YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	SNM TRAINING COLLEGE, MOOTHAKUNNAM
• Name of the Head of the institution	Dr ASHA O S
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04842482084
• Mobile No:	9447875414
• Registered e-mail	snmtrainingcollegemkm@gmail.com
• Alternate e-mail	ashaoliyath@gmail.com

• Address	**SNM Training College, Moothakunnam**
• City/Town	**Ernakulam**
• State/UT	**Kerala**
• Pin Code	**683516**

2.Institutional status

• Type of Institution	**Co-education**
• Location	**Rural**
• Financial Status	**UGC 2f and 12(B)**
• Name of the Affiliating University	**M G University, Kottayam**
• Name of the IQAC Coordinator	**Dr Seeja K R**
• Phone No.	**9847519235**
• Alternate phone No.	**04842482084**
• Mobile	**9847519235**
• IQAC e-mail address	**iqacsnmtc@gmail.com**
• Alternate e-mail address	**snmtrainingcollegemkm@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)	http://snmtrainingcollege.org/assets/img/downloads/AQAR_19_20.pdf
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	http://snmtrainingcollege.org/assets/img/downloads/handbook-2020-2021.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	82	2007	31/03/2007	31/03/2012
Cycle 2	B	2.85	2015	31/12/2015	18/01/2021

6.Date of Establishment of IQAC	31/03/2007

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NA	Nil	Nil	Nil	Nil

8.Whether composition of IQAC as per latest NAAC guidelines	Yes
• Upload latest notification of formation of IQAC	**View File**
9.No. of IQAC meetings held during the year	5
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes

• If No, please upload the minutes of the meeting(s) and Action Taken Report	**View File**

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**
• If yes, mention the amount	

11.Significant contributions made by IQAC during the current year (maximum five bullets)

• Curriculum transaction through innovative and ICT based strategies • Organising various capacity building programs for staff and students • Introducing staff and PTA scholarships for students • Extension and outreach activities • Ecofriendly campus initiatives

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
Conduct of IQAC Meetings	**IQAC Meetings were conducted on 15/06/2020,24/08/2020, /12/2020, 30/1/2021,4/03/2020**
Academic term plan, action plan for curricular & co-curricular activities, time table to be prepared for effective curriculum delivery during the pandemic period.	**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**

To provide rich and diverse experiences related to teacher education to the student teachers using hybrid mode Smooth transition to online mode of teaching, examination and evaluation from the onset of the COVID-19 pandemic	A variety of programs that provided diverse experiences to the students like • Induction Program • Orientation program • Corona awareness class • Anti ragging awareness class • Alumni Interaction • Value Added Course • Swatch bharat-Cleaning and gardening • Drama presentation on Gandhiji • KINTSUGI- Art fair • MOLISTRIX 2K21-Product idea generation • Webinar journey to Entreprenuership • Cancer Awareness talk • Skit on BALYAKALA SAKHI • Exhibition and performances on Dances of India • Ethnic Food Festival • Awareness class on Problems among adolescents • Interaction with Covid Warriors • Pi Carnival • College Day • Debate • Online Pedagogic activity-curious • GOZAR-a fun booster • Funky Brains-Online activity to energise brains • Neurobics to energise Brain • KTET coaching • Comexplosive-Fun based Pedagogic Activities • PEDAGOGIC ACTIVITY- Concept Map based on Indian Constitution • Quiz on Blooms Taxonomy • Magazines Released Lemniscate-A Journey to infinity Setcoalle Whimsical Veritas Awareness programs on Local Entreprenuers Kerala yathra Aparecium Geometrica Phoenix-Unceasing Love Dances of India Macedona Curious-Online Magazine on World Dance Day E magazine-Janani Emagazine-Kaval Malakhamarkku Hridayapoorvam • School Internship • 5 days Community Living camp-KALITHATTU • COMPETITIONS Mask making Essay competition for school students Quiz competition on Life and works of Ramanuja Quiz competition on Life history of Swami Vivekananda National Poster making Competition Quiz competition in connection withWorld Book and Copyrights Day Intercollegiate Digital Poster Making Competition Letter writing Competition Mobile Photography competition Discourse Competition-My Voice E-poster competition-World Tobacco day were organised
To promote the skills of student teacher in various domains	• Spoken English course • Bridge course on Soft skill development • 1 week online bridge4 course on ICT and Teacher Education • Yoga Bridge Course • Workshop on Identifying varied student needs Visualising Differential Learning activities Assessment for Student learning- principles and practices VENTEL Action Plan Evolving ICT based learning situations Engaging student diversity in classrooms Content mapping –A tool for Learning Teaching Learning Resourse Development Creative Classrooms 2 day workshop on short film and Documentary making Drama workshop by Mr Babu Kuruvilla Arts Festival • 2 day National Conference NEP 2020:Towards Self Reliant India • Webinar on Teaching of Malayalam Becoming an Inspiring Teacher ICT in Education During Covid Pandemic Gender Bias, Gender Equity and Womens' Rights Climate change: Role of Oceans Marine Diversity and Conservation Mobilising Resourses for Teaching-learning Sustanance of Institutional excellence-NAAC Perspective Building a caring and Supportive

Community : Honouring Student Diversity   IPR: Plagarism and Academic Community and International MultidisciplinarySeminar on Remodelling Strategies and policies for Future Ready Learning were organised that were helpful in promoting the skills of students 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 | 2 faculty members Participated in STRIDE FDP   Faculty members acted as coordinators and question setters for M G University B Ed Degree Question Bank Preperation   Organised a workshop for Moodle Administration for Teaching staff   Dr Laya A B acted as resource person at BRC   Smt Saritha V K acted as resource person in Webinar series organized by GHSS Iranikulam   Dr Laya A B acted as resource person for workshop on Video making at CUTEC chalakudy   Dr Suneethi A S served as resource person for webinar on Orgin of Species   Dr Asha O S served as RP for workshop on SWOT analysis   Dr Suneethi A S served as resource person for workshop on Research Methodology   Dr Rinu V antony attended Short-Term Course on E-Content Development at UGC HRDC University of Gujrat   Ms Heera K S participated in online Induction Program at UGC HRDC, University of Kerala   Dr Laya A B attended Refresher Course in Women's Studies and Women Empowerment at UGC HRDC, University of Kerala   Dr. Susmitha P. S. attended Short term Course on |
| To boost the extension programmes undertaken for benefit for the society at large. Establishing COVID Helpline and giving Food, Medicine, | • "KESHA DANAM, SNEHA DANAM-Hair donation campaign • Donated pillows to palliative care unit • Donated bed sheets to palliative care unit • Fund raise for charity activities: eco club and innovation cell organized ethnic food fest and organic fruits and vegetable sale • 'Gramasevana Project'   Organized awareness programmes   Donated TV to Anganwadi in the gramam adopted in June 2020.   Charity to bedridden in gramam   Assistance to Covid patients   Assistance to Covid warriors /health care worker by donating 20 PPE KITS   Donated Fogging machine   Extension lecture: A Trans-Disciplinary Talk Series Talk on : " Covid 19 : Care and Cure Through Ayurveda |

Financial aid as well as emotional counselling to students and stakeholders belonging to deprived sections of society	
To continue the practices of celebrating days of National and International importance	The following days were commemorated during the academic year - Independence Day Friendship Day Onam Teachers' Day Gandhi Jayanthi International Teachers Day Rededication Day Vigilance awareness week Kerala piravi Science Day Christmas National Mathematics Day Sir Issac Newton Birth Anniversary Stephan Hawkins Day National youth day Sukumar Azhikode Anusmaranam Birth Anniversary of Subhash Chandra Bose Republic Day World Cancer Day IPR Day World day for Safety and Health World Book and Copyright Day Mothers' Day World Dance Day World Tobacco day
To endorse ecofriendly practices and green campus initiatives among student teachers	• A teacher A tree project • Plastic free practices, Jute bag distribution to all students • Visit to Miyawaki forest • Visit to Natural fibre craft based resource centre • Dramatic presentation on Energy conservation-Earth Hour • Commemorated World Migratory Birds Day Endangered Species Day Earth day International Fruit and Vegetable Year

13.Whether the AQAR was placed before statutory body?	No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021	28/02/2022

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	2

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	108

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	5

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	54

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	21

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	21

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	14
4.2 Total expenditure excluding salary during the year (INR in lakhs)	34.31400
4.3 Total number of computers on campus for academic purposes	25

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The teacher education curriculum prescribed by Mahatma Gandhi University is transacted by incorporating the vision, mission and values of our Institution. Contemporary relevant themes like human values, professional ethics, gender equality, environmental sustainability etc. were addressed while actualizing learning experiences for student-teachers.

A well planned academic calendar is prepared every year starting from the process of admission to the final summative evaluation ending with the University examination process. Detailed weekly and monthly planning of the activities for the whole academic year were included under the following heads in the academic calendar.

- Induction
- Orientation Programme
- Entry Behaviour Assessment
- Learner Need Assessment
- Bridge Courses
- Theory Courses-Innovative Strategies
- Practicum Assignments
- Practicals
- Assessment Strategies
- ICT Training
- Library Resource Utilization
- Seminar/Workshop/Debates
- Group discussion/Inhouse Discussion
- Development of Professional attributes of students
- Skill Development Programme
- Assessment Mechanism
- Remediation and Enrichment/Learning Enhancement
- Internship Preparatory Activities
- Outreach Activities/Community Activities

To instill the feeling of nationalism, various days of national importance were observed through activities of pedagogical relevance by different clubs functioning in the college. During this pandemic period, innovative teaching tools like webinars, online publications, quiz, tutorial sessions etc. were organized. In order to connect the existing entry level knowledge and awareness

of fresher's of various disciplines to the field of teacher education, Bridge Courses were formulated and actualized on themes like Soft Skill Development, ICT and Teacher Education, etc. Teacher Empowerment Webinar series conducted by the college is an example in this line. Seminars on Gender Equality , Activities based on human values like Friendship Day online magazine; Global Issue Awareness sessions like webinars on Climate Change, were conducted. Workshops were conducted to provide first-hand experience on differentially abled mode of teaching-learning and inclusiveness.

Apart from theoretical knowledge, students were provided experiential learning through various programmes like 'A teacher-a tree'. The event was an initiative to conserve nature by planting a sapling and nurturing it during the course period. For acquiring learning skills students were provided online workshops on themes like Content Mapping, Concept Mapping- a tool for learning, Assessment for student learning-principles and practices, Evolving ICT based learning situations, Engaging Student Diversity in classroom. Trans-disciplinary webinar series were organized to instill social commitment, life-knowledge acquisition and assimilation of knowledge in different subjects. An online talk series on socially relevant themes like Covid-19, Care through Ayurveda were organized. In order to widen the self-expression, reflective writing skill and literary talents a good number of platforms are provided to the students through publication of manuscripts and digital magazines.

Social extension being one of the ultimate goals, initiatives like Grama Sevana Programme, helped students to supplement their curricular experience of teacher education through society engagement. The various Value Added Courses on themes like Disaster Management, Entrepreneurship, Environmental Sustainability and Public Relations helped to enhance knowledge acquisition and skill practice, elaborating conventional the existing pattern of teacher education. In order to provide awareness to the teacher-trainees with the scenario of the new and contemporary world of education, they were made part of organizing national conference on NEP 2020. Numerous media productions were conducted on diverse themes and social issues like drug abuse, environmental protection and gender sensitivity. As part of MGNCRE -VENTEL Action Plan, teacher trainees were engaged in video productions on themes like kitchen-gardening, stitching, air-layering, etc. Philosophical Association of Contemporary Educant (PACE) organized various programmes including book reviews to assimilate various philosophical thoughts to elaborate and extend curricular activities.

