

TITUS II TEACHERS COLLEGE, TIRUVALLA

NAAC RE-ACCREDITED 'A' GRADE WITH CGPA 3.29



INTERNAL QUALITY ASSURANCE CELL (IQAC)

NAAC TRACK ID:KLCOTE 11836

ANNUAL QUALITY ASSURANCE REPORT (AQAR)

JUNE 2016- MAY 2017



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

I. Details of the Institution

1.1 Name of the Institution

TITUS II TEACHERS COLLEGE

1.2 Address Line 1

SCS CAMPUS

Address Line 2

PATHANAMTHITTA DISTRICT

City/Town

TIRUVALLA

State

KERALA

Pin Code

689101

Institution e-mail address

tituscollege@gmail.com

Contact Nos.

04692601383

Name of the Head of the Institution:

Dr. T. K. Mathew

Tel. No. with STD Code:

04692601383

Mobile:

9447093244

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID(For ex. MHCOGN 18879)

1.4 NAAC Executive Committee No. & Date:
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	A		2004	2004 - 2009
2	2 nd Cycle	A	3.29	2014	2014 - 2019
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

1.8 AQAR for the year (for example 2010-11)

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((AQAR 2014 – 2015 submitted to NAAC on 1-12-2016)

i. AQAR 2016 - 2017 06/02/2019

1.10 Institutional Status

University State Central emed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid IC 2(f) UG B

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (PhysEdu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.12 Name of the Affiliating University (for the Colleges)

Mahatma Gandhi University, Kottayam

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

Autonomy by State/Central Govt. / University	NA		
University with Potential for Excellence	NA	UGC-CPE	
DST Star Scheme	NA	CE	
UGC-Special Assistance Programme DST-FIST	NA		
UGC-Innovative PG programmes	NA	(specify)	
UGC-COP Programmes	NA		

2. IQAC Composition and Activities

2.1 No. of Teachers	4
2.2 No. of Administrative/Technical staff	4
2.3 No. of students	3
2.4 No. of Management representatives	1
2.5 No. of Alumni	2
2. 6 No. of any other stakeholder and community representatives	2
2.7 No. of Employers/ Industrialists	1
2.8 No. of other External Experts	2
2.9 Total No. of members	19
2.10 No. of IQAC meetings held	3

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
To carry out activities as per academic schedule	Personality development, successful completion of the B.Ed programme
To improve Teaching-learning mechanisms	Improved efficiencies at all levels
Value Embedded Education	Societal Empowerment

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body No

Management State Any other

Provide the details of the action taken

After the periodical meetings of IQAC, it is decided to give more value education classes, Responsible Citizenship classes, personality development programmes and HRE for students.

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

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

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	2016 – ‘18, 2017 –’19 B.Ed. Batches 2016 – ‘18, 2017 –’19 M.Ed. Batches
Trimester	
Annual	
	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>

1.3 Feedback from stakeholders*Alumni Parents Employers Students
(On all aspects)

Mode of feedback :Online Manual Co-opera chools (for PEI)

On the basis of feedback more mentoring sessions and classes on teacher professionalism were conducted.

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

NA

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

NA

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
10	7	3		2 (Guest)

2.2 No. of permanent faculty with Ph.D.

7

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
0	0	0	0	0	0	0	0	0	0

2.4 No. of Guest and Visiting faculty and Temporary faculty

2 (B. Ed.)	1 (Visiting) M.Ed.	
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	3	7	3
Presented papers	2	5	
Resource Persons	1	1	

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

Differentiated Instruction, Brain Storming Techniques, Co-operative Learning, Blended Learning

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

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

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

8	1 Board of Studies	
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2.10 Average percentage of attendance of students

86

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Ed.	44	40.91	59.09			100
M.Ed.	15	80	20			100

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

Through IQAC periodic meetings and formal discussions in the staff council, conducting seminars and study forums

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	3
UGC – Faculty Improvement Programme	1
HRD programmes	7
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	0
Summer / Winter schools, Workshops, etc.	
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	12	2	NA	
Technical Staff				

Criterion – III

3. Research, Consultancy and Extension

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

Organizing Seminars/Workshops/Value Education Classes/Gender education classes

3.2 Details regarding major projects NIL

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs.				

