, Salem met in the principal chamber at 2.00 pm on 20.03.20

Agenda

1. Prayer
2. Confirmation of Plan of action in the academic year 2019-20
3. Any other

The members of the IQAC appreciated the activities taken up in the academic year 2019-20 and approved the same. The IQAC members suggested to choose more than one Swyam online course by our B.Ed students. The members appreciated our faculty using LMS (Edmodo). The members insisted faculty to join ARDIT course conducted by HRDC (UGC)

Members present:-

1. a. Chair Person: Dr. S. Santhi, Principal, SSCE

Senior Teachers from SSCE:

Dr. R. Selvarnathi Sugirtha

Dr. K. P. Shanmuga Vadivu

Dr. K. Kamaladevi

Dr. S. Velvizhi

Mrs. V. Arulselvi

Dr. D. Kavitha

Mrs. A. Kavitha

Dr. R. Saraswathy

IQAC co-ordinator: Dr. V. Priya, SSCE

Management Representative: Mrs. N. S. Renbagakalli

Sri Sarada Matric Hr. Sec. School

Salem-16

Alumnae: Dr. S. S. Jayanthi Devi, Principal

K. R. P. College of Education

Sangagiri

Senior Administrative Staff.

Mrs. S. Chitra, Superintendent

Sri Sarada College of Education (A)

R. S. Santhi

K. Kamaladevi
S. Velvizhi
V. Arulselvi

A. Kavitha
R. Saraswathy

IQAC - MEETING MINUTES

**1ST MEETING OF
INTERNAL QUALITY ASSURANCE CELL (IQAC)**

Held on 16th July 2020



SRI SARADA COLLEGE FOR EDUCATION

(Autonomous)

Minutes of the First Meeting of IQAC

Meeting Date: 16th July 2020 Time: 11.30 a.m Venue: Google Meet

A first meeting of the IQAC of Sri Sarada College for Education (Autonomous) is convened on 16.07.2020. Due to COVID – 19 pandemic situations, in lieu of college premises the meeting was conducted online mode via Virtual Platform Google Meet application.

Meeting Agenda

Item No	Item Name	Page No
IQ.01.01	Welcome Address	3
IQ.01.02	Approval of the previous meeting minutes held on 20.03.2020	3
IQ.01.03	Report of the previous year activities 2019-2020	3
IQ.01.04	Quality initiatives to be taken by the IQAC (Action Plan)	3
IQ.01.05	Vote of Thanks	3
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Members Present

S.No.	Name and Designation	IQAC Designation
1	Dr S. Santhi	Principal (Chairperson)
2	Yatiswari Vinayakapriya	Member from Management
3	Mrs. S. Chitra	Senior Administrative Officer
4	Dr. V. Priya	Coordinator – IQAC
5	Dr. R. Selvamathi Sugirtha	Member – Teacher Representative
6	Dr. K. P. Shanmuga Vadivu	Member – Teacher Representative
7	Dr. K. Kamala Devi	Member – Teacher Representative
8	Dr. S. Velvizhi	Member – Teacher Representative
9	Dr. V. Arulselvi	Member – Teacher Representative
10	Dr. D. Kavitha	Member – Teacher Representative
11	Dr. R. Saraswathy	Member – Teacher Representative
12	Mrs. A. Kavitha	Member – Teacher Representative
13	Mr. Senthil Kumar	Nominee from Local Society
14	Mrs. S. N. Hemalatha	Nominee from Employers
15	V. Harini	Nominee from Student
16	Dr. S. S. Jayanthi Devi	Nominee from Alumni
17	Mrs. N. Shenbagavalli	Nominee from Industrialists
18	Ms. K. Malarvizhi	Nominee from Stakeholder (Parent)
19	Dr. P. Srinivasan	Educational Expert
20	Dr. A. Michael Leo	Educational Expert

Members Absent - Nil

Item No: IQ.01.01: Welcome address: Dr. S. Santhi, Principal, Sri Sarada College of Education, rendered the Welcome Address

Item No: IQ.01.02: Approval of the minutes of the previous meeting held on 20.03.2020. Dr. K. P. Shanmuga Vadivu, Assistant professor of Education has shared the screen which comprise the Minutes of the previous meeting held on 20.03.2020.

