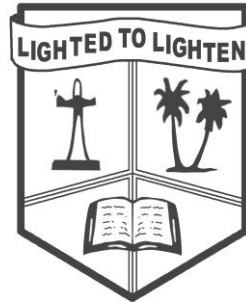


THE ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE IQAC (2011-12)



Peet Memorial Training College
Mavelikara, Alappuzha (Dist.), Kerala – 690101
www.peetmemorialcollege.org
peetmemorialcollege@gmail.com

The Annual Quality Assurance Report (AQAR) of the IQAC (2011-12)

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

Part – A

I. Details of the Institution

1.1 Name of the Institution

Peet Memorial Training College

1.2 Address Line 1

Peet Memorial Training College

Address Line 2

Mavelikara

City/Town

Alappuzha (Dist)

State

Kerala

Pin Code

690101

Institution e-mail address

peetmemorialcollege@gmail.com

Contact Nos.

0479-2302226, 2307859

Name of the Head of the Institution:

Dr. Ashok Alex Philip

Tel. No. with STD Code:

0479-2302226

Mobile:

9847824692

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID(For ex. MHCogn 18879)

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

1.5 Website address:

Web-link of the AQAR:

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

1.6 Accreditation Details

Sl.No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B++	82.5	2005	5 years
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

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

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

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)

- i. AQAR _____ (DD/MM/YYYY)4
- ii. AQAR _____ (DD/MM/YYYY)
- iii. AQAR _____ (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI(PhysEdu)

TEI (Edu) Engineering Health Science Management

Others(Specify)

1.12 Name of the Affiliating University (*for the Colleges*)

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

2.IQACComposition and Activities

2.1No. of Teachers

2.2No. of Administrative/Technical staff

2.3No. of students

2.4No. of Management representatives

2.5No. of Alumni

2. 6No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10No. of IQAC meetings held

2

2.11 No. of meetings with various stakeholders:

No.

Faculty

2

Non-Teaching Staff Students Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
Conducting Seminars / Workshops Faculty development programmes Campus initiatives	Development of techno-pedagogues Eco-friendly Campus

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

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

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	2 Semesters (1 B.Ed and 1 M.Ed)
Trimester	
Annual	

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

Mode of feedback: Online Manual Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure*

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

No

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
11	5	6		

2.2 No. of permanent faculty with Ph.D.

4

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
5	1	6							

2.4 No. of Guest and Visiting faculty and Temporary faculty

1

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	5	11	8
Presented papers	8	17	3
Resource Persons	1	3	1

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

Adopted film based learning in Social Science, Flexible Curriculum, VASK approach in Social Science, ICT Integration, Experiential learning, Models of Teaching

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

200

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

None

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

1

2.10 Average percentage of attendance of students

75

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	Failure	Pass %
B.Ed	130	13.07	84.6	-	1.53	97.6
M.Ed	10	-	40	60	-	100

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

Regular discussions on the teaching-learning processes and examination results, feedback is collected and suggestions for improvement formulated.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	1
UGC – Faculty Improvement Programme	
HRD programmes	1
Orientation programmes	2
Faculty exchange programme	1
Staff training conducted by the university	
Staff training conducted by other institutions	2
Summer / Winter schools, Workshops, etc.	7
Others	1

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	11			
Technical Staff	1			

Criterion – III

3. Research, Consultancy and Extension

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

The college has a research guide, guiding PhD scholars under the Bharathiyar University. Emphasis is given on the identification of research topics of prime significance. The post graduate department also fosters a spirit of research, by encouraging students to indulge in research oriented activities.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	2	-	-	-
Outlay in Rs. Lakhs	1,80,000	-	1,80,000	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	-	6	-
Non-Peer Review Journals	-	1	-
e-Journals	-	-	-
Conference proceedings	9	16	-

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	1 year	UGC	1,80,000	1,25,000
Interdisciplinary Projects				
Industry sponsored	1 year	KCSTE	15,000	15,000
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>			20,000	20,000
Any other(Specify)				
Total				1,60,000

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	2	2	-	-	-
Sponsoring agencies	-	-	-	-	-

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :1,95,000

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	1
	Granted	1
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
	1	-	-	-	-	-

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

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events: None

University level State level
National level International level

3.22 No. of students participated in NCC events: None

University level State level
National level International level

3.23 No. of Awards won in NSS: Nil

University level State level
National level International level

3.24 No. of Awards won in NCC: Nil

University level State level
National level International level

3.25 No. of Extension activities organized

University forum College forum
 NCC NSS Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Arranged science and mathematics exhibitions for school students
- Arranged quiz competition for school students
- National Science Day celebrations
- Distributed learning aids to practising schools
- Arranged Value Education classes
- Arranged Counselling sessions
- Bridge Course in Computer Education
- Distributed wheel chairs for disabled persons
- Started pension plans