3.4 Details on research publications

Faculty Publications	International	National	Others
Peer Review Journals	10	10	
Non-Peer Review Journals			
e-Journals	7		
Conference proceedings		16	

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

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

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from : NIL

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	Natio nal	State	University	College
Number	1				
Sponsoring agencies					

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency Management of University/College
 Total

3.16 No. of patents received this year
 NIL

Type of Patent		Number
National	Applied	
	Granted	
International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

3.17 No. of research awards/ recognitions received by faculty and research fellows

Of the institute in the year:

Total	International	National	State	University	Dist	College
1		1				

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

2

4

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events: **NIL**

National level University level State level
International level

3.22 No. of students participated in NCC events: **NIL**

National level University level State level
International level

3.23 No. of Awards won in NSS: **NA**

National level University level State level
International level

3.24 No. of Awards won in NCC: **NIL**

National level University level State level
International level

3.25 No. of Extension activities organized

7

University forum

College forum

NCC

NSS

Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility : Visit to destitute homes, Pain and Paliative care, Noon Meal for the needy, Hospital Visit, Visit to the Kudumbasree Units (Women Empowerment)

Collaboration with YMCA Vikas School Project (School for differently abled)

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Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	16188 Sq. Mtr			
Class rooms with Laboratory	5016 Sq. Mtr			
Seminar Halls	1097.38 Sq. Mtr			
No. of important equipments purchased (\geq 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

Administration: Computerized with LAN and Internet facility

Automated Library web OPAC

4.3 Library services:

	Existing 2015-'16		Newly added 2016-'17		Total 2017 March	
	No.	Value	No.	Value	No.	Value
Text Books and other subject books	14736		NIL	NIL	14736	
Reference Books	823		NIL	NIL	823	
e-Books	9845		NIL	NIL	9845	
Journals	19	18370	NIL	NIL	19	18370
e-Journals	6320		NIL	NIL	6320	
Digital Database	51		NIL	NIL	51	
CD & Video	100		NIL	NIL	100	
Others (specify)	NIL	NIL	NIL	NIL	NIL	NIL

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart- ments	Others
Existing	52	18	Wifi	Nil	Nil	7	12	15
Added	Nil	Nil	Nil	Nil	Nil	Nil	Nil	
Total	52	18		Nil	Nil	7	12	15

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

Office, Staff room library, computer lab and all class rooms are provided with computers and internet access.

4.6 Amount spent on maintenance in lakhs :

i) ICT	22,768
ii) Campus Infrastructure and facilities	96,599
iii) Equipments	55,075
iv) Others	4,522
Total :	178,964

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

During IQAC meetings, discussions are made on enhancing student support service. Feasibility of implementing novel and unique strategies are worked out.

5.2 Efforts made by the institution for tracking the progression

Periodic meetings are arranged with faculty members, administrative staff, alumni association, PTA and other stake holders. Major decisions are taken in the college Governing Council . The collective efforts of these bodies are put into practice.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
44+48	15+10	-	-

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men

No	%

Women

No	%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total

Demand ratio 237

Dropout %

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

UGC- NET Coaching, SET Coaching

No. of students beneficiaries

12

5.5 No. of students qualified in these examinations

NET SLET GA CAT
 IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

There is a counselling centre functioning in the college. A trained counsellor engages classes periodically. Personal counselling is also arranged as and when demanded by students. Career Guidance Seminars are conducted twice in an year.

No. of students benefitted

5.7 Details of campus placement : **Courses on going (B.Ed. & M.Ed.)**

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
2	8	8	0

5.8 Details of gender sensitization programmes

Classes on women empowerment, legal awareness on women and children's right, health awareness programme in particular with women, Classes on domestic violence act, Human rights and Women

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level

National level

International level

Cultural: State/ University level

National level

International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government	61	7,29,028
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level

National level

International level

Exhibition: State/ University level

National level

International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: Providing more restrooms for students

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision : 'Lighted to Lighten' To illuminate the minds of prospective teachers to shed the light of truth and knowledge.

Mission: Imparting education to develop wholesome personality among its students with moral, civic and human rights consciousness. Involvement and interaction with community as agents of transformation. Promoting exploration in the realm of teacher education in the light of Christian understanding of world and society.

6.2 Does the Institution has a Management Information System

There is a Human Resource Management System, Technologically supported system with LAN in the Administrative wing.

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

6.3.1 Curriculum Development

Curriculum Development Programmes such as seminars, workshops (state, national and International level) and study groups for various subjects. New programmes in curricular and co-curricular areas are chalked out and implemented. Art Education, Yoga and Meditation

6.3.2 Teaching and Learning

Differentiated instruction, co-operative learning, brain storming techniques, peer teaching -learning are executed.