File Description	Documents
Upload relevant supporting document	**View File**

| Link for Additional information | **http://snmtrainingcollege.org/Programme-outcomes.html** |

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Mahatma Gandhi University prescribes academic calendar for both B.Ed and M.Ed courses. Based on this, our Institution brings out Institutional Academic Calendar. Every year, the Institution prepares an Academic Calendar which schedules all events that occur during an academic year including semester details, examination dates and list of events related to curricular transaction. The Academic Calendar is included in the handbook provided to the students. The digital format of this is available in the College Website.

The B.Ed course comprises of four semesters and for each semester working hours are stipulated as 100 days and 600 hours. For all semesters total marks are 600 each and credits are 30 each. For theory total of 1140 marks and 57 credits are allotted for all semesters taken together, and 1260 marks and a credit of 63 are allotted for the practicals. The M.Ed course comprises of four semesters. For the first semester 20 credits, 2nd semester 20 credits, for 3rd semester 22 credits and for fourth semester 18 credits are awarded. For the 3rd and 4th semesters internship 4 credits each are provided. Assignments, seminars, two test papers are included as components and weightage for internal assessment. Relevance of topic, methodology, analysis and dissertation viva voce are considered components for assessment of dissertation.

All activities including admission, induction and orientation to the programme are considered part of continuous and comprehensive evaluation adopted by the Institution. Students' entry behavior is assessed in different modes during the initial sessions. Learner Need Assessment is also done as a pre-requisite to enquire about their preparatory status. Bridge courses are designed and implemented for B.Ed and M.Ed students as initial cognitive accommodation of the teacher education programme. Academic calendar is prepared elaborately for all the theory courses incorporating practicals, practicum and assignments. Students are provided individualized ICT training as a reflection of their need assessment. Library resources are made available to students to explore and sessions are provided in daily schedule for the same. The Academic Calender prepared by the college provides space for adopting various strategies of curricular transaction like lecture cum demonstration, brain storming, problem solving, group-discussion, case-study, interaction with community, projects and power point presentations, language lab sessions, micro- teaching, test construction, case study, survey and dialogue, ICT based teaching learning.

Different types of assessment mechanism exist for fostering professional and skill development activities. In Internship Activities assessment mechanisms are adopted from Internship preparatory

sessions onwards. Community outreach activities are also provided which measures participation, interactions, deliverance, and overall involvement of students in the endeavors.

File Description	Documents
Upload relevant supporting documents	**View File**
Link for Additional information	**Nil**

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**B. Any 3 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	**View File**
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

2

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	**View File**

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

4

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

99

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Our Institution delivers Teacher Education Curriculum enrichment programmes as prescribed by the university by enhancing professional capacities and creating awareness of Professional ethics through different modes and activities of curricular transaction. Various workshops, seminars, webinar series, day celebrations, club activities, , etc. were conducted to impart and expand issues that are relevant and need of the time. Institution offers various value added certificate courses in which Environmental Sustainability is among the prominent ones. Policies like Green Campus, Plastic free campus, energy preservation through bio-gas plant, and programmes like A Teacher a Tree, Jute bag distribution, field trip to artificial forest, visit to nature fibre craft centre, observation of days-environment day, energy conservation day, world bio diversity day, endangered species day, celebration of international year of fruit and vegetables through exhibition and sale of native fruits and vegetables, dramatic presentation of energy conservation-

Earth Hour, were carried out. Through webinars and workshops students were given an opportunity to assimilate resources related to professional ethics by the resource persons who are eminent teachers. International and National Teachers' Day programmes were conducted in collaboration with Alumni from all parts of the world of the Institution in an elaborate manner. In order to imbibe human values World Cancer Day was commemorated and programmes like hair donation for free distribution of wigs to cancer patients were carried out.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

5

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

99

File Description	Documents
Any additional information	View File

| List of programmes and number of students undertaking project work/field work/ /internships (Data Template) | **View File** |

1.4 - Feedback System

| 1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni | **B. Any 3 of the above** |

File Description	Documents
URL for stakeholder feedback report	**View File**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	**View File**
Any additional information(Upload)	**View File**

| 1.4.2 - Feedback process of the Institution may be classified as follows | **A. Feedback collected, analyzed and action taken and feedback available on website** |

File Description	Documents
Upload any additional information	**View File**
URL for feedback report	**Nil**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

100

File Description	Documents
Any additional information	**View File**

Institutional data in prescribed format	**View File**

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

sc-12,st-2

File Description	Documents
Any additional information	**View File**
Number of seats filled against seats reserved (Data Template)	**View File**

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Learning-level assessment analyzes the college attentiveness of all new students to ensure they have the best possible chance of success in attaining their academic goals. Assessment results are used to ensure that entering students have basic skills adequate to succeed in college. It also provides entering students with experiences that will help them clarify their educational and personal goals. As students advance through their academic programs, their progress is tracked and the information gained is used to evaluate and strengthen programs and services. An important component of entry-level assessment is the provision of student support activities. Specifically, changes are made to ensure that entering students have the necessary skills and are provided with the support needed to succeed academically. Students are encouraged to work closely with advisors throughout their academic careers to assist them in making appropriate short and long term academic decisions.

S N M TRAINING COLLEGE, MOOTHAKUNNAM during the academic year 2020-2021 organized varied Programs to assess the learning levels of students and to provide necessary support programs based on the entry level assessments .

The following are the highlights of such practices

 1. Orientation Program

1. On the day of Admission -Personal interview of the students by the teachers and the principal brings out the preparedness for the professional education: Aspirations Strengths and Areas that need improvement are also identified by the close interaction of experienced members of faculty and the principal with the students at the time of interview.

2. The documents and certificates are verified by the members of the staff during the interview.Special attention is given to the student achievements in the past.

3. A student profile is collected in which the aspirations of the students and the areas where they would like to improve are identified.

4. One week is set as orientation week for tuning the students to the teacher education course where the faculty members and invited guests interact with the students to offer the student teachers an initial moment in their professional development. The motivational sessions in the initial orientation week develops essential stimulation in the student teachers to warm up for a process of transformation.

5. Course and campus Orientation programme is organized at the commencement of the course which offers the student teachers an opportunity to understand the difference between the teacher education course and other courses. The Principal of the Institution has given a brief outline of the Programme Outcomes to the students .

6. Self-introduction of the students in the optional and general classes offer an opportunity for the teachers to penetrate the inner dispositions of the student teachers and pinpointing of the talents of the students that give them an edge in the teaching career.

7. The academic year commences with Talent Day and Freshers Day. All optional class students are provided the opportunity to exhibit their talents which will give a clear idea about the personality and talents of the teachers.This year, due to covid pandemic situation, the talent day was conducted through online mode. Freshers day helps the students to showcase their talents before their seniors and to get rid of inhibitions.

8. As a general practice, before the commencement of teaching of any course, the teachers interact with the students to find out their background, subject stream, medium of education, dispositions, aptitude match for the current programme, aspirations, and areas of interest, their learning needs and skills.

9. Moreover, each faculty during the class hours identifies the slow or advanced learners by interacting with them.

10. During the course of time, a systematic evaluation process is used to assess the learning levels of the students. This evaluation process consists of written examination, open book test, group presentations, project, practical examination with viva, written assignment, surprise test and class performance.

II. Entry Level Assessments

The following entry level assessments have been done at the beginning.

1. Teaching aptitude and professional readiness

The aims of this assessment include

1. to identify different learning needs of students

2. to identify level of readiness to undergo professional education programme

Teaching aptitude and professional readiness is a chief aspect for success in the teaching profession. As such it is quite essential to admit teacher-trainees having a high level of teaching aptitude and to train them accordingly. This assessment mechanism provided an insight regarding the academic support to be provided to students.

1. Level of proficiency in Digital Skills and ICT Competency

The aims of this assessment include

1. to identify different learning needs of students with regard to digital skills needed in teaching

2. to identify level of knowledge and skills of student teachers at entry time in digital competency and ICT technology required in teaching

The entry level assessment helped to identify different learning needs of students and their level of proficiency in Digital Skills and ICT Competency.This assessment mechanism provided an insight regarding the academic support to be provided to students during this academic year with respect to Digital Skills and ICT Competency to enhance their professional skills.

1. **Involvement in group task, library use and innovative strategies**

The aim of the survey was

To identify different needs of students with respect to

1. **Involvement in group task**

2. **Library use**

3. **Innovative strategies**

The findings revealed that students were interested in group tasks. They were interested in using the library especially for study purposes. The students need training to develop their leadership qualities. They need to get familiarized with the use of databases. Students do not have much idea about different innovative strategies and need to concentrate on strategies to familiarize and practice them. This need assessment survey will help to prepare the academic plan for the year by considering various aspects of development of a competent teacher.

III. Academic support and Special Programmes provided to students for Developing Professionalism

- **To improve the communication skills of students, an orientation programme on spoken English was organized through Google Meet**

- **A bridge course on "Soft Skills development" was arranged through Google meet.**

- **Faculty mentors provide their mentees one to one counseling on improvement areas.**

- **Value added courses in Environmental Sustainability and Entrepreneurship Skills were initiated.**

- **Bridge course in Yoga was organized to make our students physically and mentally fit .**

IV. Organized Special programs for acquiring ICT skills

- **One week online Bridge course on ICT and Teacher Education in collaboration with ALUMNI was organized to make our prospective teachers digitally competent and to provide the learning needs identified through the entry level assessment.**

- The co-curricular clubs of various departments of the University conducts special workshops to improve the hands-on skills in ICT of the students.

V. Organized Special programs for students with respect to group tasks, Life skills, Leadership Skills, Communication, library use and participation in innovative strategies

· Various programmes including bridge course in soft skill development, value added course in public relations etc. were conducted to get an orientation about leadership skills. Students are motivated to take leadership roles of various programmes conducted in the college. The curricular and co-curricular activities are arranged in such a manner that all students get opportunity to lead a group and organise an event.

The Five Days Residential Camp provides a group living experience to grow and adapt to changes. Camp is the first place students test their individuality away from their family. The various activities in Camp give practice in leadership through group participation, teamwork, cooperation and sportsmanship . The experience improves Positive relationships with other campers, and also helps to reinforce lessons learned at home such as helpfulness, cleanliness, courtesy, table manners, etc.Students Learn to provide a healthy environment for campers that focuses on balanced meals, safety precautions, medical care, etc.

· Most of the students depended on the college library to access books and related resources. Class assignments and practical works are given to students which ensured the use of library. Students are oriented with various online journals related to their subjects. Students are encouraged to select online journals for their practical work – Journal review.

· The curricular activities of the college were focused to provide learning experiences through various innovative strategies. Students are familiarised with the theoretical aspects of various strategies such as seminar, debate, brainstorming, group discussion, group presentation, case study, project, panel discussion, role play etc. Opportunities are provided to students to practice these strategies through various curricular and co curricular activities.

VI. Special Programmes provided to identify innovative strategies suitable to manage Differently abled students.

Students are given opportunities to practice and participate in various programs and activities to identify suitable strategies to manage differently abled students. Some of the programs are the following.