---Decision--- for the above item, Members of the IQAC reviewed the minutes of the previous meeting held on 20th March 2020 of IQAC and resolved to confirm the same.

Item No. IQ.01.03: Report of the previous year activities 2019-2020. The coordinator – IQAC has elaborately presented the report of the previous year activities

---Decision--- Members of the IQAC reviewed the activities carried for the academic year 2019-2020. Members of the IQAC has noted all the activities.

Item No. IQ.01.04: Quality initiatives to be taken by the IQAC (Action Plan): Dr. V. Priya, coordinator – IQAC has presented the complete action plan which comprised the quality initiatives planned by the IQAC for the academic year 2020 – 21.

---Decision--- The member of the IQAC reviewed the plan of action chalked out by the IQAC. Members suggested to prepare complete action plan for NAAC reaccreditation (Cycle 4) towards quality enhancement and to organize faculty development programme for the same. At end, members of the IQAC approved the action plan.

Item No. IQ.01.05: Vote of Thanks: Dr. V. Priya, coordinator – IQAC proposed the Vote of Thanks

Coordinator
Internal Quality Assurance Cell
Sri Sarada College of Education
(Autonomous), Salem-16.



Principal
Sri Sarada College of Education
(Autonomous), Salem-16.
PRINCIPAL
Sri Sarada College of Education
(Autonomous)
SALEM-636 016.

Annexure – I

IQAC Plan of Action 2020 – 21

Quality Initiatives for NAAC Reaccreditation Cycle – IV

Criterion – I -Curricular Aspects

To incorporate the following into the Curriculum:

- Introducing “Gnomio” an online MOODLE platform to run the Diploma in Teacher Empowerment Programme
- Certificate Programme “Communicative English” as to authenticate the blended mode of curriculum transaction post pandemic.

(A) Students Induction Programme

- To organize Students Induction Programme before commencement of the classes.

(B) Programmes/Courses focused on Employability/Entrepreneurship/skill development During the Academic year

- To conduct more programmes such as Communication skills, soft skills and Personality Development skills training programme during this academic year 2020-21

(C) Academic Flexibility

- As per the Ministry of Human Resource Development (MHRD) direction, to introduce Massive Open Online Courses (MOOCs) through SWAYAM platform for first year B.Ed. M.Ed. M.Phil. and Ph.D. Students based on their needs during the academic year 2020 – 21.
- For strengthening Choice Based Credit System (CBCS), to offer more than one elective courses to the first year B.Ed. students.
- IQAC plan to conduct orientation programme for encourage the students to opt more than one elective.

Criterion – II -Teaching, Learning and Evaluation

(A) Teaching Learning Process

- To initiate the ICT oriented teaching methodologies for use online MOODLE for the course 'Gnomio' & blended learning methodologies for Certificate Course "Communicative English"
- To prepare podcasts (by the students) for school content and circulate them among the schools of Salem and nearby districts.
- For Intensive Teaching Practice, to organize a meeting to all the faculty members for opening a YouTube channel and to upload the classroom teaching videos of their respective classes.
- To organize a Mentor – Meeting for finalizing the Mentor – Mentee ratio as per NAAC requirements.

(B) Teacher Profile and Quality

- To organize a special meeting with faculty members to discuss about the different modalities to receive State/ National/International awards from Government and various recognized bodies.

(C) Evaluation Process and Reforms

Examination/ Evaluation Reforms initiated by the Institution

Due to the COVID19 – Pandemic, IQAC plan to implement Virtual Mode of conducting achievement test to the school students through Google Forms.