6.3.3 Examination and Evaluation

As per the university norms (CBCSS) examination pattern is followed and continuous and comprehensive evaluation (Internal and External) is practiced

6.3.4 Research and Development

The M.Ed. programme is on the self-finance basis. Research workshops are conducted to learn on the upcoming trends and higher education. Faculty members also undergo research based seminars, workshops in other institutions and universities.

6.3.5 Library, ICT and physical infrastructure / instrumentation

There is a fully fledged automated library working on all days except on Sundays and public holidays from 9 a.m. – 5 p.m. The details of library services are explained in 4.3. There is a technology lab with 18 computers. All the class rooms are computerised with internet facility. Physical infrastructure facilities are provided in 4.1

6.3.6 Human Resource Management

Top to bottom approach is followed. The Head of the institution divides work among its members on the basis of their designation. Close monitoring of the work done is being evaluated frequently. Loop holes are identified and rectified timely. The grievances of members are redressed. Life Skills training programmes are also given periodically to foster personality development.

6.3.7 Faculty and Staff recruitment

Faculty and Staff recruitment is done as per State Government /University /UGC norms

6.3.8 Industry Interaction / Collaboration

Collaborations with High Schools and Higher Secondary Schools of the State for five months so as to conduct the School Internship fruitfully and by being part of the school system.

Programmes are chalked out in collaboration with KSHEC, CCEAM, KF-UNAI

6.3.9 Admission of Students

Merit and Management seats are filled as per Government norms

6.4 Welfare schemes for

Teaching	Availed as per govt. norms
Non teaching	
Students	E grant, Grant from Fisheries Department

6.5 Total corpus fund generated

17,63,904

6.6 Whether annual financial audit has been done Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	✓	Government	✓	

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

For UG Programmes Yes No

For PG Programmes Yes No

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

Periodical Meetings with subject experts and other stake holders are arranged and reforms are made in accordance with UGC, NCTE and Higher Education guidelines.

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

Seminars and Workshops are organized to orient on the various aspects of autonomy (merits and demerits)

6.11 Activities and support from the Alumni Association

The Alumni has instituted Titus Award for teachers, inter collegiate Choreography Competition and both are conducted once in two years. Annual Alumni get-together is being celebrated every year. Alumni also honour the Ph.D. Awardees and other personalities who excel in various fields of activities. The Top Scorer Award is also given to the Alumni Wards. Dr. Zacharias Mar Theophilus Memorial Essay competition for College Students. The Alumni also provides financial help to needy students.

6.12 Activities and support from the Parent – Teacher Association

PTA meetings are held periodically where Parents share their views and grievances. The staff members communicate to them on the development of students and also issues related to their academic and personal development.

6.13 Development programmes for support staff

Training Programmes of governmental agencies

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

Plastic free- zone campus, Vegetable farming, etc.

Criterion – VII

7. Innovations and Best Practices

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

Workshop on “Teaching Aids Preparation” by students
Strengthening Mentor – mentee relationship through tutorial sessions
Reciprocal Teaching – Students are given chance to teach in a big class room
Experiential Learning

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

Personal Counselling sessions enhanced owing to student need.
Know the learner programme – visit to students’ family and interaction with family members
Identifying the financially needy students and recommending for scholarship under Mar Thoma Management Welfare Scheme

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

Financial Aid
‘Shoulders’, a project for sharing the burden of class mates
‘Kanivu’, a project of the students’ council to help the financially backward students, Book Bank Scheme

7.4 Contribution to environmental awareness / protection

Plastic Free Zone, Eco friendly campus, organic farming, Observance of World Environment Day, Planting of sapplings

7.5 Whether environmental audit was conducted?

Yes

No

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

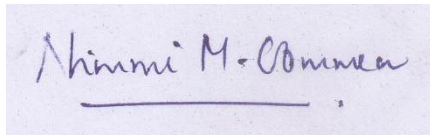
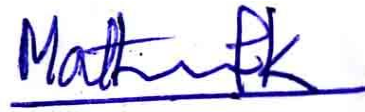
SWOT Analysis is done during Staff Meetings, Combined Staff Meetings, PTA and Alumni Meetings. From the feedback and suggestions received, proper corrections are made with the final consent from the College Governing Council

8.Plans of institution for next year

Upgrade the College as a research department in education (Subject to University Approval)

Name: *Dr. Nimmi Maria Oommen*

Name: *Dr. T. K. Mathew*

Handwritten signature of Nimmi M. Oommen in blue ink, with a horizontal line underneath the name.Handwritten signature of Mathew T. K. in blue ink, with a horizontal line underneath the signature.

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC