

S. N. M. TRAINING COLLEGE, MOOTHAKUNNAM

North Paravur, Ernakulam District, Kerala.

SNM TRAINING COLLEGE, MOOTHAKUNNAM

INTERNAL QUALITY ASSURANCE CELL (IQAC)

ANNUAL REPORT 2019-20

The SNM Training College, Moothakunnam is a pioneer institution of teacher education with the prime objective of preparing efficient and committed teachers for our nation. The visionaries of this voluntary organization, who were illumined and inspired by the teachings of Sreenarayana Guru, the greatest guru of humanity Kerala has ever produced dreamt of effecting 'Emanicipation through Education' of the people of the marginalised classes of the locality.

The college aspires on crafting committed and competent teachers who are morally upright, spiritually enlightened, physically fit, emotionally mature and uphold the true value of universal brotherhood. In this expedition for excellence, the institution gives prime thrust for empowering the teacher educands through various competence building programmes capable of converting them into social engineers appropriate for the changing global trends. The institution envisages and executes educational programmes in accordance with its vision and mission.

VISION STATEMENT

"Avanavan Atmasukhathinacharippava Aparanu sukhathinayvarenam"

(Let the practices for our well-being be beneficial for others)

MISSION

"Vidya Kondu Prabhudharaakuvin"

(Be enlightened through Education)

VALUES

Universal Peace

Harmony and Brotherhood

Sustainable Human Progress

OBJECTIVES

- To mould teachers who uphold the value of Universal Brotherhood and nonviolence
- To develop competent and committed teachers for offering value education to pupils
- To inculcate in the teacher trainees the skills and attitudes to serve the community and nation.
- To equip the teacher trainees to bring about progress and prosperity in 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 familiarize the prospective teachers with global trends in technology and environment education.
- To make upswings in the pedagogical functions of our institution in tune with ICT, Media and Culture.
- To strengthen the teacher education programme by adopting innovative policies and multipronged strategies and practices.

About INTERNAL QUALTY ASSURANC CELL (IQAC)

The formation of IQAC is the primary step in internalising and institutionalising quality enhancement initiatives in SNM Training College, Moothakunnam. The sense of belonging and participation of IQAC in all institutional activities are inevitable to its success. It will function as an institution's facilitative and participatory unit rather than just another hierarchical structure or record-keeping division. With its planned and interventionist strategies to eliminate flaws and improve quality, it has the

potential to become a vehicle for bringing about quality enhancement, similar to Quality Circles in industries.

IQAC – VISION

To promote quality culture of SNM Training College, Moothakunnam as the prime concern through institutionalizing and internalizing all the quality-enhancing and sustaining initiatives taken with internal and external support.

THE PRIMARY AIM OF IQAC IS

- To develop a mechanism to promote conscious, consistent and catalytic action plans to improve the academic and administrative performance of SNM Training College, Moothakunnam
- To promote institutional quality enhancement and sustenance through the internalization of quality culture and institutionalization of the best practices

FUNCTIONS OF IQAC

- a) Development and application of quality benchmarks;
- b) Setting parameters for various academic and administrative activities of the institution;
- c) Facilitating the creation of a learner-centric environment conducive to quality education and faculty development to adopt the required knowledge and technology for participatory teaching and learning process;
- d) Collection and analysis of feedback from all the stakeholders on quality-related institutional processes;
- d) Dissemination of information on various quality parameters to all the stakeholders;
- e) Organization of intra- and inter-institutional workshops and seminars on qualityrelated themes and promotion of quality circles;
- f) Documentation of various programmes/activities leading to quality improvement;
- g) Acting as a nodal agency of the institution for coordinating quality-related activities, including adoption and dissemination of the best practices;
- h) Development and maintenance of institutional database through MIS for the purpose of maintaining and enhancing institutional quality;
- i) Periodical conduct of Academic and Administrative Audits along with their follow-up activities; and
- j) Preparation and submission of the Annual Quality Assurance Report (AQAR) as per the guidelines and parameters of NAAC.

COMPOSITION OF THE IQAC 2019-20

1. Chairman : Dr Asha O S.

2.

3. Coordinator : Dr. Seeja K. R.

4. Faculty Members : Dr. Susmitha P. S

Dr. K. S. Krishakumar

Smt. K. P. Sudha

Dr. Bisini P. S.

Dr. Rinu V. Antony

Dr. Laya A. B.

Dr. Sankaran Nair

5. Senior Administrative Staff: Sri. Dileepkumar P. G.

6. Nominee from Society : Smt. Deepulal, Ward member

7. Nominee from students : College Union chair person

8. Nominee from Alumni : Sri. Pradeep K. G.

9. Nominee from the employer : Sri. M R Bose

IQAC PLAN OF ACTION 2019-20

To provide rich and diverse experiences related to teacher education to the student teachers.

