

**SNM TRAINING COLLEGE  
MOOTHAKUNNAM**

**ACADEMIC AND ADMINISTRATIVE AUDIT REPORT 2019-2020**

**Dated: 24/08/2020**

**Audit Team**

  
**Dr. Asha O. S.**

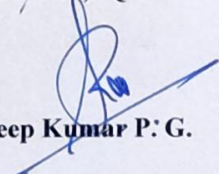
**Chairperson, IQAC**

  
**Dr. Bisini P. S.**

**Programme Coordinator**

  
**Dr. Seeja K. R.**

**Coordinator, IQAC**

  
**Mr. Dileep Kumar P. G.**

**Head Accountant**



## PRELIMINARY INFORMATION

1	Name and address of the College	SNM Training College, Moothakunnam, Ernakulam Dist., Kerala, 683516
2	Year establishment	1960
3	Phone	0484-2482084
4	Website	www.snmtrainingcollege.org
5	e-mail	snmtrainingcollegemkm@gmail.com
6	Type of College	Govt. Aided (Private)
7	Details of Accreditation	<ul style="list-style-type: none"> <li>• 1<sup>st</sup> cycle -2007 - B++ (CGPA82)</li> <li>• 2<sup>nd</sup> cycle -2015 - B (2.85)</li> </ul>
8	Courses Offered	<ul style="list-style-type: none"> <li>• B. Ed.</li> <li>• M. Ed.</li> </ul>

## CURRICULAR ASPECTS

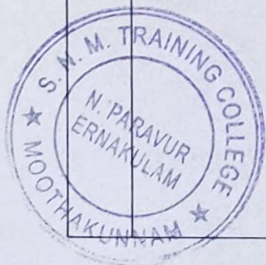
Sl. No.	Criteria	Institutional Details	Remark
1	Curriculum Planning	<ul style="list-style-type: none"> <li>• The annual curricular planning is done based on the university academic calendar</li> <li>• Monthly curricular action plan</li> <li>• Institutional academic calendar</li> <li>• Specific action plan for internship</li> <li>• Coordinated the academic activities very well</li> <li>• Syllabus based on Curriculum prescribed by M. G. University covered on stipulated time for B. Ed. and M. Ed. Courses</li> </ul>	May introduce innovative pedagogic Strategies
2	Academic Flexibility	<ul style="list-style-type: none"> <li>• 7 optional subjects</li> <li>• 2 electives</li> </ul>	More certificate courses can be introduced



3	Curriculum Enrichment	<ul style="list-style-type: none"> <li>• Experiential learning environment</li> <li>• Invited talks</li> <li>• ICT integrated instruction</li> <li>• Communication skill</li> <li>• Social surveys</li> <li>• Projects</li> <li>• Environmental responsibility</li> <li>• Case study</li> <li>• Action research</li> <li>• Professional development</li> <li>• Extension activities</li> <li>• Value integrated initiatives</li> </ul>	May start additional professional development programmes
4	Feedback System	<ul style="list-style-type: none"> <li>• Feedback collected from students, teachers, parents and heads of practice teaching institutions.</li> <li>• Efficient grievance management mechanism.</li> <li>• Relevant suggestions are employed for better assurance of quality</li> </ul>	Ensure the implementation of suggestions from feedback

### TEACHING - LEARNING AND EVALUATION

1	Student Enrolment and Profile	<table border="1" data-bbox="532 1335 854 1483"> <thead> <tr> <th>Course</th> <th>I Year</th> <th>II Year</th> </tr> </thead> <tbody> <tr> <td>B. Ed.</td> <td>50</td> <td>49</td> </tr> <tr> <td>M. Ed.</td> <td>5</td> <td>5</td> </tr> </tbody> </table> <ul style="list-style-type: none"> <li>• Most of the students have good academic achievements</li> <li>• Many of the students are from socially and economically backward conditions.</li> </ul>	Course	I Year	II Year	B. Ed.	50	49	M. Ed.	5	5	Need to improve enrolment in M. Ed. course
Course	I Year	II Year										
B. Ed.	50	49										
M. Ed.	5	5										



