

# Meston College of Education

(Autonomous)

Royapettah, Chennai – 600 014.

## Internal Quality Assurance Cell

Minutes of the meeting of 22<sup>nd</sup> Internal Quality Assurance Cell (IQAC) of Meston College of Education held in Media Centre at 04.00 p.m. on Monday, 26<sup>th</sup> March, 2018.

### **Members Present:**

- 1) Major. E.S. DANIEL GUNANITHI, President & Treasurer, MEDA.(Management Representative)
- 2) Rev. Fr. LOURDUSAMY SUSAI, SDB. - Secretary, MEDA (Senior Administrative Officer)
- 3) Mr. D. A. GNANA VIJAYAN – Member, IQAC.
- 4) Mr. J. YOHAN – Member, IQAC.
- 5) Dr. S. DEVASAHAYAM SELVAKUMAR - Principal, Meston College of Education(Chairperson of IQAC)
- 6) Dr. (Mrs.) DOREEN GNANAM – Associate Professor in EMH
- 7) Dr. (Mrs.) K. SARALADEVI – Associate Professor in Physical Science
- 8) Dr. (Mrs.) C. SHERINE VINOCA SNEHALATHA – Co-ordinator of IQAC
- 9) Dr. P. EUGENE MICHAEL – Assistant Professor in Mathematics
- 10) Mrs. G. JEMIMA – Co-ordinator, Extension Services Department
- 11) Mrs. J. JOHNSI PRIYA – Assistant Professor in Education
- 12) Mrs. J. BEULAH KIRUBA – Assistant Professor in History
- 13) Mr. R. RUBAN JOHN THOMAS – Director of Physical Education
- 14) Mrs. R. SOPHIA – Librarian
- 15) Mr. S. SARAVANA BARATHY - Head – Clerk.

The meeting began with a prayer by Rev. Fr. Lourdusamy Susai, SDB, Secretary, Meston Education and Development Association, followed by the proceedings of the meeting.

The Principal welcomed the members of the Internal Quality Assurance Cell.

The apology for absence received from Dr. N. Vijayan, Dean and Mr. D. Arnold Robinson Assistant Professor in Biological Science, Meston College of Education was recorded.

### **95/2018 Confirmation of Minutes of 21<sup>st</sup> Internal Quality Assurance Cell meeting.**

The minutes of the previous 21<sup>st</sup> Internal Quality Assurance Cell Meeting held on 19<sup>th</sup> December, 2017 were passed.

## **96/2018 Action taken on the recommendation of the previous meeting**

- a) Revision of regulations and curriculum for B.Ed. and M.Ed. courses have been carried out by the staff, which is to be approved by autonomous bodies.
- b) A UGC sponsored National Seminar on the broad area "Educational Neuroscience" was conducted.
- c) State Level Workshop on "Woman: A Fortune Creator" organized in commemoration of Women's day on 08.03.2018. Inter-Collegiate cultural competitions were also conducted.
- d) Annual Educational Tour for the second year students to Bangalore and Mysore had been carried out successfully.
- e) Christmas celebration was held on 23<sup>rd</sup> December, 2017.
- f) The details of the conference attended by the teaching faculty of our college has been placed in the college library for future reference, as per the instruction of the President, MEDA.

## 97/2018 Report of the College

The Principal presented the following activities of the College.

After the successful completion of the first semester, the second semester began with a bang on the 23<sup>rd</sup> of December 2017, followed by Christmas Day celebration. Mr. J.S. Visuvasam, Former Associate Director of Scripture Union – India, delivered the God’s message. After the Christmas vacation, the College was re-opened on 03<sup>rd</sup> January, 2018.

Republic Day was celebrated on 26<sup>th</sup> January, 2018 and Dr. (Mrs.) K. Saraladevi, Associate Professor of Physical Science hoisted the National flag.

Our College organized a two day UGC sponsored National Seminar on 30<sup>th</sup> and 31<sup>st</sup> January, 2018 on “Educational Neuro Science – Global Knowledge and Skills” The Inaugural address was delivered by Thiru. T. Anbalagan, I.A.S. Director of Archives and Historical Research and Member Secretary (FAC), Tamil Nadu State Council for Higher Education (TANSCH), Government of Tamil Nadu, Chennai. The Valedictory address was delivered by Dr. S. Kishore, Regional Director, Chennai Region, IGNOU, Chennai.

