

**GOVT. COLLEGE OF TEACHER EDUCATION
KOZHIKODE**



**ANNUAL QUALITY ASSURANCE REPORT (AQAR)
2013-2014**



The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

I. Details of the Institution

1.1 Name of the Institution

Government College of Teacher Education, Kozhikode

1.2 Address Line 1

Near Town Hall, Mananchira

Address Line 2

Kozhikode

City/Town

Kozhikode

State

Kerala

Pin Code

673001

Institution e-mail address

gctekozhikode@yahoo.com

Contact Nos.

04952722792

Name of the Head of the Institution:

Dr. R Krishnakumari

Tel. No. with STD Code:

04952724243

Mobile:

9447637180

Name of the IQAC Co-ordinator:

Priya Kemal

Mobile:

8547647130

IQAC e-mail address:

gctectiqac@gmail.com

1.3 **NAAC Track ID** (For ex. MHCOGN 18879) **KLCOTE1363**

1.4 Website address:

www.gctecalicut.in

Web-link of the AQAR:

www.gctecalicut.in/downloads/aqar2013-14.pdf

For ex. <http://www.ladykeanecollege.edu.in/AQAR201213.doc>

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	A	3.16	2008	5 years
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.6 Date of Establishment of IQAC :

DD/MM/YYYY

01/12/2008

1.7 AQAR for the year (*for example 2010-11*)

2013-14

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR 2010-2011 (12/02/2014)
- ii. AQAR 2011-2012 (19/02/2014)
- iii. AQAR 2012-2013 (28/02/2014)
- iv. AQAR 2013-2014 (07/04/2015)

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

University of Calicut

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University	<input type="text"/>		
University with Potential for Excellence	<input type="text"/>	UGC-CPE	<input type="text"/>
DST Star Scheme	<input type="text"/>	UGC-CE	<input type="text"/>
UGC-Special Assistance Programme	<input type="text"/>	DST-FIST	<input type="text"/>
UGC-Innovative PG programmes	<input type="text"/>	Any other (<i>Specify</i>)	<input type="text"/>
UGC-COP Programmes	<input type="text"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="08"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="02"/>
2.3 No. of students	<input type="text" value="01"/>
2.4 No. of Management representatives	<input type="text" value="00"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2. 6 No. of any other stakeholder and community representatives	<input type="text" value="02"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="00"/>
2.8 No. of other External Experts	<input type="text" value="00"/>
2.9 Total No. of members	<input type="text" value="14"/>
2.10 No. of IQAC meetings held	<input type="text" value="10"/>

2.11 No. of meetings with various stakeholders: No. Faculty
 Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No
 If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

Value Based Education, Pain and Palliative Care, Women's Gynaec Problems, Road Safety, Human Rights, Cancer Awareness, Adolescent Problems, Healthy Living and innovative changes in curriculum transactions.

2.14 Significant Activities and contributions made by IQAC

- Formulating guidelines for teachers for transacting the revised B.Ed curriculum in an effective and systematic pattern
- Providing encouragement to teachers for action research
- Motivating faculty members to organise and undertake various curricular projects like seminars, workshops and conferences
- Empowerment programmes for both teachers and students
- Building a platform to put 21st century teaching skills to practice
- Assistance through financial aid, for conduct of various activities of different departments

2.15 Plan of Action by IQAC/Outcome

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 *

Plan of Action	Achievements
1. Making students aware of their values and rights. 2. Organising international and institutional seminars 3. NAAC Re-accreditation 4. Application for a new minor project 6. Research papers and publication 7. Upgradation of College Website	1. Workshop in collaboration with Vital. 2. Conducted an international seminar “KEIZEN in academics” and many other institutional seminars 3. Submitted the AQAR for the last three academic years. 4. In collaboration with Asha Kiran started a new minor project. 6. Publication of research papers in national and international journals by faculty members. 7. Progressive upgradation of college website.

* Attach the Academic Calendar of the year as Annexure.

2.16 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

Provisional format of AQAR was placed before the Staff Council for Review and Suggestions

Part – B
Criterion – I

Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	1			
UG	1			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	2			
Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	2
Trimester	
Annual	

1.3 Feedback from stakeholders* Alumni Parents Employers Students

(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

The University decided to revise the syllabus and the also changed the pattern to semester system. The syllabus for B. Ed course is revised based on value oriented, issue based, constructivist approach which inturn promotes development of teaching skills of student teachers. In addition, the revised syllabus is woven around inclusive education, community involvement, development of administrative skills and technology mediated transaction of the subjects.

