



Yearly Status Report - 2016-2017

Part A

Data of the Institution

1. Name of the Institution		MOUNT CARMEL COLLEGE OF TEACHER OF EDUCATION FOR WOMEN
Name of the head of the Institution		Dr. Pushpa Marian
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		04812573120
Mobile no.		9495873120
Registered Email		mountcarmeltrainingcollege@gmail.com
Alternate Email		shebajosetpg@gmail.com
Address		Mount Carmel College of Teacher Education for Women Muttambalam P.O. Kanjikuzhi
City/Town		Kottayam
State/UT		Kerala

Pincode	686004																		
2. Institutional Status																			
Affiliated / Constituent	Affiliated																		
Type of Institution	Women																		
Location	Semi-urban																		
Financial Status	state																		
Name of the IQAC co-ordinator/Director	Dr. Mary Sheba Jose																		
Phone no/Alternate Phone no.	04812573120																		
Mobile no.	9495685321																		
Registered Email	shebajosetpg@gmail.com																		
Alternate Email	mountcarmeltrainingcollege@gmail.com																		
3. Website Address																			
Web-link of the AQAR: (Previous Academic Year)	http://mountcarmelcollege.ac.in/igac/aqar																		
4. Whether Academic Calendar prepared during the year	Yes																		
if yes,whether it is uploaded in the institutional website: Weblink :	http://mountcarmelcollege.ac.in/academics/academic-calendar																		
5. Accrediation Details																			
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>A</td> <td>3.23</td> <td>2008</td> <td>16-Sep-2008</td> <td>15-Sep-2013</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	2	A	3.23	2008	16-Sep-2008	15-Sep-2013
Cycle	Grade	CGPA	Year of Accrediation	Validity															
				Period From	Period To														
2	A	3.23	2008	16-Sep-2008	15-Sep-2013														
6. Date of Establishment of IQAC	01-Jun-2005																		
7. Internal Quality Assurance System																			
Quality initiatives by IQAC during the year for promoting quality culture																			
Item /Title of the quality initiative by	Date & Duration		Number of participants/ beneficiaries																

IQAC		
Community Extension programme in collaboration with World Vision	18-Jun-2016 5	50
View File		

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
Mount Carmel College of Teacher Education for Women	conducting seminars , workshops	UGC	2016 2	28500
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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 :

11

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)

Commencement of UGC Sponsored Add on Diploma Course in Computer Applications, Enhancement of Placement Opportunity, Organisation of various Orientation Programmes.

[View File](#)

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	Achievements/Outcomes
Introduction of Add on Diploma course in computer applications and continuation of certificate courses and value added courses	Diploma course in computer applications was introduced to the II year B.Ed students. Certificate courses in Counsellor Training and Computer Application as well as value added courses in Arts and crafts, Cooking, Tailoring and Embroidery, Eco friendly products were also conducted.
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14. Whether AQAR was placed before statutory body ?	Yes
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Name of Statutory Body	Meeting Date
Staff Council	10-Aug-2017

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
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16. Whether institutional data submitted to AISHE:	Yes
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Year of Submission	2017
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Date of Submission	16-Mar-2017
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17. Does the Institution have Management Information System ?	Yes
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If yes, give a brief description and a list of modules currently operational (maximum 500 words)	Biometric Punching machine, Staff details, Student attendance, Staff attendance, Student Information
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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

Mount Carmel College of Teacher Education for Women, the First Aided Training College in Kerala was established in 1953. It is run by the Institute of the Carmelite Sisters of St. Teresa, Ernakulum and is affiliated to Mahatma Gandhi University, Kottayam. The institution framed the clear cut objectives to ensure quality education by focusing all-round personality development of the trainees. Being an affiliated college under Mahatma Gandhi University, the Curriculum of the college is prescribed by the University. The restructured Two year B.Ed and M.Ed programmes was implemented in 2015. The faculty members have

been instrumental in restructuring the B. Ed and M.Ed. curriculum. The College offers 5 optional subjects for both B. Ed and M.Ed Programmes. The course structure consists of core papers, pedagogic papers, Electives, School internship and other practical works. In addition to it, the college offers 2 Diploma courses in Computer Application and Counsellor Training and also offers 4 value added courses. Before the commencement of the academic year, the Staff Council conducts a detailed discussion on the curriculum of both B.Ed and M.Ed programmes and prepares an action plan for the year. The Principal, IQAC coordinator and a senior faculty who is assigned as the Programme coordinator constitutes committees for preparing the academic calendar and timetable for the year. Academic calendar is prepared by consulting the Government calendar and academic calendar of the University. Time table is prepared by considering the credits assigned to each course (both theory and practical courses). The faculty members prepares the Programme outcomes and respective course outcomes. The same is published in the college website. At the beginning of the academic year, the teachers are given responsibilities of different activities. The Programme Coordinator conducts an orientation at the commencement of the academic year for the students to familiarise them with the Programme and its outcomes. Our Institution facilitates the need to transact soft skills and life skills and maintain healthy relationships in their personal and professional life. The curriculum transaction enables the trainees to develop critical thinking skills through strategies that propagate inquiry, collaboration and active participation in the classrooms. Integrating research skills which are essential to identify current educational problems is also implemented in the curriculum so as to resolve them effectively in daily life situations. Moreover, communicative skills while engaging in public speaking, group discussions and debates related to contemporary issues and topics of educational relevance is also given ample importance. Due importance is given to enrich life skills, social commitment and values among students. The regular annual feedback regarding the curriculum from the students, teachers, parents, alumni and employers make the delivery of the curriculum more effective. The institution focuses on providing life-oriented education that empowers our trainees to be self-reliant and to be agents of social transformation.

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
NA	Computer Applications	07/07/2016	156	This course will help the Teacher trainees to prove their competence in handling various technological tools	Equips the teacher trainees to integrate technology effectively in the teaching learning process

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NIL	Nil
No file uploaded.		

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
Nil	NIL	Nil

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

	Certificate	Diploma Course
Number of Students	Nil	37

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
Arts and Crafts	15/06/2016	12
Cooking	15/06/2016	14
Tailoring and Embroidery	15/06/2016	12
Eco friendly Products	15/06/2016	11
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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	School Induction	49
BEd	School Internship	49
MEd	Internship	16
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
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
<p>Every year the feedback is collected from Students, Teachers, Alumni, Parents and Employers on curricular aspects. The IQAC has developed a formal mechanism to gather feedback on Curriculum from all stakeholders. The five point rating scale evaluated whether the learning outcomes were well defined and aligned with the vision and mission of the Institution. The efficiency of the curriculum in enhancing teaching competencies, life skills, social commitment and values were also evaluated. The Parent feedback on Curriculum focused on quality and relevance of the Programme, role of curriculum in enhancing teaching competencies, cultivating social responsibility, eco-consciousness and</p>

moral values. Academic discipline observed by the institution, timely conduct of practical works, completion of syllabus and related activities, academic quality and efficiency of the faculty, use of ICT, infrastructural facilities and learning resources of the institution, teacher-student relationship, employability offered by the curriculum etc were also evaluated. The Employer's feedback was collected using a five point rating scale. Quality and relevance of the curriculum in enhancing competencies required for the teaching profession, role of curriculum in developing innovative thinking, organizational skills, communication skills and soft skills, efficiency of the curriculum to deal with challenges in teaching profession, resourcefulness in integrating technology effectively into teaching- learning process, efforts in keeping in touch with the latest developments, upholding the dignity of teaching profession etc. The Alumni Feedback on curriculum covered various aspects of the curriculum namely the role of curriculum in enhancing teaching skills, life skills, social commitment and values, in developing leadership qualities, in dealing with challenges in teaching profession and in developing practical solutions to overcome it. Employability offered by the curriculum, opportunities to integrate technology, opportunities for future professional development, higher studies and research, development of self-confidence in qualifying teacher eligibility tests etc. were also evaluated. The Teacher feedback on Curriculum evaluated the efficiency of the curriculum in enhancing teaching competencies, life skills, social commitment and values. Based on the feed back collected from each sector, the institution enables the trainees to enhance their professional development. The IQAC prepared the report after analyzing this feed back. The report was discussed in the Staff Council and changes were brought out. The analysis of the feedback regarding the various activities of the institution and its effective implementation has been ensured for its better functioning.

