

**ACADEMIC HANDBOOK & CALENDAR  
2019-2020**

**PATRON**

**THE MOST REV. DR. THEODOSIUS  
MAR THOMA METROPOLITAN**

**MANAGER**

**RT. REV. DR. ABRAHAM MAR PAULOS EPISCOPA**

- INSTITUTIONAL CORE VALUES
- PROFESSIONAL EXCELLENCE
- COMMUNICATIVE COMPETENCE
- SOCIAL COMMITMENT
- EMOTIONAL WELL-BEING
- ALL-INCLUSIVENESS
- ETHICAL VALUES
- SCIENTIFIC TEMPER
- CIVIC RESPONSIBILITY



# TITUS II TEACHERS COLLEGE

SCS CAMPUS

PATHANAMTHITTA DISTRICT

KERALA-689101

tituscollege@gmail.com

www.tituscollege.ac.in, 0469-2601383, 2741233



Estd. 1957

Established in 1957

Recognised by NCTE [B.ED (APSO4574) &  
M.ED (APSO4557)]

Affiliated to Mahatma Gandhi University, Kottayam

NAAC Re-accredited 'A' grade

NAAC TRACK ID:KLCOTE 11836, AISHE CODE: C-11749

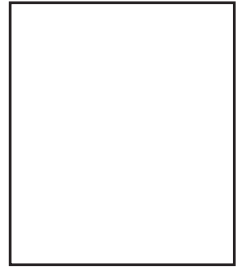
## HANDBOOK & ACADEMIC CALENDAR 2019-2020

NAME:.....

PROGRAMME:.....

SUBJECT:.....

# STUDENT'S PERSONAL INFORMATION



Name.....

Admission No.....

Programme: B.ed/M.ed

Subject:.....

Address .....

.....

.....

Telephone No.....

Email Id.....

Name Of Guardian.....

Signature Of Guardian.....

Emergency Contact No.....

Blood Group.....

Identification No.....

# CONTENTS

1. College prayer song
2. College at a glance
3. Succession list
4. Governing council
5. Staff of the college
6. Structure of the UG programme
7. Structure of the PG programme
8. Programme outcome
9. Rules & regulations
10. Women's hostel
11. Committees & clubs
12. Student's union
13. Iqac sub-committees
14. Value-added/short-term certificate courses
15. Milestones of the college
16. Format of leave application
17. Academic calendar
18. Time table
19. Emergency contact numbers

## COLLEGE PRAYER SONG

പരമാത്മാവിൻ പൊരുളറിയാൻ  
പരമോന്നത നീ കൃപ ചൊരിക  
ദർശനവേളയും അർപ്പണവേളയും  
ഏകിടുമോ നീ ജഗദീശാ

മാനസം മുഴുവൻ പ്രാർത്ഥനയാലെ  
തവതിരുമുമ്പിൽ നില്പു ഞാൻ  
സാന്നിധ്യമേകിടുമോ നീ  
സായുജ്യമേകിടുവാനായ്

നിൻ ജീവാമൃത ധാരയാലെന്റെ  
പാപക്കറകൾ കഴുകീടു  
ആശ്രയമേകിടുമോ നീ  
ആശ്രിതവത്സല ദേവാ

*(Composed & Set to Music by the  
Former Principal, Dr. Koshy P. Chacko)*

## COLLEGE AT A GLANCE

Name	: Titus II Teachers College, Tiruvalla - 1
Phone No	: 0469-2601383, 2741233
E-mail	: tituscollege@gmail.com
Affiliation	: Mahatma Gandhi University, Kottayam
Founder	: Most Rev. Dr. Juhanon Mar Thoma Metropolitan
Patron	: Most Rev. Dr. Joseph Mar Thoma Metropolitan
Manager	: Rt. Rev. Dr. Abraham Mar Paulos Episcopa
Principal	: Dr. Anita Mathai
Programmes Offered	: B.Ed., M.Ed.
Duration	: Two year
Status of the Institution	: Minority Status
NAAC Accreditation	: Re-accredited 'A' Grade
Optional Subjects	
B.Ed.	: Commerce Education
	: English Education
	: Mathematics Education
	: Natural Science Education
	: Physical Science Education
	: Social Science Education
M.Ed	: Commerce Education
	: English Education
	: Mathematics Education
	: Science Education
	: Social Education
Students Intake	
B.Ed.	: 50
M.Ed	: 50
Staff of the College	
B.Ed Faculty	: 11
M.Ed Faculty	: 3
Administrative Staff	: 11
Librarian (Guest)	: 1
Technical Assistant (Guest)	: 1

# SUCCESSION LIST

## MANAGERS

The Most Rev. Dr. Juhanon Mar Thoma Metropolitan	1957-1961
Rt. Rev. Dr. Mathews Mar Athanasius Episcopa	1961-1969
Rt. Rev. Dr. Thomas Mar Athanasius Suffragan Metropolitan	1969-1974
The Most Rev. Dr. Alexander Mar Thoma Metropolitan	1974-1980
Rt. Rev. Dr. Zacharias Mar Theophilus Episcopa	1980-1984
Rt. Rev. Dr. Philipose Mar Chrysostom Suffragan Metropolitan	1984-1990
Rt. Rev. Dr. Zacharias Mar Theophilus Episcopa	1990-1993
Rt. Rev. Geevarghese Mar Athanasius Episcopa	1993-1997
Rt. Rev. Dr. Joseph Mar Iraneius Suffragan Metropolitan	1997-2005
Rt. Rev. Dr. Zacharias Mar Thephilus Suffragan Metropolitan	2005-2008
Rt. Rev. Thomas Mar Timotheos Episcopa	2009-2012
Rt. Rev. Joseph Mar Barnabas Episcopa	2021-2017
Rt. Rev. Dr. Abraham Mar Paulos Episcopa	2017-

## PRINCIPALS

Dr. A. V. Mathew	1957-1958
Rev. Dr. T. C. Thomas	1958-1963
Prof. P. T. Thomas	1963-1973
Prof. C. A. George	1973-1979
Prof. R. Valsakumar	1979-1987
Prof. M. Issac	1987-1990
Prof. Rachel John	1990-1992
Prof. Santhamma Mathew	1992-2002
Prof. Sushama Zacharia	2002-2006
Dr. K. K. John	2006-2009
Dr. K. S. George	2009-2013
Dr. Koshy P. Chacko	2013-2014
Dr. T. K. Mathew	2014-2018
Dr. Anita Mathai	2018-



## GOVERNING COUNCIL

- Chairman : Rt. Rev. Dr. Abraham Mar Paulos Episcopa  
Hermon Aramana, Adoor-691523  
marpaulos@marthoma.in, 9311028282
- Secretary : Dr. Anita Mathai (Principal)
- Treasurer : \*Mr. Ipe Abraham F.C.A.,  
K.I. Abraham & Co.,  
Mar Thoma Building, SCS Jn. 689101  
ca.ipeabraham@gmail.com, 9847530397
- Members : \*Very. Rev. K. M. Mammen  
Kripa Bhavan, Koipuram P.O.,  
Chengannur (via) 689531  
revmammenkm@gmail.com, 9447866498
- \*Prof. Dr. George Varghese  
Illathupattakuzhiyil Pariyaram P.O., Mallappally  
gv@uoc.ac.in,9447227571
- \*Prof. Alexander K. Samuel  
Kattunilathu, Muthoor P.O., Tiruvalla  
alexkattunilam54@gmail.com,9847174080
- \*Mrs. Jiji Mathew  
Mannakkatattu Bethel, Erumakuzhy,  
Nooranad P.O., Alappuzha 690504  
jjjmathewnrd@gmail.com,9745443437
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Kottayam 686021  
alexpgeorge64@gmail.com, 9447456861

\*Mr. Johnson P. Abraham  
Plavila House, Mathaimukku, Chepra P.O.,  
Kottarakara, Kollam 691520  
ebenezercashew8960@gmail.com,9447195765

\*Dr. Achamma Kurian  
Kizhakkethil, Keezhukara, Kozhencherry P.O.  
achammakurian56@gmail.com,9846084818

\*Dr. Mathew P. John  
Principal, St. Thomas College, Kozhencherry  
9447785133

\*Mr. Titus Thomas (Staff Representative)  
9447121463

## STAFF OF THE COLLEGE

### Principal

Dr. Anita Mathai, M.A., M.Ed., Ph.D.