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	5 acres	Nil	Management	5 acres
Class rooms	11	Nil	Management	11
Laboratories	2	Nil	Management	2
Seminar Halls	2	Nil	Management	2
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	32 items	45 items 18 computers	UGC MP Fund	
Value of the equipment purchased during the year (Rs. in Lakhs)		12,94,235 3,60,000	UGC MP Fund	
Others				

4.2 Computerization of administration and library: The college office is automated. The library facilities have been computerized. The details of students, salary bill preparation, student grants etc. have also been computerized.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	6711	13.63	66	36800	6777	14
Reference Books	567	5.72	-	-	567	5.72
e-Books	-	-	-	-	-	-
Journals	2	3000	-	-	2	3000
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	14	1980				
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	30	1	1	1	1	2	Nil	-
Added	38	Nil	Nil	Nil	Nil	2	8	2 (Staff room, Hostel)
Total	68	1	1	1	1	4	8	2

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

Classes are equipped with computers and LCD projector. Intel training provided for teachers. Workshop and Seminar conducted for students on the role of ICT in teacher education

4.6 Amount spent on maintenance:

i) ICT

34,315

ii) Campus Infrastructure and facilities

55,105

iii) Equipments

1,27,024

iv) Others

32,799

Total :

2,49,243

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Student induction programme at the beginning of the academic year, through which students were made aware of the potentials and possibilities of the course, and the expectations raised.

Financial assistance is proffered to economically backward students.

Personal mentoring is provided by the teachers to students.

Mock Interviews and grooming sessions are conducted at the departmental level that help the students ready themselves for test situations in the future.

Updated prospectus and handbooks are published annually by the institution.

5.2 Efforts made by the institution for tracking the progression

At the end of each semester, student feedback is collected.

Guidance provided by the faculty members to the students in practicums/field work

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
130	10		

(b) No. of students outside the state

-

(c) No. of international students

-

Men No	%
-	

Women No	%
-	

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
58	21	-	54	1	133	76	17	-	25	-	130

Demand ratio

Dropout % Nil

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

The teaching faculty provides coaching and conducts classes for equipping the students to prepare for competitive examinations like NET and SET.

No. of students beneficiaries

21

5.5 No. of students qualified in these examinations

NET LET GATE CAT
IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

Orientation programme is provided at the beginning of the course to the entire batch of students. Guidance is provided at the individual level by teachers. Special counselling sessions led by practising counsellors are also held for the needy.

No. of students benefitted

140

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
5	47	7	-

5.8 Details of gender sensitization programmes

Various gender sensitization programs are held throughout the academic year. The Women's Day celebrations are also held with focus on gender sensitization.

5.9 Students Activities

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

State/ University level

-

National level

-

International level

-

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	-
Financial support from government		
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

Library Timing, Bus Concession, Bathroom facilities, Waste management

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

The vision, as envisaged by Rev. Joseph Peet, focussed on different areas like promotion of holistic development of students, human rights and justice, women empowerment, social upliftment and eco-friendliness. The Peet Mission is to produce intellectually competent, morally upright, socially committed, spiritually inspired and emotionally well balanced, patriotic men and women to act as role models in the service of humanity.

6.2 Does the Institution has a management Information System

Yes. The following activities are efficiently maintained through the MIS.

1. Accounts and finance – salary disbursal
2. Student attendance
3. Library facilities

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

6.3.1 Curriculum Development

1. Curricular activities amply reflect the instructional objectives.
2. Feedback of the stakeholders (students, guardians, alumni and management) are continually taken into consideration.
3. Variegated strategies are employed to make the curriculum outcome based.
4. Various assessment tools (direct and indirect) are used.
5. Measures are adopted to merge the curricular activities with the vision and mission of the college.

6.3.2 Teaching and Learning

Amalgamation of different techniques – interactive sessions – demonstrations- group discussions – debates – role plays – assignments – workshops - seminars

6.3.3 Examination and Evaluation

Internal and external evaluations are done simultaneously. Maintenance of high evaluation standards has been a priority.