- **Value oriented**

Value oriented education aims at cultivating the desired behaviour and virtues. Value based education was incorporated with a view to develop the student teachers into human beings with integrity and character. In addition to the field trips, study tours and community living camps, the institution undertook voluntary social service at an old age home for men at Vellimadukunnu and at pain and palliative care centre, Medical College, Kozhikode. The institution is also collaboratively working on a minor project with Asha Kiran School, Devagiri, Medical College.

- **Constructivist approach**

Student centred constructivist approach is adopted by our institution for transacting the revised B. Ed and M. Ed curriculum. Seminars, workshops, co-operative and collaborative learning, debates, reflective practices, field trips, etc. are incorporated for effective transaction of curriculum.

Student function under close surveillance, supervision and guidance of faculties, were faculties serve as a scaffolder and resource person. Learner centered education is prioritised, where all educational activities are planned, according to the varying capabilities of the student teachers, where teachers and students become shareholders of knowledge. These practices help the students more efficient during school induction programmes.

- **Issue based approach**

Issue based approach is practiced by our institution such an attempt helps to sensitize the learners about the various issues faced by our community through the curricular material. The revised curriculum provides several opportunities to the students, which helps them to plan their lessons with a view to address social issues. It also promotes critical thinking abilities among students.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

Nil

Criterion – II

Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
11	9	1		1(Principal)

2.2 No. of permanent faculty with Ph.D.

5

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
1	2								

2.4 No. of Guest and Visiting faculty and Temporary faculty

6		
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	2	4	
Presented papers		3	
Resource Persons			3

2.6 Innovative processes adopted by the institution in Teaching and Learning:

The institution took deliberate efforts to make learning effective through Cooperative and Collaborative learning, Blended learning, Seminars, Role play, Paper presentations, ICT enabled teaching – learning strategies, Field works and Study tours. ICT enabled online and offline teaching strategies give opportunities for adopting innovative practices in the teaching- learning process. Learner centered transaction is made effective through participatory approach involving students. It gives the students an ample opportunity to use and share their innovative ideas, with proper supervision, guidance and motivation from the faculty members to excel themselves.

2.7 Total No. of actual teaching days during this academic year

200

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

- Assignments, Processes, Seminars and Project Works are incorporated in the curriculum, which not only proves beneficial to the optional development of the students abilities, but also helps as an indicative for the grades of CE
- Continuous evaluation is adopted for awarding marks for theory and practicals respectively

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop	4	3	3
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2.10 Average percentage of attendance of students	90
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2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction	I	II	III	Pass %
B Ed(1 st Sem)	119	5	93.2			97.47
M Ed (Result awaiting)	33					

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

IQAC plans and reviews the teaching learning process in its meetings regularly once in a month by

1. Planning the academic activities.
2. Analyzing the results of the students for further planning.
3. Encouraging the teachers to attend professional programmes to ensure professional development.
4. Suggesting future plans for the college.
5. Considering students feedback.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	3
UGC – Faculty Improvement Programme	2
HRD programmes	
Orientation programmes	3
Staff training conducted by the university	1
Staff training conducted by other institutions	2
Summer / Winter schools, Workshops, etc.	5
Others	8

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	16	1	2	
Technical Staff	0			

Criterion – III

Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

IQAC has been successful in providing a research friendly climate through efficient guidance and modern library facilities by immediate and prompt solutions and support. IQAC also provides opportunities to the M.Ed students to participate in seminars, conferences and workshops organised by various external agencies like UGC, University of Calicut and other colleges to present their research papers.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	1	2	1
Outlay in <u>Rs.</u> Lakhs	51009	120000	70000	

3.4 Details on research publications

	International	National	Others
Peer Review Journals	2		
Non-Peer Review Journals		4	
e-Journals	3		
Conference proceedings	3	2	

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	18 months	UGC	120000	70000
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges

Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number					
Sponsoring agencies					

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College
 Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	<input type="text"/>
	Granted	<input type="text"/>
International	Applied	<input type="text"/>
	Granted	<input type="text"/>
Commercialised	Applied	<input type="text"/>
	Granted	<input type="text"/>

3.17 No. of research awards/ recognitions received by faculty and research fellows
 Of the institute in the year

Total	International	National	State	University	Dist	College
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