The technical sessions have been given below

S. No.	Date	Technical Session	Time	Topic	Chair Person
1	30.01.2018	I	01.45 P.M. to 03.15 P.M.	“Neuro Scientific bases on Cognition and Meta Cognition in Learning”	Dr. MANJU GUPTA Associate Professor, Department of Education, Meerut College, Meerut, Uttarpradesh – 250003.
2		II	11.15 A.M. to 12.45 P.M.	“Designing Brain Compatible Learning Environment”	Dr. K. CHELLAMANI Associate Professor, School of Education, Pondicherry University, Pondicherry – 605 014.
3		III	03.30 P.M. to 05.00 P.M.	“Brain - Based Constructive Learning Approaches in Teaching”	Mr. S. YOGESH KANNA CSIR, Senior Research Fellow, Department of Anatomy, Post Graduate, Institute of Basic Medical Science, University of Madras, Chennai – 600 113.
4	31.01.2018	IV	09.30 A.M. to 11.00 A.M	“Integration of Neuropsychology in Educational Planning”	Dr. RANJANA RUHELA, Principal, SOS, J.N. Kaul Institute of Education, Nainital, Uttarkhand – 263 136.
5.		V	11.15 A.M. to 12.45 P.M	“The Role of Neuropsychology in Learning Disability”	Prof. D. KUMARAN, Former Head, Department of Education, University of Madras, Chennai – 600 005. and Dean, School of Education Vel’s University, Chennai – 600 117.

On behalf of Tamil Nadu Teachers Education University, our college organised District Level (Chennai) Cultural competition for Teacher Education Colleges on 01<sup>st</sup> February, 2018.

Time	Venue	Competition	Judge
10.00 A.M.	Media Centre	Oratorical (Tamil & English)	Mr. R. RAMAKRISHNAN TOAST Master's Club, YMCA, Chennai.
10.00 A.M.	Main Hall	Singing (Classical & Folk)	Mr. EMMANUEL PRATHAP SINGH, Christhood School, Chennai
11.00 A.M.	Main Hall	Musical Instrument	Mr. JOHN SELWYN Mridangam Vidhwan & Composer, Music Institute, Training College of Music, London.
10.00 A.M.	Seminar Hall	Essay Writing	Mr. ROBINSON Principal, Kaligi Ranganathan Mat.Hr. Sec. School, Ayanavaram, Chennai – 600 023.

On behalf of Tamil Nadu Teachers Education University our college organised a District Level Sports Meet. It was declared open by Major. E.S.Daniel Gunanithi, I.A.S. (Retd.) President, Meston Education and Development Association. The Olympic torch was lighted by Dr. S. Mani, Professor & Head, Department of Education Planning and Administration, Tamil Nadu Teachers Education University, Karapakkam, Chennai – 600 097. Mr. A. Rajan, B.E. (Padma Bhushan Awardee, Asian Gold Medalist, 1981 Tokyo, Japan (800 Meter relay) and present coach of Sports Authority of India (SAI) and Sports Development Authority of Tamil Nadu (SDAT) delivered the Valedictory Address.

Our students participated in District level Sports Meet organized by Tamil Nadu Teachers Education University, Chennai. The following students won the prizes

S. No.	Name of the Students	Competition	Place
1	Niklesh Lingesan	100 Mts.	2 <sup>nd</sup> Place
2	Remuel	Long Jump	1 <sup>st</sup> Place
		400 Mts.	2 <sup>nd</sup> Place
3	Charles Antony Raj, G.	4 X 100 Mts. Relay	2 <sup>nd</sup> Place
	Nagarajan, R.		
	Ragothaman, K.		

A workshop was organized on 12<sup>th</sup> February, 2018 on the theme "Art and Painting" Dr. Selvaraj, Former Head & Department, Botany, Madras Christian College, Chennai was the Resource Person.

### Extension Services Department

A one day seminar was organized for High and Higher Secondary English teachers on the topic "Techniques of teaching English Grammar" by Dr. (Mrs.) Shamin Rajagopalan, English Language Consultant and Child psychologist, Chennai on 23<sup>rd</sup> January, 2018.

### Different Strategies in teaching and Learning

A debate has been conducted on Friday, 05<sup>th</sup> January, 2018 on the topic "khzth;fs; fy;tpapy; gpd;jA;Ftjw;F fhuzk; khztBd! bgw;BwhBu! rK}jhaBk!"

**Institution visits:** UG and PG students of our college visited the following schools in order to know about the functioning system of different institutions.