6.3.4 Research and Development

The college has a research guide, guiding PhD scholars under Bharathiyar University. Emphasis is given on the identification of research topics of prime significance. The post graduate department also fosters a spirit of research, by encouraging students to indulge in research oriented activities.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Computer based library management system – constantly updated quality books and journals – lecture videos – podcast collection – Book bank – ever increasing collection of reference books – e-library facility – regular updation of infrastructure keeping in mind modernization – eradication of obsolescence – electronic equipments – language lab- science labs – psychology lab – canteen – college hostel

6.3.6 Human Resource Management

Enhancing the skills of faculty members with a view to creating techno –pedagogues – faculty and staff development through training sessions and workshops – Orientation programmes and refresher courses – ICT orientation programmes for non-teaching staff

6.3.7 Faculty and Staff recruitment

As per UGC norms – notification in newspapers followed by interview – board consisting of members as per the UGC norms

6.3.8 Industry Interaction / Collaboration

Extensive interaction with national and state level boards of education including the CTE, SCERT, NCERT – Teachers increasingly collaborate in curriculum revision and examination reforms - Interactions with NGOs like WWF and Thanal

6.3.9 Admission of Students

Done as per the state norms – Admission as per the merit list prepared by LBS, with 15 percent of the students admitted under the community quota

6.4 Welfare schemes for

Teaching	Promotion / Increments
Non teaching	Promotion / Increments
Students	Ample recognition Awards and scholarships for achievements Endowments

6.5 Total corpus fund generated

8,13,994

6.6 Whether annual financial audit has been done Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	-	-	✓	Principal
Administrative	-	-	✓	Principal

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

For UG Programmes Yes

No

For PG Programmes Yes

No

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

High standards are consistently maintained in evaluation – high degree of objectivity is maintained in all exams that are conducted internally – Student feedback regarding evaluation procedures is collected which helps retain a high level of transparency in the proceedings – online testing

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

The University of Kerala has specified a set of criteria that are required of an autonomous college on the basis of the UGC norms. The State government too has fixed a scale of 10-point norms for granting the status. Basic infrastructure, research experience and higher qualification of teachers, excellence in extracurricular activities of students, are some of the points.

6.11 Activities and support from the Alumni Association

Annual meetings are conducted every year during the second week of February – Film festivals are organized – traffic awareness classes conducted

6.12 Activities and support from the Parent – Teacher Association

PTA formed at the beginning of every academic year – two meetings are conducted annually whereby periodic evaluation is done regarding the academic and non-academic activities – appraisal from guardians is also sought

6.13 Development programmes for support staff

IT training programmes for support staff are continually conducted internally with the support of the faculty members – opportunities for skill upgradation are also provided

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

Banning of plastic – biogas plant – cleanliness initiatives – banning of smoking / alcohol – vegetable gardening – vermi-composting – medicinal garden – waste management strategies – degradable waste (open composting) and non-degradable waste (incinerator)

Criterion – VII

7. Innovations and Best Practices

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

- Development of excellence through capacity building of the teachers.
- Maintenance of high levels of ethical standards in Teaching Practice.
- Publication of the journal Peet Pedagogic Discourses

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

- Seminars and workshops were conducted at the college level.
- Efforts were initiated to motivate students to appear for competitive exams like UGC NET/JRF and other similar tests. Coaching classes were conducted for students involving the services of the faculty members as well as the alumni members.

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

- ICT Integration
- Monthly General Staff Council Meetings held

7.4 Contribution to environmental awareness / protection

Banning of plastic – biogas plant – cleanliness initiatives – banning of smoking / alcohol – vegetable gardening – vermin-composting – medicinal garden – waste management strategies – degradable waste (open composting) and non-degradable waste (incinerator) – distribution of pamphlets – celebration of environment related days

7.5 Whether environmental audit was conducted?

No

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

The Peet Memorial Training College, Mavelikara was founded in 1960 in memory of the Rev. Joseph Peet, who was one of the leading missionaries, sent by the CMS to South India.

The college is affiliated to the University of Kerala, accredited by NAAC, at B+ + level, recognised by the NCTE and offers a one year teachers training course leading to the Degree of Bachelor of Education in six subjects: English, Mathematics, Natural Science, Physical Science, Social Studies and Commerce with sanctioned strength of 150 Masters Degree in Education (M.Ed.) is also being offered from 2005 - 2006.

M.Ed. course was started in the college in 2006 in the self financing sector with a sanctioned strength of 12 students. Right from the inception, eminent scholars and able administrators have served as Principals. The college has been giving initiative in starting innovative programmes in the field of research, education and extension services. The result in the University examinations have been consistently excellent and the college has carved a niche for itself in the field of Teacher Education in Kerala.

8. Plans of institution for next year

Construction of a College Hostel

Establishment of a Wifi campus

Dr. Jibby George

Dr. Ashok Alex Philip

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission
