Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**TITUS II TEACHERS COLLEGE**
Name of the head of the Institution	**Dr. Anita Mathai**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**0469-2601383**
Mobile no.	**8547889147**
Registered Email	**tituscollege@gmail.com**
Alternate Email	**sunilajoji@gmail.com**
Address	**Titus II Teachers College, SC Campus. Tiruvalla, Pathanamthitta District 689101, Kerala.**
City/Town	**TIRUVALLA**
State/UT	**Kerala**
Pincode	**689101**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Semi-urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr Sunila Thomas**
Phone no/Alternate Phone no.	**04692601383**
Mobile no.	**9446267547**
Registered Email	**tituscollege@gmail.com**
Alternate Email	**suramyamathai@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.tituscollege.ac.in/pdf/AQAR/AQAR-2018-19.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://tituscollege.ac.in/academicCalendar.php

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	**A**	**3.29**	**2014**	**05-May-2014**	**04-May-2019**

6. Date of Establishment of IQAC

03-Oct-2005

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Emotional sustainability	**26-Jul-2019**	**50**

	1	
Environmental awareness programmes	07-Feb-2020 3	50
Community Engagement Activities done during successive periods	23-Aug-2019 6	50
Professional Development	27-Apr-2019 6	40
Stress management and relaxation	28-Oct-2019 5	100
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Titus II Teachers College, Tiruvalla	RUSA	RUSA	2019 750	20000000
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	**3**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

Encouraged Professional enhancement : Digital literacy for staff and students through a One Day Workshop on Learning Management System and a One week Online National Workshop on Digital Learning, offered opportunities to the staff to function as Resource persons and experts in various platforms. Initiated Bio metric attendance

Confidence building as part of Women empowerment: Arranged a class on self defense mechanism for women

Fostered Psychological wellbeing for becoming an empowered teacher : Arranged Ethics classes, meditation, yoga sessions, one week music relaxation sessions during lunch break, inspirational talks by eminent personalities, Orientation classes, inter and intra level competitions in Literary, Arts, Sports and games

Strengthening the bond between college and community for inculcating the value of social commitment: Developed and contributed Self learning Resource materials (using Art Integrated Pedagogy) to various schools, Conducted free Medical camps in rural area for the under privileged, Conducted Food fest to render a helping hand to the needy people of the society

Created Environmental/ ecological sensibility: Distributed saplings to student community for preservation of Nature, Made the campus plastic free, initiated waste management drives

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

Plan of Action	Achivements/Outcomes
Curricular and Co curricular Programmes	Overall development of the learner
Environmental Aawareness Programmes	Ecological consciousness
Professional Enhancement Programmes	Professional development of faculty and Administrative staff
Spiritual and Mental Health Programmes	Enhancement of mental health
Community Engagement Activities	Self Empowerment and Social Commitment
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14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
Governing Council of the College	25-Jun-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No

16. Whether institutional data submitted to AISHE:	Yes

Year of Submission	2020

Date of Submission	08-Jun-2020
17. Does the Institution have Management Information System ?	**No**

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The college has various well structured processes for the effective implementation and delivery of the curriculum. Curriculum prepared by the Board of Studies(Education)under Mahatma Gandhi University. The approved curriculum is followed in the institutions.The process of implementation and delivery is designed in such a way as to make the students socially committed, employable, innovative and research oriented.Through the staff council meeting held periodically and specifically during the commencement of the academic year,the master plan (Year plan) is prepared.From this the timetable is prepared.In the timetable the time allotted for various subjects are specified.The activities under each course(Core ,pedagogic and elective) are also discussed.The institution has various club activities too.During the review of staff council meetings,the progress is evaluated,short comings are rectified and revising if needed are also done. The communication of all these decisions reach each member of the staff through top to bottom approach.The issues concerning curricular and co curricular are also discussed. In the event of anomalies, proper corrections are done as and when required.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Global Education2030 agenda for sustainable development goals.	**0**	**10/10/2019**	**1**	**employability**	**Value inculcation on sustainable development .Through the 17 goals,they become aware of the various indicators that pose challenges over the globe.**

