

The Annual Quality Assurance Report (AQAR) of the IQAC.

Report of the Academic Year 2009-2010

S N M Training College,
Moothakunnam P O
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Part A:

The Plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year.

Our Institution tries to spread the reverberation of the words of Sree Narayana Guru. “*Vidyakundu Prabhudharakuvin*” (get enlightened through education) that served as a panacea to instill pride and self confidence in the minds of the downtrodden and outcaste sections of people of our state in the 19th century, to the young minds of 21st century.

The ushering in of an integrated and mature personality who always upholds the values of universal brotherhood and sustainable progress of humanity is the ultimate mission of our institution. Our vision is “*Avanavan Atmasukhathinacharippava Aparanu Gunathinayvarenam*” (let our self practices be beneficiaries for others also).

The objectives of the institution are enumerated as :

- To develop competent and committed teachers.
- To develop teachers who uphold the value of Universal Brotherhood and non-violence and offer value education to the pupils.
- To familiarize the prospective teachers with global trends in technology and environment education.
- To inculcate in the teacher trainees the skills and attitudes to serve the community and nation.
- To equip the teacher trainees to help the progress and prosperity of the locality and backward community by providing quality education.

- To inspire the teacher trainees to propagate the idea of educating the pupils for liberation from ignorance, poverty and superstitions.
- To propagate the concept of universalisation of education at teacher education level.

Based on these objectives Internal Quality Assurance Cell (IQAC) of our institution chalked out plan of action in the beginning of the academic year 2009-2010 towards internal quality enhancement and assurance of outcomes to be achieved by the end of the academic year.

Part: B

1. Activities reflecting the goals and objectives of the institution:

An efficient teacher has to possess both content knowledge and pedagogical excellence. The institution envisages the activities paying special attention on these lines. Apart from being proficient in the existing syllabus of the Mahatma Gandhi University, designed for pre-service teacher education and training, the Institution aims at familiarizing the students with the immense knowledge possibilities of this global village.

For the acquisition of innumerable vistas of content knowledge, the Institution focuses on learner- active teaching strategies. In order to achieve this end, we designed and adopted a number of learning activities which includes seminars, workshops, projects, assignments, educational tours, field trips, documentations, local-text creations, community extension works, etc. All these activities are aimed at achieving teacher-competencies among teacher-trainees. For the promotion of teacher-commitment among teacher-trainees, instructional programmes were delivered concentrating on the five major dimensions of teacher commitment, viz. system/organisation, students, career continuance, professional knowledge base and teaching profession. The learning experiences provided for the 'teachers of tomorrow' are based on the competency areas put forth by the

NCTE viz. contextual competency, conceptual competency, content competency, transactional competency, competencies related to other educational activities, competency in developing teaching-learning materials, evaluation-competency, managerial competency, competency to work with parents and competency to work with community/other agencies.

Value Education, which is yet another important objective, was reflected in all fields and activities taken up by the Institution. In order to achieve this objective, various programmes like ‘thought for the day’ during morning assembly, seminars inculcating value education, celebrating special days, value oriented dramatization, campus beautification, meditation and yoga classes, field visits, social extension works, club activities, planning forum, interviews, participation in inter-collegiate events, environmental awareness programmes, etc. were organised.

To equip the teacher trainees with the latest developments in the field of Information Technology , blended technology mediated instructional practices were materialized. The current syllabus is formulated based on this concept. The Institution too is well equipped with modern technologies, viz. computers, internet facilities, intra-institutional networks, technology lab, ICT lab, language lab, information services like DELNET, digital library and other mass media access facilities. To promote technology-based education computer literacy/awareness programmes, seminars, e-content preparations like power-point presentations, incorporation of IT in planning, designing and implementing curricular activities like desk-top publishing, project works, data mining, e-communication, evaluation etc. were conducted. The teacher trainees were trained to create their own e-mail i.d which opened up new horizons for amassing knowledge through information highway. A directory consisting of Website addresses related to the various fields of teacher education was created.