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	Education	50	27	10
BEd	Education	50	201	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
2016	50	10	9	3	Nil

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-	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used

	Resources)				
12	12	5	11	3	7
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)

Mentoring system was practiced in the institution in order to establish effective student-teacher relationship and to guide the students in academic/personal matters. The mentoring system is monitored by a committee consisting of the Principal, Programme Coordinator and IQAC Coordinator. The institute has an integrated mentoring system where the faculty acts as a link between the students and the institution and performs the following functions for two years. Each teacher was allotted around 5 students, who in turn had to meet their mentor teachers occasionally for academic as well as personal guidance. Mentoring system provides an opportunity for identifying the varied academic /personal /financial needs and the difficulties faced by the students. The needy students are helped through guidance and suggestions by the experts in this field. All mentors maintain data regarding students' progression. Mentors also connect themselves with the parents regarding the progress of the students. To foster mental growth among students, they are given guidance and support in evaluating their goals and deadlines all along their Course outline. The mentor teacher provides constructive criticism so that the mentee will get a chance to reflect on various academic or personal issues. The mentor teacher will then encourage the teacher trainee to pinpoint whether the latter was able to realize her learning outcomes as part of attending the B.Ed. Programme.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
60	12	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
9	9	Nil	Nil	5

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
2017	Dr. Lissy Koshi	Assistant Professor	Vidya Ratna Puraskar by Junior Chamber International (JCI)
2017	Dr. Suma Joseph	Associate Professor	Recognition in Sports
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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	Nil		22/12/2016	25/09/2017

		III Semester/Two Year		
MEd	Nill	ISemester/Two Year	23/12/2016	29/11/2017
BEd	Nill	IV Semester/Two Year	03/04/2017	15/06/2017
BEd	Nill	ISemester/Two Year	23/12/2016	12/12/2017
BEd	Nill	III Semester/Two Year	31/10/2016	29/03/2017
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The institution ensures evaluating the performance of student teachers regularly through external and internal assessment mechanisms. Class tests, mid-term and term-end examinations were conducted for both B.Ed. and M.Ed. course. Internal assessment was conducted for both theory and practical works. After the conduct of examinations, faculty have to evaluate the answer sheets without much delay. The common errors were discussed in the classroom itself. Remedial sessions were also arranged for students if needed. The assessment outcomes were communicated to the students for improving their performance. The Programme Coordinator will be monitoring the continuous evaluation undertaken by the different Course Coordinators. The internal assessment marks of the theory courses will be published in the institution before submitting it to the university. Sufficient time is provided for addressing any grievances raised by the students regarding their internal marks. The College level Grievance Redressal cell functions effectively to protect the rights of the students in this regard. Re-examinations are conducted for students who failed to attend the internal examination on genuine grounds. The detailed report of the internal assessment is maintained in the college.

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

The academic calendar is well-planned and prepared focusing on the vision and mission envisaged by the College. At the beginning of the year, an Academic Calendar is prepared by the IQAC based on the University Academic Calendar and Government calendar. The Calendar is prepared after several meetings of the faculty and all the activities of the academic year are planned. The preparation of academic calendar ensures that adequate instructional hours are allotted to deliver the courses effectively. Schedule of Internship programmes, internal/external examinations, publishing of internal assessment marks, submission of records and assignments etc. are formulated in tune with the University academic calendar. Dates for conducting different co-curricular activities like club activities, extension programmes, Arts day, College day, Sports day, study tour, Community living camp, conduct of workshops/seminars/awareness programmes/orientation programmes, etc. are also included in the academic calendar. Academic calendar is published in the College website and Student's handbook. The Academic Committee monitors whether all the activities of the college are conducted systematically as per the Academic calendar.

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://mountcarmelcollege.ac.in/academics/pos-cos>

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
M.Ed.	MEd	Education	16	16	100
B.Ed.	BEd	Education	49	49	100

[View File](#)

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://mountcarmelcollege.ac.in/igac/student-satisfaction-survey>

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
Nil	0	NA	0	0

No file uploaded.

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
Workshop on Grading-B. Ed curriculum	Mount Carmel College of Teacher Education for Women	26/11/2016
Workshop on Professional Development of Teacher EducatorsEd	Mount Carmel College of Teacher Education for Women	04/02/2017
Library orientation	Mount Carmel College of Teacher Education for Women	28/07/2016
Orientation Programme on Life Skill	Mount Carmel College of Teacher Education for Women	03/08/2017
Awareness programme on Insurance	Mount Carmel College of Teacher Education for Women	04/08/2016
Training Programme on Communicative Skill	Mount Carmel College of Teacher Education for Women	17/08/2016
Orientation Class on Yoga	Mount Carmel College of Teacher Education for Women	06/09/2016