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	**NA**	**Nill**

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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nill	NA	Nill

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	50	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Health education,focuses on Yoga, Mental Health,physical well being, emotional balance	10/10/2020	50
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BEd	Commerce,English,Mathematics,Natural Science, Physical science, Social science	50
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
After receiving the feedback from various stakeholders the same is discussed in the staff council meetings.The issues, challenges are studied in detail.The immediate correction mechanisms are implemented. in the event of shortcomings new strategies are developed The teachers have self evaluation and based on the grievances made by students ,the head of the institution takes appropriate initiatives for correction.The suggestions received from alumni are analysed in the faculty council meetings. In the light of this, unique strategies are develop[ed for the holistic development.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MEd	Nill	50	13	13
BEd	Nill	50	513	50
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	50	13	11	9	20

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
11	11	Nill	8	2	Nill
View File of ICT Tools and resources					
View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Under the Credit and semester system, each Optional teacher act as a mentor for students in each semester. The mentor documents the details of students assigned and records all details regarding academic performance in end semester examination, continuous assessment, participation in induction, school internship program and cultural activities. The mentor provides academic and personal support and counseling for the well being of the student during the period of study through necessary interventions and equips the students in addressing their problems in real life situations. The mentoring system in the institution provides both professional and personal development through various programs and day to day interactions. Institution makes sure that a convenient environment of growth and development is ensured for individual students through mentoring system, wherein students can approach teachers for both educational and personal guidance. Mentoring offers an effective two way communication. This helps in creating awareness of policies of the institution and professional expectations from students. Mentoring system in the college proved effective in bridging the gap between the teachers and students. Facilitating professional and life skill acquisition is done through different programs in fine tune with the individual skills of students. Another important service provided by the mentoring cell is career development of the students by providing awareness and support to students for higher education and employment. Advice and support for improvement in academic performance and providing opportunities for attending professional meetings like seminars, conferences and workshops are highly encouraged among students. Structured and informal meetings are ensured between mentor and mentee for the effective communication and efficient functioning. It is also made convenient for teachers in charge of core papers to meet the students from all Optional Subjects for personal counseling through direct or indirect methods like telephonic conversations, online meets, virtual discussion forums etc.

Number of students enrolled in the	Number of fulltime teachers	Mentor : Mentee Ratio

institution		
50	11	1:5

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
11	10	1	Nill	7

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2020	Dr Nimmi Maria Oommen	Assistant Professor	International Distinguished Academic Leader - Green Thinker
2019	Ms. Anu J. Vengal	Assistant Professor	Best Paper Presentation Award (National Seminar on Implementation of Integration Upcoming Changes, Challenges and Concerns - Kerala State Higher Education Council and Council for Teacher Education Foundation)
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MEd	Nill	IV SEMESTER	22/10/2020	23/05/2021
BEd	Nill	IV SEMESTER	27/07/2020	04/11/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The Institution follows the norms and policies of continuous evaluation as prescribed by the NCTE and BOS, Education, Mahatma Gandhi University. The college strictly adheres to continuous and comprehensive evaluation and provides feedback to students and parents about the progress and areas for improvement. The performance of student teachers is evaluated by both external and internal assessment mechanisms. Formal method of evaluation is as per the University norms. The evaluation of each theory course contains both Internal