The institution pays special attention to inculcate in the teacher trainees skills and attitudes to serve the community in general. Various activities related to the clubs formed –nature club, science club, literary club, tourism club, mathematics club, career corner, youth red-cross society, etc. - work along these lines to fulfill

this objective. The curriculum also incorporates Socially Useful Productive Works, Social Extension Activities and Social Researches. Learning experience of the teacher trainees involves celebrating days and events of societal and national importance.

The institution, which is located in a rural area, recognise the importance of uplifting the people of the local community in terms of social, economical, moral, educational and cultural aspects. The institution takes up the responsibility of bringing progress and prosperity to the locality and backward community by providing quality education through various activities. These include free tuition classes for the economically backward students of nearby schools. Various social-awareness classes including those related to contagious diseases like '*chikkungunia*' were also organised.

Education provided by the institution stresses upon the eradication of ignorance, poverty and superstition from the minds of the teacher trainees. Therefore the curricular experiences provided to them give importance to promote scientific thinking, critical thinking, reflective perception, social commitment, generosity, empathy and charity. Debates, discussions, seminars, symposiums, surveys, projects etc. were conducted as part of the present teacher education curriculum. As part of charity, funds were raised and distributed to the nearby deserving individuals and institutions. Other amenities like food, clothes, books, etc. were also frequently given to the needy.

To propagate the concept of universalisation of education at teacher education level various awareness programmes on functional literacy, mass literary, adult literacy, distance-education, extension education and other modes of non-formal education were provided.

2. New Academic programmes initiated (UG and PG):

Nil.

3. Innovations in curricular design and transaction:

Curricular designs and transactions were made more Learner Active, Learner centered, Collaborative, Co-operative and more Objective-based. Constructivist paradigms were intensively adopted in curricular transactions. Collective and reflective sequential planning was done among faculty members, as a pilot initiation for implementations of innovations in curricular designs and transactions. Lessons learned from institutional and instructional practices of previous academic years were critically and objectively analysed for generating catalysts for future plan of actions. Apart from concentration on mere certification or creating graduates, each instructional units, experiential elements and cognition modules were smoothly interconnected with social issues, threats, pulses, problems and current affairs, so as to build up patriotic and socially committed teachers.

M.G. University has implemented the newly structured curricula in the undergraduate and B.Ed programmes during the academic year 2009-2010. The University has introduced the three-tire system of Semesterisation, Credit and Grading for the all the undergraduate courses of the M.G. University. The Scheme of the Programme include (a) Common Course, (b) Core Course, (c) Complementary Elective Course, (d) Teaching Competence, (e) Co-curricular Activities and (f) Extension Activities. The duration of the B.Ed programme is two semesters with a minimum credit of 48 for the successful completion of the programme.

As part of commitment to improve the quality of teaching and learning, the institution inculcated practice of revealing of importance of themes like life-skills, soft-skills, environmental education, value education, e-skills, reflective practices, discovery learning, action researches, integrated approaches, competence based, process skills orientation, study skills, leadership qualities, emotional intelligence, multiple intelligence, co-operative and collaborative learning, mastery learning, diagnostic and remedial learning, modular approaches, systems approaches, interdisciplinary and multi-disciplinary approaches, total quality management, e-learning, pedagogical content knowledge, web based learning, participatory

learning, social learning, action learning, programmed learning, problem solving approach, experiential learning, creativity enhancement, aesthetics-orientation and total physical fitness among teacher trainees

4. Inter-disciplinary programmes started:

The institutional and instructional practices were mostly intervened with interdisciplinary programmes like environmental education, value education, technological education, medical education, moral education, global citizenship, art education, sports and games.