Criterion – III -Research, Innovations and Extension

- To organize 'Research Colloquium' forum on end week of Saturday of every month for M.Ed., M.Phil., and Ph.D. scholars, to discuss about their research work.
- It is planned to extend consultancy services and sharing of expertise to other teacher education colleges and research institutions on various fields to enhance and sustain the quality of the institutions.
- To plan to organize UGC seminar on the topic of "Educational Research Designs" in the month of March 2021 for B.Ed., M.Ed. Students and M.Phil. Scholars.

(A) Funded Research Projects

- Plan to submit research proposals to the funding agency (ICSSR) for Research Grants in the following research topics:
 - ✓ "The Impact of Covid-19 Lockdown on the Psycho-Social Competence of High and Higher Secondary School Teachers of Tamil Nadu"
 - ✓ "Social-Emotional Learning competence of Higher Education Teachers during the Pandemic – A Critical Study"

(B) Tutorial Group Projects at B.Ed. level

The following group projects were planned to be carried out by B.Ed. students (Mentee) under the supervision of Mentor.

No	Staff	Title
1	RSS	Scientific Attitude of Higher Secondary School Students
2	V.P	Effectiveness of Concept Mapping teaching model on the learning achievement of VIII standard students
3	KPS	Experiences of student teachers in Virtual Teaching
4	KK	Priorities of learning English among Prospective Teachers
5	SV	Effect of Ajapa Japa meditation in enhancing Mindfulness of student teachers
6	DK	Work Motivation among school teachers.
7	VA	Association between Procrastination and Personality of B.Ed. students
8	RS	Anxiety Attitude of student teachers in using computers

(C) Extension and Outreach Activities

Plan to organize the following awareness programmes for the B.Ed. students in the following thrust areas;

- Road Safety and Traffic Rules
- Awareness Regarding E-Waste
- Legal Awareness programme
- Green Environment
- Health Awareness (Covid-19)
- Voter Awareness

Plan to organize the following awareness programmes for the public in the following thrust areas;

- Environmental cleanliness (Swatch Campus)
- Endemic Diseases
- Importance of Casting votes
- Plastic wastage eradication
- Rain water Harvesting

(D) Collaborations

It is planned to collaborate MoU with SSCE and Periyar university Education department for faculty exchange and student exchange

Criterion – IV: Infrastructure and Learning Resources

To submit the proposal to implement common Learning Management Systems for teaching – learning and evaluation process of our Institution

(A) Library as Learning Resources

To submit the proposal to the management for purchasing of more number of reference books and subscribe the UGC approved journals.

(B) IT Infrastructure

The following IT – facilities to be upgraded during this academic year 2020 – 21

- To implement Plagiarism Checker –Turn tin
- To Increase the bandwidth of wi-fi connectivity in the campus (MBPS/GBPS)
- To facilitate LAN/WAN/Cloud environment for using of e-resources

Criterion – V: Student Support and Progression

Coaching class: It is planned to conduct online coaching classes through Google Meet for TET, CTET, NET, SET and other competitive exams

YRC and RRC Activities: It is planned to organize the following activities

- Awareness regarding Regular washing of Hands, wearing mask and maintaining social distance
- Aids Awareness Rally
- Awareness Programme on Disaster Management
- First Aid Training
- Fire Safety Programme
- Swatch Campus
- General Health Check-up Camp
- Human Rights Awareness Programme
- Visit NGO Organizations
- Awareness regarding Environmental Hazards Caused by Using Plastic Covers
- Sapling Plantation
- Green Campus and Swatch Campus
- Lecture on e-waste Mitigation and Disposal Management.

Students Participations and Activities

- To conduct sports cum cultural meeting for improving the performance of the students in sports achievements in State level and cultural events to be conducted by various organizations.