Orientation Programme on Personality Development	Mount Carmel College of Teacher Education for Women	08/09/2016
Workshop on Drama and Theatre	Mount Carmel College of Teacher Education for Women	19/10/2016
Orientation Programme on Finance Management	Mount Carmel College of Teacher Education for Women	29/11/2016
Workshop on student against Narcotics	Mount Carmel College of Teacher Education for Women	16/12/2016
Orientation on digital economy	Mount Carmel College of Teacher Education for Women	01/02/2017

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
Jaycee Vidya Ratna Puraskar	Dr.Lissy Koshy	JCI Nalukody	08/03/2017	Education
View File				

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

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
0	NA	NA	NA	NA	Nil
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
Nil	Nil

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)
National	Education	10	00
View File			

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	3
View File	

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
NA	NA	NA	Nil	Nil	Nil	Nil
No file uploaded.						

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	Nil	Nil	Nil	Nil
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	1	3	17
Presented papers	Nil	5	Nil	Nil
Resource persons	Nil	Nil	1	Nil
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
Food Fest	Mount Carmel College of Teacher Education for Women	7	121
Visit to Special School	Mount Carmel College of Teacher Education for Women	3	15
Reading Week Celebration	Library, Mount Carmel College of Teacher Education for Women	6	65
Visit to Destitute Home	Missionaries of Charity	5	98
Social Visits during Christmas	Mount Carmel College of Teacher Education for Women	9	121
Development of Learning Materials	Practice Teaching Schools	5	49
Communicative	Mount Carmel High	2	22

English classes for marginalised students	school		
Reading Week Celebration	Library, Mount Carmel College of Teacher Education for Women	6	98
View File			

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
Nil	0	0	Nil
No file uploaded.			

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 activities	Number of students participated in such activities
Environmental Day Celebration	BIOS ECOZONE	Distribution of saplings	2	65
Aids Day	BIOS	Awareness Programme	2	121
Independence Day Celebrations	Archives	Competitions	2	121
Womens Day	KSWDC	Awareness talk	2	121
Carmel Fest	Interschool competitions for students at secondary level	Competitions	6	98
Road show and Flash Mob	Mount Carmel College of Teacher Education for Women	Road show and Flash Mob	6	49
View File				

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
School Induction for B.Ed students	49	Personal	30
Internship for B.Ed students	49	Personal	120
Internship for M.Ed students to High School and	15	Personal	15

Higher Secondary Schools			
Library visit for M.Ed Dissertation	15	Personal	2
Internship for M.Ed students to Primary Schools	15	Personal	10
Internship for M.Ed students to TTIs	15	Personal	30
Internship for M.Ed students to training College	15	Personal	30
View File			

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
B.Ed School Internship	Internship	St. George G.H.S.S.	22/06/2016	07/10/2016	6
B.Ed School Internship	Internship	Infant Jesus H.S.S.	22/06/2016	07/10/2016	3
B.Ed School Internship	Internship	Holy Family H.S.S.	22/06/2016	07/10/2016	3
B.Ed School Internship	Internship	St. Josephs G.H.S.S.	22/06/2016	07/10/2016	8
B.Ed School Internship	Internship	M.D. Seminary HSS	22/06/2016	07/10/2016	2
B.Ed School Internship	Internship	M.T. Seminary HSS	22/06/2016	07/10/2016	9
B.Ed School Internship	Internship	St.Anns HSS	22/06/2016	07/10/2016	5
B.Ed School Internship	Internship	Baker Memorial HSS	22/06/2016	07/10/2016	5
B.Ed School Internship	Internship	Mount carmel HSS	22/06/2016	07/10/2016	8

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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	Nil	NA	Nil
No file uploaded.			

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
75000	52760

4.1.2 – Details of augmentation in infrastructure facilities during the year

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

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 partially)	Version	Year of automation
No Data Entered/Not Applicable !!!			