or In Semester Assessment (ISA) and External or End Semester Assessment (ESA). The evaluation of practical course is conducted by internal or In Semester Assessment. Standardization of the assessment is done by external examination board constituted by the University. In addition to marks for written exams, internal evaluation includes marks for practicums and internal tests for B. Ed. and M. Ed. Program. The internal assessment of all components of theory courses are published before the University Examinations and are acknowledged by the students. Performances and progress are assessed by Continuous and Comprehensive Evaluation Process. The students are required to take seminars on different topic of each subject area. Projects, preparation of learning materials, surveys, and assignments are also considered as part of internal assessments. A student teacher portfolio showcasing all practical and practicum and its internal assessment is maintained by every student teacher, serves as a valid document proof of continuous assessments , feedback given and improvement made by individual students. Each student takes Micro teaching classes to instill the essential skills and face Criticism sessions to identify and redress the weaknesses if any. Peer evaluation and evaluation done by the supervising subject teacher during the school internship is duly considered for internal evaluation process. Another important element of evaluation is the Self Assessments based on valid criteria, done by each student teacher during the course of study. This introspection helps each student realize where they stand on the basis of Program Outcome, Program Specific Outcome and Course Outcome. Teacher made class tests are conducted on completion of every module of syllabus. At the end of every semester, an internal examination is conducted for each course of study. This equips the students to face the end semester external examination with confidence. Surprise Open Book Examinations are conducted to check rote learning and more superficial application of knowledge. The students are required to answer in more analytical and critical ways thus encouraging higher order thinking skills. Individual attention and support is given to students in need while each task is being carried out. Feed back is given to parents updating the progress and remedial measures taken for the difficulty faced. PTA meetings were organized by the institution once in an academic year. Students with diversified needs and backgrounds are attended with individual focus. Since the pre-determined parameters cannot establish the scholastic and co-scholastic potential of the students, the institution takes special care to informally and continuously evaluate its students depending on their curricular, co-curricular and extracurricular activities. Mentoring system helps highly in this regard.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Academic Calendar of the institution is prepared in par with the Mahatma Gandhi University calendar. Examinations and other related activities are scheduled and executed prior to the dates given in the university calendar.
http://tituscollege.ac.in/academicCalendar.php

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

http://tituscollege.ac.in/ProgrammeOutcome.php

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage

061	BEd	Nill	51	51	100
061	MEd	Nill	6	6	100

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

http://tituscollege.ac.in/student-satisfaction-survey.php

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	0	NA	0	Nill

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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
nil	NA	

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NA	NA	Na	Nill	NA

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NA	NA	NA	NA	NA	Nill

No file uploaded.

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
1	1	

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Education	1

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Education	1	5.75

| International | Education1 | 1 | 5.87 |

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Education	15

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
An Art of educational Traverse through Gross National HappinessDr. Nimmi Maria Oommen	Dr. Nimmi Maria oommen	International journal of Emerging technologies and Innovative Research	2019	0	0	Nill
The Relationship between Emotional Intelligence and Stress Management of Engineering college Teachers	Dr. Sunila Thomas	International journal of Emerging technologies and Innovative Research	2019	0	0	Nill
Emotional intelligence and knowledge management of Technical students in accordance with Gender, Locality and mode offees payment	Dr. Sunila ThomasA	International journal of Reseach and Research and analytical Reviews	2019	0	0	Nill

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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NA	NA	NA	Nill	Nill	Nill	0
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	8	19	9	3
Resource persons	2	8	8	Nill
Presented papers	13	2	Nill	Nill
View File				

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Workshop on LMS	Teachers from various Aided College of M.G.University	80	Nill
Ayurveda Homoeo Medical Camp	Members from Kakkathuruthu Panchayth	10	50
Food for the Poor	Beggars from Street	4	25
Intercollegiate Debate Competition	Students from Teaching Practise Schools	12	140
One Week National Online Workshop on Digital Learning for Smart Teachers	Teachers and students from various states of India	100	250
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NA	NA	NA	Nill
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Charity Fund Raising Programme	Titus II Teachers College	Food Fest	250	15
Blanket for the Poor	Titus II Teachers College	Aid for Beggars in the street	5	50
Relaxing Covid Stress	Titus II Teachers College Alumni Members of Social Science Option, Titus	Online Lock Down Creativity Fest	3	50
Community Extension	Titus II Teachers College	Titus II Teachers College	10	25
Workshop	Titus II Teachers College Watermans Club, Niranam	Workshop on First Aid	10	130
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
NA	NA	NA	0
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Research on Instructional Practices in Schools	M.Ed Department Research	Secondary and Higher Secondary Schools	15/07/2019	30/01/2020	6
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of

			students/teachers participated under MoUs
NA	Nill	NA	Nill

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
125000	18000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Video Centre	Existing
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing

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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Libsoft Solutions	Fully	4.2	2010

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	14811	Nill	17	Nill	14828	Nill
Reference Books	823	Nill	Nill	Nill	823	Nill
e-Books	9845	Nill	Nill	Nill	9845	Nill
Journals	15	Nill	Nill	Nill	15	Nill
e-Journals	6320	Nill	Nill	Nill	6320	Nill
Digital Database	51	Nill	Nill	Nill	51	Nill
CD & Video	101	Nill	Nill	Nill	101	Nill

Library Automation	1	Nill	Nill	Nill	1	Nill

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NA	NA	NA	Nill

No file uploaded.

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	78	16	1	2	1	1	1	750	0
Added	0	0	0	0	0	0	0	0	0
Total	78	16	1	2	1	1	1	750	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

110 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
AZ screen recorder, KINEMASTER, Mobile Apps	https://youtu.be/eF5XLfM_-6Q
AZ screen recorder, KINEMASTER, Mobile Apps	https://youtu.be/1IThm7SBvmo
AZ screen recorder, KINEMASTER, Mobile Apps	https://youtu.be/rC29kkyGOgw
AZ screen recorder, KINEMASTER, Mobile Apps	https://youtu.be/kaHjgerdXXI
AZ screen recorder, KINEMASTER, Mobile Apps	https://youtu.be/xCNM-zU8zPg
AZ screen recorder, KINEMASTER, Mobile Apps	https://youtu.be/Dc0SbLEWOH0
AZ screen recorder, KINEMASTER, Mobile Apps	https://youtu.be/wy48ojfR4oY

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites

80000	24982	100000	55362

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The IQAC of the college identifies the maintenance requirements of the college and the same is presented in staff meetings. The Principal intimates the requirements to the Secretary of the College Governing Council. The maintenance requirements of the physical, academic and support facilities are then presented in the Govering Council Meeting. A special budgetary provision is then set in the College budget for this purpose with the consent of the Governing Council. The budget including maintenance expense is given in the college website. The fund is used for maintenance of classrooms, laboratory, labs, computer rooms, sports equipments and for the service and maintenance of computers. It is also utilised for electrical repair works and furniture maintenance.

http://www.tituscollege.ac.in/academic-procedures.php

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Oasis, Alumni Fund	15	45000
Financial Support from Other Sources			
a) National	Nill	Nill	Nill
b)International	Nill	Nill	Nill
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Yoga	10/10/2019	50	SARVA YOGA CENTRE
Remedial Teaching	13/06/2019	100	IQAC
Mentoring	01/06/2019	100	IQAC
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2020	Confluence	100	100	65	20
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual

harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
3	3	5

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Choice International School, Salem Public School	20	3	Maria Montessory Central School Ambalapuzha, Zakeer Hussain HSS, Changanassery, IHRD Puthupally, GEMS Legacy School, Dubai, Winchester School, Dubai, Christu Jyothy Vidya niketan, Cha nganassery, St.Gregorios HSSS, Chengannur	10	10
			View File		

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2020	1	B.Ed	Mathematics	Chennai University	M.Phil
2020	1	B.Ed	Physical Science	Kerala University	Ph.D
			View File		

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	8
SET	14

Any Other	19

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Shuttle Badminton Tournament	Inter Collegiate	25
Arts Fest	College	115
Literary and Debate Competition	Inter Collegiate	50
Republic Day	college	50
Christmas celebration	college	115
Gandhi Jayanthy	college	50
Onam celebration	college	115
Independance day	college	50