### B.Ed. Faculty

#### *a. Associate Professors*

Mr. Titus Thomas, M.Com., M.P.Ed., M. Phil  
- Physical Education

Dr. Sunila Thomas, M.Sc., M.Ed., Ph.D - Mathematics

#### *b. Assistant Professors*

Dr. Mini John, M.Sc.(Zool.) M.Sc.(Psy.),M.Ed,  
PGDHE, Ph.D - Education

Dr. Nimmi Maria Oommen, M.Sc., M.Ed., M.A. (Edu.),  
M.Phil., PGDHE, PGCAE, Ph.D - Education

Dr. Betsy Joseph E., M.Sc., M.Ed., Ph.D. - Education

Mr. Pramod Thomas Goerge, M.Com, M.Ed., M.Phil/ (Edu.),  
M.Phil (Com.), PGDBA - Commerce

Dr. Sam Thomas Joy, M.Sc., M.Ed., Ph.D - Education

Dr. Suramy Mathai, M.A., M.Ed., Ph.D - Social Science

Mrs. Anu J. Vengal, M.Sc., M.Ed - Natural Science

### ***Guest Lecturer***

Mrs. Anila Thomas M.Sc., M.Ed. - Physical Science

### **M.Ed. Faculty**

Dr. H. Sam Sananda Raj,  
M.A. (Psy.) M. A. (Soci.), M.Ed., Ph. D - HOD

Dr. Sam V. Daniel - Professor  
MA (Eco), MA (Socio), M.Ed, M.Phil (Socio),  
Ph.D., M.Sc (Apply. Psy) PGDHE, PGDDE

Ms. Sabitha Baby M.Sc., M.Ed - Asst. Professor

### **Administrative Staff**

Junior Supt.	- Mr. James T. Oommen
Head Accountant	- Mr. Sabumon C.
Senior Clerks	- Mr. Manoj Mathew Smt. Smitha M. Raju
Clerk	- Mr. Prince Philip
L. D. Store Keeper	- Mr. Vinod T. Easow
Librarian (Ad-hoc)	- Nimmy Grace P. George
Library Assistant	- Mr. Anil Thomas
Office Attendants	- Mr. George V. C. Mr. Biju P. Issac Ms. Leela S. Aleyamma Mr. Anilkumar C.
Technical Assistant (Guest)	- Mr. Sam V. Jacob

The College offers programmes leading to Degree of Bachelor of Education (B.Ed.) & Master of Education (M.Ed.)

The Curriculum Design of Two Year B.Ed. programme is in tune with the guidelines of NCFTE (2009), NCTE (2014) and NCERT. The restructured programme comprises three broader areas as follows:

### A. Perspectives in Education

Learners Studies, Contemporary Studies, Educational Studies

### B. Curriculum and Pedagogic Studies

(Curriculum Studies and Pedagogic Studies)

### C. Engagement with the Field

Professional capacities, Teacher sensibilities and skills. (School Internship)

Course Co-ordinator - Dr. Mini John

## Structure of the B.Ed. Programme

### 1. PROGRAMME FRAMEWORK

Semester	Working Days	Working Hours	Marks		Credits		Total	
			Theory	Practical	Theory	Practical	Marks	Credit
I	100	600	440	160	22	8	600	30
II	100	600	380	220	19	11	600	30
III	100	600	60	540	3	27	600	30
IV	100	600	260	340	13	17	600	30
<b>Total</b>	<b>400</b>	<b>2400</b>	<b>1140</b>	<b>1260</b>	<b>57</b>	<b>63</b>	<b>2400</b>	<b>120</b>

### II. COURSE STRUCTURE OF THE PROGRAMME

#### A. Theory Course

Courses	Semester I	Semester II	Semester III	Semester IV
Core Courses	EDU 101	EDU 201		EDU 401
	EDU 102	EDU 202		EDU 402
	EDU 103	EDU 203		
Pedagogic Courses	EDU 104	EDU 204		EDU 403
	EDU 105	EDU 205	.....	EDU 402
Associate Courses	EDU 106	.....	EDU 301	EDU 402

## B. Engagement with the field (Practical): Comprised of College Based, School Based and Community Based Practicals

Courses	Semester I	Semester II	Semester III	Semester IV
Core EPC1, EPC2, EPC3, EPC4	EDU 107.1	EDU 206.1	EDU 302.1	EDU 404.1
Pedagogic- EPC1, EPC2, EPC3, EPC4	EDU 107.2	EDU 206.2	EDU 302.2	EDU 404.2
Health & Physical Education	EDU 107.3	EDU 206.3	EDU 302.3	EDU 404.3
Drama and Art in Education - EPC2	EDU 107.4	EDU 206.4	EDU 302.4	EDU 404.4
Communicative English EPC1	---	---	---	EDU 404.5

NB : EPC - Enhancing Professional Capacities  
 EPC1 - Reading and Reflecting on Texts  
 EPC 2 - Drama and Art in Education  
 EPC3 - Critical Understanding of ICT  
 EPC 4 - Understanding the Self

## III. SEMESTER WISE PROGRAMME FRAME

### Semester I

Category	Course Code	Course Name	Instructional Hours	Marks			Credit
				External	Internal	Total	
Theory	Core EDU101	Contemporary India and Education	100	80	20	100	5
	Core EDU102	Childhood and Growing Up	100	80	20	100	5
	Core EDU103	Development and Resources in Educational Technology	60	50	10	60	3
	Pedagogic EDU104	Understanding the Discipline of --- Education	60	50	10	60	3
	Pedagogic EDU105	Learning to function as ... Teacher	60	50	10	60	3
	Associate- EDU 106	Elective	60	50	10	60	3
Practical / Engagement with the field	EDU 107.1	Core- EPC1, EPC2, EPC3, EPC4	40	--	40	40	2
	EDU 107.2	Pedagogic - EPC1, EPC2, EPC3, EPC4	80	--	80	80	4
	EDU 107.3	Health & Physical Education - EPC4	20	--	20	20	1
	EDU 107.4	Drama and Art in Education - EPC2	20	--	20	20	1
<b>Semester Total</b>			<b>600</b>	<b>360</b>	<b>240</b>	<b>600</b>	<b>30</b>

## Semester II

Category	Course code	Course name	Instructional Hours	Marks			Credit
				External	Internal	Total	
Theory	Core EDU 201	Knowledge and Curriculum	100	80	20	100	5
	Core EDU 202	Learning and Teaching	100	80	20	100	5
	Core EDU 203	Assessment for learning	60	50	10	60	3
	Pedagogic EDU 204	Pedagogical Dimensions of ...	60	50	10	60	3
	Pedagogic EDU 205	Curriculum and Resource Development in....Education	60	50	10	60	3
Practical / Engagement with the field (Includes School Internship-Phase I)	EDU 206.1	Core - EPC1, EPC2, EPC3, EPC4	80	--	80	80	4
	EDU 206.2	Pedagogic - EPC1, EPC2, EPC3, EPC4	100	--	100	100	5
	EDU 206.3	Health & Physical Education - EPC4	20	--	20	20	1
	EDU 206.4	Drama and Art in Education- EPC2	20	--	20	20	1
<b>Semester Total</b>			<b>600</b>	<b>310</b>	<b>290</b>	<b>600</b>	<b>30</b>

## Semester III

Category	Course Code	Course Name	Instructional Hours	Marks			Credit
				External	Internal	Total	
Theory	EDU 301	Language Across the Curriculum	60	50	10	60	3
Practical/ Engagement with the field (Includes School Internship - Phase II)	EDU 302.1	Core - EPC1, EPC2, EPC3, EPC4	80	-	80	80	4
	EDU 302.2	Pedagogic - EPC1, EPC2, EPC3, EPC4	360	-	360	360	18
	EDU 302.3	Health & Physical Education - EPC4	40	-	40	40	2
	EDU 302.4	Drama & Art in Education - EPC2	20	-	20	20	1
		Viva-voce	40	40	-	40	2
<b>Semester Total</b>			<b>600</b>	<b>90</b>	<b>510</b>	<b>600</b>	<b>30</b>

**Semester IV**

Category	Course Code	Course Name	Instructional Hours	Marks			Credit
				External	Internal	Total	
Theory	Core EDU 401	Gender, School and Society	100	80	20	100	5
	Core EDU 402	Personality Dynamics in Education	100	80	20	100	5
	Pedagogic EDU 403	Professional Development of ... Teacher	60	50	10	60	3
Practical / Engagement with the field	EDU 404.1	Core - EPC1, EPC2, EPC3, EPC4	140	-	140	140	7
	EDU 404.2	Pedagogic - EPC1, EPC2, EPC3, EPC4	120	-	120	120	6
	EDU 404.3	Health & Physical Education - EPC4	20	-	20	20	1
	EDU 404.4	Drama & Art in Education – EPC2	20	-	20	20	1
	EDU 404.5	Communicative English – EPC1	40	-	40	40	2
<b>Semester Total</b>			600	210	390	600	30
<b>Programme Total</b>			2400	970	1430	2400	120