5. Examination reforms implemented

Examination systems were actively refined to get away from classical and conventional system of paper-pen-written tests to continuous and comprehensive mode of evaluation which give importance for wholistic empowerment of pupils. Continuous and comprehensive mode of evaluation, practiced to provide a holistic profile of teacher trainees through assessment of both scholastic and co-scholastic aspects of education were spread over the total span of instructional time in the institution. Apart from Monthly and Unit Tests, Terminal Examinations, Model Examinations, the Institution adopted a variety of continuous and comprehensive instructional/evaluation strategies like seminars, assignments, debates, collections, records, portfolios, field studies, exhibitions, practicals, experiments, documentations, club activities, calibrations, group and individual projects, group discussions and individual presentations.

The academic growth of the student is evaluated through continuous internal assessment and end semester examination. 25% weightage is given for continuous internal assessment and 75 % for the end semester examination. In the case of theory courses the continuous internal assessment will be done by the faculty.

Except for the viva voce in the case of practical courses, the internal and external ratio is 1:1 (50%:50%). Practical examination will be done by the Board

of Practical Examination constituted by the University as a part of external evaluation.

The components of Internal Evaluation include Attendance (weightage 1), Assignment/Seminar/Project/Survey (Weightage 2) and Test Papers (Weightage 2) .Among each the criteria like punctuality ,content,presentation,conclusion and references are evaluated.

As part of Practicals the students have to undergo 40 days of teaching practice with 30 lessons in their concerned core subject. SubjectCompetency ,Communication , ClassRoom Climate,Instructional Strategy,Learning activity,Learning materials,Teacher and Closure are evaluated on the basis of the performance of the candidates.

6. Candidates qualified NET/SLET/GATE etc.

- a. Rooba Unni (Malayalam Optional) – UGC NET (Lectureship)
- b. Lishamol K.S. (English Optional) – SET
- c. Jixy Maria George (Natural Science Optional) – SET
- d. Ashita Aparesh (Commerce Optional) – UGC NET (Lectureship)
- e. Kunjimammed Mannanthodi(Commerce Optional) – SET,NET

7. Initiative towards faculty development programme:

(List of participation in various professional development programmes by faculty members attached herewith.)

8. Total number of seminar/workshops conducted:

Twenty.

9. Research projects

a) Newly implemented:

1) INCULCATION OF LIFESKILLS THROUGH FORMAL SCHOOLING : PERCEPTIONS AND REACTIONS OF HIGHER SECONDARY SCHOOL TEACHERS

Principal Investigator : Dr.M.P.ANITHA

Sl .Gr.Lecturer

2) THE EFFECT OF RESISTANCE TRAINING ON SELECTED STRENGTH AND BIOCHEMICAL VARIABLES AMONG B.ED TRAINEE STUDENTS

Principal Investigator : Dr.P.S.SANKARANARAYANAN

Sl .Gr.Lecturer

3) PROMOTION OF CLASSROOM ACTION RESEARCH PRACITCES AMONG SCHOOL TEACHERS

Principal Investigator : Dr.K.S.KRISHNA KUMAR

Sr .Gr.Lecturer

b) Completed: Nil

10. Patents generated, if any:

Nil.

11. New collaborative research programmes:

Nil.

12. Research grants received from various agencies:

Nil.

13. Details of research scholars.

Mrs. O.S. Asha.

Mrs. K.R.Seeja.

14. Citation index of faculty members and impact factor:

Nil.

15. Honors/Awards to the faculty:

Nil.

16. Internal resources generated:

College Development Fund, Management Fund, PTA and Alumni.

17. Details of departments getting SAP, COSSIST (ASSIST) DST, FIST etc. assistance/recognition:

Nil.

18. Community services:

Society extension service areas like work experience, socially useful productive works, creative teaching learning materials, handicrafts, cooking, stitching, book binding, campus cleaning, rain water harvesting, gardening, forest conservation, organic manure production, social welfare camps, medical and health and physical fitness awareness camps were widely assigned through out the annual plan of action of institution. The intensive and committed participation of each teacher trainee were assured through continuous and comprehensive mode of evaluation by pre-setting personal attitude, interest, discipline, responsibility, communication skills, honesty, regularity, group working skills, leadership quality, inter-enhancement etc. as indicators of excellence.