Date	School	Place	Staff accompanied
24.01.2018	St. Louis Institute for the Deaf and the Blind	Adyar, Chennai – 600 020	Mrs. G. JEMIMA Mr. R. RUBAN JOHN THOMAS Mrs. C. JEBA EVANGELINE
07.02.2018	Little Flower Convent Hr. Sec. School for the Deaf and the Blind	G.N. Road, Chennai – 600 006.	Mrs. G. JEMIMA Mr. R. RUBAN JOHN THOMAS
20.02.2018	The Schram Academy	Maduravoyal, Chennai – 600 095	Mrs. G. JEMIMA Mr. J. ANTONI SANTHASEELAN Mrs. K. BEULAH KIRUBA Mr. GNANA SUDERSON
21.02.2018	Regional Institute of Education (RIE)	Manasa Gangothi, Mysore	Dr. DOREEN GNANAM Mr. R. RUBAN JOHN THOMAS Mrs. C. JEBA EVANGELINE
22.02.2018	SFS Foundation (International School)	Electronic City, Bangalore	Dr. DOREEN GNANAM Mr. R. RUBAN JOHN THOMAS Mrs. C. JEBA EVANGELINE
07.03.2018	The School (KFI)	Adyar Chennai	Mrs. G. JEMIMA

**Department Association**

<b>Date</b>	<b>Subject</b>	<b>Topic</b>	<b>Resource Person</b>
22.01.2018	Mathematics	Application of Mathematics in our Practical Life	Dr. FELBIN. C. KENNADY Associate Professor and Dean of Academic Affairs, Department of Mathematics, Stella Maris College, Chennai – 600 086.
08.02.2018	Physical Science	Working environments of Physical Science Teacher in Government and Non – Government Institute	Dr. IRUDAYARAJ Assistant Professor of Chemistry, Pondicherry University, Pondicherry.
12.02.2018	Biological Science	Biology in National Development	Mr. D. WINFRED THOMAS UG Head of the Department of Botany, The American College, Madurai – 625 002.
13.02.2018	History	History that guides	Mr. GNANA DINAKARAJ B.T. Assistant, Government Higher Secondary School, Umayalparancheri. Parapanancherry (Post), Kanchipuram District – 601 301.
26.02.2018	English	Techno – Class room	Dr. (Mrs.) EMILDA Assistant Professor of English, Loyola College of Education, Chennai – 600 034.

### Guest Lectures

Multifarious inputs were given to our students through the following topics dealt by various Resource persons

Date	Topic	Resource Person
25.11.2017	How to be an effective teacher?	Mr. J. Yohan, Member, IQAC Meston College of Education Chennai – 600 014.
08.12.2017	Development of Thinking	Dr. Ashutosh Biswal, Professor, Department of Education, Faculty of Education & Psychology, The M.S. University of Baroda, Vadodara 390 002.
01.03.2018	Prevention and Control of Dengue	Dr. C. Rajamanickam, Ph.D. Vector Borne Disease Consultant, Public Health and Preventive Medicine, Teynampet, Chennai – 600 018.
02.03.2018	Awareness on Conservation of Petroleum Products	Prof. B. Ravichandran, P.G. Diploma in Public Relations, A.C.S. Inter. EXTERNAL FACULTY – PCRA-Petroleum Conservation Research Association, Ministry of Petroleum & Nature Gas Government of India, Southern Region, Chennai.

### Professional Career Advancement

Dr. (Mrs.) J. Johnsi Priya, Assistant Professor, presented a paper in the National Seminar organized by Loyola College of Education, Chennai-34, on the topic "Role of Teaching in Pro-active, classroom management" on 19<sup>th</sup> & 20<sup>th</sup> January, 2018.

Mr. D. Arnold Robinson, Assistant Professor in Biological Science, Mrs. G. Jemima, Co-ordinator, Extension Services Department and Mrs. C. Jeba Evangeline, Assistant Professor of Education participated in the UGC sponsored one day National Workshop on "Scholarly writing – Road map for proposal writing and Publishing" organized by Library

Mrs. G. Jemima, Co-ordinator, Extension Services Department and Mrs. J. Beulah Kiruba, Assistant Professor in History attended a one day National Seminar on "Global Impact of Digital Empowerment", organized by Anna Adarsh College for Women on 27<sup>th</sup> February, 2018.