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nill	NA	Nill	Nill	Nill	Nill	NA

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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Student Union activities 2019-2020 The Student Union at Titus II Teachers College is primarily geared around helping students to develop their experience by providing diverse, interactive, educational programs and leadership opportunities and create a community through the support, both administratively and creatively, through on and off campus programmes and events. Students from all majors are welcome to join the Union. With that vision the Union was formed under the banner EKTA, which implies unity in diversity. Governance The Student Council is made up of elected representatives from across the courses offered in the College. These are: 1.The four ex-officio members comprise Chairperson, Vice-Chairperson, General Secretary and University Union Councillor, 2. One representative from each Optional Subject of the First year UG Programme 3. One representative from each Optional Subject of the Second year UG Programme 4. One representative from each Optional Subject of the First year PG Programme 5. One representative from each Optional Subject of the Second year PG Programme 6. Secretaries of various Associations : Arts Club Literary and debating Association Sports games club Moral Religious Club Nature Club Women's Cell Social Service League Magazine Documentation club Modus Operandi The modus operandi of the Union is to involve all students through the plethora of student leadership opportunities that exist within the programs and activities that are suggested by the Union. The Union cultivates a sense of community and belonging on the campus. Through the Union experience, students learn leadership and relational skills that serve them for a lifetime. The Student Council decides the activities of the College in collaboration with the staff

advisor of the College. It passes the proposal to undertake pieces of work after deep thought and reflection. Activities executed: Medical Camp Celebration of important days Talk series Ethics Classes Food Fest Felicitation meetings Intercollegiate Competitions College Magazine Programmes of different associations REPRESENTATION IN ADMINISTRATIVE ACADEMIC COMMITTEES 1. Admission committee as facilitators to newcomers. 2. Membership in Anti-ragging cell to ensure safety for all. 3. Members of Anti-narcotic cell 4. Initiators of Women empowerment drives 5. Campus cleaning initiatives 6. In grievance redressal committees 7. Library committee 8. Representation in the Project Monitoring Unit of governmental projects like RUSA. 9. Evaluators of competitions 10. Arrangement for conduct of Practical examinations and internal exams 11. Leadership in arranging school internship sessions,etc.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

63

5.4.3 – Alumni contribution during the year (in Rupees) :

6000

5.4.4 – Meetings/activities organized by Alumni Association :

Meeting: In the report year 3 executive meetings were conducted to chalk out the programmes of Alumni Association. Activities: 1. Quiz competition(6/2/2020) 2. Annual Alumni Day (8/2/2020)- On this day Achievers among Alumni were honoured. 3. Social Science Association Alumni (27/12/2019)

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The activities of the institution are decentralised and participatory management is ensured in all its processes. The approach followed is Top to Bottom Approach. practice 1- the college has a governing board headed by the manager, principal, staff representative and educational experts who process the management admission. the General merit seats are processed as per university rule. for both management and general Merit admissions, decentralisation of duties are ensured and entrusted to the administrative as well as the teaching faculty. practice 2- Academic functioning - As per the directions of IQAC,staff council meets initially and designates duties to various members of administrative and teaching faculty for the efficient functioning of the various curricular and cocurricular programmes organised by the College for empowering the learners