A unit of Youth Red Cross Society (YRCS) ,as a part of it's activities a Blood donor's forum was formed .An awareness programme was organized regarding communicable diseases like AIDS and Chikunguniya. A special orientation was conducted on "Swine Flu" to the teacher trainees on 6th may 2009. Detailed information on H1N1 Virus, it's mode of communication, symptoms and preventive measures were discussed at length during the session. Ten YRCS volunteers along with Dr.P.S.SankaraNarayanan, the Programme Officer attended the one day camp on 31st January 2010 at St Teresa's College, Ernakulam which was organized by YRCS, Ernakulam District. The YRCS volunteers of the college shared the information and experience of the camp.

To promote scientific outlook among the masses and to eradicate superstitions from the minds of common people, the college hosted a drama conducted by Sastra Sahithya Parishad named, 'Galileo" on 17th November, 2009. On 1st December, 2009 'World Aids Day' was celebrated with a message by the Principal. Students wore badges having Aids Day Slogans.

Throughout the year the functioning of the Anti Ragging Cell stressed on the need to abolish the anti-social practice from the society by conducting awareness classes to the student trainees.

19. Teachers and officers newly recruited:

Smt. E.P.Preethi -UGC-FIP substitute for Smt. O.S. Asha, who joined as a full time Research Scholar at School of Pedagogical Sciences, Mahatma Gandhi University, Kottayam.

20 Teaching-Non-teaching staff ratio:

12:14

21. Improvements in the library services:

Annual renewal of DELNET service. Establishment of additional reprographic services.

22. New books/journals subscribed and their cost:

(List is attached separately).

23. Courses in which student assessment of teachers is introduced and the action taken on student feedback:

B.Ed. and M.Ed.

Measures were taken to collect objective feed-back about Course Content, Faculty, Non-teaching Staff and Institutional Programmes from pupils at the end of each academic year. Reforms were made in areas such as Richness of Course, Ability to integrate with environment and Facilities for computer training.

Student assessment of the faculty, curriculum, institutional facilities and non-teaching staff are gathered utilizing a specific format at the end of the academic year. The Principal and the entire staff indulge in a discussion session based on this valuable feedback and necessary possible modifications are brought about in all aspects of institutional endeavors.

24. Unit cost of education:

- (a) Excluding Salary :9137.63
- (b) Including Salary : 54970.69

25. Computerization of administration and the process of admissions and examination results, issue of certificates:

College Administration and its functioning are computerized .Office Automation process is used for admissions, storing data of faculty and students,salary, results and maintenance of other records.A special package was prepared for the students examination evaluation and assessment records as per the regulations of the M.G.university.

6. Increase in the infrastructural facilities:

An additional floor was build in the M.Ed Block for the purpose of conducting TTI classes.

27. Technology upgradation

Upgraded DELNET version and Intra-Networking in all classrooms.
Pucrchase of LCD Projector.

28. Computer and internet access and training to teachers and students:

All staff and students are encouraged to use computers and access the INTERNET for various teaching-learning purposes. All student teachers are given training in preparing computer-mediated instructional materials. All student-teachers have enrolled as members of Internet Club for enhancing their e-skills and their internet exploring competencies. Computer/Email club activites were enhanced and the skill of browsing was developed in students, teachers and non teaching staff personally. Moreover they were encouraged to work on excel and PowerPoint presentation.

29. Financial aid to students:

Stipend is provided to students belonging to backward communities. The college is also arranging fee concession and loan facilities for the needy students.

30. Alumni Association and its activities:

The Alumini Association of the college conducted an Annual meeting on 9-1-2010. The Alumini also honoured the previous year's top scorers in M.Ed., B.Ed., and TTI courses by presenting cash awards to them.