To promote the skills of student teacher in various domains

To Promote involvement of faculty members in curricular development programmes and other educational endeavours at different levels and sectors of education

To enhance research practices among faculty members

To boost the extension programmes undertaken for benefit for the society at large.

To continue the practices of celebrating days of National and International importance

To endorse ecofriendly practices among student teachers

S N M TRAINING COLLEGE, MOOTHAKUNNAM Minutes of IQAC meeting 2019-2020

Sl. No.	Date	Agenda	Minutes of the meeting	Action taken
1	6- 06- 2019	1. Appraisal of IQAC initiated activities/Actio n taken report of AY 2018-19 2. Review of functioning of various cells/committees 3. Staff in charge of various cells/committees 4. Plan of action for AY 2019-20	 Discussion were held on the different dimensions to be included in the plan of action Resolved to boost the emphasis on the following dimensions in the plan of action To provide rich and varied experiences to the student teachers to nurture the teacher dimensions Extension programmes 	It was resolved that academic term plan, action plan for curricular & cocurricular activities, time table would be prepared for effective curriculum delivery. IQAC Coordinator and Senior teaching staff prepared academic term plan, action plan for curricular & cocurricular activities, time table etc for effective curriculum delivery
		5. AdmissionProcedure6. Preparationof Academiccalendar	 Involvement of faculty members in curricular development and professional development activities Celebration of important days Values added programmes 	Every member of the IQAC forum contributed for developing the draft of plan of action. Staff in charge of various cells and committees for the academic year were decided. The admission committee was constituted. Sub

		3. Formed sub committees to prepare plan of action Academic calendar and admission procedure 4. Discussions on previous year's stock verifications were held committees prepared to draft of the Rank list of the Admission procedure and planned begin classes in the Market of the Rank list of the R	t for and sion ed to the 019. dure
26- 06- 2019	1. Discussion on action taken report 2. Finalization of plan of action for AY 2019-20 3. Resolutions about activities for the next trimester	1. Discussions were held on the action taken report. It is observed that activities were conducted in accordance with the plan 2. Prepared plan of action is analysed and finalized with necessary modification (attached here) 3. Finalised the academic calendar and Hand book after discussion 4. Resolved to start Biometric attendance for staff and students. 5. Curriculum transaction planning committee was constituted. 6. Resolved to conduct the following programmes during the first quarter of the year Activities were conducted enhance the self confidenc and hidden potentials of student self confidenc and hidden potentials of student self confidenc and hidden potentials of student teachers. Some of the activities were > Induction programmes for the new batch of students, M Ed & B Ed Porientation week to sensitise with the new programme > A teacher a tree project > Workshop on preparation of teaching leaning materials > 'Changathi' Trainin Poakshacharanam Keshavadev anusmaranam > Yoga class V B > Bridge course ICON —Transformation to an Ideal Teacher, Shine V Shaji, Minutariner, success coad Inauguration of Science bulletin board	of es Ed on the control of the contr

➤ INCANDO magazine by commerce club * Activities to > MATHLETS enhance the self mathematics bulletin confidence and board hidden ➤ Math Shutter Bug potentialities of photography contest student teachers ➤ Awareness class on Nationalization of Orientation Banks & Current programmes practices in Banking > Talent day organization for celebration a week ➤ Chandrayaan 2 launch live, quiz 1st phase > LMS moodle activities of workshop for various clubs teaching staff > ZOOLOGIFERA Maintaining an **BOTANICA** activity log by Ecoclub bulletin teachers board inauguration including ➤ National moth week academic and celebrationnon academic exhibition programmes > Fruitico Fruit exhibition ➤ ANDASSU Malayalam bulletin board inauguration ➤ Math Pirates – Sudoku, Crossword, Pi value competition > HISTOMIA **SOCIOUS SS** bulletin board inauguration ➤ Kargil vijay Diwas spl assembly > Script writing workshop- Gigi C Baby SKAFOS think before you throwreuse of waste materials.

