

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

## Report of the Academic Year 2010--2011

S N M Training College,  
Moothakunnam P O  
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Kerala - 683 516

### Introduction

SNM Training College, Moothakunnam is committed to perpetuate the reverberation of the words of Sri Narayana Guru, “Vidyakundu prabudharakuvin”(get enlightened through education) that served as a panacea to emancipate the marginalized sectors of humanity of our country. The ushering in of powerful and socially sensitive nation builders who always upholds the values of universal peace, harmony and brotherhood and sustainable human progress is the mission of our institution.

The establishment of IQAC for quality enhancement and assurance of outcome helps in identifying the strengths and weakness of the varied functional dynamism of our institution, to pursue both the academic and non-academic excellence.

### 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.**

All the mechanisms of our Institution envisages to:

- (1) Strengthen the teacher education programme by adopting innovative policies and multi-pronged strategies and practices.
- (2) Celebrate Golden Jubilee of the Institution by designing and conducting various academic, cultural and kinesthetic events.
- (3) Chalk out and submit proposals for rejuvenating the college in connection with Golden Jubilee Year to UGC.
- (4) Fortify all student supports of institution to ensure pedagogic excellence among the student teachers.
- (5) Upscale the PG department of our college by incorporating socially relevant and challenging domains of research.

- (6) Make upswings in the pedagogical functions of our institution in tune with ICT, media and culture.
- (7) Prepare for establishing a research centre pursuing Ph.D and M.Phil to unleash the research potentials.
- (8) Promote a research trend among the faculty by providing ample opportunities, conducive environment and motivational climate.
- (9) Revitalize the administrative space of non-academicians of the institution by providing sufficient training.
- (10) Empower the intellectual resources by upgrading the library with recent trends in knowledge management.

## **Part: B**

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

To focus on 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 and the like. All these activities are aimed at achieving pedagogic competencies among teacher-trainees. For the promotion of teacher-commitment among teacher-trainees, instructional programme were delivered concentrating on the five major dimensions of teacher commitment, viz. system/organization, 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.

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, fitness club, field visits, social extension works, club activities, planning forum, interviews, participation in inter-collegiate events, environmental awareness programmes, etc. were organized throughout the year.

The Institution focused on the latest developments in the field of Information Technology and technology mediated instructional practices. 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, video-content management, 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 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 importance of uplifting the people of the local community in terms of social, economical, moral, educational and cultural aspects were also recognized by the Institution. The institution takes up the responsibility of bringing progress and prosperity to the locality and backward community by providing quality education through various activities.

The Institution lays emphasis on various activities that leads to the eradication of ignorance, poverty and superstition from the minds of the teacher trainees.

Various curricular experiences provided to them give importance to promote scientific thinking, critical thinking, social commitment, generosity and empathy Debates, discussions, seminars, symposiums, surveys, projects etc. were conducted as part of the present teacher education curriculum. Funds were raised and distributed to the nearby deserving individuals and institutions and other amenities like food, clothes, books, etc. were frequently given to the needy.

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

Nil.

**3. Innovations in curricular design and transaction:**

Bachelor of Education (B.Ed) Degree Programme in the Institution is as per the curriculum prescribed by Board of Studies, Mahatma Gandhi University, Kottayam and the Programme comes under Credit and Semester System with Grading. The four major aspects of the newly implemented B.Ed degree programme are Semesterisation, Credit System, Continuous Assessment and Grading.

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.

New curricular methods and teaching strategies were taken up in our college. Innovative programmes such as team teaching, peer group interactions, intellectual discussions on creative issues etc. were some of them. To improve the quality of teaching and learning, the institution incorporates practice of revealing importance of themes like life-skills, soft-skills, environmental education, value education, e-skills, action researches, competence based, study skills, leadership qualities, co-operative and collaborative learning, diagnostic and

remedial learning, e-learning and web based learning. Power-point presentations were developed on important topics to enhance the technological support to the instructional strategies.

#### **4. Inter-disciplinary programmes started:**

As part of Golden Jubilee Celebrations various inter-disciplinary lectures were arranged. Interdisciplinary programmes like environmental education, value education, technological education, medical education, global citizenship, art education, sports and games were actualized as part of it. Various club activities were interlinked and practiced under the different clubs and committees functioning in the Institution.