- **Webinar on management of students with Specific Learning Disorder**

- **Webinar on Varied Student Need**

- **Workshop on " Visualizing Differential Learning Activities according to Student Needs and addressing Inclusiveness**

- **Webinar on Mobilizing Learning Resource**

- **Workshop on Engaging Student Diversity in Classroom**

- **Webinar on " Building a caring & Supportive Learning Community: Honoring Student Diversity"**

VII. Mentoring/academic counselling

As a student support and for catering the varied learner needs, student mentoring system is actively working in our institution. By mentoring systems we create a better learning environment, facilities, opportunities for extracurricular activities where students can approach teachers for assistance in both scholastic and co scholastic activities. All the faculty members, guide the student teachers, find out their strong and weak points through informal contact with the wards and provide necessary academic and personal counselling. The mentor extends support to empower the students to solve their problems (Educational, social, personal, Emotional and spiritual) . As a mentor the faculty have the opportunity to use own experience and knowledge in facilitative manner to support the development of the mentee.In mentoring session we consider different dimensions such as, Personal profile, academic needs, Difficulties experienced, Remediation attempts, Enrichment suggestions, and development of professional attributes of students. Here our faculty supports their mentee by giving academic advice, sharing resources, caring about students' success, role modeling study habits and teaching students about time management, preparation of roles, reading textbooks, active listening, teaching, skills, organization skills, making good relationships, communication etc.

VIII. Peer feedback/Tutoring

Our students are benefited with ample peer feedback during their micro teaching sessions, Criticism Classes and practice teaching. The feedback from the peers helped the student teachers to identify their strengths and weaknesses .

IX. Assistive Devices and Adaptive Structures (for the differently abled).

Assistive devices like CDs , podcasts are provided to the needy students(visually challenged students) of our Institution. Peer help is ensured in the Institution. Ramp is constructed for easy access in the college. Flexible internal assessments and relaxation in completing the tasks were provided.

X. Multilingual interactions and inputs

Students are allowed to write the internal and external exams multilingually (both in their mother tongue and in English) and multilingualism is also allowed in curriculum transactions during teaching practice and also in practical works submission.

File Description	Documents
Link for additional Information	**https://drive.google.com/drive/u/2/folders/1DxmtWSHT9OX1uVdzqy6AXCspcIGqWytt**
Upload any additional information	**View File**

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
109	19

File Description	Documents
Any additional information	**View File**

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Our institution has taken efforts to engage students, from different backgrounds and abilities, in relevant and effective learning experiences. Interactive instructional techniques and multi-mode learning engagements of students are employed to enable the students to develop higher order „thinking‟, reasoning' and investigation. Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences and to adequately attain the learning aspirations of students. Many innovative

strategies like, the use of focused group discussions, art-integrated classes, recreational pedagogical activities, brainstorming sessions, quizzes, debates, projects, presentations, experiments, seminars, internship and application of ICT resources- both online and offline, have been used . This also augmented the adequacy, competence as well as the continuous professional development of the faculty who handle the programmes of study. Additionally, lectures by invited experts, workshops and National/International seminars on topical issues are routinely held to augment students' knowledge and keep them aware about global academic and research advancement. Faculty use ICT enabled classrooms with audio-visual systems and wi-fi facilities for student centric learning through Moodle platform, power-point presentations, other e-learning platforms, films and deployment of other innovative programme media. Libraries are well-stocked with latest textbooks and reference material, and students have easy access to journals and a plethora of e-resources. The efficiency of the techniques used to continuously evaluate the performance of teachers and students is also a major concern of our Institution. In several courses, emphasis is on field studies/fieldwork to enable students to apply theoretical knowledge to solve practical problems. In courses with a high creative component, students articulate their views through posters, cartoons, photographs and multimedia presentations.

Major modes of teaching - learning experiences provided during this academic year in B.Ed. and M. Ed. are the following:

- Pedagogical seminars- Students present seminars based on various topics in each course under the supervision of course coordinators that end with interactive discussions.

- Projects- Students select a project according to their interest and go deep into the topic.

- Problem Based Practicum related to education is done by each student.

- Online and Offline Assignments- Students prepare online and offline assignments which fosters self-enquiry and learning to learn

- Video based reflective analysis on modules which deals with training of skills that needs demonstration and discussion.

- Role Plays were arranged in the class by students to showcase some instances of Teacher accountability

- Hand on experiences

- **Brainstorming discussions- Debatable aspects of the syllabus are transmitted through small group discussions.**

- **Video recorded Micro Teaching sessions- Micro teaching sessions are video recorded which is followed by video analysis.**

- **Link Practices- Link practices Integrating two or three skills are conducted before the commencement of real classes.**

- **ICT integrated teaching sessions are practiced by each student teacher.**

- **Field Visits to educationally important places to provide concrete learning experiences to students.**

- **Brain Boosting activities are conducted in various courses.**

- **Inter and Intra disciplinary approaches are practiced to identify the correlation of various subjects**

- **Recreational teaching learning sessions like Games, Puzzles and Riddles are incorporated in various courses of study.**

- **Value centric programmes were incorporated in teaching learning**

- **Concept Cartoons and concept maps are incorporated in various courses of study.**

- **Remedial teaching- Peer teaching and previous year question paper discussions and answer analysis are provided for remedial teaching.**

- **Videos in YouTube channels- Videos are uploaded in channels of the college, classroom and individual teachers for learning and revision.**

- **Focus group discussion- Qualitative method of focus group discussion is done by researchers, PG and UG students**

- **One Module in 30'- Teacher led small video lessons are provided to easy revision of topics covered**

- **Teaching-Learning activities to develop entrepreneurship skills are organized**

- **Assessment tools like Self assessment, peer evaluation tools, Diagnostic Tests and achievement tests are prepared by each student teacher.**

- **Preparation of a variety of Self Instructional Learning Materials - Art integrated Learning Materials, Concept Cartoons, Concept Maps, Graphic organizers, Wok books, Digests, ICT Learning Materials, Question Banks and Digital Textbooks.**

- **Educational Surveys are conducted by each student teacher based on a relevant social issue**

- **Case Studies, Identification of Learning Disorders, and necessary remedial mechanisms are practiced.**

- **Educational Blogs are created by each student teacher and teaching learning materials are uploaded**

- **Short films are prepared as a pedagogical mode of teaching learning in various courses.**

- **Action researches are conducted to identify and manage immediate problems in the classroom during internship**

- **Google Classroom and i-Learn Moodle platform of Institution are used for cloud-based learning and teaching where class scheduling, resource sharing, and submission of student work is conducted online.**

- **E-Content Preparation- Students prepare multimedia base short learning objects and assistance is given in video shoot and audio- video editing.**

- **Thesis work- Postgraduate students conduct a research study and submits the dissertation.**

- **Students are given guidance to prepare Learning aids like charts, diagrams, power points etc. corroborate the conventional lectures. Students are given guidance to prepare and disseminate such material intra-class and into learning groups and academic circles.**

File Description	Documents
Upload any additional information	**View File**

Link for additional information	https://drive.google.com/drive/u/2/folders/14dM2_kMfUz0iWarNd4dJNIEbV72kD54_

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

SNM Training College, being a teacher training Institute , encourages use of ICT enabled tools including online resources for effective teaching learning processes.In the Institution, majority of the classrooms are ICT enabled with projectors installed and the campus is enabled with high speed wifi connection.The faculty at SNM Training College use various ICT enabled tools to enhance the quality of teaching-learning like-

1. Google classroom and i-Learn the MOODLE site of the Institution are used to manage and upload course related information- learning material,quizzes , practical and practicum submissions and evaluations, assignments, etc.

2. Online quizzes are regularly conducted to record the feedback of the students.

3. To teach subjects in online mode, teachers have used various online tools like- whiteboard in Microsoft teams, Google meet, youtube, Blogs , animation apps for pedagogy like HOLO, Animal AR 3D Safari, etc.

4. Whatsapp is also used as a platform to post course related information and messages.

5. The ICT skills of the students are sharpened through the pedagogical seminar presentations by each individual student teacher in various courses of study, E-content development, and participation in ICT courses organized by the Institution.

6. Video recording and video analysis of the classes – Micro Teaching sessions and criticism classes of the students are recorded and evaluated.

7. The PPTs are enabled with animations to improve the effectiveness of the teaching- learning process.

8. You- Tube, E- mails, WhatsApp group, Zoom and Google classrooms are used as platforms to communicate, provide material and syllabus, make announcements, conduct tests, upload assignments, make presentations, address queries, mentor and share information.

9. Internet and Wifi facility is made available to all the students of the Institution.

10. All the classrooms have LCD projectors which are used for screening educational movies, documentaries and for making powerpoint presentations.

11. The library also provides access to computers and online journals freely available in public domain and also to journals subscribed on the advice of faculty and facilitates downloads.

12. Fundamentals of Information Technology is a compulsory course to all students as part of bridge courses in order to familiarize them with technology based learning.

13. Sufficient number of books, Journals, e-journals and e-books are available in the library. The research journals are available online and facility for accessing these journals is provided through N-List facility in the campus

14. Seminar hall is equipped with multimedia facilities using ICT tools. Invited talks and webinars are conducted in seminar hall using ICT facilities

15. Online tests are conducted and e-assignments are given through the i-learn MOODLE platform of the Institution.

16. Most of the faculty has contributed ICT learning materials in the M G university Telegram Learning Portal for B.Ed students

17. Students are systematically evaluated using assessment mechanisms like e-assessment tools, where their problems are diagnosed and proper remedies are provided.

18. Differently abled students are provided with podcasts and CD of learning materials , for easy access .

19. For slow learners and as a crash course for preparation of university exams, students are provided with learning materials in the banner " One Module in 30", where 1 module of the course is covered in 30"

20. Concept maps are uploaded in MOODLE site for further discussion of the topics covered.

21. Each student teacher upload the school activities and photographs in their blog during the internship programme

22. The students are asked to take video of their classes to get the Self-awareness of their teaching skills.

File Description	Documents
Upload any additional information	**View File**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**https://www.ilearn.snmtrainingcollege.org/**

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

16

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	**View File**
Circulars pertaining to assigning mentors to mentees	**View File**
mentor/mentee ratio	**View File**

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

19

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	**View File**
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

11

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	**View File**

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

28 ,15 ,23 ,16 ,16 ,15 ,13, 13, 13 ,9 ,7 ,14, 1,1 ,1, 1 ,1, 1, 1, 1

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	**View File**

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

SNM TRAINING COLLEGE, MOOTHAKUNNAM has a transparent and robust evaluation process in terms of frequency and variety. The college follows a continuous and comprehensive evaluation system. The Principal holds meetings of the faculties and directs them to ensure effective implementation of the evaluation process. The method of internal assessment helps the teachers to evaluate the students more appropriately.

For transparent and robust internal assessment, the following mechanisms are conducted

A.Institutional Mechanism of Internal Assessment

The college follows a continuous and comprehensive evaluation system. The teaching attitude, participation, leadership, punctuality, quality of the work, commitment to work and society, research aptitude, creativity, innovation,value system, etc. are evaluated throughout their course of study.

B. Orienting students about continuous internal evaluation system

A clear notion of internal assessment is given to the student teachers at the very outset of the course . Principal has given a brief orientation of the assessment mechanisms at the induction programme. Providing the Hard and soft copy of the complete syllabus and uploading of syllabus in the college website enable the students to understand the Continuous Internal Evaluation system

C. Orientation to teachers

Through Frequent staff council and IQAC meetings, Teachers are oriented to conduct objective and impartial analysis of student activities.

D. Highlights of the Mechanisms followed

- Staff Council meetings are frequently held to monitor and coordinate the internal and external examination activities and communicate to the students, teachers and administrative staff regarding examinations.Evaluation method comprises internal examinations held progressively during the semester and is designed to check and report the periodic performance of the students. Scrutiny of internal credits is done by the Principal.

- Schedule of Class Assessments & Semester wise internal Examination is given in the Academic calendar which is displayed on the notice board well in advance before commencement of semester. Two internal examinations are held per semester. Changes in schedules, patterns, methods if any, are immediately notified to the students through notice boards and also through classroom briefing by the concerned subject teachers.