			 Orientation program towards online courses offered by IGNOU – D Jalaja kumara e volume IMMINI KAVITHAKAL in pdf format Hiroshima day commemorated Reading cum Career corner established ICHIRI NERAMinaguated the short film series. Screened UP, THORAMAZHA SIGNATURE 2K19 magazine release by science club Equal opportunity cell inauguration Interaction with Mrs princy shaji on paraenting of Autistic children, distribution of audio notes to shibas C S KAIZEN Commerce Bulletin board inauguration Rangoli competition SS clubladependence day Ozone day celebration by eco club quiz competition poster making competition Poster making competition Poster making competition Inauguration of film club, screening of akakkannu, a film by
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				physically challenged persons, honouring of our student Shibas C S who played a character role in the movie. > Ellavarkkum Oraksharam Malayalam option > one day workshop on M LEARNING in collaboration with IQAC & AKTCTA Dr K Thiyagu
3	30- 09- 2019	1. Review of previous IQAC meeting minutes 2. Appraisal of the IQAC initiated activities 3. Appraisal of feedback from various stake holders 4. Plan of action for the next trimester 5. Assessment of the ongoing programme	 Action taken was discussed and observed that programmes were executed almost in accordance with the plan Feedback from various stake holders were analysed and discussions for assuring the quality were held Resolved to conduct value initiative activities for the students. 	 Gandhi jayanthi celebration ENTE GANDHIJI essay competition for school students VARAKALILE GANDHIJI drawing competition 150 birthday celebration of Mahatma Gandhi seminar series Internal exams held Vigilance awareness week Malayaladinacharanam KTET orientation class Class on India post payment banking services
4	6-12- 2019	1. Finalization and Approval	Discussion on ATR was held and noticed the	Ethnic day celebrationSNM Fiesta

- of AQAR 2018-19
- 2. Academic and administrative audit for the semester
- 3. Result analysis of previous academic year
- 4. Review of previous IQAC meeting minutes
- 5. Appraisal of the IQAC initiated activities
- 6. Plan of action for the next trimester

- drawbacks

 2. Resolved to arrange a seminar on curriculum reforms at schools and a career guidance class to the outgoing students
- 3. Resolved to conduct the following programmes
 - ➤ Workshops
 - > Extension activities
 - Promotion of universal values
 - Sports and cultural programme
 - Gender equity promotion programmes
- 4.The meeting approved AQAR 2018-2019 and its Academic and Administration audit report

- ➤ EBSB Cell launched
- ➤ Gramasevanam- service activities in Ward 6 of vadakkekara grama panchayath
- ➤ Visit to Abhayaranyam
- > Community living camp
- > Study tour
- > Smiling campus
- Awareness class on women's health and hygiene
- ➤ Kesadanam snehadanam
- ➤ National Science day

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12-	1. Preparation	1. Resolved to make	Alternative schedule of work for
03-	of alternative	changes in the work	the online teaching was brought
2020	schedule of	schedule	out.
	work (11-03-	1 4 4 4 1	
	2020 onwards)	1. Action taken	
	2. Review of previous IQAC	report is discussed	Significant contributions were
	meeting	O F 1 . 1.1	made by IQAC in the previous
	minutes	Evaluated the ongoing IQAC	quadrants.
	3. Appraisal of the IQAC initiated activities	activities in detail and gaps were identified	Organized outreach programmes to enhance social outlook of studies.
		3. Discussed criterion wise duties and activities to enable timely uploading of the document in the website	 Covid 19 awareness programmes Workshop on Google Apps for online learning National webinar on Stepping into Digital Learning

SNM TRAININGCOLLEGE, MOOTHAKUNNAM

INTERNAL QUALITY ASSURANCE CELL (IQAC)

ACTION TAKEN REPORT 2019-20

PLAN OF ACTION ACHIEVEMENTS/OUTCOMES To provide rich and Organised experiences diverse • Induction day related teacher to Vayana pakshacharanam education to the Keshavadev anusmaranamstudent teachers. Bridge course • ICON –transformation to an ideal teacher • Math Shutter Bug photography contest • Awareness class on Nationalization of banks & current practices in banking • Talent day celebration • Chandrayaan 2 launch live, quiz National moth week celebrationexhibition Fruitico Fruit exhibition • Math Pirates – Sudoku, Crossword, Pi value competition • SKAFOS think before you throw-reuse of waste materials. • orientation program towards online courses offered by IGNOU ICHIRI NERAM- short film series. • Interaction with Mrs princy shaji on

- paraenting of Autistic children,
- Distribution of audio notes to shibas C S
- Rangoli competition SS club-
- Ozone day celebration by Eco club quiz competition , poster making competition
- screening of AKAKKANNU, a film by physically challenged persons, honouring of our student Shibas c s who played a character role in the movie.
- 150 birthday celebration of mahatma
 Gandhi seminar series inaugural seminar
 by Dr Laya a b
- Vigilance awareness week celebration by intergrity club.Oath taking,
 SAMAGRATHA posters published in social media, Rally, pamphlet distribution,
- VIGILANCE A WAY OF LIFE-class by R Ashok kumar, speech competition AZHIMATHIYUM PUROGATHIYUM
- KTET orientation class
- Annual sports day
- Expo ETHNICA ethnic weaves and cuisine of india. Ramp walk
- community living camp
- career awareness class by Anu goplakrishnan
- SNM FIESTA
- COVID awareness class by SN Medical college, Chalakka
- study tour
- India post payments bank Services by sri

Babu Mehboob.