Mr. J. Antoni Santha Seelan, Assistant Professor AND Mr. I. Gnana Suderson, Assistant Professor attended a seminar on " Research in Education" organized by Stella Matutina College of Education, Chennai on 03<sup>rd</sup> April, 2018

### **Student's Participation in various events**

Ms. Nisha (Maths), Ms. Priyanka, Ms. Rohini, Ms. Sathya Jothi, Ms. Nivejitha, Ms. V. Bakiyavathi (History), Ms. Pavithra, Ms. Priyadarshini (Phy.Science), Ms. Roopashree, Ms. Vaishali (English), Ms. Vani (Bio.Science) and Ms. Pradeepa participated in Inter-teacher Training College Throw Ball and Badminton Tournaments on 22<sup>nd</sup> February, 2018, organized by St. John's Senior Higher Secondary School, Mandaveli, Chennai.

Mr. Vishnu (English) and Ms. Revathy (History) participated in the debate organized by Lady Willingdon Institute of Advanced Study in Education, Triplicane, Chennai on the topic "nd;iwa R{Hypy; rK}f R{H;epiyapy; btw;wpgw bgpJk; tHpfl;Lgth;fs; Mrphpah;fBs" on 22<sup>nd</sup> February, 2018.

### **Women's Cell**

The Women's Cell of Meston College of Education organized a State Level Workshop on the theme "Woman: A Fortune Creator".

142 students along with their staff from 21 colleges participated in the workshop. The participants were from Kanchipuram, Chennai, Thiruvallur, Vellore and Tirunelveli Districts.

Ms. S. Vandhana, Consultant-Clinical Psychologist, Chennai delivered the Inaugural address and handled a session on "Women's health and fitness"

Various events like Bridal Makeup, Flower arrangement, Fancy dress using News Paper and Cooking without Fire were conducted.

The Chief Guest, Mrs. Vijila Sathyananth, Member of Parliament of Rajya Sabha delivered the Valedictory Address and spoke on the topic "Women Empowerment".

Our President Major. E. S. Daniel Gunanithi I.A.S. (Retd.) and Father. Charles Bernard, member, MEDA distributed the certificates to the participants of the workshop.

**Ph.D. Public Viva-Voce Examination**

<b>Date</b>	<b>Name of the Candidate</b>	<b>Name of the Guide</b>	<b>Topic</b>	<b>Name of the Examiner</b>
05.02.2018	Mrs. GIRIJA	Dr. S. MANI	Resilient Behaviors among Prospective Teachers in Colleges of Education in Relation to Mental Health Frustration Tolerance and Social orientation	Dr.(Mrs.)HASEEN TAJ, Prof. & Head, Department of Education, University of Bangalore, Bangalore
09.02.2018	Mrs. RIZWANA BANU	Dr. S. DEVASAHAYAM SELVAKUMAR	Empowerment of Muslim Women Based on Certain Psycho – Social Variables	Dr. (Mrs.) NOORJAHAN, Prof. & Head, P.G. Department of Education, Karnataka University, Dharwad.

**Field visits of various clubs**

The students of different clubs visited the places related to their area on 24.02.2018

<b>Date</b>	<b>Clubs</b>	<b>Place of Visit</b>
24.02.2018	Nature Club	Arignar Anna Zoological Park, GST Road, Vandaloor Chennai – 600 048
	Fine Arts	Dakshina Chitra Museum, East Coast Road, Muttukadu, Kanchipuram Dist.- 603 112.
	Electronic Club	Rane Brake Lining Limited, Ambattur Industrial Estate, Chennai – 600 058.
	Literary Club	Anna Centenary Library, Kotturpuram, Chennai – 600 085

**Demonstration classes have been carried out by subject experts on different topics**

<b>Date</b>	<b>Subject</b>	<b>Topic</b>	<b>Resource Person</b>
21.02.2018	Physical Science	Pressure	Mrs. Vidya Badri, Science Teacher, Viruksha International School, Mylapore – 600 004.
05.03.2018	Mathematics	1. Analytical Geometry – Locus. 2. Complex Number	Mr. L. Ramkumar, BT Assistant St. Peter's Hr. Sec. School, Royapuram, Chennai – 600 013
		1. Set Operation 2. Types of Triangle	Mr. X. Maria Joseph Henry BT Assistant, St. Peter's Hr. Sec. School, Royapuram, Chennai – 600 013.
06.03.2018	Biological Science	Root system	Mrs. Kavitha Ph.D. Scholar, Presidency College, Chennai – 600 005. Alumni of our college (2014-15 batch)
		Plant cell	Mrs. Alice, BT. Assistant, (Science), Wesley Hr. Sec. School, Chennai – 600 014.
10.03.2018	English	Grammar Direct and Indirect speech	Mr. R. Gokulraj PG Assistant in English, Doveton Boys Hr. Sec. School, Chennai – 600 007.
		Those three bears	Ms. S. Monica Sri Chaitanya Techno School, Chennai – 600 028
10.03.2018	History	1857 Revolt – Pre Independence era	Mr. Dhana Sekar Assistant Professor in History, Sathya Sai College of Education, Avadi, Chennai.