**Structure of the M.Ed. Programme**

The Curriculum Design of Two Year M.Ed Programme is in tune with the guidelines of NCFTE (2009), NCTE (2014), and NCERT. The restructured programme shall include:

**A. Common Core Course (Taught Course and Practicum)**

- ❖ Perspective Courses
- ❖ Tool Courses
- ❖ Teacher Education Courses including Field Internship

**B. Specialisation Course Including Field Internship****C. Dissertation****D. Viva Voce**

**Course Co-ordinator - Dr. H. Sam Sananda Raj**





## Course Summary of Two Year M.Ed. Programme

### Semester - I

Course Code	Course type	Course Name	Credits	Internal marks	External marks	Total marks
EDU 901	Common Core Course - Perspective course (Taught course and Practicum)	Philosophy of Education	4	20	80	100
EDU 902	Common Core Course - Perspective course (Taught course and Practicum)	Advanced Educational Psychology Learning and Development	4	20	80	100
EDU 903	Common Core Course - Perspective course (Taught course and Practicum)	Introduction to Education Studies	4	20	80	100
EDU 904	Common Core Course - Tool course (Taught course and Practicum)	Introduction to Educational Research and Statistics	4	20	80	100
EDU 905	Common Core Course - Teacher Education course (Taught course and Practicum)	Theoretical Bases of Teacher Education	4	20	80	100
Total			20			500
Inter Semester Break						

## Semester - II

Course Code	Course type	Course Name	Credits		Internal marks	External marks	Total marks
EDU 906	Common Core Course - Perspective course (Taught course and Practicum)	Sociology, History and Political Economy of Education	4		20	80	100
EDU 907	Common Core Course - Perspective course (Taught course and Practicum)	Advanced Educational Psychology - Individual Differences	4		20	80	100
EDU 908	Common Core Course - Perspective course (Taught course and Practicum)	Curriculum Development and Transaction	4		20	80	100
EDU 909	Common Core Course - Tool course (Taught course and Practicum)	Advanced Educational Research and Statistics	4		20	80	100
EDU 910	Common Core Course - Tool course (Taught course and Practicum-internal Evaluation only)	ICT and Skill Development*	1	4	25		100
		1) ICT	1		25		
		2) Communication Skill & Expository Writing					
		3) Academic Writing including Research Proposal					
4) Self Development including Yoga	1	25					
Total			20				500
Inter Semester Break							

\*Internal evaluation of each component course in ICT and Skill Development shall be done through workshops. Evaluation shall be made on the basis of theoretical (10 marks) and Practical knowledge(15 marks) attained by the student in each component course.

### Semester - III

Course Code	Course type	Course Name	Credits	Internal marks	External marks	Total marks
EDU 911	Common Core Course - Teacher Education course (Taught course and Practicum)	Teaching, Research, Innovations and Issues in Teacher Education	4	20	80	100
EDU 912	Core within Elementary Specialisation course (Taught course and Practicum)	Context and issues of Elementary education	4	20	80	100
		<b>Specialisation Course (one course from Thematic Cluster- A (913) shall be opted)</b>				
		<b>Thematic Cluster- A (913): Current Practices in Education</b>				
EDU 913.1	Specialisation course (Taught course and Practicum)	Educational Evaluation	4	20	80	100
EDU 913.2	Specialisation course (Taught course and Practicum)	Educational Technology	4	20	80	100
EDU 913.3	Specialisation course (Taught course and Practicum)	Guidance and Counselling	4	20	80	100

		Specialisation Course (one course from Thematic Cluster- B (914) shall be opted)				
		Thematic Cluster-B (914): Emerging issues in Education				
EDU 914.1	Specialisation course (Taught course and Practicum)	Environmental Education	4	20	80	100
EDU 914.2	Specialisation course (Taught course and Practicum)	Inclusive Education	4	20	80	100
EDU 914.3	Specialisation course (Taught course and Practicum)	Non Formal Education	4	20	80	100
EDU 914.4	Specialisation course (Taught course and Practicum)	Education of the Marginalised	4	20	80	100
EDU 914.5	Specialisation course (Taught course and Practicum)	Educational Planning and Management	4	20	80	100
EDU 914.6	Specialisation course (Taught course and Practicum)	Economics of Education	4	20	80	100
EDU 914.7	Specialisation course (Taught course and Practicum)	Quality Assurance in Education	4	20	80	100
EDU 914.8	Specialisation course (Taught course and Practicum)	Human Rights and Value Education	4	20	80	100
EDU 915	Core Course- Field Internship	Field Internship in primary schools & Primary Teacher Education Institutions and field site relevant to area of specialisation opted from thematic clusters A & B.	4	100		100
		Total	20			500
Inter Semester Break						

### Semester IV

Course Code	Course type	Course Name	Credits	Int. marks	Ext. marks	Total marks
EDU 916	Core within Secondary and Senior Secondary specialisation course (Taught course and Practicum)	Context and issues of Secondary and Senior Secondary Education	4	20	80	100
		<b>Specialisation Course (one course from Thematic Cluster - C (917) shall be opted)</b>  <u>Thematic Cluster-C (917): Advanced Methodology and Pedagogical Practices of Optional subjects in Secondary and Senior Secondary Education</u>				
EDU 917.1	Specialisation course (Taught course and Practicum)	Advanced Methodology and Pedagogical practices of Language Education - English	4	20	80	100
EDU 917.6	Specialisation course (Taught course and Practicum)	Advanced Methodology and Pedagogical practices of Mathematics Education	4	20	80	100
EDU 917.7	Specialisation course (Taught course and Practicum)	Advanced Methodology and Pedagogical practices of Science Education	4	20	80	100
EDU 917.8	Specialisation course (Taught course and Practicum)	Advanced Methodology and Pedagogical practices of Social Science Education	4	20	80	100
EDU 917.9	Specialisation course (Taught course and Practicum)	Advanced Methodology and Pedagogical practices of Commerce Education	4	20	80	100

Course Code	Course type	Course Name	Credits	Int. marks	Ext. marks	Total marks
EDU 918	Core Course- Field Internship	Field Internship in Secondary and Senior Secondary schools & Secondary Teacher Education Institutions and field site relevant to the area of specialisation opted from Thematic cluster - C	4	20	80	100
EDU 919	Disseration	Disseration	6	150	150	150
EDU 919	Disseration	Viva- Voce	2		50	50
		Total	20			500

### Semester wise credits and marks

Semester	Credits	Marks
Semester 1	20	500
Semester 2	20	500
Semester 3	20	500
Semester 4	20	500
Total	80	2000

### PROGRAMME OUTCOME

PO1. Uphold the value system based on the cultural, social, political and moral bases of Indian society in conformity with Indian Constitution.

PO2. Develop an understanding of the contemporary Indian Society, with special reference to education and to interact with children from diverse socio economic and diverse back grounds realizing the importance of inclusive education and gender issues.

PO3. Analyze and critically evaluate evidence to formulate and organize sustainable strategies.

PO4. Create, select, and apply appropriate techniques, resources, and modern IT tools in education understanding the possibilities of techno pedagogy.

PO5. Relate to professional and personal ethical principles and responsibilities.

PO6. Function effectively as an individual, and in various teams.

PO7. Communicate efficiently on as the situation demands and make successful presentations.

PO8. Equip oneself to analyze self-worthiness and appreciate the uniqueness in others.

PO9. Be familiar with the need for and have the training and skill to engage in self-regulating and life-long learning in the widest perspective of technological and knowledge advancement.

PO10. Develop co-ordination skills, decision making and creative thinking.

### **PROGRAMME SPECIFIC OUTCOME**

PSO 1. Development of teacher competence, sensitivity and teacher motivation.

PSO2. Identify and solve the prevalent major social and environmental issues / challenges and equip the classroom learner to face those challenges.

PSO3. Apply the theoretical and practical information to get a holistic understanding about the importance of nurturing positive attitudes, skills and healthy behavior for living in the present and future.

PSO4. Imbibe the aptitude for understanding the principles and practices related to the varied psychological, sociological and philosophical areas to facilitate productive cognition.

PSO5. Enhance drama and art education to nurture children's creativity and aesthetic sensibilities.