- Presentation on life history of madam curie, interactive sessions on science facts, science Drama, science exhibition
- EBSB day
- Smiling campus
- Women's day –women kavisammelanam,

Health awareness

 Nature education Camp at ABHAYARANYAM

Participation in these activities provided a platform to nurture the skills of teacher trainees in various modes including writing and publishing and provided varied experiences related to teacher education

To promote the skills of student teacher in various domains

Organised

- Workshop on preparation of teaching aids
- Changathi training
- Science bulletin board
- script writing workshop
- one day workshop on M LEARNING
- Workshop on blog creation
- Workshop on statistical analysis
- Workshop stepping into digital learning
- Yoga workshop
- INCANDO magazine by commerce club
- MATHLETS mathematics bulletin board
- ZOOLOGIFERA BOTANICA Ecoclub

bulletin board

- ANDASSU Malayalam bulletin board
- HISTOMIA SOCIOUS Social Science bulletin
- script writing workshop
- SIGNATURE 2K19 magazine release by science club
- KAIZEN Commerce Bulletin board
- ellavarkkum oraksharam Malayalam option
- Published SPANDANAM e volume prethavum prakruthiyum
- Published ETHNIC WEAVES OF INDIA

To Promote involvement of faculty members in curricular development programmes and other educational endeavours at different levels and sectors of education

To enhance research practices among faculty members

- Dr P S Susmitha attended AKTCTA workshop on LMS at Titus II Teachers College,
- Dr laya A B served as guest speaker for Language club Inauguration and mother tongue day at Adi sankara training College, Kalady
- Dr p s susmitha presented a paper at intenational multi disciplinary conference on arts, science and technology
- Smt Sudha K p acted as chairman and coordinated workshop on EDU 105.19 question bank preparation
- Dr Seeja K R acted as chairman and coordinated workshop on EDU 03 question bank preparation
- Dr Laya A B class key to success for H S

- students govt sec school puthiyakavu
- Dr Rinu V Antony and Dr Laya A B attended 7 day workshop on Research methodology and Inferential statistics for training college teachers at IASE thrissur
- Dr Seeja K R attended two day National level workshop on writing research proposals for funding agencies conducted by centre for Teacher resource and academic support under PMMMNTT at M S university Tirunelveli.
- Dr Laya A B attended Cybergogy; learn, relearn and unlearn at st Xaviers college, alwaye in collaboration with CU, kerala.
- Smt Sudha k P attended National seminar at peet Memorial training college, Mavelikkara presented paper collaborative learning –a technique to enhance academic efficacy.
- Dr Seeja K R gave atalk on Exam anxiety management for SSP as External Mentor organized by SNMC under the sponsorship of DCE, Govt of kerala.
- Dr susmitha P S served as CHANGATHI counselor at SNHSS N paravur befriended with many needy students
- Dr Bisini p s attended R C in Media studies at University of Calicut
- Dr Asha OS acted as selection committee member for Assosciate professor under UGC CAS at ST Thomas college for teacher education, pala

- Dr Seeja K R gave a talk on educational psychology for BA English students of SNM college, maliankara
- Dr Asha O S and Dr Susmitha P S attended RUSA –PFMS workshop at CET
- Dr Asha O S, Dr Rinu V Antony, Dr Suneethi A S attended 3 day International seminar on An Equal world is an enabled world: realizing women's peace and women's day celebrations 2020
- Workshop on online teaching apps by Dr laya A B
- Dr Seeja k R acted as resourse person for webinar on reviving educational practices post covid 19 pandemic organized byUniversity of Mumbai, Thane subcampus and MES Pillai college of Education, chembur, Mumbai.

RESEARCH PUBLICATIONS DETAILS-

- Dr Asha O S received National Award for accomplished teacher Educator by CTE
- Dr Asha O S received Educationist of the year award 2019 by RIFACIMENTO
- Dr Susmitha P S received Rashtriya
 Prathibha award for Talented personality
 of India by INDO SOCIO Development
 Assosciation

To boost the extension programmes undertaken for benefit

- 1. ENTE GANDHIJI essay competition for school students
- 2. VARAKALILE GANDHIJI drawing competition

for the society at large.