3.18 No. of faculty from the Institution
 who are Ph. D. Guides
 and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
 National level International level

3.22 No. of students participated in NCC events:

University level State level
 National level International level

3.23 No. of Awards won in NSS:

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.24 No. of Awards won in NCC:

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text" value="3"/>
NCC	<input type="text"/>	NSS	<input type="text"/>
		Any other	<input type="text"/>

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- The institution encourages the M. Ed students to make fresh, innovative contributions including preparation of tools for their research study.
- The institution provides space for conducting various seminars/ workshops by UGC, University and other professional organisation.
- The faculty members of the college provide effective resource support to various research projects by agencies like SCERT, UGC, DIET, etc.
- Faculty members are actively involved in various activities like question paper setting, curriculum designing, textbook preparation, preparation of other instructional materials for educational agencies and also provide research support to various agencies of education like DIET, SSA. The faculty members also take major roles in educational programme advisory committee and research advisory committee.
- Action researches in several areas have been carried out by students with proper support and guidance from faculties.
- Institution offers facilities for reference, where the library books, journals, research papers and dissertations are made use of by the students of the institution as well as the neighbouring colleges.
- Provides hands on experience in computer training.
- Faculties attend the developmental programmes in curriculum design, for both UG and PG level.
- The faculties of the department of educational psychology in the college is providing guidance and counselling, to the students to the nearby schools.
- The students took part in various charitable acts like visiting old age homes, orphanages and offered their support and financial assistance in a manner they could afford.
- The student teachers gave a helping hand by providing academic support for the weak students of Model High School Kozhikode and provided books for them.

Criterion – IV

Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	3.9 acres	Nil	NA	3.9 acres
Class rooms	10	Nil	NA	10
Laboratories	4	Nil	NA	4
Seminar Halls	3	Nil	NA	3
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	3	Nil	Plan Fund	3
Value of the equipment purchased during the year (Rs. in Lakhs)		Nil	NA	
Others	1	Nil	NA	1

4.2 Computerization of administration and library

Administration and management of the library is fully computerised. The fully automated library provides all modern facilities through a properly connected network of computers. The details of student admissions, fee remittance and establishment matters are stored in the administrative system.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	17541	168692	95	22342	17636	191034
Reference Books	1121	560500			1121	560500
e-Books						
Journals	515	103000			515	103000
e-Journals						
Digital Database						
CD & Video	120	24000			120	24000
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	56	1	2	5	19(language lab)	7	14	2
Added	25		4+WiFi					
Total	81	1	6+WiFi	5	19(language lab)	7	14	2

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

Individual computers are provided for all faculty members with internet facility. Students can also access internet from the library and computer lab and get training for internet usage, online teaching and power point presentations. Wi-Fi facility is also made available in the campus. With the administration of e-Governance, admission, examinations, results and several Govt. Scholarships are provided through online facilities.

4.6 Amount spent on maintenance in lakhs :

i) ICT	<input type="text"/>
ii) Campus Infrastructure and facilities	<input type="text" value="7.0"/>
iii) Equipments	<input type="text" value="1.78"/>
iv) Others	<input type="text"/>
Total :	<input type="text" value="8.78"/>

Criterion – V

Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Career orientation programmes by giving guidance for the best options and opportunities to explore and exhibit the potential of each and every individual teacher candidate is emphasised.
- Subject journals both print and electronics are made available. School Induction programmes, Practice teaching of B.Ed trainees and dissertation work of M. Ed students were properly guided by IQAC.
- IQAC cell was constituted in this institution during the year 2008. Under the leadership of a IQAC coordinator selected from the staff members, all activities of IQAC move towards quality enhancement.
- IQAC cell organises and executes timely, efficient and beneficial programmes of academic, administrative and financial importance. It also helps in integrating modern methods of teaching- learning procedures, evaluation processes and conduct awareness programmes by experts.

5.2 Efforts made by the institution for tracking the progression

- The faculty members under the able leadership of the Principal always keep track of student's progress, their success rates and the causative factors for setbacks, if any.
- Tracking the progression of student teachers is important to evaluate the effectiveness of the curriculum transaction and to rectify the defective methods of transaction.
- Internal and external examinations serve as effective tools for evaluating the students progression during the course.
- Both summative and formative assessments are made use of by the faculties to track student's progression.
- Model examinations and first semester examination results are monitored and discussed for improvement.