### **COURSE OUTCOME**

CO1. Acquire the right attitude with qualitative commitment using multiple levels of tools and techniques

CO2. Develop teacher competence, sensitivity and teacher motivation

CO3. Become technologically competent and realize the importance of ICT and e-learning.

CO4. Enhance Communication skill to converse well in diverse settings and groups.

CO6. Conceptualize different formal and informal evidence based performance assessment strategies and develop ability to evaluate the continuous intellectual, social and physical development of the learners.

CO7. Enhance the critical thinking skills through strategies that encourage precise approach to inquiry, collaboration and active participation in the classrooms.

CO8. Develop love for nature and strategies to protect nature.

CO9. Acquaint with concept of techno Pedagogy and understand the role of the teacher as a techno-pedagogue

CO10. Augment the levels of teaching competence by synchronizing IT in teaching

CO11. Gain a perspective on the principles and approaches of curriculum construction

CO12. Capacitate systematic planning of instruction and develop skill in charting lesson designs

CO13. Examine the role of the hidden curriculum and children's resilience

CO14. Appreciate interdisciplinary approach and relevance of classroom oral and written discourses.

CO15. Create sensitivity to the language diversity that exists in the classrooms.

CO17. Effectively prepare teaching manuals and construct achievement tests and diagnostic tests, ICT based teaching and learning.

CO18. Develop basic understanding and familiarity with key concepts – gender, gender bias, gender stereotype, empowerment, gender parity, equity and equality, patriarchy and feminism and the issues related to it.

CO19. Inculcate the essential qualities, duties and responsibilities of a teacher

CO20. Develop Research Aptitude to promote an in-depth study on the different areas of the Subject



# RULES AND REGULATIONS

## A. Admission

Admission to the merit seats is based on of selection stipulated by the Director and the University.

## B. Fees - B.Ed. (Per Year)

a) Tuition fees	Rs. 2100/-
b) Special Fees	
Health	Rs. 5 /-
Games	Rs. 55/-
Excursion	Rs. 55 /-
Magazine	Rs. 55/-
Admission	Rs. 50 /-
Calendar	Rs. 35 /-
Association and College Day	Rs. 55 /-
Media: Audio Visual Education	Rs. 10 /-
Library	Rs. 105 /-
University Union	Rs. 50 /-
Stationery	Rs. 30 /-
Student Welfare	Rs. 30 /-
Sports Affiliation	Rs. 310 /-
Women's Study Cell	Rs. 5 /-
Laboratory	Rs. 55 /-
Teaching Practice	Rs. 55 /-
Student's Aid Fund	Rs. 5/-
Caution Deposit	Rs. 360 /-
M. G. U. Affiliation Fee	Rs. 550/-
Student's Accident Insurance	Rs. 23/-

Special fees are payable along with the tuition fee at the time of admission.

c) If any student fails to pay the fee on the due date, he/she may pay the fees with a fine of Rs. 5 /- on the 10th day after due date and with an additional fine of Rs. 10/- on the 15th day. After the

extension period, the defaulter's name will be removed from the rolls. If s/he is to be re-admitted s/he has to get special permission from the Principal and also remit the fees with fine.

- d) The caution deposit of Rs. 360 /- shall be refunded when the student leaves the College at the end of the academic year after deducting dues, if any, to the College.

It shall be the responsibility of the student to claim the refund of caution deposit paid by him/her immediately after the closing date of the College after the expiry of the academic year. The caution deposit amount will be refunded only if the receipt issued from the College is produced along with application prescribed by the Government.

- e) The University Examination fees should be paid as per University notification.
- f) Graduates of other Universities joining the B. Ed. Courses of study should produce in addition to the certificates (in original) of the examination passed, the Migration certificate, and remit sums of Rs.150/- towards registering the applicant as Matriculate of Mahatma Gandhi University, and Rs.150/-towards processing the application for recognition of the qualifying examination along with the application concerned.

### **C. Fees - M.Ed. (Per Year)**

Tuition fees	Rs. 28,000/-
Special Fees	Rs. 7000/-
Caution Deposit	Rs. 1000/-

Attendance is compulsory for all students enrolled. Leave must be applied for sanction in advance. As a rule, written application for leave should be submitted at least one day in advance in the prescribed form.

The annual certificate of attendance and progress required for admission in the University examination will not be granted unless, (1) a student has three fourths of the attendance prescribed by the college. (2) the student has completed the course of instruction to the

satisfaction of the authorities of the college and (3) his/her conduct in the college and outside has been satisfactory.

## **LIBRARY**

The automated is well furnished with a good collection of books, journals, periodicals and a consortium of e-journals. The services offered are:

### **a. OPAC**

OPAC (online public access catalogue) facility is available in the Library which helps users to locate his/ her book and find the status of the book

### **WEB OPAC**

WEB OPAC allows users to search the library's holdings from any location with internet access. A user can access the bibliographic details of books from the website [www. tstc.libsoft.org](http://www.tstc.libsoft.org)

### **LIBRARY WEBSITE**

The Library has its own website created by the librarian and the address of the site is 'tituslibrary.weebly.com'. It provides information about

the library like; library resources, ten online theses including M.G. University online Theses Library, Sodh Ganga and Sodh Gangotri of Inflibnet, previous University question papers of B.Ed. and M. Ed.



courses, e-journals, e-books, N-list of Inflibnet, WEB OPAC, useful links about the library staff, former staff, etc.

## Rules and Regulations

1. The Library has two sections:
  - i) Reference Library, and ii) Lending Library
2. The Library is under the supervision of the College Librarian.
3. The Library is open to all students and members of the Staff of the College.
4. The Library is kept open on all working days from 9.30 a.m. to 4.30 p.m. except on public holidays. But we provide additional 30 minutes before starting time and after closing time.
5. Books from the reference section will not be allowed to be taken out of the Library. They can be referred to in the Library on all days during which the library remains open.
6. Silence must be observed in the library.
7. The students must ensure whether the book issued to them is in sound condition and if it is not so to bring the matter to the notice of the Librarian. For all damages to books noticed at the time of their return to the library the borrower will be held responsible and he will have to pay the cost of replacement.
8. If a book is lost by the borrower, s/he must at once report the loss to the librarian. S/he must also pay the cost of replacing it along with any fine that the Librarian/Principal may impose upon him/her.
  - a. Three times the face value in the case of the books published before 1-1-1944.
  - b. Two times the books value in the case of the books published after 1-1-1944
  - c. If the books value cannot be ascertained, the Principal will fix the price on the basis of the market price of similar publications at the time of fixation. (Vide Circular No. P. G 6/45921/84/Coll. Edn./9-11-84 of the Director of Collegiate Education, Government of Kerala)

9. If one book out of a set is lost and cannot be replaced by the cost of replacing the whole set will be recovered from the person responsible for the loss.
10. Periodicals, Journals, Reference Books etc. which might be difficult to replace and such other works as may from time to time be regarded as unsuitable for lending, will not be lent out.
11. No book shall be kept for more than 14 days, (date mentioned in the date label of the book) by a borrower. If the due date falls on a holiday the next working day will be considered as the due date. This however will not apply to due date falling within the mid-term, Christmas and Summer vacations. In such cases the books will have to be returned on the date on which the holiday commences.
12. The same book may be reissued to the same student at his request if there is no demand for it from any other student.
13. The Principal/Librarian may recall any book lent to a student at any time.
14. All books should be returned before the commencement of the annual examinations.
15. If a book is not returned when due or called for, a fine of Rs. 1/- per day from defaulters will be levied (G.O.M.S. No. 66/2003, H.Edn. Government of Kerala, Non-Tax Revenue Library Fine, Dtd: 7-6-2003)
16. A student against whom any fine or other charge is outstanding will not be permitted to take books from the library till he has paid up in full.
17. Two books may be borrowed for the Onam and Christmas holidays. All such books should be returned not later than the third working day after the re-opening of the College.
18. All library books with the Staff should be returned at the end of every academic year (before March 31st) for physical verification and the same book may be reissued if needed. Staff members should

return books as per the Circular No.G-3/32944/04-Circulation of library books-DCE Government of Kerala and GOMS No. 66/2003) H.Edn. Govt. of Kerala..

## Library Section

### i. Reference Section

1. Readers desirous of using the reference section shall enter their names and details of the books consulted legibly in a book kept for the purpose.
2. Readers shall not write upon, damage or make any mark upon any book, manuscript or map belonging to the library.
3. Silence must be observed in the library.
4. Before leaving, the readers must return to the librarian any book, manuscript or map, they have taken for consultation.