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details

Curriculum Development	As an affiliated institution, the college follows the curriculum prescribed by the University. Two of our faculty members are members of the University Board of Studies in Education. All our teachers actively participate in the curriculum development process.
Teaching and Learning	We follow the principle of PIME_ Planning, Implementing, Monitoring, Evaluation. Before the commencement of the academic year , the IQAC takes initiative in Planning the various activities for enriching the teaching learning experience of the learners. It is then implemented, monitored and evaluated.
Examination and Evaluation	Conducts In- Sem Exams and frequent class tests including oral tests. Depending on difficulties faced by the learners , remedial teaching is also given. For that small group learning, cooperative learning etc. are encouraged.
Research and Development	Action Researches and faculty researches are being conducted. One of the faculty members is a Research Guide. The faculty members make regular Research publications in various national and international journals.
Library, ICT and Physical Infrastructure / Instrumentation	For preparing students for paper reference for advanced studies, publications and presentation INFLIBNET is made available to our students.
Human Resource Management	Seminars, workshops and other professional enhancement programmes are arranged for students and staff.
Industry Interaction / Collaboration	The Institution collaborates with 22 schools secondary level and Higher Secondary Level for the internship of our students. The students assist the school teachers in carrying out their duties in schools.
Admission of Students	As per the notification of the Government and University, the College issues application application and prospectus for the applicants. The College conducts admission as per the norms of the Government and University under merit, reservation and management quota.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details

Planning and Development	e-communication facilities for planning and development
Administration	Communication through electronic media, Service and Payoll Administrative Repository for Kerala, , Biometric attendance, online data submission to Govt. offices
Finance and Accounts	Cashless transactions, PFMS
Examination	Online submission of application forms, online collection and remittance of exam fee, Online Question Paper generation
Student Admission and Support	Online admission process, E grants and scholarships for students

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Dr. Anita Mathai Dr. sunila Thomas	Orientation to NAAC Report preparation for Training collegestion	NAAC	4000
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Workshop on LMS	Workshop on LMS	06/07/2019	06/07/2019	8	4
2019	Orientation to SAAC/NAAC	Orientation to SAAC/NAAC	30/09/2019	30/09/2019	10	5
2020	Staff Retreat	Staff Retreat	01/01/2020	01/01/2020	10	10
2020	One Week Worshop on Digital Learning for Smart Teaching	One Week Worshop on Digital Learning for Smart Teaching	27/04/2020	02/05/2020	10	3
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Orientation Programme	1	10/02/2020	29/02/2020	20
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	1	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Individual desktop facility with wi-fi connection, Canteen Facility, Rent free accommodation for lady staff in the ladies hostel, Shuttle badminton court and infra structural facilities for physical fitness, separate vehicle parking facility, rest room for staff, Felicitation programmes for honouring the achievements of staff, Contributions and gifts on special occassions	Individual desktop facility with wi-fi connection, Canteen facility, Rent free accommodation for lady staff in the ladies hostel, Shuttle badminton court and infra structural facilities for physical fitness, separate vehicle parking facility, rest room for staff, Felicitation programmes for honouring the achievements of staff, Contributions and gifts on special occassions	Scholarships, Endowments and financial aid by staff, management, Alumni and PTA, Free wi-fi facility, Separate rest rooms for boys and girls, Canteen Facility, Shuttle badminton court, Games room for indoor games, Hostel facility for girls, Book bank system, Felicitation programmes for student achievements, Free coaching for Competitive examinations, Mentoring, counselling and remediation programmes

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The Insitution conducts internal and external financial audits regularly. The government audit as in other aided colleges is done by the Deputy Director Of Collegiate Education, Kottayam, Kerala.The Accounts General Thiruvanantha[puram conducts the government audit. The management accounts are audited once every six months by the auditor selected by the Mar Thoma Syrian Church of Malabar.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NA	0	NA
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6.4.3 – Total corpus fund generated

2137009

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	Yes	Governing Council
Administrative	Yes	DEPUTY DIRECTOR OF COLLEGIATE EDUCATION, KOTTAYAM, KERALA	Yes	AUDITOR, MARTHOMA SYRIAN CHURCH OF MALABAR

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Quarterly PTA meetings are conducted, Food Fest for generating fund for charity services to the needy, Endowment Prize for the College top scorer in the University Exam,

6.5.3 – Development programmes for support staff (at least three)