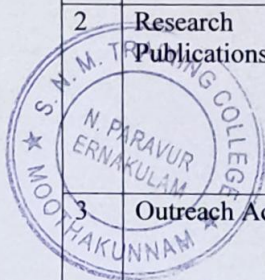
2	Honouring Student Diversity	<p>The following systems are implemented well to cater students' needs</p> <ul style="list-style-type: none"> <li>• Mentoring</li> <li>• ICT based instruction</li> <li>• Wi-Fi Internet</li> <li>• Co-curricular and Extra Curricular activities</li> </ul> <p>Exposure to activities outside the campus</p>	New certificate courses can be added
3	Teaching-Learning Process	<ul style="list-style-type: none"> <li>• Use of ICT</li> <li>• Started instruction through free online LMS platforms</li> <li>• Need to implement a full-fledged Learning Management system</li> <li>• Good teacher student ratio <ul style="list-style-type: none"> <li>▪ B. Ed. : 1 : 9</li> <li>▪ M. Ed.: 1 : 5</li> </ul> </li> </ul>	May introduce LMS
4	Competency and Skill Development	<ul style="list-style-type: none"> <li>• Various programmes for skill development prescribed in curriculum were implemented very systematically</li> <li>• Additional programmes like Changathi training provided to students</li> <li>• Lack additional courses like value added courses and add on courses</li> </ul>	More skill development programmes can be organised
5	Teacher Profile and Quality	<ul style="list-style-type: none"> <li>• Qualification <ul style="list-style-type: none"> <li>▪ Ph. D: 10/14</li> <li>▪ M. Phil.: 2/14</li> <li>▪ NET: 13/14</li> <li>▪ Pursuing Ph. D.: 2</li> </ul> </li> <li>• Teaching experience</li> </ul>	Organise more professional development programmes



		<ul style="list-style-type: none"> <li>▪ More than 25 Years - 2</li> <li>▪ More Than 20 Years - 1</li> <li>▪ More than 15 Years - 2</li> <li>▪ More than 10 Years - 5</li> <li>▪ More than 5 Years – 3</li> <li>▪ Less than 5 Years - 1</li> </ul>	
6	Evaluation Process	<ul style="list-style-type: none"> <li>• Students are systematically evaluated continuously and comprehensively.</li> <li>• Class tests and evaluation of assignments are done through online modes</li> <li>• Need to upgrade online evaluation through LMS</li> </ul>	Upgrade online evaluation strategies
7	Student Performance and Learning Outcomes	<ul style="list-style-type: none"> <li>• Students' involvement is ensured well in all curricular, co-curricular and extra-curricular activities.</li> <li>• University Examination Result of the year <ul style="list-style-type: none"> <li>▪ B. Ed.: 100%, A+ - 8, A - 22, B - 19, C - 2</li> <li>▪ M. Ed.: 100%</li> </ul> </li> </ul>	

#### RESEARCH AND OUTREACH ACTIVITIES

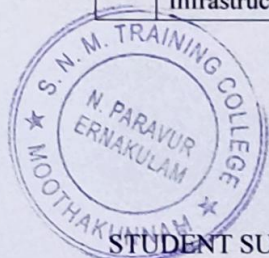
1	Resource Mobilization for Research	<ul style="list-style-type: none"> <li>• Not done</li> <li>• Need to undertake more research projects</li> </ul>	Try to find resources for research purpose
2	Research Publications	<ul style="list-style-type: none"> <li>• Teachers contributed <ul style="list-style-type: none"> <li>▪ Articles in journals notified on UGC website</li> <li>▪ Chapters in edited books</li> </ul> </li> </ul>	Initiate plan for college publications
3	Outreach Activities	<ul style="list-style-type: none"> <li>• Organised several outreach programmes</li> </ul>	May establish more MOUs



		<ul style="list-style-type: none"> <li>Organised in view of developing the social responsibility of students.</li> <li>Many of them were beneficial for the neighbouring school students</li> </ul>	
4	Collaboration and Linkages	<ul style="list-style-type: none"> <li>Grama sevana padhathi with Vadakkekkara grama panchayath.</li> <li>More collaborative initiatives are needed</li> </ul>	May increase the number of collaborative initiatives

#### INFRASTRUCTURE AND LEARNING RESOURCES

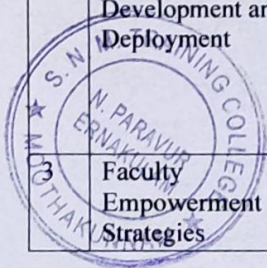
1	Physical Facilities	<ul style="list-style-type: none"> <li>Sufficient no. of classrooms,</li> <li>Spacious and ICT enabled classrooms</li> <li>Well maintained subject laboratories</li> <li>Eco friendly Campus</li> </ul>	May add more ICT facilities
2	Library as a Learning Resource	<ul style="list-style-type: none"> <li>About 13,000 books</li> <li>N-list</li> <li>Library automation</li> <li>Affected badly by the flood 2018.</li> <li>Actions are taken to renovate.</li> </ul>	More online facilities can be added
3	ICT Infrastructure	<ul style="list-style-type: none"> <li>Well maintained computer lab</li> <li>ICT enabled classrooms</li> <li>Language lab</li> </ul>	May augment ICT infrastructure
4	Maintenance of Campus Infrastructure	<ul style="list-style-type: none"> <li>Affected by flood 2018</li> <li>Renovative initiatives going on</li> </ul>	