Alumni Engagement: Planned to conduct meeting twice in a year and finalize the budget proposal for organizing the following events

- Inter School recitation competition
- Quiz competition for B.Ed.
- Oratorical competition for M.Ed.
- Inter school Competition – Essay, Oratorical, Drawing, and Music

Annexure – II

Action Taken Report

1. MoU between SSCE and Sri Sarada Vidyalaya girls higher secondary school Salem, to facilitate the improvement of teaching learning process in school.
2. Sri Sarada College of Education (Autonomous), Salem and NKT National College of Education (Autonomous), Chennai jointly organized Five Day National Level Online Student Development Programme on '**Understanding the Realities: Reinvent Your Life**' from 06.07.2020 – 10.07.2020.
3. On 26th June 2020, the national webinar on "**Research Indicator and Scholarly publications**" was jointly organized with Sri Saradha College for Women, Salem and Department of Library and Information Science Bharathidasan University, Trichy.
4. Seven Days National Virtual Short – Term programme on "**Fundamentals of Educational Research**" was organized in collaboration with Research and Development Centre and IQAC, Tamilnadu Teacher Education University, Chennai from 11.07.2020 to 17.07.2020
5. **The following activities yet to be carried out**
 - Old Students Association – an Online Quiz on "Education".
 - 74th Independence Day
 - Online Quiz on "Physical Fitness"
 - "National Education Policy 2020".
 - Communal Harmony Day
 - Sports day
 - Webinar on "NEP 2020 and Teacher Education: Prospect and Challenges.
 - Gandhi Jayanthi
 - Youth awakening day
 - Faculty Development Programme.
 - Internal Academic Auditing
 - National Human Rights Day
 - National Mathematics Day
 - National Youth Day
 - Republic Day
 - National Science Day
 - International Women's Day
 - International PI Day

- World Water Day
- Student's Induction Programme
- Seminar on Techniques and Strategies of Teaching
- Scortatic Seminar
- To submit the major research project entitled "Crafting and Deploying Modules" for invoking transactional styles among student teachers".
- To conduct 'SARADA FIESTA'
- Placement Cell activities of Sri Sarada College of Education - Campus interviews.
- To organize UGC student seminar on innovative pedagogical methods for teaching school subjects
- Vigilence Awareness
- National Education Day
- Yoga and Education Day

Minutes Read

S.No.	Name and Designation	Signature
1	Dr.S.Santhi Principal (Chairperson)	S. S. Santhi
2	Yatiswari Vinayakpriya Member from Management	Yatiswari Vinayakpriya
3	Mrs.S.Chitra Senior Administrative Officer	S. Chitra
4	Dr.V.Priya Coordinator- IQAC	V. Priya
5	Dr.R.Selvamathi Sugirtha Member - Teacher Representative	R. S. Sugirtha
6	Dr.K.P.ShanmugaVadivu Member - Teacher Representative	K. P. Shanmuga Vadivu
7	Dr.K.Kamala Devi Member - Teacher Representative	K. Kamala Devi
8	Dr.S.Velvizhi Member - Teacher Representative	S. Velvizhi
9	Dr.V.Arulselvi Member - Teacher Representative	V. Arulselvi
10	Dr.D.Kavitha Member - Teacher Representative	D. Kavitha
11	Dr.R.Saraswathy Member - Teacher Representative	R. Saraswathy
12	Mrs.A.Kavitha Member - Teacher Representative	A. Kavitha
13	Mr.Senthil Kumar Nominee from Local Society	S. Senthil Kumar
14	Mrs. S. N. Hemalatha Nominee from Employers	S. N. Hemalatha
15	V. Harini Nominee from Student	V. Harini
16	Dr. S. S. Jayanthi Devi Nominee from Alumni	S. S. Jayanthi Devi
17	Mrs. N. Shenbagavalli Nominee from Industrialists	N. Shenbagavalli
18	Ms. K. Malarvizhi Nominee from Stakeholder (Parent)	K. Malarvizhi
19	Dr. P. Srinivasan Educational Expert	P. Srinivasan
20	Dr. A. Michael Leo Educational Expert	A. Michael Leo