### ii. Periodical Section

1. Periodicals will not be allowed to be taken out of the library. They can be referred to in the library room during which the library remains open.
2. Readers should enter their names and details of the periodicals referred to in the Periodicals Issue Register. Before leaving, the readers must replace the periodicals properly in the periodical rack.

### iii. Special Collection

1. Book Bank Collection for helping financially poor students.
2. Books for Remedial coaching.
3. Books for Career and course guidance.
4. Books for preparation for entry into service,

#### iv. Career Corner and Career Guidance Cell

As extension service of the college, Career Guidance Cell conducts different orientation, seminars and workshops for students and school teachers.

A Career Corner is being maintained in the library. Reference sources and study materials are available for course guidance and career guidance.

#### v. Internet, E-mail Centre

Internet and E-mail facilities are available in the Library.

### DISCIPLINE OF THE COLLEGE

As per the direction of Mahatma Gandhi University, the College functions under the guidelines of a discipline committee constituted by the College.

1. Students are expected to reflect the decorum of the college.
2. All students are expected to wear **uniforms on Tuesdays and Thursdays.**

**Women students** can wear casual sarees on Wednesdays and Salwar Kameez -with shawl on Mondays and Fridays.

**Male students:** Shirts and pants/dhoties.

3. Use of mobile phone is banned in the College campus.
4. Students should get prior permission from the concerned optional teacher before taking leave and the leave form should be submitted to the Principal with the signature of the optional teacher.
5. Students are not allowed to come late or leave early from college. In case of being late due to unforeseen reasons, the students should get permission from the Principal. Leaving the college campus during class hours, if needed, is permitted, only after getting permission of the concerned teacher and after entry in the 'Movement Register' kept in the Staff room.
6. Students are expected to be in their respective classes at the ring of the first bell itself.

7. Free hours should be utilized in the library or in the works assigned.
8. No student other than the inmates of the men's hostel/ women's hostel is permitted to enter the hostel.
9. Students can put their grievances in writing in the Grievance Redressal Box placed in the room adjacent to the office room.

### ANTI-RAGGING CELL

As per the Directives of the Supreme Court, the college has an Anti-ragging cell with the Principal as its Chairman and Dr. Sunila Thomas as its Nodal Officer. Contact no.9446267547

### TEACHING PRACTICE INSTRUCTIONS

1. Training should maintain modesty in their dressing.
2. Be regular and punctual during the teaching practice session.
3. Sign the Attendance Register in the morning and evening before the Headmaster / Principal of the concerned school.
4. No absent themselves during the training period but in case of an emergency they should inform the Head of the institution in advance before availing leave.
5. Strictly I abide by the rules of the school.
6. Submit the relevant notes of lesson to their respective teachers for correction and guidance before taking classes.
7. Get the signature from the teacher-in-charge of their class in their respective practising schools, before taking each lesson.
8. Have the teaching practice record with them during the class hours.





## UNION ACTIVITIES

The Associations and various committees serve to widen the interest of the members, enrich their social and spiritual experience and to develop leadership, initiative and good citizenship qualities. The following Associations and committees function in the College under the areas of the College Union.

1. Arts Club
2. Literary and Debating Society
3. Sports Club
4. Moral and Religious Association
5. Social Service League
6. Magazine Committee & Documentation Club
7. Womens' Cell
8. Nature Club

### **B. Environmental Club**

The role of Environment Club is to impact Environmental Education. Field trips, Seminars and Symposia related to environmental issues are the activities of the club.

### **C. Women Empowerment**

Women Cell is instituted primarily to empower women. All lady students are members of this Cell.

### **D. House System**

The House system forms an integral part of the B.Ed. programme in the College. Students are divided into four Houses - Deepthi, Jyothy, Santhi and Sobha for the conduct of various competitions.

### **E. Gender Club**

The club organises gender awareness programmes and initiates discussion on gender sensitive issues.

## PARENT TEACHER ASSOCIATION (PTA)

The Parent Teacher Association is constituted every year with the active participation of the teachers and guardians/parents of the students and it lends wholehearted support for enriching the educational environment of the Institution

## ALUMNI ASSOCIATION

The Alumni Association of the College comprising of its former students and staff of the College meets every year with an aim to strengthen the bond and assist the institution in its onward journey towards excellence. The Alumni has instituted “Best Teacher Award” for Teachers at High School, Higher Secondary and T. T. I. levels.

## STUDENT SUPPORT SERVICES

The following services are offered to students”

### ***1. Personality Development Cell and Counselling***

The cell focuses on the personality development of each student of the College. Service of a professional counsellor is arranged for students.

### ***2. Ethics Classes and Prayer Meetings***

Weekly classes on ethics are arranged every Wednesday. Prayer meetings are arranged every Friday during lunch interval.

### ***3. Mentoring Group***

Students are grouped and put under the personal care of individual teachers.

### ***4. Photo Copying Facility***

The College has Photo Copiers. Students can take photo copies at concessional rate.

### ***5. Computer Facility***

The computers in the Computer Lab and Library can be used by the students for doing computer applications and data processing. The College offers wi-fi connectivity purely for educational purposes

## **6. Women's Hostel**

The College has a women's hostel in its campus with an intake of 50 students at a time. There are resident and non-resident wardens for the hostel. The functioning of the hostel is monitored by the college governing council.



## **7. Canteen**

The Development Department of the Marthoma Sabha runs a canteen adjacent to the College campus, the services of which are available to the college community too.

## **8. Grievance Redressal Mechanism**

This Mechanism serves as an outlet for addressing problematic situations and for adopting remediation measures.

## **9. Book Bank Collection**

Our College Library has a special collection called Book Bank Collection for helping financially poor students.

## **10. Endowments and Prizes**

Various endowments / prizes have been instituted by the Management, former teachers and well-wishers of the college to give financial assistance to deserving and promising students in the college.

## **11. Value added course**

Environmental Studies

Yoga

Aerobics

## **12. UGC-JRF/NET, SLET, SET, CTET, TET Coaching**

The UGC-NET / JRF coaching cell aims at imparting



training for M.Ed students to appear for the UGC/JRF test and enable them to take up teaching assignments and research projects/

## MEMORIAL LECTURE

A memorial lecture is conducted annually in memory of Late Prof. C. A. George, former Principal of the institution.

## INTER-COLLEGIATE COMPETITIONS

The College conducts :

### ❖ **Principal's Trophy**

Inter B.Ed. Shuttle Badminton Tournament every year in memory of the former Principals

❖ Alexander Mar Thoma Memorial Malayalam Debat Competition for college students.



❖ Inter B.Ed Choreography competitions under the auspices of Alumni Association.

❖ Silver Jubilee Light Music and Elocution competition for college students.



## PRAKASH MEMORIAL INTER-SCHOOL MALAYALAM ELOCUTION COMPETITION

In memory of our alumnus, Prakash Koshy, and inter-school malayalam elocution competition has been instituted for school students.

## ACADEMIC EXCELLENCE AND QUALITY ASSURANCE

### IQAC

Co-ordinator : Dr. Sunila Thomas

Joint Co-ordinator : Dr. Suramya Mathai

### NAAC / SAAC

Co-ordinator : Dr. Nimmi Maria Oommen

Co-co-ordinator : Pramod Thomas George

### RUSA

Co-Ordinator :

Dr. Sam Thomas Joy

### UNAI

Coordinator: Dr. Nimmi Maria Oommen

Joint Coordinators: Dr. Sunila Thomas, Dr. Anita Mathai

The College is part of the United Nations Academic Impact (UNAI) a global initiative that aligns institutions of higher education with United Nations in furthering the realization of organization through activities and research in a shared culture of intellectual and social responsibility. The student branch of the UN Academic Impact is known as ASPIRE (Action by Students to Promote Innovative and Reform through Education). It is a student driven initiative and actively embodies UNAI's principles with student communities around the world.

Titus II Teachers College, Tiruvalla is the First Teacher Education Institution in Kerala to receive membership from United Nations.

**The Ten Principles of the UNAI & Aspire Initiatives are :**

1. A Commitment to the principles in the United Nations Charter as

values that education seeks to promote and help fulfill.

2. A commitment to human rights, among them freedom of inquiry, opinion and speech.
3. A commitment to educational opportunity for all people regardless of gender, race, religion or ethnicity.
4. A commitment to the opportunity for every interested individual to acquire the skills and knowledge necessary for the pursuit of higher education.
5. A commitment to building capacity in higher education systems across the world.
6. A commitment to encouraging global citizenship through education.
7. A commitment to advancing peace and conflict resolution through education.
8. A commitment to addressing issues of poverty through education.
9. A commitment to promoting sustainability through education.
10. A commitment to promoting inter-cultural dialogue and understanding, and the “unlearning” of intolerance, through education.