Cooking class, Book binding class, Tie and Dye class, Computer awareness class.,

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Strengthened Research, publication and professional development of staff. 2. Aggrandized the digital facilities for staff and students. 3. Automated College Library. 4. Partially implemented MIS in the administrative wing. 5. Promotion of Research- Two of the faculty joined for doctoral research and another faculty was awarded Ph.D. Two Ph.Ds were produced under the guide ship of Dr Sunila Thomas. 6. Organised various professional Development Programmes.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Awareness talk and Distribution and planting of saplings	03/06/2019	07/06/2019	07/06/2019	100
2019	Workshop on Learning Mangement System	25/06/2019	06/07/2019	06/07/2019	50
2020	one week workshop in	09/03/2020	27/04/2020	02/05/2020	250

| 2020 | covid-19 awareness audio launch | 22/04/2020 | 05/05/2020 | 05/05/2020 | 10 |

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Gender sensitization	28/01/2020	28/01/2020	45	5

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
N A

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	5

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	05/08/2019	1	Class on First Aid	Medical emergency	60
2019	1	1	23/08/2019	1	Ayurveda,Homeo,Medical camp	Addressed health issues of local community	55
2019	1	1	30/10/2019	1	Vigilance awareness class	Integrity and way of life	60
2020	1	1	10/01/2020	1	Food fest	aid to the needy people of	250

						the society

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Hand Book	01/06/2019	The handbook contains human values, code of conduct for teachers and students ,rules and regulations for the total discipline of the college.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
seminar	05/02/2020	06/02/2020	50

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Vegetable Farming Plastic free campus Planting Trees in the premises Insisted to bring food in Tiffin carriers only- News paper wrapping is not permitted Occasionally Classes are arranged under the shade of trees

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICES 1. Socially Innovative Learning programme This is one of the innovative strategies used in core subject classrooms to arouse creativity, critical thinking, and communication skill and to develop their full potentials. This programme is conducted with the support and co operation of all optional subjects. Here students convert classrooms into work stations where the participation of each and every student is ensured. Different varieties of activities are chalked out with the objective of fulfilling holistic personality development.They learn a lot of life skills through this technique. To enhance general knowledge, quizzing sessions are conducted every day. Each optional subject is assigned a particular day for conducting quiz. Students are asked to familiarise with the news paper of the previous day for which the quiz is conducted. Every day, prizes are also given. This serves as a motivation and re inforcement for the students to participate actively. To develop literary skills, "Read a book" programme is also arranged periodically. Here books are selected according to their interest in the literary areas. 2. Food fest It is organised annually where students sell homemade cuisines and the income generated thereby is utilised for charity purposes. A portion of it is contributed to the needy students of our institution. As a part of social commitment, students serve as resource persons in their locality, wherein several of their hard skills that they imbibed through the classrooms such as "Tie and Dye, Bag making, Ornament making are utilised for the benefit of the community. 3. One Hobby a Month Hobbies are personal interests of an individual for personality development. Titus II Teachers college has always been instrumental in augmenting the academic and personal talents of the students to its fullest level. With this intention, the Natural science Optional students designed a programme titled One Hobby a Month. Here for the first month, the hobby initiated was review a book. This programme was organised for the whole student community. Here the students selected the book according to their choice. They read the book for one month and the review is carried out on a

particular day. The best reviewer is awarded a prize. For the next month, photography competition based on a theme is carried out. Here students capture photos with their own mobile camera and the images are send for evaluation at a judge's desk with the stipulated norms. The best images are awarded with prize. 4. Maths Mart Students of Mathematics optional run a stationery store named Maths Mart. Here learning support materials like charts, pen and pencil, bond papers, A4 size papers of different colours, paper files, sanitary napkins and short eats are also sold. It acts as an oasis in times of emergencies. The income generated from this is used for charity. As the work of charity, with the money collected learning aids are provided to the adopted school. 5. Value based short films, documentaries and videos prepared by students under the supervision of teachers. 6. Value based curricular and co curricular activities 7. Regular quiz programmes on current events to encourage news paper reading among teacher educands. 8. Orientation/ Interface Sessions with Heads of institutions for Teacher preparation prior to School Internship Programme. 9. Contributing self learning Resource Materials prepared by Teacher Trainees to various schools