IQAC – MEETING MINUTES

2ND MEETING OF
INTERNAL QUALITY ASSURANCE CELL (IQAC)

Held on 29th October 2020



SRI SARADA COLLEGE FOR EDUCATION (WOMEN)
(AUTONOMOUS INSTITUTION), POLLACHI

Activities carried out during COVID 19 in Vide Virtual Mode (2019-2020)

S. no	Events	Date	Resource Person
1	Yoga for Stress Management	10.06.2020	Yogacharya Sri.Muruganji Swamy, Dayananda Gurugulam, Palani
2	Research Indicator and Scholarly Publication	26.06.2020	Dr.R.Balasubramani, Asst. Prof., Department of Library and Information Science, Bharathidasan University, Trichy
3	Understanding the Realities: Reinvent Your Life(SDP)	06.07.2020 to 10.07.2020	Ms. V.R.Shanthakumari, Assistant Professor of Mathematics Education ,NKTNCE,
4	Online Quiz on "Education	14.08.2020	Old Students Association,
5	74 th Independence Day of the Nation	15.08. 2020	College pėmisis
6	"National Education Policy 2020"	20.08.2020	Dr.T.Nagavalli, Dr.S.S.Jayanthi Devi, Dr.A.Balamallika Devi,
7	Online Quiz on "Physical Fitness"	29.08.2020	Online (Google meet)
8	National Education Policy – 2020"	4.09.2020	Online Quiz
9	Silver jubilee celebration of OSA	5.09.2020	Mrs.K.Valarmathy, HM, Govt. Hr. Sec. School, Kannankurichi,
10	continuation of affiliation to the university as deputed by TNTEU	07.12.2020	Dr.R.Selvamathi Sugirtha, Dr.V.Priya, Dr.KP.Shanmuga Vadivu, Dr.K. Kamala Devi
11	DIET, Uthamachozhapuram	19.01.2021	Dr.R.Selvamathi Sugirtha, and Dr.KP.Shanmuga Vadivu,

12	DIET of Namakkal.	21.01.2021	Dr.V.Priya and Dr.K. Kamala Devi
13	Institution was re-opened after Pandemic	02.12.2020	----
14	M.Ed. & M.Phil. Admission	10.11.2020 & 11.11.2020	----
15	N.Kothai, Ph.d viva	20.01.2021	Dr.Rajendranath Babu
16	K.Malini, Ph.d viva	25.01.2021	Dr.Ranganathan
17	A.Umaheswari, Ph.d viva	01.03.2021	Dr.T.G.Amuthavalli
18	S.Alex Amal Rajarathinam Ph.D. viva	03.03.2021	Dr.K.P.Suresh
19	Crafting and Deploying Modules for invoking Transactional Styles among student teachers(MRP) funded by ICSSR	31.12.2020	Dr.K.P.Shanmuga Vadivu
20	Sarada Jayanthi	05.12.2021	Institutional Festival
21	Research Colloquium for First year M.Ed.	02.02.2021	faculty members along with the Principal
22	P.Ambika, S.Gomathi, S.Kasthuri, P.Mathivathani , M.Parkavi and S.Mohana sundaram	25.01.2021	Dr.M.Vakkil,Dr.G.Hema Dr.Subulakshmi
23	V.Radhamani	29.01.2021	Dr.Tholappan
24	Sarada Fiesta” – 2021	17.12.2020	Dr.T.Nagavalli
25	Intensive Teaching Practice	7.12.2021 to 31.03.21	22 High and Higher secondary Schools
26	B.Ed. First year students	08.03.2021	Reopened

- Online examination was conducted for end semesters through e-proctoring
- Internal Examination was conducted through the LMS Edmodo and Google classroom.
- MoU with SSCE and TNTEU regarding research related activities was tied up during the month of February