## **TITUS TRACKS**

Editor : Dr. Nimmi Maria Oommen

Co- Editor : Dr. Sam Thomas Joy

Titus Tracks is a peer-reviewed Journal Education Published by Titus II Teachers College, Tiruvalla; annually in English. It seeks to promote, coordinate and disseminate intellectual research articles among the academia. It intends to serve as means committed to the pursuit of academic excellence and quality.

## COMMITTEES & CLUBS

\* The Principal is the ex officio member of all the Committees & Clubs

### ☐ **ACADEMIC & EXAMINATION COMMITTEE**

Academic Coordinator: Dr. Sunila Thomas

Members:

- Dr. Nimmi Maria Oommen
- Mr. Pramod Thomas George
- Dr. Sam Thomas Joy
- Dr. Suramy Mathai
- Ms. Anu J. Vengal
- Mr. James T. Oommen
- Mr. Manoj Mathew
- Mr. Vinod T. Easow
- Student Representatives

### ☐ **ADMISSION COMMITTEE**

Coordinator: Dr. Sunila Thomas

Members:

- Dr. Nimmi Maria Oommen
- Mr. Pramod Thomas George
- Dr. Sam Thomas Joy
- Dr. Suramy Mathai
- Ms. Anu J. Vengal
- Mr. James T. Oommen
- Mr. Sabumon C.
- Mr. Manoj Mathew
- Mr. Prince Philip

- Mr. Vinod T. Easow
- Student Representatives

□ **AISHE COMMITTEE**

Coordinator: Dr. Sam Thomas Joy

Members:

- James T. Oommen
- Vinod T. Easow

□ **ANTI-RAGGING CELL**

Coordinator: Dr. Sunila Thomas

Members:

- Dr. Nimmi Maria Oommen
- Mr. Pramod Thomas George
- Dr. Sam Thomas Joy
- Dr. Suramya Mathai
- Ms. Anu J. Vengal

○ **ANTI-NARCOTIC CLUB**

Coordinator: Dr. Suramya Mathai

Members:

- Student Representatives

□ **ALUMNI ASSOCIATION**

Coordinator: Dr. Sam Thomas Joy

Members:

- Mr. Varghese P. Cherian (President)
- Dr. Koshy P. Chacko (Former Principal)
- Mr. Phillipose Paulose
- Dr. T. K. Mathew (Former Principal)
- Dr. Nimmi Maria oommen



- Ms. Anu J. Vengal

□ **ATTENDANCE COMMITTEE**

Coordinator: Dr. Sunila Thomas

Members:

- Dr. Nimmi Maria Oommen
- Mr. Pramod Thomas George
- Dr. Sam Thomas Joy
- Dr. Suramy Mathai
- Ms. Anu J. Vengal

Student Representatives

□ **CAMPUS BEAUTIFICATION COMMITTEE:**

Coordinator: Dr. Sam Thomas Joy

Members:

- Mr. Anil Thomas
- Mr. George V. C.
- Mr. Biju P. Isac
- Ms. Leela S. Aleyamma
- Mr. Anil Kumar C.
- Student Representatives

□ **CAMPUS PUBLICATION COMMITTEE**

Coordinator: Dr. Nimmi Maria Oommen

Joint Coordinator: Dr. Sam Thomas Joy

Members:

- Mr. Pramod Thomas George
- Dr. Suramy Mathai
- Ms. Anu J. Vengal
- Student Representatives

**CAREER GUIDANCE & PLACEMENT CELL**

Coordinator: Dr. Sam Thomas Joy

Members:

- Dr. Sunila Thomas
- Mr. Pramod Thomas George
- Student Representatives

**CERTIFICATE/VALUE ADDED COURSES**

Coordinator: Dr. Nimmi Maria Oommen

**COLLEGE CHOIR**

Coordinator: Dr. Sam Thomas Joy

**COOPERATIVE STORE**

Coordinator: Dr. Sunila Thomas

**CRISIS MANAGEMENT COMMITTEE**

Coordinators: Principal & Mr. James T. Oommen

**DISCIPLINE COMMITTEE**

Coordinator: Prof. Titus Thomas

Members:

- Dr. Sunila Thomas
- Dr. Mini John

**ENTREPRENEURSHIP CLUBS (EBSB, VENDEL,YIP, ETC.)**

Coordinator: Dr. Sunila Thomas

Members:

- Dr. Suramy Mathai
- Mrs. Anu J. Vengal

- Student Representatives

□ **FINANCE COMMITTEE**

Coordinators: Treasurer & Mr. James T. Oommen

Members:

- Prof. Titus Thomas
- Dr. Sunila Thomas
- Dr. Sam Thomas Joy
- Mr.Sabumon C.
- Mr.Manoj Mathew
- Mr. Prince Philip
- Mr. Vinod T. Easow

□ **GENDER SENSITIZATION CELL**

Coordinator: Dr. Nimmi Maria Oommen

Joint Coordinator: Mr. Pramod Thomas George

Members:

- Student Representatives

□ **IQAC STEERING COMMITTEE**

Coordinator: Dr. Sunila Thomas

Joint coordinator: Dr. Suramya Mathai

Members:

- Dr. Mini John
- Dr. Nimmi Maria Oommen (NAAC Co-ordinator)
- Dr. Betsy Joseph E.
- Mr. Pramod Thomas George
- Dr. Sam Thomas Joy
- Dr. Suramya Mathai
- Mrs. Anu J. Vengal

Mr. James T. Oommen

Mr. Vinod T. Easow

□ **LIBRARY ADVISORY COMMITTEE**

Chairperson: Principal

Joint Coordinator: Mr. Anil Thomas

Members:

- Prof. Titus Thomas
- Dr. Sunila Thomas
- Dr. Mini John
- Dr. Nimmi Maria Oommen
- Mr. Pramod Thomas George
- Dr. Sam Thomas Joy
- Dr. Suramya Mathai
- Ms. Anu J. Vengal
- Mr. James T. Oommen
- Mr. Prince Philip
- Student Representative

□ **MEDIA & DOCUMENTATION COMMITTEE**

Coordinator: Dr. Suramya Mathai

- Mr. Pramod Thomas George
- Mr. Sabumon C.

□ **PARENT TEACHER ASSOCIATION**

President: Principal

Members:

- Vice President (Parent)
- Secretary: Mr. Pramod Thomas George
- Joint Secretary (a Parent)

- Representatives from parents
- Representatives from teachers

□ **PURCHASE COMMITTEE**

Coordinators: Prof. Titus Thomas & Treasurer

Members:

- Mr. Pramod Thomas George
- Mr. James T. Oommen
- Mr. Sabumon C.
- Mr. Prince Philip
- Mr. Anil Thomas

□ **REMEDIAL TEACHING/MENTORING COMMITTEE**

Coordinator: Prof. Titus Thomas

Members:

- Dr. Sunila Thomas
- Dr. Mini John
- Dr. Nimmi Maria Oommen
- Mr. Pramod Thomas George
- Dr. Sam Thomas Joy
- Dr. Suramy Mathai
- Mrs. Anu J. Vengal

□ **RUSA PROJECT MONITORING COMMITTEE**

Coordinator: Dr. Sam Thomas Joy

Members:

- Mr. Ipe Abraham F. C. A
- Prof. Alexander K. Samuel
- Prof. Titus Thomas

- Dr. Sunila Thomas
- Dr. Nimmi Maria Oommen
- Mr. Pramod Thomas George
- Mr. James T. Oommen
- Mr. Sabumon C.
- Er. George Oommen
- PTA Representative
- Student Representative

□ **SCHOLARSHIPS & SC/ST CELL**

Coordinator: Mr. Pramod Thomas George

Members:

- Mr. James T. Oommen
- Mr. Sabumon C.
- Mr. Prince Philip
- Mr. Vinod T. Easow

□ **SCHOOL INTERNSHIP & INDUCTION CELL**

Coordinator: Dr. Sunila Thomas

Members:

- Mr. Manoj Mathew
- Mr. Vinod T. Easow
- Student Leaders for the Collaborating Schools

□ **GRIEVANCE REDRESSAL CELL**

Coordinator: Dr. Sunila Thomas

Members:

- Dr. Nimmi Maria Oommen
- Mr. Pramod Thomas George
- Mr. James T. Oommen

- Student Representatives

□ **UNIVERSITY EXAMINATION COMMITTEE**

Dr. Anita Mathai (Chief Superintendent)

Members:

- Dr. Sunila Thomas
- James T. Oommen
- Vinod T. Easow

□ **WEBSITE & TECH-SUPPORT COMMITTEE**

Coordinator: Dr. Sam Thomas Joy

Members:

- Dr. Suramyia Mathai
- Mr. Vinod T. Easow
- Mr. Gopan

□ **WOMEN'S HOSTEL ADVISORY COMMITTEE**

Coordinator: Dr. Sunila Thomas

Joint Coordinator: Council representative

Members:

- Ms. Sabitha Baby (Warden)
- Ms. Anu J. Vengal
- Mr. James T. Oommen
- Mr. Vinod T. Easow
- Student Representative

□ **Public Information Officer: Mr. James T. Oommen, 9446678465**

Appelate Authority: Dr. Anita Mathai, 8547889147

## **STUDENT'S UNION**

Coordinator: Teacher-in-charge

Joint Coordinator: Chairperson

Members: Vice Chairperson

UUC

Secretary

**ARTS CLUB**

Coordinator: Dr. Suramya Mathai

Members: Student Representatives

**ENVIRONMENT CLUB**

Coordinator: Ms. Anila Thomas

Members: Student Representatives

**ETHICS CLUB**

Coordinator: Dr. Mini John

Members: Student Representatives

**LITERARY CLUB**

Coordinator: Dr. Sam Thomas Joy

Members: Student Representatives

**MAGAZINE CLUB**

Coordinator: Dr. Sunila Thomas

Joint coordinator: Mr. Sabumon C.

Members:

Mr. Manoj Mathew

Student Representatives

**SOCIAL SERVICE LEAGUE**

Coordinator: Mr. Sam Thomas Joy



Members: Student Representatives

**SPORTS & RECREATION CLUB**

Coordinator: Mr. Pramod Thomas George

Members:

Prof. Titus Thomas

Student Representatives

**WOMEN'S CELL & DOCUMENTATION CLUB**

Coordinator: Ms. Anu J. Vengal

Members: Student Representatives

**SUBJECT ASSOCIATIONS**

Members:

English: Dr. Anita Mathai & Student Representatives

Mathematics: Dr. Sunila Thomas & Student Representatives

Commerce: Mr. Pramod Thomas George & Student Representatives

Dr. Suramya Mathai & Student Representatives

Ms. Anu J. Vengal & Student Representatives

**M.ED. ASSOCIATION**

Members:

All staff & students

**VALUE-ADDED/SHORT-TERM CERTIFICATE COURSES**

1. Yoga & Aerobics : Mr. Titus Thomas

## MILESTONES OF THE COLLEGE

Year	Land Marks
1957	One year B .Ed Course started with English, Mathematics, Natural Science, Physical Science and Social Science as Optional Subjects
1958	Venue of classes shifted from VGM Hall, SCS compound to the permanent building
1977	Dedication of the New Block
1982	Instituted Inter-collegeiate Elocation & light music competition as part of Silver Jubilee Celebrations.
1997	Organised All Kerala Inter Training College Arts Fest-Rangolsav
1997	Received the Malayala Manorama Chief Editors' Trophy for the Best College Magazine.
2001	Commencement of U. G. Course (Commerce)
2003 & 2004	Investiture of New Building Block
2004	NAAC Accrediation "A" Grade
2007	Institutional Inter B.Ed shuttle Badminton Tournament as part of Golden Jubilee Celebration
2008	Upgraded as a Post Graduate College
2009	Inauguration of UGC sponoserd Ladies Hostel
2010	Library Automation
2014	NAAC Reaccrediation with "A" Grade (GPA 3:29)
2014	United Nations Academic Impact partner (UNAI)
2015	Two year B.Ed and M.Ed courses Started
2015 & 2016	Conducted Food fest to Hand-in-aid to Kidney patients at St. Thomas Hospital, Kattatanm and Fellowship Mission Hospital Kumbanadu
2016	Retiling of Library & Launched the New M.Ed Block
2018	Diamond Jubilee celebration of the college
2018	Completion of Counselling room with UGC grant
2018	Selected for RUSA II Project of Central State Government
2019	Updation of website from <a href="http://www.tituscollege.org">www.tituscollege.org</a> to <a href="http://www.tituscollege.ac.in">www.tituscollege.ac.in</a>

## LIST OF ENDOWMENTS

Name of the Endowment	Endowment Amount Instituted *	Endowed/ Instituted by	Specific Conditions if any
1. Prof.P. T. Thomas	1000/-	Prof. P. T. Thomas	Top Scorer of the College
2. Rev. T. C. Thomas Science	6500/-	Rev. T. C. Thomas	Highest mark in Social Science & General Paper
3. Rt. Rev. Dr. Zacharias Mar Theophilus Suffragon Metropolitan	2500/-	Rt. Rev. Dr. Zacharias Mar Theophilus Suffragon Metropolitan	Highest mark in Natural Science
4. Karimparampil Thomas John		Mar Thoma Sabha	Highest mark in English.
5. Proficiency Prize	2500/-	College Fund	Highest mark in Mathematics
6. Prof. C. A. George	2500/-	Prof. C. A. George	English Elocution
7. Prof. R. Valsakumar	10000/-	Prof. R. Valsakumar	Highest Mark in Physical Science
8. Proficiency Prize		College Fund	Highest Mark in Commerce
9. Mathews T. Samuel	4500/-	College Fund	Highest mark in Mathematics theory paper
10. Prof. Santhamma Mathew	10000/-	Prof. Santhamma Mathew	Best Outgoing Student.

11. Alexander Marthoma Memorial		College	Debate
12. Jubilee Fund	3080/-	College	Light Music & Elocution
13. Jubilee Fund		College	Light Music (Male & Female)
14. Jubilee Fund	5000/-	U. C. Thomas	Intercollegiate Light Music Male & Female
15. Kalathilakam & Kalapraphibha	4000 /-	College	Kalthilakam & Kalapraphibha
16. Men & Women Champion		College	Men & Women Champions
17. Prof. Rachel John	20000/-	Prof. Rachel John	Library Books
18. Prof. Sushama Zacharia	25000/-	Prof. Sushama Zacharia	Aid for the financially poor student.(B.Ed.)
19. Prakash Memorial	8000/-	Students of 1998-99	Elocution for School students.
20. Prof. C. A. George	25000/-	Dr. Abraham George (1998-99)	Top scorer in Practical & General theory papers
21. PTA	5000/-	Mr. P. M. Senan	Top Scorer B.Ed. Exam
22. Fr. Shajimon Joseph (Fr. George Plappallil)	26000/-	M. Ed. Students (2010 -11)	Aid for financially poor students (M.Ed.)
23. Titus Award		Alumni (2011-12)	Best Teacher among High School, Higher Secondary & TTI
24. Library Best User Award	30000/-	Mr. Thomas P. K. Malathettu	Users from each class
25. Dr. K. Kumaraswami Pillai (Diamond Jubilee Gold Medal)	50,000/-	Mrs. P. Ponnakumar (w/ of Dr. K. Kumaraswami Pillai)	Best outgoing student (Academic)
26. Prof. M. Isaac Endowment	5 Lakhs	Dr. Mathew K Isaac & Dr. Jacob Isaac	Rs. 10,001 for the top scorer in MG University (among aided colleges) & Rs. 10,001 for Top scorer in Psychology for the B.Ed course of this college

\* Interest of the amount instituted will be used to give prizes

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## **FORMAT OF APPLICATION FOR CASUAL LEAVE - STAFF**

1. Name and designation
2. Period and nature of leave applied for
3. Date of commencement of leave
4. Date of termination of leave
5. Reason for leave
6. Signature of applicant
7. Place and date of application
8. Order on the application

**Principal**

## **FORMAT OF APPLICATION FOR LEAVE - STUDENT**

1. Name of Student
2. Class No
3. Optional
4. Address of the student
5. No. and dates and nature of leave sought
6. Reason for leave
7. No. of days of different kinds of leave already availed
8. Order on the application

**Professor-in-charge**

**Principal**



## JUNE 2019

DAY	DAYS	PARTICULARS
1	SAT	
2	SUN	
3	MON	
4	TUE	
5	WED	Eid – Ul- Fitr /World Environment Day
6	THU	Commencement of new academic year
7	FRI	
8	SAT	Second Saturday
9	SUN	
10	MON	Semester II- Model Examination- EDU 201
11	TUE	
12	WED	Semester II- Model Examination- EDU 202
13	THU	Semester II- Model Examination- EDU 203
14	FRI	Semester II- Model Examination- EDU 204
15	SAT	Semester II- Model Examination- EDU 205
16	SUN	
17	MON	
18	TUE	Submission of Practical/Practicum – EDU 206.1 and 206.2
19	WED	
20	THU	Submission of Practical/Practicum – EDU 206.3
21	FRI	
22	SAT	Submission of Practical/Practicum – EDU 206.4
23	SUN	
24	MON	
25	TUE	
26	WED	
27	THU	
28	FRI	
29	SAT	
30	SUN	