- The course coordinators prepare question papers in advance for both B.Ed and M Ed programs as per academic Calendar. Model Answers and marking scheme is prepared by every subject teacher before valuation.All the records and data bank of attendance in internal Examinations, Question papers, score sheets , summary of marks are properly maintained by the teachers .

- There is complete transparency in the internal assessment for each assessment . It is a practice of the college to show internal examination answer books after evaluation to the students in the class for self-evaluation.Students are free to interact with the teacher to resolve grievances, if any, regarding the assessment. The internal assessment mark lists are also displayed on the notice board . For effective understanding of the evaluation process, the faculty members give class wise/ course-wise instructions about unique features of internal/external evaluation of that course. Weak students are identified and individual

remedial support is provided by the mentors and respective course coordinators. The students are allowed to answer bilingually the internal and external examinations.

- Practical and Practicum works Evaluation is done with transparency based on different parameters like Teachers Assessment, Practical Records, Performance , relevance, involvement in work, attendance, timely submission etc.

- Assignment questions are discussed with students.

- Teacher evaluation rubric used for assessing students' performance during lesson transactions.

- Innovation and expression of creativity are given higher credits.Leadership in organizing creative programmes under the banner of various clubs is also given weight age

- Attendance in the college and Performance of students in all the curricular and co curricular programs that showcase their creative expressions is given due weight age. Commitment to social welfare and social engineering activities are given due weightage as per institution policies and PO's and CO's.

- Mainly three entry level assessments have been done at the beginning to identify different learning needs of students and their level of readiness to undergo professional education programme,to identify their level of knowledge in digital skills and ICT skills and to identify different needs of students with respect to Involvement in group task, Library use and Innovative strategies.

- PTA meetings are conducted to evaluate the performance of the students.

- Recognition, awards, mementos and cash prizes are instituted for outstanding achievers in academics and co-curricular performances.

The total life of the College fosters qualities and skills needed to become a professionally developed teacher. The College community is always committed to exercise the continuous and comprehensive evaluation in its true spirit through both covert and overt mechanisms; upholding the principles of outcome-based assessment

File Description	Documents
Any additional information	**View File**

Link for additional information	https://drive.google.com/drive/u/2/folders/1U9Fk9NwIcuLqWGimJSeZpdI7lh3TKOwy

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

A transparent, time-bound and efficient method is being followed in SNM Training College, Moothakunnam in terms of dealing with internal examination related grievances. Various internal examinations are being performed throughout the semester. The end semester examination is conducted by the university. The college follows strictly the guidelines and rules issued by the affiliating university while conducting internals and end semester examinations.

All the students are clearly informed about the evaluation procedure, weightage of internal and external marks allotment as per their regulation provided by the university. The meeting will be conducted by the Principal with all the first year students regarding the above issues during the Induction programs.

At the college level, examination monitoring is done through frequent Staff council meetings .Discussions were held regarding the steps to be taken for smooth conduction of examinations. Examination monitoring wing of the Staff Council headed by the Program Coordinator itself looks after the complaints or grievances related to formative tests and summative examinations. The students have the freedom to use the suggestion box to put in the note of dissatisfaction with the internal examination mechanism. The principal and in charge of faculty keeps an eye on the overall procedure by conducting the periodical meetings of the Staff Council .

The college has a well organized mechanism for Redressal of examination related grievances. The student can approach the Teachers, Examination Monitoring wing and Principal to redress the examination related grievances as per the requirement and jurisdiction of the grievance.Mechanism for grievance redressal related to examination is operationally made effective through the Grievance Redressal Committee – Collegiate Student Grievance Redressal Committee (CSGRC) is a committee constituted under University Grants Commission (UGC), F. No.14-4/2012 (CPP-11). UGC Notification sent on 06.05.2019) at the level of an institution, being a college. The main objective of CSGRC is to provide opportunities for redress of certain grievances of students already enrolled in the institution, as well as those seeking admission to the institution.

Any grievances related to university question paper like out of syllabus, repeated questions, improper split of marks, marks missed, wrong question number during semester exams are addressed to the Examination Monitoring wing of the Staff Council and the same reported to the university

immediately through the faculty who are the Chief Examiners of various courses from the Institution.

With these systems in place, SNM training College, Moothakunnam very well exhibits transparency in the mechanism of dealing with grievances related to the internal assessment.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	**https://drive.google.com/drive/u/2/folders/1wpOJfrSB-u8biFRlM8WmOVVEGLvraww0**

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

In strict compliance with the objectives of Outcome Based Education (OBE), the Program Outcomes (POs) and Course Outcomes (COs) are framed by the Institution offering the concerned program after rigorous consultation with all faculty and the stakeholders. After attainment of consensus, the same are widely propagated and publicized through various means such as display and/or communication specified hereunder.

- **Website**

- **Handbook and Calendar**

- **Classrooms**

- **Student Induction Programs**

- **PTA meet**

- **Faculty meetings**

- **Alumni meetings**

- **Library meetings**

While addressing the students, the Principal creates awareness on POs and COs. The faculty members, class teachers, mentors, course coordinators, program coordinator also inform the students and create awareness and emphasize the need to attain the outcomes.

Program Outcomes (POs) are broad statements that describe the professional accomplishments which the program aims at, and these are to be attained by the students by the time they complete the program. POs incorporate many areas of inter-related knowledge, skills and personality traits that are to be acquired by the students during their graduation.

Course outcomes (COs) are direct statements that describe the essential and enduring disciplinary knowledge, abilities that students should possess and the depth of learning that is expected upon completion of a course. They are clearly specified and communicated. The Course Outcomes are prepared by the BOS, Education of the affiliating MG University , Kottayam.

The following mechanism is followed by the institution to communicate the learning outcomes to the teachers and students.

- POs are described to the first year students at the commencement of the programme, during the Induction .

- Learning Outcomes of the Programs and Courses are observed and measured periodically.

- POS, COs and Learning Outcomes of Programmes and Courses are uploaded on the Institution website for reference.

- The importance of the learning outcomes has been communicated to the teachers in every IQAC Meeting and Staff Meeting.

- The students are also communicated about the Programme outcomes, and Course outcomes through Tutorial Meetings.

- Variety of curricular, co-curricular and pedagogical activities have also been conducted to attain the POs and Cos at college level and corresponding reports have been prepared to analyze the outcome.

File Description	Documents
Upload any additional information	No File Uploaded

Paste link for Additional information	**https://drive.google.com/drive/u/2/folders/1qCMG_Q4ke7B2-eMLPilcX2MLzLyviqgk**
Upload COs for all courses (exemplars from Glossary)	**View File**

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Our Institute is affiliated to MG University, Kottayam. We offered B.Ed and M Ed programs and the various courses under that. For these programs and courses, the institute followed the curriculum designed by our affiliated university. The Programme outcomes, and course outcomes are evaluated by the institution and the same are communicated to the students.

Each course has a defined set of course outcomes and corresponding evaluation criteria.The B.Ed. curriculum of MG University intends to provide TechnoPedagogically rich and promote evidence based experiential learning to the student-teaches. The college attempted to implement it in the right spirit of PO's and CO's specified. The progressive attainment of cognitive and professional status of Student-Teachers were monitored, documented and used further for improvements in many ways by the college.Teaching competency is evaluated based on set criteria during their internship .Variety of curricular, co-curricular and pedagogical activities have also been conducted to attain the POs and Cos at college level and corresponding reports have been prepared to analyze the outcome. The performance of the students in the examinations during the semester in each course is used to compute the level of attainment of the POs . Overall performance in the program of each student is prepared by the program coordinator in consultation with other faculty members and a Competency Profile is prepared accordingly and is provided to each student , when they complete the programme.

File Description	Documents
Upload any additional information	**View File**
Paste link for Additional information	**https://drive.google.com/drive/u/2/folders/1s1EY-tg08ikfOAYvEldNngR0P0pz67OS**

2.6.3 – Pass percentage of Students during the year

2.6.3.1 – Total number of final year students who passed the university examination during the year

53

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	**View File**
Upload any additional information	**View File**
Paste link for the annual report	**https://drive.google.com/drive/u/2/folders/1olLU5ZExz5KfOO_136VrR8dmNvZgbq2v**

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

http://snmtrainingcollege.org/SSS.html

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

NIL

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	**No File Uploaded**

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the

year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

NIL

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

30

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

7

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

21

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

SNM Training College maintains its social cohesion through extended activities in the community to sensitize students about social obligations. The college consistently promotes the participation of students and faculty members in extension activities through various community building activities. The college aims to develop students' social commitment and accountability through interaction with diverse experiences to realize the challenges faced by the people in the community and encourage them to develop positive attitude towards life. The outreach activities aims

- To arouse the social consciousness of the students by providing them opportunities to lend a helping hand to society
- To create awareness about social realities developing social values and commitment

among budding teachers

- To have concern for the wellbeing of the community and engage in constructive social

activities

The outreach activities include

- GRAMA SEVANA PROGRAMME

- Organizing awareness programmes

Faculty of SNMTC handled awareness sessions on educational assistance to parents focusing on online learning tips and also on pertinent themes to conscientise members of Vadakkekara Grama panchayat. Faculty and students prepared a short videos in WhatsApp related to social realities, educational assistance to parents and children in the pandemic period, usage of masks, managing learning disability, awareness about self-employment schemes, developing reading habits , kitchen gardening, pot mixture making, stitching and embroidery, Grafting and budding are horticultural techniques, vigilance awareness programmes, prepared posters on social problems such Drug abuse and smoking, Need of protecting nature, Voilence against women and Cyber crime with the aim of providing awareness to all.

- Donating TV to Anganwadi in the gramam adopted in June 2020.

As part of the village adoption scheme, SNMTC, Moothakunnam took efforts in helping students with digital learning, to address the digital divide in the state. Along with the contributions of the faculty members, SNMTC distributed a TV to Anganwadi in the gramam adopted in June 2020 for accessing online classes.

- Charity to bedridden in gramam

Charity to bedridden in gramam out of fund raised by club activity of institutional innovation cell, eco-club and mathematics club

- Assistance to Covid patients

Donated an amount of Rs.5000 to purchase of needy items to covid patients of Vadakkekara Grama panchayat on 23/4/21

- Assistance to Covid warriors /health care worker by donating 20 PPE KITS

As part of the village adoption scheme, SNMTC, Moothakunnam took efforts in helping covid warriors by donating 20 PPE kits which prevents contact with an infectious agent by creating a barrier between the potential infectious material and the health care worker on 25/05/2021

- Donating Fogging machine

Safely managed water, sanitation, and hygiene (WASH) services are an essential part of preventing and protecting human health during infectious disease outbreaks, including the current COVID-19 pandemic. Due to an alarming covid situation, for sanitizing the ward premises SNMTC donated fogging machine to ward as requested by ward 7 of Vadakkekara Grama panchayat on 27/05/21.The fogging machine helped to control the spread of corona virus and disinfecting a larger space

- Extension lecture: A Trans-Disciplinary Talk Series Talk on : " Covid 19 : Care and Cure Through Ayurveda

As a part of the Trans-Disciplinary talk series, a talk was conducted on " Covid 19: Care

and cure through Ayurveda " on 28 th May 2021 at 6 pm through Google meet by resource person was Dr. Roshni Anirudhan, Professor and HOD of Balaroga (Ayurveda Pediatrics) Govt.