5.3 (a) Total Number of students	UG	PG	Ph. D.	Others
	119	33		

(b) No. of students outside the state

(c) No. of international students

Men	No	%	Women	No	%
	25	16.33		128	83.66

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
17	16	6	80	1	120	9	17		93	3	122

Demand ratio

Dropout 2%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- Orientation towards preparation for competitive exams like SET, Net etc are provided by the subject faculties itself.
- The faculty members provide relevant information regarding NET, SET, KTET, CTET examinations and their syllabus.
- Question papers of previous examinations and reference books are made available in the library for practice.
- Institution also gives expert talks, career counselling programmes and spoken English classes to the students.
- Last year 11 students from our institution cleared NET, and 12 students cleared SET examinations.

No. of students beneficiaries: B. Ed M. Ed

5.5 No. of students qualified in these examinations

NET	<input type="text" value="11"/>	SET/SLET	<input type="text" value="12"/>	GATE	<input type="text" value="1"/>	CAT	<input type="text"/>
IAS/IPS etc	<input type="text"/>	State PSC	<input type="text" value="1"/>	UPSC	<input type="text"/>	Others	<input type="text"/>

5.6 Details of student counselling and career guidance

Guidance for professionalising and selecting the available opportunities are provided to the students. Guidance is given by the respective faculty members and counselling cell so as to help the students to collect the needed information and to clear their queries.

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
1	5	3	70

5.8 Details of gender sensitization programmes

Women's Cell initiates gender sensitisation programmes, health awareness programmes and observes important days celebrating women hood.

Awareness on Women's Issues and Health Problems are given prime importance

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	1	10,000
Financial support from government	20	57,000
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: _____

Criterion – VI

Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

To impart quality education that fosters a better social order.

To create a shared understanding of the vision among the beneficiaries and to develop a sense of professional commitment and accountability in the student teachers.

6.2 Does the Institution has a management Information System : No

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

- The curriculum has been restructured for both B.Ed and M.Ed and our faculty members played a decisive role in the curriculum revamp.
- Our faculty members also participated in workshops for text book preparation by SCERT.
- Our faculty members participate and presented papers in international as well as national seminars.
- Our faculty members are members of both UG and PG Board in University of Calicut.
- Some faculty members have also served as resource persons in in-service courses and IMG training programmes.

6.3.2 Teaching and Learning

An efficient teaching- learning system has been established through

- Tutorial sessions
- Seminars
- Micro teaching
- Simulations and workshops
- Interactions with experts from various disciplines

6.3.3 Examination and Evaluation

- We strictly adhere to the rules prescribed by the university in conducting exams.
- Equal weightage is given for both internal and external evaluation, for B.Ed curriculum.
- Our Institution hosts the centralised valuation camp for B.Ed university semester exams.
- Transparent evaluation is done through unit tests, model exams and student assignments, publication of internal marks for redressal of grievances, if any.

6.3.4 Research and Development

- Organised seminars on research.
- Publishing research journal bi annually.
- A permanent faculty had submitted PhD thesis and two are pursuing their research work.
- Started a minor research project in collaboration with “Asha Kiran.”
- Conducted an International seminar and several college seminars.
- Giving expertise talks on different courses.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Library is fully automated and is progressing towards digitisation.
- All laboratories are undergoing renovation.
- Provides internet facility, printer, copier and scanner.
- Library for separate departments.
- Subject wise laboratory for physical science and natural science.

6.3.6 Human Resource Management

- Arranging talks by experts.
- Promoting part time and full time research.
- Providing resource support.
- QIP programmes for faculty members and non- teaching staff.
- Capacity building programmes, refresher courses and in-service courses are conducted for the faculty members and non- teaching staff.

6.3.7 Faculty and Staff recruitment

Being a government institution, permanent faculties are appointed by Directorate of Collegiate Education, through PSC and the guest faculties are appointed as per stipulated UGC and university norms.

6.3.8 Industry Interaction / Collaboration

- Collaboration with educational organisations, Police department, VITAL and Voluntary Service Units.

6.3.9 Admission of Students

- A centralised allotment with single window system is followed for B.Ed admission which is closely monitored by Director of Collegiate education. Admissions are carried out purely on the basis of merit list published by LBS centre, the body in responsibility of registering the application, selection and publication of list.
- M.Ed admissions are based on the rank list from the entrance examinations carried out by University of Calicut.
- Quota admissions based on community, caste, disability and departmental merits are carried out adhering to government norms.