#### **5. Examination reforms implemented**

The major aspects of newly implemented B.Ed programme were Semesterization, Credit System, Continuous Assessment and Grading. Examination systems were restructured from paper-pen-written tests to continuous and comprehensive mode of evaluation which give importance for overall assessment of pupils. Continuous and comprehensive mode of evaluation, practiced to provide a total 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 scores of the tests are analysed and remedial measures are implemented

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.

As part of Practicals the students have to undergo 40 days of teaching practice with 30 lessons in their concerned core subject. Subject Competency, 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.**

14 students qualified NET/SET.

**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:**

Dr.Marykutty John delivered a lecture on Guidance and Counselling on 2<sup>nd</sup> December, 2010. On 17<sup>th</sup> December, Dr.K.M.Rajan, Principal, St.Joseph's College, Mannanam gave a lecture on Modern Trends in Education. Another seminar on Need for Women Empowerment through Legal Literacy was presented by Mrs. Baby Rani on 18<sup>th</sup> December, 2010. A seminar on Social and Emotional Intelligence was conducted on 19<sup>th</sup> December, 2010 by Prof.Jose P Mattam, Principal, St.Thomas College, Pala.

**9. Research projects**

**a) Newly implemented:**

1. IDENTIFICATION OF GUIDANCE NEEDS OF HIGHER SECONDARY SCHOOL STUDENTS OF KERALA.

**PRINCIPAL INVESTIGATOR : SEEJA.K.R.**

**ASSISTANT PROFESSOR**

2. EFFECTIVENESS OF VIDEO CONTENT MANAGEMENT TRAINING PROGRAMME ON TECHNOLOGY MEDIATED TEACHING AMONG B.ED. TEACHER TRAINEES.

**PRINCIPAL INVESTIGATOR : LAYA.A.B.**

**ASSISTANT PROFESSOR**

3. EFFECTIVENESS OF MULTIMEDIA INSTRUCTIONAL APPROACH ON SPEAKING SKILLS OF SECONDARY SCHOOL STUDENTS.

**PRINCIPAL INVESTIGATOR : HEERA.K.S.**

**ASSISTANT PROFESSOR**

**b) Completed:**

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

**Principal Investigator : Dr.M.P.ANITHA**

**ASSOCIATE PROFESSOR**

**10. Patents generated, if any:**

Nil.

**11. New collaborative research programmes:**

Nil.

**12. Research grants received from various agencies:**

University Grants Commission Minor Researches: Rs. 2,02,239.00

**13. Details of research scholars.**

Ms.Susmitha P S

Mrs. K.R.Seeja.

Ms.Bisini P S

Ms. Laya A B

Ms. Rinu.V.Antony

**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 throughout 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.

Members of tourism club carried out a project entitled 'Muziris Heritage Project-Tourism Perspectives' and submitted report to district Tourism Promotion Council on 15<sup>th</sup> January, 2011.

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:**

Nil.

**20 Teaching-Non-teaching staff ratio:**

12:14

**21. Improvements in the library services:**

The library expansion was carried out by including a wide range of books on various disciplines, purchase of additional compact discs, interactive CD ROMs and other digital resources. Students were inspired to have more access to digital journals and other e-contents. Computerised Catalogue was updated for free and user friendly access for students. Bulletin boards were maintained to create awareness regarding various readings on social issues and recent arrivals in college library. Annual renewal of DELNET service and establishment of additional reprographic services were carried out.

**22. New books/journals subscribed and their cost:**

Purchased 205 books.

**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 :6984.86
- (b) Including Salary : 107134.71

**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.

**26. 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**

DELNET version and Intra-Networking were upgraded in all classrooms.

**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 Power Point 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. A

scheme for extending financial aid to toppers of various subjects and deserving students is also offered by the College. A good number of endowments are offered by retired teachers. The endowments will be distributed in the annual College day celebration.

### **30. Alumni Association and its activities:**

There is a vibrant Alumni Association in the College. It is supporting and helping all college activities. A meeting was held as part of the Golden Jubilee Celebrations entitled “Suvarna Sangamam”. The special achievers in various fields were also honoured during the function. Various cultural activities were performed during the inaugural ceremony. An Annual meeting is scheduled on the second Saturday of January every year. During this meeting they share their experiences and give valuable and creative suggestions towards the effective functioning of the college. They also attend important functions and celebrations organized in the college.

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

P.T.A. general body meeting was convened at the beginning of every academic year. Parents were made aware of all the curricular and co-curricular activities that would be carried out in the college. Two executive committee meetings and a general body meeting of the P.T.A. were held in order to assess the functioning of the college and to suggest necessary changes. They provided active support in mobilizing community resources such as availing the services of dignitaries to address students, raising development fund and facilitating the exposure of the students to the realities of the local community.

### **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.

### **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 sports' skills of the teacher trainees. A physical fitness centre was established in the institution under the financial assistance from University Grants Commission.

Performance in sports activities of the college were monitored by the sports club constituted at the beginning of every academic year. Judo coach Sri.Dileep gave training for students to participate in University level competitions. Sandhya TT, Neethu MB and Priji CP won prizes in University level competitions.

On 10<sup>th</sup> December 2010, the college organized a All-Kerala Inter-Collegiate Ball Badminton Tournament.

### **34. Incentives to outstanding sports persons:**

In the M.G.University Judo championship Sandhya TT (II Prize in 52 Kilo category), Neethu MV (II Prize in 63 kilo category) and Priji CP (III Prize in 78 kilo category).

### **35. Student achievements and awards:**

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

- (a) Ms.Dhanya PD (Malayalam)
- (b) Ms. Bindhya CB (English)
- (c) Ms Remya CK (Mathematics)
- (d) Ms. Neeshma K. (Physical Science)
- (e) Ms. Jixy Maria George. (Natural Science)
- (f) Ms. Ranjini Sasidharan (Social Science)
- (g) Mr. Arun Kumar PM (Commerce)

**Endowments :**

Prof. Sukumar Azhikode Prize - Mr. Arun Kumar PM (Commerce)

Prof. V.K. Sugathan Memorial Prize – Mr. Arun Kumar PM (Commerce)

Prof. Visweswari Amma Memorial Prize – Mr. Arun Kumar PM (Commerce)

Prof.Sarala Memorial Prize – Ms. Dhanya PD

Prof. V.K. Sugathan Prize – Mr. Arun Kumar PM (Commerce)

Prof. P.V. Suraj Babu Prize- Mr. Arun Kumar PM (Commerce)

**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.
- (d) As a part of extending the activities of the guidance and counseling cell Dr.M.P. Anitha, Principal, SNMTC took a class on Group Counseling and Motivation for Std XII students at Nalanda Public School, Thammanam, Kochi in the month of December.

**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.

**39. Best practices of the institution:**

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A Golden Jubilee cultural meet was organized on 22<sup>nd</sup> December 2010 in the college auditorium. It was presided over by Prof.VR Ajith Kumar. The cultural meet was inaugurated by the famous orator and former principal Dr. Sukumar Azhikode. Dr. Sebastian Paul, Prof. Kalpatta Narayanan, Dr.Geetha Suraj and college Principal Dr.K.P Anilkumar delivered the speeches.

**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 Institution envisages to strengthen the teacher education programme by adopting innovative policies and multi-pronged strategies and practices. It also proposes to upgrade the academic resources of our institution by rejuvenating the infrastructure.

The Institution aims to fortify all student supports of institution to ensure pedagogic excellence among the student teachers. Up-scaling the PG department of our college by incorporating socially relevant and challenging domains of research is another proposed goal for the upcoming academic year. Introduction of add-on courses on Guidance and Counselling and Educational Technology will also be actualized. The college is focusing on establishing a research centre pursuing Ph.D and M.Phil to unleash the research potentials. A research trend is to be inculcated among the faculty by providing ample opportunities, conducive environment and motivational climate. Sufficient training will be provided to revitalize the administrative space of non-academicians of the institution by providing sufficient training. Empowering the intellectual resources by upgrading the library with recent trends in knowledge management is also a vision of the future year.

**Name and signature of the Co-ordinator, IQAC**

**Name and Signature of the Chairperson, IQAC**