Ayurveda College, Kannur for student teachers and people from nearby localities during this pandemic situation focusing on care and cure methods through Ayurveda

- "KESHA DANAM,SNEHA DANAM-an initiative in collaboration with Amala Institute of Social sciences

As an initiative to help cancer patients the students and faculty in collaboration with Amala Institute of Social sciences launched an initiative to seek hair donations for cancer patients who lost their hair due to chemotherapy intended to help in making natural hair wigs in support of cancer patients on World cancer day 2020. SNM Training College organized Kesadanam-Snehadanam program on 4th February 2021 in association with Amala Institute of Medical Sciences and Cancer Research Centre.

"Kesha danam, Sneha danam – wig distribution and honoring those who donated hair" program was conducted at Amala Institute of Cancer, Thrissur on 16 March 2021 Tuesday and five of our students participated in that program. During the formal session, mementos and certificates were distributed to the institutions where hair donation campaigns were conducted earlier\

- Donating pillows to palliative care unit

SNM Training College, Moothakunnam joined hands with Vadakkekkara Grama Panchayath by donating pillows to palliative care unit.. The students and teachers, on behalf of SNM Training College, Moothakunnam distributed pillows and amenities to Liji, nurse, and representatives from the

Vadakkekkara Grama Panchayath.The palliative day celebration created Aawareness about the importance of palliative care

lliative care and how society should contribute its support to the ones in need of palliative care.

- Donating bed sheets to palliative care unit

The palliative day celebration created awareness about the importance of palliative care and how the society should contribute their support to the ones in need of palliative care. To create awareness among the student teachers about the importance of palliative care bed sheets were donated to palliative care unit representatives on 15th January 2021.

- Fund raise for charity activities: eco club and innovation cell organized തനിനാടൻ ethnic food fest and organic fruits and vegetable sale

Eco club and innovation cell jointly conducted a native vegetable and fruits sale and ethnic food fest on february 17, 2021 named 'thani naadan'Food fest. There was a fair cum exhibition of organic fruits and vegetables and sold about 40 different fruits and vegetables.50 percent of the total profit was for students and 50% for charity activities. The total amount was 1764. A total of 474 was paid to the students. The remaining students paid their dividends to the charity. A total of 1292 was paid for charity activities.

- Extension lectures

SNM Training college in collaboration with Indian Red Cross Society Kerala Branch, Vidyabhyasa Viksa Kendram, Kerala, Indian Medical Association, Epidemic Control Cell, Kerala organized a webinar webinar on Transcending covid pandemic : challenges, remedies and role of teacher on 06-05-2021 https://youtu.be/1-p033yqSek

The involvementof the staff andstudents in the outreach activities enabled them to understand the realities of society The participation in community upliftment activities enabled the students to act as catalysts of social change in transforming the society to become just and humane providing opportunities to students to learn beyond their classrooms through community service. These initiatives helped to arouse the social consciousness among students by providing them opportunities to lend a helping hand to society

| File Description | Documents |

Paste link for additional information	Nil
Upload any additional information	No File Uploaded

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

2	

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non-Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

10	

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community

and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

50

File Description	Documents
Report of the event	**View File**
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	**View File**

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

41

File Description	Documents
e-copies of linkage related Document	**View File**
Details of linkages with institutions/industries for internship (Data Template)	**View File**
Any additional information	**View File**

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**View File**
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during	**View File**

the year

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The institution has adequate facilities for teaching and learning. Classrooms are constructed as per the NCTE norms All classrooms are equipped with adequate furniture and ICT facilities. Each room contains Computer, LCD Projector TV connected with LAN and OHP facilities. These facilities are regularly used by teachers and students.LMS are also available and used for teaching and learning .The college has a well equipped laboratories like physical science ,Natural science ,Psychology, Language laboratory, and Computer lab . In science lab it has almost all science apparatus instruments required to perform and demonstrate the experiments to college students, High school and Higher secondary school students. All required chemicals and consumables are also available in the science lab. Teaching Aids like charts, models pictures, slides, and appropriate furniture like work table, chairs, slabs, and blackboard, electricity and water supply facilities

Psychology lab is equipped with simple experiments related to educational psychology. The entire latest test including Intelligent Test, Aptitude Tests, Creativity Tests, and Personality Inventories. The psychology lab is extensively used by the M Ed students and staff members for research purposes. . A well furnished computer lab is functioning in the college, students can use the internet facilities in the lab they can use the lab facilities for their project work. Computer lab is equipped with Laptops, computers, Video camera Digital Camera LCD Projector and White board etc .A well equipped Language laboratory is also functioning in the college for giving training to English reading, listening and speaking skills.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://snmtrainingcollege.org/infrastructure.html

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The institution has adequate facilities for cultural activities, sports games (indoor and outdoor), gymnasium, yoga centre etc. Musical instruments are available in the college and utilized for cultural activities and competitions. There is a physical education room and a

fitness centrein the college. Facility to organize and conduct an indoor game of Table Tennis ,Caroms Board and Chess board, is provided in the Physical education room besides the establishment of various exercise machines that are helpful in developing and maintaining fitness. The equipments needed for developing health education are arranged in fitness centre.. There is a large common ground for conducting athletic meet, a good badminton court just outside the campus. There is a good Volleyball and Shuttle badminton court in the institution All the sports and games items like Tennis Balls, shuttlecocks, Carom Board, Chess board, Hockey sticks, Cricket balls, cricket bats etc are available in sufficient numbers. Multigym, ergocycle, treadmill and other machines are available in the fitness centre .

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**http://snmtrainingcollege.org/student_corner.html**

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

14

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

14

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	**View File**

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

3.87384

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**

Upload Details of budget allocation, excluding salary during the year (Data Template)	**View File**

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The college library is situated in the second floor of the college as the knowledge resource centre for the students, teachers and stake holders The library offers its services to teachers ,teacher trainees and research scholars. The library function under the supervision of a qualified and experienced librarian. The library is automated and N-LIST INFLIBNET facilities are available The library provide free internet access to staff and students. The library has institutional membership of Information and Library Network centre (INFLIBNET) to fulfil information needs of faculty, trainees and research scholars. The library is automated with ILMS KOHA. The facilities of OPAC , Barcode are available and it useful for the users to identify books. A barcode printer is used for printing spine labels and barcodes. Library users can search the computerized bibliographical details of books, theses, CDs, journals etc through OPAC (On-line Public Access Catalogue)services. The college library has N- LIST subscription and used e books ,e journals, and theses. Free internet and photocopying facilities are available. Bar coded identity card is used for entry and issuing books. The college provides network connection through leased line connection connection no:04842482306.The average availability of on speed 16 mbbps.There is a separate signal amplifier for assembly hall ,Lecture hall and conference hall .Password protection is ensured for security and safety for the use of internet..The institution has a library advisory committee to review the various library resources for adequate access, relevance and make acquisition of all facilities to all

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional Information	**http://snmtrainingcollege.org/library.html**

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**C. Any 2 of the above**

File Description	Documents
Upload any additional information	**View File**

Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	**View File**

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

0.12300

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	**View File**

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

8

File Description	Documents
Any additional information	**View File**
Details of library usage by teachers and students	**View File**

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Our Institution is well equipped and maintained with computers and related accessories. The office room, staff rooms, classrooms, seminar hall, lecture hall, Research centre, IQAC room, assembly hall and multipurpose hall are connected with Wi-Fi-LAN connections and updated the IT facilities frequently. The ICT lab is updated with Wi-Fi LAN connection. All the staff and students are freely used the Wi-Fi internet connection. The institution is updated the Wi-Fi connections

regularly .Every year updated and renew the Wi-Fi connections .The connection strength has been progressively increased over the years to meet the changing demands of the situation. The college provides network connection through leased line capacity of 16 mbps. Password protection is ensured for security and safety of the internet use

File Description	Documents
Upload any additional information	**View File**
Paste link for additional information	**http://snmtrainingcollege.org/infrastructure.html**

4.3.2 - Number of Computers

25

File Description	Documents
Upload any additional information	**No File Uploaded**
Student – computer ratio	**View File**

4.3.3 - Bandwidth of internet connection in the Institution	**C.10 – 30MBPS**

File Description	Documents
Upload any additional Information	**View File**
Details of available bandwidth of internet connection in the Institution	**View File**

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

3671068

File Description	Documents
Upload any additional information	**No File**

	Uploaded
Audited statements of accounts.	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	**View File**

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Our college gives prime priority to the holistic development of the students, as underlined in the Vision statement of the college. The college has a built up area of 4676.6m2 sq feet in the campus of 4.44 acres of land registered in the name of the college. Well maintained Laboratories-Science, Mathematics, Psychology, Language, Computer and Physical Education laboratories are available in the college in addition to the subject classrooms. The college has a well-structured system whereby physical, academic and support facilities are systematically monitored, maintained and optimally utilized. Utmost care is given for optimum utilization of the physical, academic and support facilities available. Stock verification of inventory is done annually and suitable additions, renovations, repairing and up gradation are carried out, in accordance with the requirements of the learners. Every year the recommendations for up gradation of facilities are done on the basis of feedback from various stakeholders and suggestions by the staff council. The Library Advisory Committee monitors the developments in the library, and meets annually to suggest new initiatives and purchases. Staff and students record their recommendations and suggestions for the availability of books and journals, based on which action is taken. The sports courts, grounds, and physical fitness centre are maintained and upgraded as per requirements. These facilities are open to the staff and students. Common Playground are shared with our sister institutions as well. In addition, these facilities host various Intercollegiate and State level matches. Every Year the Infrastructure of the Institution is shared for accommodating the artists at the time of the Temple Festival. Our common playground is provided for the conducts of different inter school and inter collegiate competitions. Research scholars and students of different Universities share our facilities in the Psychology Lab and library. The seminar halls available in the Institution are often shared by Mahatma Gandhi University for the conduct of B.Com examinations. Our Physical Infrastructural facilities are used for the conduct of Kerala Public Service Commission Examinations. The management employs contract staff to maintain the computer labs and also to maintain these facilities clean and neat.

File Description	Documents

Upload any additional information	**No File Uploaded**
Paste link for additional information	**http://snmtrainingcollege.org/infrastructure.html**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

45

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**View File**
Upload any additional information	**View File**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	**View File**

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

4

File Description	Documents
Upload any additional information	**View File**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	**View File**

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills	**A. All of the above**

Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

File Description	Documents
Link to institutional website	**http://snmtrainingcollege.org/**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	**View File**

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

41

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

41

File Description	Documents
Any additional information	**View File**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	**View File**

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**View File**

Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**View File**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

3

File Description	Documents
Self-attested list of students placed	**View File**
Upload any additional information	**No File Uploaded**

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

4

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	**View File**

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

36

File Description	Documents

| Upload supporting data for the same | **View File** |
| Any additional information | **View File** |

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	**No File Uploaded**

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

College Union Report 2020-21

The College Union election was conducted in an unofficial manner due to the circumstances prevailing on account of Covid 19. The first year and second year students were elected to the college union of current year. Chairperson- Neelanjana G Vice-chairperson - Devika Rajendran General Secretary- Benyamin C E UUC -Dhyuthi Mildred Magazine Editor- Shyamily M S Arts Club- Abhijith K Sports Club - Neelima George 1st year Woman representative - Reshma 2nd year Woman representative- Aksa Joseph were selected as union members. Moreover class representatives were elected from each option class. The first programme convened by the College Union during 2020-21academic year was observance of Teacher's Day. On Septembr 5th and 6th 2020, students conducted the programme in online mode. Kerala Day was observed on November 2nd, 2020 under the head of College Union. Various competitions were held based on Kerala Day. The inauguration of 2020-22, B.Ed batch was conducted on December 12th. On January 2021, Christmas and New Year programmes were

organised by the new batch students under the name 'Esperensa'. Various days of national importance like Indepencence Day, republic day,National Youth Day Matyr Day were celebrated .

The teachers and students have been going through and facing various threats related with Covid 19 epidemics . The collegeutilized creatively online modes for suppressing the impact of virus that had led to the closure of schools and colleges andcould achieve great heights by the combined effort of the students and teachers of SNM Training College. The College Union takes pride in being able to be part of it.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

21

File Description	Documents
Report of the event	**View File**
Upload any additional information	**No File Uploaded**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	**View File**

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Report of SNMTC Alumni Association for the year 2020-2021.

SNM training college established in 1960 is celebrating its diamond jubilee. Snm Training College has always stood as a strong pillar for uplifting the downtrodden sections of the society. Over

these years SNM Training has established itself as one of the the prestigious institution of Teacher Education in Kerala in bringing about excellent and vibrant teachers. The Alumni has played a major role in transforming the college to Centre of Excellence.

Over the year the Alumni has contributed a great deal in the functioning of the college at various level. They have rendered their expertise in kinds of needs viz at the time of

- Orientation programme
- Teaching Practice
- Camp
- Study Tour
- KTET Coaching
- Value Added Course
- Workshops on Technology
- Workshops on Teaching Aids

The alumni have rendered financial support by sponsoring Sanitizer for Kalithattu, five days camp 2021 . The 1995- 1996 batch contributed RS 15000 to the association. The Alumni whole heartedly participated in various events and celebrations of the college.

The deatils of the events of are as follows

Serial No

Details of the Programme

Date of the Programme

Details of the Resource Person

Batch of Resource Person

1

Webinar on Empowering Teachers on virtual platforms:Emphasis on Augumented Reality

 1.

DR.K S SAJAN ASSISTANT PROFESSOR

NSS TRAINIING COLLEGE OTAPALAM

1996-1997

2

Gandhi jayanti celebrations

2/10/2020

Akhil Vinod Nambiath

2014-2015

3

Alumni Interaction- Sharing of Experience

11/1/2021

Jiya sebastin

2018-2020

4

Alumni Interaction- Sharing of Experience

11/1/2021

Sangeetha

2018-2020

5

Sukumar Azhikode Day- Anusmarnadinam

25/01/2021

K. Raveendran; N D Pyloth, Chinna S Karipai

1963-1964 batch, 1975-1976

6

WORKSHOP ON TEACHING LERANING RESOURCES

11/2/2021

Jiya sebastin

2018-2020

7

POUCH MAKING: A CREATIVE WORKSHOP AS PART OF CAMP

25/02/2022

LILLY RESHMA

2016-2018

8

BRIDGE COURSE ON ICT & TEACHER EDUCATION – MOBILE COMPUTER FUNDAMENTALS, OPTICAL CHARACTER RECOGANISATION (4/01/2021 TO 6/01/2021)

04/01/2021

DR.K S SAJAN ASSISTANT PROFESSOR

NSS TRAINIING COLLEGE OTAPALAM

1996-1997

9

BRIDGE COURSE ON ICT & TEACHER EDUCATION – VIDEO CREATION (OBS), YOUTUBE CHANNEL CREATION (7/01/2021)

07/01/2021

DR.ANILKUMAR K M ASSISTANT PROFESSOR

MSM COLLEGE KAYAMKULAM

2005-2006

The Alumni from various parts of the world shared their valuable resources regarding teaching learning strategies in their regions. The session on Teaching and distance : Erasing boundaries with Education was held through online platform on International Teachers' Day, 5 th October 2020 and a NRI Alumni Whatsapp group was formed.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

5.4.2 - Alumni contribution during the year (INR in Lakhs)	**D. 1 Lakhs - 3Lakhs**

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision - " Avanavan Atmasukhathinacharippava Aparanu sukhathinayvarenam " (Let the practices for our well-being be beneficial for others)

Mission - " Vidya Kondu Prabhudharaakuvin "(Be enlightened through Education)

The college is trying to envisage its vision and mission through various endeavours. The academic and non-academic activities of each year are planned and implemented based on the national and

state policies and keeping in mind the needs of its stakeholders and society. The college is functioning in accordance with the rules and regulations of NCTE, UGC, Govt. of Kerala and MG University. The participation of teachers, non-teaching staff and the students in governance is ensured by including them in various committees, clubs and decision-making bodies. The college always strive to provide thorough understanding and experience to the teachers and students about recent and updated trends in the field of education. Importance is also given to extend its resources for the betterment of the society. Some of the activities implemented in the year, which reflected the vision and mission statements of the college, are as follows.

- Introduction of LMS (Moodle)
- Bridge courses in soft skills, yoga and ICT and teacher education
- Training programmes on advanced technologies for teachers and students
- Expert talks (state to international level)
- Introduction of value added courses in Public relations, Environmental Sustainability, Entrepreneurship and Disaster Management.
- Extension activities especially in the time of COVID-19 pandemic by providing support to COVID prevention activities of Ward VI of Vadakkekkara Grama Panchayath
- Eco friendly campus initiatives
- Collaborative activities with other institutions like Vadakkekkara Grama panchayath, Amala Institute of Medical Sciences, Kerala State Higher Education Council, CTEF, CEAM and different higher education institutions

File Description	Documents
Paste link for additional information	**http://snmtrainingcollege.org/**
Upload any additional information	**View File**

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Administration of the institution is organised based on the principles of decentralisation. It is made possible by the appropriate and efficient organisation, implementation and evaluation of the activities by the various academic and administrative bodies. The college management council comprises of the management council members and heads of educational institutions meet occasionally to take decisions regarding developmental activities of the institutions under the management. The institution has a well organised system for ensuring decentralisation and participative management. At the starting of all academic year, staff council under the leadership of the principal conducts a meeting and distribute charges of different clubs and cells

functioning in the college to the faculty members. Different committees are formed before the commencement of all programmes conducted in the college and the duties of each committee are distributed among the teachers. Students are also assigned with duties of these committees under the leadership of teachers. The administrative works are distributed among the non-teaching staff. They are also included in various committees of important endeavours of the college. Student council has a leading role in planning and executing different programmes including curricular, co-curricular and extension activities. The participation and involvement of all members in the college is ensured while actualising each programmes.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	**View File**

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college has a systematic plan for successful transaction of curricular activities. At the beginning of the academic year, the curriculum transaction committee prepares a plan for the academic activities of the year based on student satisfaction survey and analysis of feedback collected from various stakeholders. The strategies to be adopted for transition to online mode had given more importance due to the pandemic condition. Academic calendar for the year and time table were prepared based on the planning and discussed in staff council and IQAC. Special care was taken to ensure the smooth academic functioning of the college in accordance with the curricular planning. Flexibility in the plan was also decided in discussion with the stakeholders at necessary situations. Online mode teaching strategies were effectively employed through google meet and Moodle LMS. Bridge courses, additional training programmes and workshops were arranged to enhance the knowledge and skills of prospective teachers. All aspects of curriculum including school internship, community living camp etc. were done in a systematic manner. Student progress was assessed regularly with respect to theoretical and practical aspects. Proper working of the curricular plan was regularly reviewed in staff council and IQAC meetings. The academic log prepared every month by each teacher also helped to monitor the progress. The college was able to manage its curriculum transaction plan effectively amidst of the hardships posed by the pandemic situation.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded

Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The institution has an organised administrative set up under the management of Hindu Matha Dharma Paripalana Sabha a voluntary organization. The executive committee of the Management headed by the president, secretary and executive members controls the overall administration of the college. The college manager selected by the management monitors the functioning of the college. The college managing council with members from executive committee, manager, principal, syndicate member, Deputy director of collegiate education and nominated members from management reviews and gives direction to the academic and administrative activities of the college. The funding, monitoring and appraisal of college developmental activities were done by the college development committee. Principal is the head of academic and administrative activities at institutional level. The academic bodies of the college include IQAC, teachers' staff council and students' council. These academic bodies are responsible for framing and implementing the academic activities. The administrative bodies include administrative staff council, planning board, purchase committee and building committee. They review the administrative needs, provide suggestions and take actions for the infrastructural development. The functioning of the college including the appointments of teaching and nonteaching staff, promotion, professional advancements etc. follows the policies, rules and regulations of the government, University, NCTE and UGC.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded

Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	**View File**

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Various measures are in place to ensure the welfare of teaching and non-teaching staff of the college. All staffs are enrolled in the medical and health insurance schemes provided by the government such as SLI, GIS and GPAI. All of them are the members of SNM College staff co-operative Society, which grants loan to the staff with nominal interest rates, and monthly savings schemes. Service Retirement Benefit Scheme (SRBS) provides financial support to the non-teaching staff during their retirement. Staff welfare fund initiated by the staff themselves is used to manage various financial emergencies. The retiring staffs are honoured for their service to the institution by arranging retirement parties and presenting gold coin. Teachers are encouraged to attend various professional development programmes by granting duty leaves. Training programmes were organised for both teaching and non-teaching staffs. Health awareness programmes especially in the time of COVID-19 were provided to the staff. The staffs participate in cultural and recreational activities conducted by the college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	**View File**

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded

Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	**No File Uploaded**

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

8

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**View File**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	**View File**

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

7

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	**View File**
Details of teachers attending professional development programmes during the year (Data Template)	**View File**

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The performance based appraisal system suggested by UGC is followed in the college for the performance appraisal of the teaching staff. All teachers are directed to submit their self assessment based on proforma suggested by UGC every year. Principal validates the entries given in the proforma. An activity log is prepared by teachers every month which contains all the academic and nonacademic activities. It was analysed by the IQAC and gives necessary directions. The progress of academic and non academic works are also discussed in teaching staff council meeting. The feedback of students collected at the end of each academic year also serves as a means for evaluating the performance of teachers. Performance appraisal based on a proforma is not followed in the case of non-teaching staff. Periodic monitoring of the performance of non teaching staff is done by the principal during non teaching staff council meetings.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

A registered chartered accountant audits the annual financial statement. To monitor the financial expenditure, the college has an internal auditing system by the management and an external audit by the Government. The audit committee constituted by the management audits the financial transactions of the college. The staffs from the office of the Deputy Director of Collegiate Education, Ernakulam audits the Government account. All the transactions in the college are transparent. The funds are utilised very systematically by the institution and minor audit objections raised were rectified immediately by taking proper action.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	**No File Uploaded**

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Fund for the college activities are raised through various measures such as

- **Fund from RUSA 2.0**
- **Fee from students**
- **Student welfare fund**
- **PTA fund**
- **Staff welfare fund**
- **Alumni registration fee**
- **Donation by Alumni**
- **Registration fee for seminars**

The fund was utilized very effectively which ensures the smooth functioning of the college both in academic and administrative activities. Priority is given to arrange various programmes that are helpful for the overall development of the students as promising teachers. RUSA fund is mainly used for infrastructure development. PTA fund is used for the implementation of LMS and enhancing WIFI facilities. Student welfare fund is used for arranging various programmes for the students. The functioning of alumni is maintained through alumni fund. Staff fund is utilised to meet various needs of staff members. The scholarships constituted by staff and PTA are contributed from Staff Welfare fund and PTA fund.