6.4 Welfare schemes for

Teaching	
Non teaching	
Students	

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done Yes No

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic				
Administrative				

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

- Implementation of CCE
- Implementation of grading system
- Reflective practices
- Theory and practical examinations

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

- University of Calicut regularly conducts meetings and seminars to help them maintain the quality of their colleges. The University also provides various programmes to maintain the status of the college at level as prescribed for autonomous colleges.
- University of Calicut guides the college to stick to the academic calendar which helps in proper scheduling of academic programmes.

6.11 Activities and support from the Alumni Association

- Giving proper orientation to the student teachers
- Providing economic support to the needy students
- Providing ample and supportive hand to college activities

6.12 Activities and support from the Parent – Teacher Association

- Renders full financial support, for academic as well as co-curricular programmes
- Strongly supported the students participation in B-Zone arts competition
- Financial assistance for betterment of infra-structure facilities
- Maintenance and repair works in women's hostel

6.13 Development programmes for support staff

- Provides opportunities for undertaking part-time and full-time research.
- Ensuring participation in refresher and orientation programmes.
- Conducting seminars, expert talks and workshops.
- Provide support for orientation and training for office staff through quality improvement programmes and training courses.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- Awareness talks and seminars on preserving nature.
- The motto of preserving the campus as clean and plastic free zone was strictly observed. Saplings of medicinal and herbal plants were planted in and around the campus on the World Environment Day and created general awareness through poster competition on the Effects of Global Warming.

Criterion – VII

Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Voluntary social service, through visits to old age homes, orphanage and Asha Kiran
- Visit to an old age home for men run by Brothers of Charity, near Vellimadukunnu
- Visit to Snehabhavan an orphanage for women near District Sessions Court.
- Visit to orphanage near District Sessions Court
- Visit to Asha Kiran, school for children with special needs, near St. Joseph College Devagiri
- Donated note books and extended enrichment classes for weak students at G.H.S.S, Boys Model School

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- Clean and Safe campus programme.
- To extend Pain and Palliative Service
- To render more voluntary services
- To extend enrichment programmes for the weak students

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

We have been doing many good practices in our institution for the personality development of our student teachers. Here we give you details about two best practices and provide details on them.

BEST PRACTICE

1. TITLE OF THE PRACTICES

a. Empowerment of women b. Voluntary Social Service

The context that required initiation of the practice

The revised B.Ed curriculum is issue based and heavily learner centred. The issues dealt within the curriculum have direct association with the community of the learner lives in. The issues of the under privileged, gender disparity, need for essential care and support to the growing adolescents etc. have been incorporated into the revised curriculum.

Mere supply of theoretical knowledge, would have taken away from imparting the curriculum in its true sense. The practices of a full functional women's cell and voluntary social service unit was conceived with the idea of putting theory into practice, which proved to be very successful.

Objectives of the practice

The following objectives were behind the practices conceived.

- Women empowerment
- Addressing issues of the underprivileged
- Treating issues of gender disparity, with a sense of equal justice
- Direct community involvement
- Practicing collaborative learning
- Developing a sense of vocational independence in the disadvantaged sections of the community

The Practice

Women's cell

The major population of the B.Ed and M.Ed course generally consists of girl students, which made it inevitable to establish a common forum for redressal, support and empowerment.

The women's cell conducted several seminars, workshops, expert talks and competitions for spreading the message behind its constitution. The important programmes were

- Empowerment talk by Prof. Mallika of Zamorin's College, Kozhikode.
- Health and gynecological related medical class by Dr. Ranjini
- An awareness talk on pain and palliative care
- Quiz competition on World Women's Day
- A cooking class for starters on 16-06-2014
- Essay writing competition over the topic "She is Strength"
- A pottery making class by Saleena, student of Social Science Department.
- Debate on the topic "What does women really need - equality or justice"

2. VOLUNTARY SOCIAL SERVICE UNIT

The voluntary social service unit of the institution undertook several programmes which proved out beneficial to the community. They are

- Visit to a old age men's home run by brothers of charity at Vellimadukunnu and rendering a days service.
- Visit to old aged women's home with a full day service, helping the inmates in their daily chores.
- Visit to the children's orphanage, supplying clothes and edible supplies to the members.
- Undertook a minor project at "Ashakiran" school for children with special needs at Medical College.
- Visit to Pain and Palliative Care Unit, Medical College
- Rendering help to the neighbouring school in the form of note books
- Extending further service through counseling and guidance classes to the nearby school students
- Enrichment classes for the students of nearby schools.

