

SELF APPRAISAL PROCESS

The self appraisal report involves all the personnel of the institution under the guidance of the management.

A committee is formed of all the faculty members with the senior staff Sr. Amutha as the co-ordinator. A self appraisal steering committee is constituted with all the personnel with the co-ordinator under the leadership of Dr. K. Paulraj, the Principal. This committee is totally responsible for the self appraisal report.

As per the guidance in the NAAC publication entitled "Institutional Accreditation Manuel for self Appraisal of Teacher Education Institution" the committee evaluates and prepares the documents and this document gives the whole procedure in detail.

The committee studied the document and standard the self appraisal process in the month of May, 2014 under the guidance of Dr. G. Pankajam, the former Vice-Chancellor of Gandhigram Rural University. The steering committee discussed each aspect of all the criteria to review what the college system is currently doing and what data are needed to support this. After collecting the required data, the faculty members came to a clear understanding of the monitoring process and the requirements.

The co-ordinator compiled all these inputs with the assistance of staff members. This compilation was again discussed with the secretary, Principal, the

staff members, the students and some experts and then the report took a logical and cohesive shape. The process was very helpful in understanding the things because it generated a lot of self assessment and self evaluation in the institution.

This report is the culmination of hours of discussion, a large number of meetings, and several drafts, and represents the effort of all faculty members over a long period. In small groups as well as a whole, the faculty discussed the merits of many aspects of the B.Ed., academic experiences.