File Description	Documents
Paste link for additional information	**Nil**

| Upload any additional information | **No File Uploaded** |

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The IQAC of the college is working in accordance with the objectives put forwarded by NAAC for teacher education institutions and the vision and mission of the college. It acts as a catalyst for the academic and administrative activities of the college and development of a quality culture. An action plan for the academic year is prepared by the IQAC by analysing the feedback from its stakeholders, Academic and Administrative Audit Report and future requirements. Various programmes are arranged based on the action plan with the active participation of various stakeholders. Periodic review and discussion on the functioning of IQAC was done during IQAC meetings which helped to find out the gaps. The contribution of IQAC for assuring the quality culture is evident from various activities like;

- Extension and outreach activities
- Organising training programmes for teaching and non teaching staff
- Curriculum transaction through innovative and ICT based strategies
- Organising skill development programmes for students
- Introducing staff and PTA scholarships for students
- Ecofriendly campus initiatives
- Grama Sevana Project

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**View File**

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC of the college prepares an action plan at the beginning of each academic year with teaching learning process as important component. This action plan is prepared based on the reflections and feedback of all stakeholders. A need assessment survey is conducted at the beginning of the course in order to find out the entry-level competencies and needs of students. Programmes like bridge courses, workshops, invited talks etc. are arranged in order satisfy the

needs of students. The curriculum is transacted using various strategies like discussions, group activities, seminars, debates, peer teaching, brain storming, ICT based strategies etc. Internship programme related activities like classroom teaching, club activity, case study, action research, art education, physical education, value education assessment practices, etc. helps to develop the teaching competencies of the students. Moodle LMS was introduced for enhancing online teaching. Special coaching is provided to students for competitive exams like SET, KTET etc. IQAC and staff council reviews the curricular activities periodically and provides necessary instructions to the teachers. The progress of students are assessed through class tests and model examinations at regular intervals. The University examination result of students is analysed in Staff council, IQAC and PTA meetings. The effectiveness of the strategies is evident from the result of students in university examination. Majority of the students passed the course with A+ or A grade. The number students who cleared NET, SET and KTET also increased each year.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	**View File**

6.5.3 - Quality assurance initiatives of the institution include:
Regular meeting of Internal Quality Assurance Cell (IQAC);
Feedback collected, analyzed and used for improvements
Collaborative quality initiatives with other institution(s)
Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	**View File**

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Measures initiated by the institution for the promotion of gender equity during the year

In today's competitive world, an educational institute is not only responsible for providing education of the highest standards, but it is also responsible for ensuring the safety and security of the students of their institution. Societies that value women and men as equal are safer and healthier. The Gender Equity Program educates women about their rights at home, at work, and in society. The program is working to expand women's access to justice and human rights while combating gender-based violence. Gender equity means the provision of fairness and justice in the distribution of benefits and responsibilities between women and men. Women empowerment is achieved by promoting gender equity at educational institutions. It is a stepping stone towards an unbiased society. Several gender sensitisation programmes are conducted to move towards a more equal and inclusive society. Gender sensitivity is an inherent value in the cultural ethos of the institute and its neighbouring community, as is evident by the following facilities –

a) Safety and security

- To ensure the safety of women on campus, CCTV cameras covering the major areas of educational institutions are fixed. The safety and security of women on the college campus are of paramount importance. A full-time security guard is deployed at the entrance. The entry of students with ID cards is strictly followed. We have a total number of 36 CC cameras are mounted on the campus specifically at the entrance points, walkways, corridors, office rooms, seminar halls, classes and laboratories. CC camera recordings of the previous 30 days from the current date will be saved.

- Sanitation and hygiene are well maintained by providing safe and clean washrooms for women installed with sanitary napkin incinerators. First aid kits are kept in the physical education room. Committees are formulated to provide a healthy and congenial atmosphere to the staff and students present in the college.

- We have a Discipline Committee, which addresses the behavioural issues with respect to academic misconduct or violation of the standards in the college.

- The Anti-Ragging Committee implements to monitor and oversee the performance of anti-ragging squads in the prevention of ragging in the institution.

- Grievance Redressal Cell — It is a mechanism for redressing the grievances of its stakeholders to ensure gender equity and justice for both the sexes.

- Women's Cell- The institution has an active Women's Cell, constituted by representatives from various stakeholders, which conducts various gender sensitization programmes throughout the year. The Women Cell conducts awareness talks, important day celebrations and training programmes for women. Along with these, additional care is taken during field trips and tours. A female staff member escorts girl students during the visit.

- The boundary walls of the college prevent any outside interference.

- Even though we are having a well built and spacious toilet block, for the privacy, security and safety measures we are allocated separate floors for girl students.

- A lady representative is nominated in the students union to ensure gender equality and to protect the interests of female students.

- There are separate hostels with caring and responsive wardens with appropriate security arrangements for boys and girls.

- Enrolment of 84% women students and 80 % women staff

b) Counselling

A counselling room is also provided for discussion of their personal issues. Our college provides counselling for gender sensitisation at various levels. Through Mentor-Mentee system personal counselling is taken care of by the teachers.

c) Common Room

There is a common room for girls along with a sick room which is located on the ground floor and accessible for girl students, with resting facilities that have been created. Female students who face any kind of infirmity/ uneasiness during the class hours are taken to the Common room. The Common room is exclusively meant for female students and is provided with necessary first aid.

List of programmes

1. Women entrepreneurship class Nov 19th 2020

2. Prepared video lessons for women on organic farming, stitching and embroidery, grafting, potting mixture for the grama sevana project

3. Published Mother's day e-magazine Janani By mathematics club

4. Published another e-magazine for appreciating the effort of nurses during the pandemic period by science club

5. Conducted a talk by Preethi Rajiv on the topic 'a courageous rebirth' on world cancer day

6. Conducted a hair donation camp Kesadaanam snehadanam for making free wigs for women cancer patients

7. Conducted a webinar on Gender bias, Gender Equality & Women's Rights in collaboration with the Department of Women's studies, the University of Calicut as per the directions of the University Grants Commission on 17-08-2020

8. Participated in the wig distribution camp for cancer survived women at Amala Institute of Medical Sciences

File Description	Documents
Annual gender sensitization action plan	https://drive.google.com/file/d/1j_Afi-_HdDROoFYOCDa2vYA54I4wluIa/view?usp=sharing
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://docs.google.com/document/d/1M2octGOyjv0MRrQpXan6Pt7WUWkLvCGJ/edit?usp=sharing&ouid=103537956621863959242&rtpof=true&sd=true

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	**View File**
Any other relevant information	**View File**

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Facilities in the institution for the management of the following types of degradable and nondegradable waste

The institution has implemented the two-bin system on all the floors, one for collecting paper and the other for plastic waste. In consonance with the institutional principle of green protocol, the college maintains a very strict and eco-friendly waste management mechanism.

Solid waste management

Solid waste is collected and segregated in three separate bins paper, plastic & other food wastes. Our Solid Waste Management system is based on the principles of Reduce, Reuse and Recycle. Medicinal plants and other garden plants are organically nurtured from the compost produced from the biowaste. The institution has also installed a biogas plant.

Many students have so far stopped using disposable lunch packets and started using reusable lunch boxes. College also purchased steel plates and glasses for food distribution inside the college during any function. At the institutional level, there is a total ban on the use of disposable glasses and plates. Sanitary Napkin Incinerators have been installed in the girls' toilet to facilitate the disposal of sanitary napkins in an environment-friendly way. The students and teachers are always curious about the cleanliness of the campus and their classrooms. The cleaning staff is appointed for this purpose.

Liquid waste management

Rainwater is collected from the rooftop and redirected to a tank with a 20000-litre capacity. By this, we can collect large amounts of water and mitigate the effects of drought. Most rooftops provide the necessary platform for collecting water. A filter is used to remove pollutants in the

water. The collected water is used for daily consumption by students' teachers and administrative staff

E-waste management

Periodic maintenance and up-gradation of electronic and electrical equipment are done for optimum use and to minimize e-waste. The cartridges of printers are refilled. The college also encourages the use of refill inkjet cartridges and laser toners. UPS batteries are recharged and repaired by the suppliers.

Waste bins are provided in all classrooms, laboratories, common halls, staff rooms, Varanda and offices. Students' involvement and participation are ensured at all levels of the waste management process to create awareness among students and make them capable to disseminate the techniques of waste management among the general public.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	https://docs.google.com/document/d/19JHjB-OiwSKzwr7HX1q8YxO1NSVm8W81XgBIm3KC_Rs/edit?usp=sharing
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus	C. Any 2 of the above

are as follows:

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

File Description	Documents
Geo tagged photos / videos of the facilities	**View File**
Any other relevant documents	**View File**

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit   3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	**View File**

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and	**B. Any 3 of the above**

information : Human assistance, reader, scribe, soft copies of reading material, screen   reading

File Description	Documents
Geo tagged photographs / videos of the facilities	**View File**
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**View File**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

7.1.8 INCLUSIVE ENVIRONMENT

The college was established to impart teacher education to the weaker sections of society. The college is situated at Moothakunnam on the banks of the mighty Periyar river in the Vicinity of the famous Sankaranarayana Temple. The geographical surrounding of the college is semi-urban. We try to spread the reverberation of the words 'Vidyakondu Prabudharakuvin' to the young minds of the 21st century, which served as a panacea to instil pride & self-confidence in the minds of the downtrodden and outcasted sections of people of our state in the 19th century. The main objectives of our college are to equip the teacher trainees to bring about progress and prosperity in the locality and backward community by providing quality education and to inspire the teacher trainees to propagate the idea of educating the pupils for liberation from ignorance, poverty and superstitions.

In order to inculcate social and humanitarian values among the students, the college has adopted the 6th ward of our grama panchayath and conducted many services for the people of that ward. In order to embrace cultural, regional, linguistic and communal diversities, the institution observes the days of cultural and regional importance. Onam and Christmas celebrations are conducted on a grand scale with maximum student support. Special assistance is given by the SC/ST Cell to needy students to avail themselves of scholarships. The college takes special care of economically backward students and has provided financial assistance. Deserving students under all categories are provided with various scholarships by Central and State governments and other agencies. Students under the reservation category are given subsidised accommodation. All the activities of the college are focused to bring together participants from diverse backgrounds. Our students belong to different cultural, religious, social and economic backgrounds. The cultural events of

various religious groups are celebrated within the campus jointly by the students and the faculty members irrespective of their religious affiliation.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	**View File**
Any other relevant information	**No File Uploaded**

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

7.1.9 CONSTITUTIONAL OBLIGATIONS

India, as a country, includes individuals with different backgrounds viz., cultural, social, economic, linguistic, and ethnic diversities governed and guided by the Constitution irrespective of caste, religion, race sex. All citizens have equal rights, they also have an equal basic obligation to uphold other rights and to ensure that these rights are not violated. Without executing their corresponding basic obligations, a person cannot expect to enjoy all of the benefits and freedoms granted by the law. We must respect the National Flag and National Anthem, obey the laws of our country, protect the country's power, unity, and integrity, safeguard public property, pay our taxes honestly and promptly, protect and preserve cultural heritage sites, and protect, preserve, and improve the natural environment as citizens of India, according to the constitution.

To equip students with the knowledge, skill, and values that are necessary for sustaining one's balance between a livelihood and life by providing an effective, supportive, safe, accessible, and affordable learning environment. These elements are inculcated in the value system of the college community. As part of the morning assembly students are asked to recite our national pledge and the national anthem in order to inculcate national consciousness and patriotism. The students are inspired by participating in various programs on culture, traditions, values, duties, and responsibilities by inviting prominent people. The drive to create awareness of the constitution should be one of the major responsibilities of an institution. In order to inculcate social and humanitarian values among the students, the college has adopted a nearby ward of our grama panchayat and started a programme named 'Grama Sevana Project'.As part of this various activities are conducted for the promotion of our local community.

Through the programme 'Dances of India', students got an opportunity to represent the cultural diversity and social harmony of India in different forms. We conduct union elections to spread awareness about the election process among the students and to make them acquainted with the procedures of the election.