Obstacles faced any and methods adopted to overcome

Since both the practices were conceived with an objective of community involvement and betterment, no direct hindrances stood in the path of them. But the conservative societal stigma against

students learning more from outside the classroom, than within was apparent from certain sections. But with stubborn effort towards fruitfulness, all such thoughts were made to feel insignificant before the real cause. Though the efforts were designed for the betterment of the disadvantaged section reluctant nature and non-cooperation from certain section proved to be a small set back. Moreover incorporating the programmes of the women's cell and social service unit into the busy curricular schedule of B.Ed seemed as a hard nut, but was incorporated successfully.

Impact of the service

Both the practices formed to be successful in the light of the objectives around which they were conceived.

Majority of the students being girls, all the programmes organized by women's cell tuned out to be successful, both in terms of execution and transaction.

The expert talks over women empowerment made the girl students aware of their rights and the need to fight for them. The gynecological and health related medical class secured as an eye-opener towards several medical symptoms, which were till then, discarded as normal and irrelevant. The programmes organized by the women's cell gave the students any open forum for the redressal and grievances regarding limitations and shortcomings in the institution. It eventually strengthened their courage to stand up for common causes and issues of public interest. The competitions organized by the cell, was not only inspiring, but also very thought provoking. All the students and staff irrespective their gender, gained through the programmes of the women's cell. The activities of the women's cell were worth inspiring all the students and ensuring their participation and cooperation towards common endeavours. The voluntary social service unit started with very humble efforts like visit to old age homes, rendering the help and support to their routine course. Later they progressed, through collection of charity from the willing members of the institution and the community. Their functions took another leap, when they collected clothes for the inmates of the old age homes. They also supplied edible items towards their daily grocery reserve. The voluntary social service has definitely of labour in all the students involved. Taking pride in serving the community, was a significant outcome seen in all the members. Standing up for the underprivileged classes and allocating resources for such disadvantaged section, inculcated the feeling of universal brotherhood in the students. The direct community involvement, further helped them to gain relevant information regarding the immediate issues that required prompt attention.

The student teacher were at their best in organizing enrichment classes for students of the nearby government model HSS and executing them effectively. The look time from their entirely busy schedule for the students, was required extra care and support for the final examinations. Student teacher functioned excellently as a collective group attending every student individually and garnered reviews from the school authorities.

They took it as their personal responsibility to supply the notebooks to the needy students. The students were actively involved in providing the counseling and guidance to the required students, which helped them put their theoretical knowledge in educational psychology into practice. The efforts of the students to serve the society has been successful and widely appreciated. The direct involvement with the community and its members, created a sense of awareness in every student regarding the need for mutual cooperation and consideration for a better society. The first hand experience cultivated a sense of confidence and self esteem in the students which has inturn paven way to develop excellent leadership qualities in each are of them.

Resources required

We have utilised all our available local and social resources for the attainment of these practices. We had offered our student teachers a variety of programmes which enabled them to meet the objectives of our best practices successfully.

**Provide the details in annexure (annexure need to be numbered as i, ii, iii)*

7.4 Contribution to environmental awareness / protection

- Campaign for plastic free campus
- Planting of medicinal and herbal plants
- Campus cleaning and beautification

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

We are extremely diligent to impart quality education in all the programmes we cater. This year too we concentrate on activities that can nurture qualitative and multi dimensional enhancement of our student teachers. This year we give importance to

1. Upgradation of our college as a research centre
2. Publication of research articles
3. Development of existing infrastructure facilities
4. Adopting new technological innovations
5. Strengthening of laboratory facilities
6. Extension of community services

8. Plans of institution for next year

Our institution has developed an academic calendar which clearly states the different academic activities and programmes we wish to do in the new academic year.