- 3. SAMAGRATHA posters published in social media, VIGILANCE A WAY OF LIFE-Rally, pamphlet distribution,
- 4. Gramasevanam- lending library, Anti drug awareness class, Postal banking services, yoga, cloth bag preparation.
- 5. sanitizer making, distribution of masks to school students and local community
- 6. Flash mob BYE BYE PLASTICS
- 7. Flood relief activities
- 8. Helping hand to palliative care bed Sheet distribution,
- 9. Community Health Centre, Vadakkekkara Grama Panchayath, Moothakunnam

Thus the students were benefitted from these activities to initiate and execute various extension programmes beneficial for the society at large

To continue the practices of celebrating days of National and International importance

Celebrated festivals and days of significance like

- National moth week celebrationexhibition
- Kargil vijay Diwas
- Hiroshima day commemorated
- Independence day
- Ozone day celebration
- Teachers day celebration

	 Celebration of 150th birth anniversary of mahatma Gandhi vigilance awareness week celebration Republic day celebration Women's day Rashtriya Ekta Diwas Ethnic day Cancer day Ek Bharat Sreshta Bharat Day National science Day which resulted in sensitizing he students about spirit of nationalism and internationalism at large
To endorse ecofriendly practices among student teachers APPLY FOR RUSA FUND??	 A teacher a tree project- ZOOLOGIFERA BOTANICA Ecoclub bulletin board National moth week celebration-exhibition Fruitico Fruit exhibition SKAFOS think before you throw-reuse of waste materials. Ozone day celebration by eco club Beach cleaning Cloth bag distribution Flash mob

Sl No.	Name of the activity	Nature of the activity	Date/s
1	ECO CLUB FRUITICO EXHIBITION on Indigenous fruits	Exhibition to students of SNM HS	25/7/19
2	ECO CLUB: National moth week exhibition on life cycle of moth, moths found in western ghats, interesting facts about moths, economic importance of moths, difference between moth and butterfly	Exhibition to students of SNM HS	25/7/19
3	Ethnic day exhibition:emphasising on Ethnic food & weaves	Exhibition to students of SNMTTI	17-12-19
4	SCAFOS: Think before you throw -an exhibition of products using waste materials	Exhibition to students of SNM HS	30/7/2019
5	. Vigilance awareness week –Rally & Rally & pamphlet distribution to conscientise public ill effects of corruption distribution		29/10/19
6	Flash mob & street play to conscientise public about drug abuse	Flash mob	14/1/20
7	Making Of cloth bag by students & pamphlet distribution to public to create awareness about safeguarding nature reducing plastic making		14/1/20
8	Cleaning Cherai beach premises to create awareness about hazards posed by dumping garbages	Cleaning beach premises	15/1/20
9	As part of Grama sevana project, Flash mob & street play to conscientise public about drug abuse & plastic eradication in selected ward of vadakkekara.	Flash mob	27/1/20
10	As part of Grama sevana project, conducted a survey to identify the requirements of conducting awareness class to members of adopted ward	survey in the selected ward	1/2/2020
11	Kesa dhanam snehadhanam-hair donation campaign to cancer patients	Hair donation	4/2/2020
12	. Mobile lending library service to adopted ward to promote reading habit	mobile library	11/3/2020
13	.Mask & Pamphlet distribution to ward members in gramam -Covid 19	Covid care awareness	13/3/20

14	Awareness class to Gramam on select domains based on survey conducted among Gramam	awareness class based on survey	5/3/2020
15	Distributed mask and pamphlets to school students to conscientise about COVID19 Covid care awareness		20-3-20
16	Distributed mask ,sanitiser prepared by teachers and pamphlets to Members in ward s to conscientise about COVID19	Covid care awareness	20-3-20
17	Flood relief operations by management staff and students to Tribal communities of Nilambur district	opportunities to lend a helping hand to the flood-hit areas of Nilambur	20/08/2019

AWARDS AND RECOGNITIONS

Name of the Awardee	Awarding Agency	Date of Award	Category	Title of the innovation
Dr.ASHA.O.S	CTEF	8/3/2020		National Award for accomplished teacher Educator
Dr.ASHA.O.S	RIFACIMENTO	4/12/2019		Educationist of the year award 2019
Dr.SUSMITHA P S	INDO SOCIO Development Assosciation	30-06-2019		Rashtriya Prathibha award for Talented personality of India

Dr. Seeja KR. IQAC coordinator. N. PARAVUR GOLLEGO LEGO LA ERNAKULAM GO

Dr. ASHA.O S. Chairman, IQAC.