		School and Society	Ms. Shobha Rani, B.T. Assistant, Alagappa School, Purasawalkam, Chennai.
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### Annual Educational Tour

Our second year students of B.Ed. and M.Ed. course, departed for their All India Educational Tour to Mysore and Bangalore from 19<sup>th</sup> February, 2018 to 23<sup>rd</sup> February, 2018. Educational tour gave them the opportunities to visit prestigious places that helped them to visualize what they have learnt in their class room. Every student acquired more knowledge through actual exposure to the different places of visit.

The place of Visits were given below:

S. No.	Places of Visit
1	Ambavilas Place, Mysore
2	Brindavan Garden, Mandya District, Karnataka
3	Sri Chamarajendra Zoological Gardens, Mysore
4	Regional Institute of Education, Mysore
5	Chamundiswari Temple and Bull Temple, Mysore
6	Tipu Sultan Summer Palace, Bangalore
7	Electronic City, Bangalore
8	Lal Bagh Garden, Bangalore
9	SFS Academy, a CBSE school, Bangalore

## **Placement Cell**

The placement cell of our college conducts campus interviews in the month of March every year. The interested and eligible candidates from all the departments face various phases of interview to have a safe landing.

The following schools have visited our college for direct recruitment.

1. Shri. M.Ct. Muthaiya Memorial Matriculation Hr. Sec. School, Kilpauk, Chennai – 600 010 on 20.03.2018.
2. Sushil Hari International School, Kelambakkam, Chennai – 603 103 on 21.03.2018.
3. Doveton Boys' Higher Secondary School, Vepery, Chennai – 600 007 on 22.03.2018.

## **Percentage of placement in the last academic year (ie) 2017-2018**

54 % percent of our students of previous batch (2015-2017) were placed in different schools. The remaining students have gone for higher studies.

**98/2018 The results of III & I Semester Examinations of B.Ed. and M.Ed. Courses held in December 2017.**

The Controller of Examinations Dr. (Mrs.) Doreen Gnanam presented the following results of III & I Semester of B.Ed. and M.Ed. courses for the academic year 2017-2018

### **99/2018 Plan of Action**

The following plan of action has been proposed

- (i) Preparation of necessary documents by the staff to be placed during the visit by UGC inspection panel for the extension of autonomy from the academic year 2018-2019 for a further period of six years is to be carried out.
- (ii) Distribution of brochure of our College in the nearby Arts and Science Colleges in Chennai city towards the admission of students in our college for the academic year 2018-2019 is to be undertaken.
- (iii) Sports day and College day are to be organized in April, 2018.
- (iv) Books on General Knowledge, Gender Studies, Biographies of poets and Mathematicians and books on Knowledge and Curriculum are to be added in the library. Braille books / Educational audio devices are to be purchased for the use of visually challenged students. More Tamil Medium books are also to be procured.
- (v) M.Ed. Viva-Voce examination, Revision examinations and semester examinations are to be conducted in April / May 2018.

### **100 /2018 Suggestions**

The President enquired the staff about the meaning of IQAC. Dr.(Mrs.) Doreen Gnanam Associate Professor in EMH, said that the Quality of teaching depends on the performance of the students.

When it was discussed about counseling services, our Principal gave some information on how the students are counseled through Mentor system in our College.

Rev.Fr. Lourdusamy Susai, SDB, Secretary appreciated the staff and also advised to bring some novelty in teaching.

When Mr. D. A. Gnana Vijayan asked about the e-journals, Dr. (Mrs.) K. Saraladevi, Associate Professor in Physical Science told that the conversion of journal into electronic format is on the pipeline.

The President told Principal to extract work from the youngsters and subsequently they can get the assistance of the seniors who are going to retire. He also suggested the

Principal to utilize the expertise of the retiring staff, during the visit of the UGC panel for the extension of autonomy in our college.