## JULY 2019

DAY	DAYS	PARTICULARS
1	MON	Course Inauguration- 2019- 2021 Batch
2	TUE	PTA General Body Meeting
3	WED	
4	THU	
5	FRI	World Population Day
6	SAT	
7	SUN	
8	MON	
9	TUE	
10	WED	
11	THU	
12	FRI	Alumni Executive Meeting
13	SAT	Second Saturday
14	SUN	
15	MON	
16	TUE	
17	WED	
18	THU	
19	FRI	
20	SAT	
21	SUN	
22	MON	
23	TUE	
24	WED	Commencement of School Internship
25	THU	
26	FRI	
27	SAT	
28	SUN	
29	MON	
30	TUE	
31	WED	Karkkidaka vavu

## AUGUST 2019

DAY	DAYS	PARTICULARS
1	THU	
2	FRI	
3	SAT	
4	SUN	
5	MON	
6	TUE	Alumni Executive Meeting / Hiroshima Day
7	WED	
8	THU	
9	FRI	Course Orientation Programme for B. Ed & M. Ed Batches 2018- 2020
10	SAT	Second Saturday
11	SUN	
12	MON	
13	TUE	
14	WED	Independence Day Celebration
15	THU	Independence Day – Flag Hoisting
16	FRI	
17	SAT	
18	SUN	
19	MON	CCE- Session I Begins
20	TUE	
21	WED	
22	THU	CCE- Session I Ends
23	FRI	Sree Krishna Jayanthi
24	SAT	
25	SUN	
26	MON	
27	TUE	
28	WED	Ayyankali Jayanthi
29	THU	
30	FRI	
31	SAT	

## SEPTEMBER 2019

DAY	DAYS	PARTICULARS
1	SUN	
2	MON	
3	TUE	
4	WED	Onam Celebration
5	THU	Teachers Day
6	FRI	
7	SAT	International Literacy Day Celebration/ Onam Holidays Begins
8	SUN	
9	MON	Moharram
10	TUE	
11	WED	
12	THU	
13	FRI	
14	SAT	World Ozone Day/Second Saturday
15	SUN	
16	MON	Onam Holidays Ends
17	TUE	
18	WED	
19	THU	
20	FRI	
21	SAT	Sree Narayana Guru Samadhi Dinam
22	SUN	
23	MON	
24	TUE	
25	WED	
26	THU	
27	FRI	
28	SAT	
29	SUN	
30	MON	

## OCTOBER 2019

DAY	DAYS	PARTICULARS
1	TUE	Gandhi Jayanthi Celebration
2	WED	Gandhi Jayanthi
3	THU	
4	FRI	
5	SAT	World Teachers Day Celebration
6	SUN	
7	MON	Mahanavami
8	TUE	Vijayadasami
9	WED	Submission of Practical/Practicum – EDU 107.1
10	THU	Submission of Practical/Practicum – EDU 107.2
11	FRI	Submission of Practical/Practicum – EDU 107.3
12	SAT	Submission of Practical/Practicum – EDU 107.4
13	SUN	
14	MON	
15	TUE	
16	WED	International Food Day Celebration
17	THU	
18	FRI	
19	SAT	
20	SUN	
21	MON	
22	TUE	
23	WED	
24	THU	
25	FRI	
26	SAT	
27	SUN	Deepavali
28	MON	Semester I- Model Examination- EDU 101
29	TUE	
30	WED	Semester I- Model Examination- EDU 102
31	THU	

## NOVEMBER 2019

DAY	DAYS	PARTICULARS
1	FRI	Keralapiravi
2	SAT	
3	SUN	
4	MON	Semester I- Model Examination- EDU 103
5	TUE	Semester I- Model Examination- EDU 104
6	WED	Semester I- Model Examination- EDU 105
7	THU	Semester I- Model Examination- EDU 106
8	FRI	
9	SAT	Miladi - sherif
10	SUN	World Science Day
11	MON	
12	TUE	
13	WED	
14	THU	
15	FRI	School Internship Ends
16	SAT	
17	SUN	
18	MON	
19	TUE	
20	WED	
21	THU	
22	FRI	Demonstration Class
23	SAT	
24	SUN	
25	MON	Demonstration Class
26	TUE	
27	WED	Demonstration Class
28	THU	
29	FRI	
30	SAT	

## DECEMBER 2019

DAY	DAYS	PARTICULARS
1	SUN	World Aids Day Awareness Programme
2	MON	Semester III- Model Examination- EDU 301
3	TUE	
4	WED	Submission of Practical/Practicum – EDU 302.1
5	THU	Submission of Practical/Practicum – EDU 302.2
6	FRI	
7	SAT	
8	SUN	
9	MON	Community Living Camp Begins
10	TUE	Human Rights Day
11	WED	Submission of Practical/Practicum – EDU 302.3
12	THU	
13	FRI	Community Living Camp Ends
14	SAT	Second Saturday
15	SUN	
16	MON	Submission of Practical/Practicum – EDU 302.4
17	TUE	
18	WED	
19	THU	Christmas Celebration
20	FRI	
21	SAT	Christmas Holidays Begins
22	SUN	
23	MON	
24	TUE	
25	WED	Christmas
26	THU	
27	FRI	
28	SAT	
29	SUN	
30	MON	
31	TUE	Christmas Holidays Ends

## JANUARY 2020

DAY	DAYS	PARTICULARS
1	WED	Staff Retreat
2	THU	Mannam Jayanthi
3	FRI	New Year Message
4	SAT	
5	SUN	
6	MON	CCE- Session II Begins
7	TUE	Criticism Class
8	WED	
9	THU	Criticism Class
10	FRI	PTA Executive Meeting
11	SAT	Second Saturday
12	SUN	
13	MON	School Visit for Collecting Time Table
14	TUE	P. T. A General Body Meeting
15	WED	CCE- Session II Ends
16	THU	School Induction Begins
17	FRI	
18	SAT	
19	SUN	
20	MON	
21	TUE	
22	WED	
23	THU	National Seminar – Value Education
24	FRI	Republic Day Celebration
25	SAT	
26	SUN	Republic Day
27	MON	Study Tour
28	TUE	Confluence 2020
29	WED	
30	THU	Martyr's Day
31	FRI	



## FEBRUARY 2020

DAY	DAYS	PARTICULARS
1	SAT	
2	SUN	
3	MON	
4	TUE	School Induction Ends
5	WED	Award Day
6	THU	Prakash Memorial Elocution/ Alumni Association Quiz Competition
7	FRI	
8	SAT	Alumni Day
9	SUN	
10	MON	
11	TUE	
12	WED	Submission of Practical/Practicum – EDU 404.1
13	THU	
14	FRI	
15	SAT	
16	SUN	
17	MON	Submission of Practical/Practicum – EDU 404.2
18	TUE	
19	WED	
20	THU	
21	FRI	Maha Sivarathri
22	SAT	
23	SUN	
24	MON	Submission of Practical/Practicum – EDU 404.3
25	TUE	Arts and Literary Fest 2020
26	WED	
27	THU	Submission of Practical/Practicum – EDU 404.4
28	FRI	
29	SAT	

## MARCH 2020

DAY	DAYS	PARTICULARS
1	SUN	Principals' Trophy Inauguration
2	MON	Principals' Trophy Closing Ceremony
3	TUE	
4	WED	
5	THU	
6	FRI	
7	SAT	Inter House literary Competitions
8	SUN	International Women's Day
9	MON	
10	TUE	Submission of Practical/ Internal test – EDU 404.5
11	WED	
12	THU	
13	FRI	Annual Sports Day
14	SAT	Second Saturday
15	SUN	
16	MON	Semester IV – Model Examination –EDU 401
17	TUE	Semester IV – Model Examination –EDU 402
18	WED	Semester IV – Model Examination –EDU 403
19	THU	Semester IV – Model Examination –EDU 404.5
20	FRI	
21	SAT	Inter House Arts Competitions
22	SUN	
23	MON	
24	TUE	Student Retreat
25	WED	
26	THU	
27	FRI	
28	SAT	
29	SUN	
30	MON	College Photo Session
31	TUE	College Day/ College Magazine Release