Sl No

DAY CELEBRATION

Date of the Event

1

CONSUMER RIGHTS DAY

15-03-2021

2

MARTYR'S DAY

01-02-2021

3

NATIONAL REDEDICATION DAY

26-10-2020

4

NATIONAL UNITY DAY

31-10-2020

5

NAVAKERALAM YUVAKERALAM-ONLINE INTERACTION WITH THE HONOURABLE CHIEF MINISTER OF KERALA

08-02-2021

6

GANDHI JAYANTHI DAY CELEBRATION

02-10-2020

7

DANCES OF INDIA

16-02-2021

8

REPUBLIC DAY CELEBRATION

26-01-2021

9

INDEPENDENCE DAY CELEBRATION

15-08-2020

10

INTERCOLLEGIATE INDEPENDENCE DAY COMPETITIONS

17& 18-08-2020

11

KERALA PPIRAVI DAY CELEBRATION

02-11-2020

12

VIGILANCE AWARENESS WEEK

02-11-2020

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	**View File**
Any other relevant information	**No File Uploaded**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff   4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	**View File**
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**View File**
Any other relevant information	**View File**

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

7.1.11

NATIONAL & INTERNATIONAL COMMEMORATIVE DAYS, EVENTS, FESTIVALS

Celebrating events and festivals has become an integral part of learning and building a strong cultural belief. Such celebrations bring the students closer to each other's traditions and cultural beliefs and develop respect and understanding for each other's customs and traditions. The college takes utmost care to uphold national, democratic, secular and patriotic values

envisaged in the constitution of India. In order to instil these values in the students, the college observes days of national importance with due reverence and care. Our country is well known for its festivals and cultural diversity. The college fosters the cultural heritage by inculcating the importance of protection, preservation and propagation of Indian culture. The college organizes and celebrates various national and local festivals for inculcating cultural integrity amongst the students. National Day is one of the most important national events in which countries around the world celebrate as an expression of the need to preserve all the concepts of unity, friendliness, peace and brotherhood between the members of society, and to express their love for each other and their good leadership. Similarly, International days are occasions to educate the general public on issues of concern, to mobilize political will and resources to address global problems and to celebrate and reinforce the achievements of humanity. For students, it is a great way to understand the rich heritage of India and learn about the importance of various festivals. Along with enthusiasm and fun for the activities, qualities like sensitivity, creativity and togetherness are also inculcated in the students. Keeping its values intact, our college wishes to offer the right kind of educational system which is based on moral ethics.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**View File**
Geo tagged photographs of some of the events	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

BEST PRACTICES 2020-21

1. BEST PRACTICE 1: PEDAGOGIC CAPACITY NURTURING INITIATIVES(PCNI)

2. THE CONTEXT THAT REQUIRED THE INITIATION OF THE PRACTICE

  1. To provide rich and diverse experiences related to teacher education and to enable a smooth transition to online mode of teaching, examination and evaluation from the onset of the COVID-19 pandemic.

3. OBJECTIVES OF THE PRACTICE

Our institution takes optimum efforts to engage students from different backgrounds and abilities, in relevant and effective learning experiences for nurturing the pedagogic capacities of student teachers. Interactive instructional techniques and multi-mode learning engagements of students are employed to enable the students to develop higher order thinking, reasoning and investigation. Some of the objectives of the Pedagogic Capacity Nurturing Initiatives are listed below:

- Use of Student centric methods, such as experiential learning, participative learning and problem solving methodologies for enhancing learning experiences and to adequately attain the learning aspirations of students.

- To adequately utilize innovative teaching learning strategies - both online and offline .
- To organize lectures by invited experts, workshops and National/International seminars on topical issues are routinely held to augment students' knowledge and keep them aware about global academic and research advancement.
- To encourage the use of ICT enabled classrooms with multi media systems and wi-fi facilities for student centric learning
- Emphasis on field studies/fieldwork to enable students to apply theoretical knowledge to solve practical problems

4. THE PRACTICE:

In order to achieve these objectives variety of programs were organized to promote pedagogic competence and professionalism by optimally integrating ICT elements in the teaching learning experiences of student teachers.

PEDAGOGIC COMPETENCE NURTURING INITIATIVES

PEDAGOGIC COMPETENCE AND PROFESSIONALISM

ICT INTERGRATED INITIATIVES

- pedagogical seminars
- projects
- problem based practicum works
- online & offline assignments
- video based reflective analysis
- preparation of innovative teaching - learning aids
- Brainstorming discussions

- **video recorded micro teaching sessions**
- **field visits**
- **Brain boosting activities**
- **Recreational Teaching learning sessions**
- **creation of concept cartoons and concept maps**
- **preparation of self instructional materials**
- **educational surveys**
- **use of self assessment and peer assessment tools**
- **Focus group discussion**
- **Case Studies, Identification of Learning Disorders, and remediation mechanisms**
- **Preparation of Short films as a pedagogical mode of teaching learning**
- **One Module in 30'- Teacher led small video lessons are provided to easy revision of topics covered**
- **Thesis work- Postgraduate students conduct a research study on relevant topics**
- **Differently abled students are provided with podcasts and CD of learning materials , for easy access**
- **Teacher empowerment webinar series**
- **National seminar on NEP 2020**
- **International conference on Future Ready learning: Practices and Policies**

- **Bridge course on Fundamentals of Information Technology is compulsory course to all students**
- **Multimedia based E-Content Preparation**
- **Educational Blogs are created by each student**
- **Videos in YouTube channels- Videos are uploaded in channels of the college**
- **Google Classroom and i-Learn Moodle platform of Institution.**
- **Online quizzes are regularly conducted.**
- **Use of various online tools like- whiteboard in Microsoft teams, Google meet, YouTube, Blogs , animation apps for pedagogy like HOLO, Animal AR 3D Safari, etc.**
- **Whatsapp is also used as a platform to post course related information and messages..**
- **Internet and Wi-Fi facility is made available to all the students of the Institution.**
- **All the classrooms have LCD projectors**
- **The library also provides access to computers and online journals available.**
- **Sufficient number of books, Journals, e-journals and e-books**
- **Seminar hall is equipped with multimedia facilities using ICT tools.**

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BEST PRACTICE 2: SOCIAL RESPONSIBILITY INITIATIVES (SRI)

1.TITLE OF THE PRACTICE : SOCIAL RESPONSIBILITY INITIATIVES (SRI)

Social activities in college give the opportunity to observe how other people act in these situations. It gives an opportunity to see behaviors that we want to emulate or behaviors we wish to avoid. Throughout these observations and experiences, you can learn new ways to handle yourself in social situations. These skills will benefit you as you pursue a career and engage with people who interest and inspire you. Often, such activities provide the students with opportunities to develop leadership, social responsibility, citizenship, volunteerism, and employment experience. It aims at developing amongst students a sense of participation in nation building through Social Work. The college has always kept in mind its vision to empower students to respond to every issue in society in a positive way.

2. THE CONTEXT THAT REQUIRED THE INITIATION OF THE PRACTICE

Our college is situated in a rural society which needs much upliftment in all sectors of life. Even Though many educational facilities are provided in our locality, parents are unaware of the current happenings in society. In order to inculcate environmental consciousness, reading habit, health practices and parenting we have arranged programmes.

3. OBJECTIVES OF THE PRACTICE

1. To enable student teachers to develop values like compassion, love and sacrifice towards fellow creatures.

2. To develop in students the sense of cooperation and mutual respect.

3. To help students develop in them the concept of selfless service and empathy.

4. To enable students to develop leadership, teamwork and administrative skills.

5. To make students familiarize with the concept of authority, accountability and responsibility.

6. To arouse social consciousness of the students by providing them opportunities to work with and among the people.

4. THE PRACTICE:

A major program undertaken by SNM Training College on behalf of the Extension Club of the college was the adoption of ward VI of Vadakkekara Grama Panchayath named as Grama Sevana Padhathi. The

social service rendered were identified and categorized under 5 heads based on their priorities. Students were distributed into these five categories under the stipulated faculty members. This helped in identifying the needs of the immediate society and to arrange programmes related to the improvement of the village area as such.

SOCIAL RESPONSIBILITY INITIATIVES (SRI)

- Donated TV to Anganwadi in the adopted Gramam
- Charity to bedridden in Gramam
- Assistance to Covid patients
- Assistance to Covid warriors by donating 20 PPE KITS etc.
- Donated Fogging machine to Vadakkekara grama panchayath
- Extension lectures
- "KESHA DANAM,SNEHA DANAM"
- Donated pillows to palliative care unit
- Donated bed sheets to palliative care unit
- Fund raiser activities for charity: eco club and innovation cell organized ethnic food fest and organic fruits and vegetable sale

•PLANNING:

Every program begin with a common planning meeting where all students come together. Staff in-charges are designated by the staff council even before the planning meeting. The first session involves choosing leaders and work division. The students are then divided into various committees, based on the requirements of the program. The activities are documented thereafter.

•IMPLEMENTATION:

Each program is coordinated systematically by the Teacher and student coordinators concerned.

• MONITORING:

Monitoring is done by the Coordinators and leaders assisted by staffs-incharge.

•EVALUATION:

After the program an evaluation session is mandatory. During evaluation a feedback is taken from each committee. They report on what went right and wrong and how future programs can be made

better.

•REPORTING:

The Documentation committee reports every incident from planning to evaluation and hands over the report to documentation desk

5. OBSTACLES FACED IF ANY AND STRATEGIES ADOPTED TO OVERCOME THEM:

• Covid lockdown interrupted the Grama Sevana Padhathi to a large extend. We were forced to change the schedule of programs. However diverse programs were carried out successfully through various online platforms.

File Description	Documents
Best practices in the Institutional web site	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

- **The distinctiveness of SNM Training College lies in its vision- " Avanavan Atmasukhathinacharippava Aparanu sukhathinayvarenam " (Let the practices for our well-being be beneficial for others) which is based on the teachings of the great Sree Narayana Guru. Importance is given to the values of Universal Brotherhood and Charity. Our institution always focuses on spreading the rich cultural heritage of our country to our upcoming generations. Grama Sevana Padhathi was planned to identify the needs of the immediate society and to arrange various programmes for their upliftment. The social commitment also exhibited through the extension activities like Organizing awareness programmes , Donating TV to Anganwadi in the gramam adopted in June 2020, Charity to bedridden in gramam, Assistance to Covid patients , Assistance to Covid warriors /health care worker by donating 20 PPE KITS, Donating Fogging machine, Extension lecture: A Trans-Disciplinary Talk Series Talk on : " Covid 19 : Care and Cure Through Ayurveda,"KESHA DANAM,SNEHA DANAM-an initiative in collaboration with Amala Institute of Social sciences, Donating pillows to palliative care unit , Donating bed sheets to palliative care unit, Fund raise for charity activities: eco club and innovation cell organized തനിനാടൻ ethnic food fest and organic fruits and vegetable sale ,Extension lectures etc.. Our vision is to equip the teacher trainees to propagate the idea of educating**

the pupils for liberation from ignorance and superstitions. The main focus of the institution is always on the progress and prosperity of the locality and backward community by providing quality education for all.

File Description	Documents
Appropriate web in the Institutional website	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

1. To complete utilization of funds received from RUSA for infrastructure augmentation, renewal, equipment and resources.

2. To add to infrastructure by electrification and furnishing of new multimedia seminar Hall,

3. To install a new 10000 L overhead tank and use it for proper water management purpose,

4. Technological upgradation of new computer laboratory by networking, purchase of new computer and networked UPS, upgrading college server,

5. To conduct employability oriented certificate courses at college level. 6. To organize Faculty Development Programmes

7. Organizing webinars and e-conferences, carry out extension activities 8. To increase activities of various clubs.