31. Support from the Parent-Teacher Association and its activities:

The PTA contributed Rupees FifteenThousand (Rs.15,000/-) towards Golden Jubilee Celebrations.

32. Health services:

Apart from teacher education curriculum, our college has a health and fitness club with all facilities required for general health and specific needs related to fitness. The curriculum includes 'Health and Physical Education' as an elective subject for the teacher trainees. Different health & physical fitness classes and first-aid programmes were organised to promote the well being of pupils.

As a part of UGC sponsored Minor Reasearch project entitled "The effect of resistance training on selected strength and biochemical variables among B.Ed trainees ",a multi tread mill and a home-Gym were installed in the institution. The Health & Fitness Lab was inaugurated by our college Principal Dr.K.P.ANILKUMAR on 14th September 2009. All the students ,Teaching and Non-Teaching staff are utilizing properly the fitness equipments.

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33. Performance in sports activities:

The physical education department of the college organised various indoor and outdoor activities. The college is equipped with well-maintained volley-ball, shuttle-badminton and table-tennis courts to ensure the physical fitness and sports' skills of the teacher trainees.

The annual sports meet was held on 16th February 2010 which was inaugurated by Sri. S.A. Madhu, International volley ball player and Inspector of Central Excise, Ernakulam.

34. Incentives to outstanding sports persons:

In the Sports Meet of 2009-10 the house-wise competitions on several events were conducted, the individual champions being Biju. M.E.(Commerce Optional) and Anila Krishna (English Optional) for men and women respectively.

35. Student achievements and awards:

The following students were awarded for their meritorious achievements in various optional subjects:

- (a) Mrs. Soumya Baby (Malayalam)
- (b) Ms. Arya.E.K. (English)
- (c) Mrs. Femy. N.S. (Mathematics)
- (d) Ms. Keerthy.M.V. (Physical Science)
- (e) Ms. Archana. K.S. (Natural Science)
- (f) Ms. Surya. .K.S. (Social Science)
- (g) Mrs. Faseela. T.M. (Commerce)

Endowments :

Prof. Sukumar Azhikode Prize - Ms. Keerthy.M.V. (Physical Science)

Prof. V.K. Sugathan Memorial Prize – Ms. Keerthy.M.V. (Physical Science)

Prof. Visweswari Amma Memorial Prize – Ms. Keerthy.M.V. (Physical Science)

Prof.Sarala Memorial Prize – Mrs. Soumya Baby. (Malayalam)

Prof. V.K. Sugathan Prize – Ms. Keerthy.M.V. (Physical Science)

Prof. P.V. Suraj Babu Prize- Ms. Keerthy.M.V. (Physical Science)

36. Activities of the Guidance and Counseling Cell:

- (a) The career corner in the library where information on a large scale regarding job opportunities, careers, courses offered by various institutions, qualification and training needed for different professions etc. is functioning in an accelerating manner .
- (b) The counseling cell of the institution helps to overcome various problems of the teacher trainees related to their personal, educational and vocational spheres.
- (c) The Guidance Cell utilizes the Psychology lab of the Institution to channelize the students in the proper direction by assessing their interests, aptitudes, etc.

37. Placement services provided to students:

The institution maintains a rapport with a number of government and private placement service agencies and provides recruitment in various fields.

38. Development programmes for non-teaching staff:

- (a) Computer awareness programmes
- (b) Office automation.
- (c) Training on memory enhancement and Inter-personal relationship techniques.

39. Best practices of the institution:

With a view to enhance the latent talents of the teacher trainees various magazines under the banner of Commerce Club, Literary Club and Social Science club were released. The manuscript magazine of the Commerce Club titled “Vintage 09” was brought out on 7th December, 2009. “Spandanam,” the literary venture of the Malayalam optional students were brought out in consecutive issues. “Phoenix”, a novel attempt by the English optional students released two issues. The Social Science club brought out their manuscript copy of the magazine, “Oasis” on 24th February 2010. A souvenir, “Ayur 2010” was also released by Nature Club after an exhibition on medicinal plants on 15th January 2010. A talk was organized by Nature Club on *Naattarivu* in the form of *thullal paattu* (folk

knowledge) rendered by Mr. Babu Pullarkat, retired director, Fisheries Dept on 25th January, 2010.

Inorder to boost e-space utilization, Literary Club launched a blog spot-www.spantanam.blogspot.com as an internet version of magazine “Spandanam”. Literary club conducted a Workshop on poetry recitation in Malayalam led by famous writer Damanan Payipra on 16th January, 2010. Teachers from practice teaching schools too participated in it. A seminar on Information and Communication Technology in English Education by Dr. K.J.Varghese, Lecturer, Christ College, Irinjalakuda too was organized by the club on 19th February, 2010.

The college started a new venture of releasing a monthly newsletter named “Words”, the first issue of which was brought out on 31st December, 2009.

Various clubs conducted field trips to Hill Palace, Thripunithura, Vallarpadam Church, Vayalar Smarakam, Aruthungal Church etc. A boating too was arranged in Alapuzha through Punnamada Kaayal.

We aim to achieve a status of **100% e-college**; by incorporating various IT mediated learning, IT blended instructional delivery strategies, IT mediated administration, technology enhanced documentations, e-content preparations and technology mediated evaluation procedures. We possess digital reprographic facilities, full-fledged information technology access facilities, digital content production facilities, digital video production and documentation facilities, internet facilities including information service like DELNET and high quality digital library volumes on teacher education. The whole institution is equipped with fully loaded intra-network data exchange facilities.

40. Linkages developed with National/International, academic/research bodies:

Nil.

41. Any other relevant information:

Nil.

Part C:

DETAIL PLANS OF INSTITUTION FOR THE NEXT YEAR

The year 2010-2011 will be marked with the continuation and valedictory function of Golden Jubilee Celebrations. In association with Jubilee Celebrations various academic and non-academic programmes are designed. The programmes include Workshops, Symposiums, Seminars at Regional, National and International levels, Cultural Meets, Social Extension activities, Cultural Festivals, Competitions for different strata of the community, and the like.

Various cultural activities will be integrated along with the curricular interventions throughout the academic year. To foster the creative abilities of the teacher-trainees, we plan to implement a number of activities alongside their learning-teaching process. For promoting life-skill abilities among the teacher-trainees, programmes like Campus Cleaning and Beautification will be organized. Apart from this, numerous clubs related to scholastic and non-scholastic empowerment will be designed. The various activities undertaken by the college so far are – internet club, tourism club, cultural club, nature club, film club, literary club, science club, mathematics club, commerce club and health club. In order to promote the social skills, extension activity programmes will be taken up. Socially Useful Productive Work (SUPW) is a major component of teacher-educational curricular transaction. Therefore it will be extensively executed to cater to the current societal needs. To eradicate the evils existing in the present day society and to instill in them a sense of social commitment, alliances like Women's Cell, Anti-ragging Cell and Red-cross Society will arrange numerous awareness programme and actions in the coming year.

College Union will serve as role model for inculcating democratic, social, moral, aesthetic and human values among teacher-trainees. The Alumni and Parent Teacher Association (PTA) shall perform as the backbone for maintaining the ethos and for

widening future prospects. To equip and excel the teacher-trainees with the latest trends in various fields like social, pedagogical, cultural, scientific and technological, various workshops and seminars will be organized. The College Management, Hindu Matha Dharma Paripalana Sabha (HMDP Sabha) is always with the institution as a motivating and inspiring force for materialising all our plans fruitfully.

Name and signature of the Co-ordinator, IQAC

Name and Signature of the Chairperson, IQAC