Priya Kemal
IQAC Coordinator

Dr. Abdul Kader Parambat
Principal in-Charge

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

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APPENDIX - I

Govt. College of Teacher Education, Kozhikode

Academic Calendar 2014-2015

Month	Activities Proposed		
	B.Ed	M.Ed	Other common activities
Oct	<ul style="list-style-type: none"> • Admission 		-----
Nov	<ul style="list-style-type: none"> • Commencement of regular classes • Course briefing • Ice breaking session • Introductory classes and General Orientation • Commencement of theory classes 	<ul style="list-style-type: none"> • Commencement of regular classes • Introductory classes and General Orientation • Assignment on different topics • Discussion on assignments 	
Dec	<ul style="list-style-type: none"> • Combined Inauguration of Courses • Visit to school (induction programme) • Visit to Old Age Home 	<ul style="list-style-type: none"> • Inauguration of M.Ed course • Assignment submission 	<ul style="list-style-type: none"> • Aids Day Campaign • X'mas celebration • Talents Day Programme • Human Rights Day Celebration • Campus Cleaning
Jan	<ul style="list-style-type: none"> • Micro teaching classes • Introductory session on Models of Teaching • Briefing of Practicum • Preparation of Diagnostic Test • Guest talk 	<ul style="list-style-type: none"> • Ice Breaking session • Participation in Seminar at Regional Science Centre, Calicut • Last date for topic finalization • Preparation of M.Ed research proposal for Dissertation • Presentation of M.Ed Research proposals • Discussion of question paper • Feed back 	<ul style="list-style-type: none"> • New year Celebration • Inauguration of Women Cell • College Union Election and Oath Taking • Republic Day Celebration

		<ul style="list-style-type: none"> • Expert talks • Interdisciplinary Session • Documentary 	
Feb	<ul style="list-style-type: none"> • Preparation of Teaching Aids • Visit to Pain and Palliative Care Unit • Community Living Camp 	<ul style="list-style-type: none"> • Discussion of research proposal for the dissertation and finalization of titles • International Seminar • Interdisciplinary Session • Documentary 	<ul style="list-style-type: none"> • Workshop on the Preparation of Tools and Materials • College Union Inauguration • Guest Talk • Tutorial classes • International Seminar
March	<ul style="list-style-type: none"> • Field trip (Option Wise) • Sports meet • Model examination • Workshop on Value Education • Discussion of question papers • 1 semester Model Examination • Feed back and Evaluation 	<ul style="list-style-type: none"> • Model Examination • Seminar on selected topics for M.Ed and Research Scholars • Presentation of research proposals for the M.Ed Dissertation and Finalization • Interdisciplinary session • Documentary 	<ul style="list-style-type: none"> • Cultural Programme and Competitions • Women's Day Celebration • Guest talk • National Science Day Celebration • Inauguration of Departments
April	<ul style="list-style-type: none"> • Summer vacation • First semester University Examination 	<ul style="list-style-type: none"> • Summer vacation 	
May	<ul style="list-style-type: none"> • Summer vacation 	Summer vacation	
June	<ul style="list-style-type: none"> • Reopening after summer vacation • Commencement of Second Semester Regular Classes • Discussion Lesson • Demonstration Lessons • Criticism Lessons • Video Lessons • Session on Preparation of a Unit Test • Workshop on Preparation of Teaching Learning Materials 	<ul style="list-style-type: none"> • Reopening after summer vacation • IInd Semester started • Preparation of Tool 	<ul style="list-style-type: none"> • World Environmental Day Celebration • World Reading Day Programme

July	<ul style="list-style-type: none"> • Practice Teaching begins • Sharing of experiences and reflection of teaching 	<ul style="list-style-type: none"> • Data Collection 	<ul style="list-style-type: none"> • Practice teaching
August	<ul style="list-style-type: none"> • Practice Teaching continues 		<ul style="list-style-type: none"> • Independence Day Celebration
Sept	<ul style="list-style-type: none"> • Publication of Internal Marks • Practice Teaching completed • Feedback on practice teaching • Submission of Second Sem Practicum • Submission of Demonstration, Discussion, Criticism and Teaching Practice Records. 		<ul style="list-style-type: none"> • Teachers day celebration • Talk on Pain and Palliative • Gandhi Jayanthi Celebration
Oct	<ul style="list-style-type: none"> • University Practical Board Exam • Discussion of question papers • Model examination • Tutorial classes 		
Nov	<ul style="list-style-type: none"> • Model Exam • Completion of the course • II nd Semester Exam 		
Dec		<ul style="list-style-type: none"> • Model Examination 	
Jan		<ul style="list-style-type: none"> • IInd semester University examination • Dissertation submission 	