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://www.tituscollege.ac.in/best-practices.php

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Institutional Distinctiveness 1. Value based Learning: Value based curricular and co curricular activities are arranged periodically. Some of the programmes initiated for this are as under: a) Ethics classes are arranged every week where one hour is set apart. Luminaries from various walks of life are invited to imbibe values through their life experiences. Notable alumni and PTA members with high reputation are also invited for classes. b)Value based short films and videos are prepared by students and screened in their internship schools. c) Documentaries on various social issues are also prepared as part of their social commitment. d) National/International seminars are organised every year on value based topics. Through all the aforementioned activities, students become conscientised on the significance of values in their life. 2. Community Based welfare programme: Teachers are social engineers and the purpose of any education is societal development. Societal development programmes are arranged wherein students and faculties participate collectively. The college plays an active role in this and offer all possible kinds of help to the community which are listed as under. a) Free tuition for poor students b) Teachers serve as counsellors in academic and non-academic sector c) As academic extension, all faculty members serve as resource persons in the various community welfare programmes. d) Students serve as judges for the various competitions organised by NGOs. e) Food for the poor in the streets-Home made lunch packets are distributed to the needy people in the streets of Tiruvalla Town under the auspices of Social Science optional. 3. Teaching Learning Activities: a) Inter disciplinary Team Teaching b) Experiential Learning c) Techno Pedagogic approach to learning d)Alumni supported classroom practices e) Hybrid Learning Practices f) Mentoring and Remedial Sessions g) Art Integrated Pedagogy 4. Professional Excellence a) Edu Confluence: Innovative initiative where the faculty serve as Resource Persons for various workshops/seminars attended by stakeholders from various strata b) Administrative staff serve as consultants for various sister institutions. c) Faculty as members and office bearers of various professional organisations d) Faculty as Resource Persons for various Community Linked Activities 5. Research Consultancy and Extension Services : a) Faculty serve as Research Consultants and Guides b) Faculty serve as editors of

various journals and books c) Regular Research publications by the faculty 6. Spiritual and Mental health Initiatives: a) Regular Prayer Meetings and Meditation sessions b) Ethics classes c) Value Education classes (Add on Course) d) Yoga and Aerobics classes (Add on Course) 7. Eco-Friendly Initiatives: a) Vegetable Gardening and organic farming b) Plastic Free Campus c) Bio- Waste Management System d) Plant a Garden e) Recycling of waste materials into reusable art and craft products

Provide the weblink of the institution
http://www.tituscollege.ac.in/institutional-distinctiveness.php

8.Future Plans of Actions for Next Academic Year

To arrange various activities to create awareness about Covid 19 pandemic and also to take precautionary measures to prevent its spread. To conscientize the public about the Covid 19 protocol measures. To arrange quality enhancement programmes to digitally empower the teacher trainees to become globally competent. To promote environmental awareness among student teachers and protect nature for sustainable development. To promote National Integration and International Understanding among learners through various activities. To arrange cultural exchange programmes to promote preservation and transmission of culture. To arrange professional enhancement programmes for staff. To arrange community engagement activities SWATCHATHA, self reliance and vocational values among teacher trainees. To encourage activities to promote mental health and professional ethics of student teachers. To promote inter-relationship among various colleges through competitions and other allied activities. To develop aesthetic skills among prospective teachers through various programmes. To establish linkage between parents and institution. To strengthen the bond between the college and Alumni and organise various activities under the Alumni Association. To arrange counselling sessions to maintain good mental health. To promote interaction with renowned personalities of the community. To arrange skill enhancement programmes. To maintain and promote physical fitness through yoga, meditation, aerobics and other physical fitness programmes. To arrange sessions to review and analyse the framework of NEP 2020 and its implications on Teacher Education Programmes.