1	Student Support	<ul style="list-style-type: none"> <li>• Scholarships <ul style="list-style-type: none"> <li>▪ Most of them are constituted by government.</li> <li>▪ Ensured the timely granting of scholarships.</li> <li>▪ Planning to implement institutional scholarships.</li> </ul> </li> </ul>	More scholarships can be added
2	Student Progression	<ul style="list-style-type: none"> <li>• Coaching for competitive examinations <ul style="list-style-type: none"> <li>▪ Provided for different competitive examinations.</li> <li>▪ Need to make it more systematic.</li> </ul> </li> </ul>	Use the expertise of Alumni
3	Student Participation in Activities	<ul style="list-style-type: none"> <li>• Students' union has an important role in conducting different curricular and co-curricular activities.</li> <li>• Participation of all students is ensured in different activities.</li> </ul>	More student centred activities can be introduced
4	Alumni Engagement	<ul style="list-style-type: none"> <li>• Annual meeting conducted</li> <li>• Provides support to different activities in the college.</li> </ul>	Use the expertise of Alumni

#### GOVERNANCE AND LEADERSHIP

1	Institutional Vision and Leadership	<ul style="list-style-type: none"> <li>• Decentralisation implemented in an effective manner in all spheres of activities</li> </ul>	Ensure the participation of all stakeholders
2	Strategy Development and Deployment	<ul style="list-style-type: none"> <li>• Prepared action plan for the academic year</li> <li>• E-governance not fully implemented.</li> </ul>	Ensure the implementation of plan on time
	Faculty Empowerment Strategies	<ul style="list-style-type: none"> <li>• Faculty attended different professional development</li> </ul>	More professional development

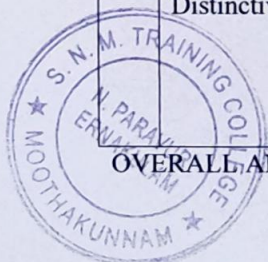


		<p>programmes.</p> <ul style="list-style-type: none"> <li>• Various professional development programmes organised for faculty</li> <li>• Need to organise more training programmes for faculty.</li> </ul>	programmes can be introduced
4	Financial Management and Resource Mobilization	<ul style="list-style-type: none"> <li>• Financial audit done internally by management and externally by government agencies</li> <li>• All transactions are transparent</li> <li>• Need to find out external resource mobilisation strategies.</li> </ul>	Improve fund mobilisation strategies
5	Internal Quality Assurance System	<ul style="list-style-type: none"> <li>• Functioning well.</li> <li>• Conducted regular meetings</li> <li>• Done several socially relevant activities under the leadership of IQAC.</li> <li>• Can introduce more quality initiatives that are socially relevant.</li> </ul>	Can introduce more quality initiatives

#### INSTITUTIONAL VALUES AND BEST PRACTICES

1	Institutional Values and Social Responsibilities	<ul style="list-style-type: none"> <li>• Promoted through various curricular, co-curricular and extra-curricular activities</li> <li>• Focused more on eco- activities.</li> </ul>	May organise more value oriented programmes
2	Best Practices	<ul style="list-style-type: none"> <li>• New initiatives like <ul style="list-style-type: none"> <li>▪ Grama sevana Padhathi.</li> <li>▪ A Teacher A Tree</li> </ul> </li> </ul>	Can introduce more initiatives
3	Institutional Distinctiveness	<ul style="list-style-type: none"> <li>• Use of eco-friendly products</li> <li>• Distribution of environmental friendly products and awareness programmes.</li> </ul>	

OVERALL ANALYSIS





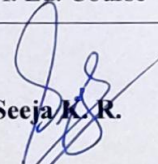
1	Institutional Strengths	<ul style="list-style-type: none"> <li>• Supporting management</li> <li>• Well qualified and committed teachers</li> <li>• Good infrastructure</li> <li>• Hostel for male and female students</li> <li>• Dedicated staff</li> <li>• Student friendly campus</li> <li>• Easily accessible location</li> <li>• Excellent academic records</li> <li>• Value Added Initiatives</li> <li>• Social Responsibility Initiatives</li> </ul>
2	Institutional Weakness	<ul style="list-style-type: none"> <li>• Only one unit of students</li> <li>• Need to enhance research related activities</li> <li>• No institutional vehicle</li> <li>• Lack value added and Add on Courses</li> <li>• Lack of Research Publication</li> <li>• No research centre</li> </ul>
3	Institutional Opportunities	<ul style="list-style-type: none"> <li>• High student demand for B. Ed. Course</li> <li>• Students with excellent academic records</li> <li>• RUSA funding</li> <li>• Extension activities MOU with Vadakkekara Grama Panchayath</li> </ul>
4	Institutional Threats	<ul style="list-style-type: none"> <li>• Campus badly affected by flood 2018</li> <li>• Lack of efficient fund raising strategies</li> <li>• Low enrolment for M. Ed. Course</li> </ul>

  
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