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	18461	1672579	216	72152	18677	1744731
Reference Books	4181	646369	30	28952	4211	675321
e-Books	61000	Nil	Nil	5750	61000	5750
Journals	21	13080	4	950	25	14030
e-Journals	3100	Nil	Nil	11500	3100	11500
Digital	1	100000	Nil	Nil	1	100000

Database						
CD & Video	673	Nil	26	Nil	699	Nil
Library Automation	2	839839	Nil	Nil	2	839839
Weeding (hard & soft)	Nil	Nil	Nil	Nil	Nil	Nil
Others (specify)	1	11500	Nil	Nil	1	11500
View File						

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	Nil
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	89	25	2	11	18	8	14	10	13
Added	5	0	0	0	0	0	0	0	0
Total	94	25	2	11	18	8	14	10	13

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

10 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
Media Centre	http://mountcarmelcollege.ac.in/facilities/media-centre
Language lab	http://mountcarmelcollege.ac.in/facilities/language-lab

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 incurred on maintenance of physical facilities

150000

112554

75000

52760

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 institution has an established machinery for maintenance and optimum utilization of its infrastructure and learning resources. This is achieved through the monitoring of various committees like Staff Council, Planning and Purchase Committee, Building Committee, PTA and IQAC. The Management regularly monitors the maintenance of building and infrastructure upgradation. The Management allocates adequate budget for annual maintenance of college infrastructure. The college has a well-maintained computer lab with internet facility, psychology lab, digitalized language laboratory, media centre, library and methods lab. Library facilities are open to research scholars of different Universities and to the neighboring community. All classrooms are well equipped with Computers and LCD Projectors. College auditorium, AC seminar hall, lecture halls and classrooms accommodate the needs of students. The college has 10mpbs broadband facility. Surveillance system is installed in the institution. Sufficient support staff is maintained to maintain the infrastructure including toilets. Contractual staff is also appointed by the Management for day to day work. Painting, plumbing, maintenance and repairs, roof maintenance and electrical/electronic repairing work is done as per requirement. All electronic equipment is protected by UPS and many are maintained with AMC. Optimum utilization of facilities is ensured by sharing the college auditorium to the public for conducting meetings, socio-cultural events, Youth festivals, election etc. Our institution is a regular centre for the conduct of Centralized valuation camps of the B.Ed and M.Ed Degree programmes of Mahatma Gandhi University. The Physical and Health Education department provides necessary assistance and facilities to students for yoga, sports and games. The annual feedback collected from the stakeholders also provides valuable suggestions for the upgradation of the existing facilities.

<http://mountcarmelcollege.ac.in/quality-policy/quality-policy>

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	Nil	0	0
Financial Support from Other Sources			
a) National	E-Grant	41	125460
b) International	0	Nil	0

[View File](#)

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
Orientation on Personality Development	03/07/2016	49	JCI

Orientation on The basis of insurance and job opportunities in insurance sector	04/08/2016	49	LIC
Personality Development Training Programme	08/08/2016	49	LIC
Online Teacher Training Programme	30/08/2016	49	Oxford University Press
Orientation on Yoga	06/09/2016	49	MES College, Edathala
Communicative English programme	29/06/2016	49	Overseas Academy
Workshop on Theatre arts	19/10/2016	49	M.G. University
Awareness programme on Financial Security	29/11/2016	49	Central Government of India
Seminar on Human Rights	09/12/2016	49	Lourdes School, Kottayam
Orientation Programme on Digital Economy	01/02/2017	126	SBI
View File			

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 passed in the comp. exam	Number of students placed
2016	Coaching in NET/SET and KTET	50	50	31	33
View File					

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	30

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed

2	33	6	24	29	27
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
2017	1	B.Ed.	Education	S.B College, Changanassery	M.Phil.
2017	1	B.Ed.	Education	B.K.College, Amalagiri	P.G.
2017	1	B.Ed.	Education	Amritha Vishwa Vidya peetham, Vallikkavu	P.hd.
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	3
SET	7
Any Other	21
View File	

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

Activity	Level	Number of Participants
Sports and Cultural	Institution	124
View File		

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
2016	First Prrze in Shuttle Badminton Tournament	National	1	Nill	00	Snehamol.S
2016	Second Prrze in Long Jump	National	1	Nill	00	Rintu Thomas
2016	Second Prrze in 100 mts	National	1	Nill	00	Aswathy Ashok

	race					
2017	First Prize in Intramural Shuttle Badminton Tournament	National	1	Nil	00	Shilpa Mathew
View File						

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

The institution has a mechanism for electing a Students' Union every year. The College Union is strengthened to promote and facilitate student activities of the campus. The College Union executive members were elected through parliamentary mode. Election is held under the leadership of a senior faculty who is appointed as the Returning Officer. The College Union consists of a Chairperson, Vice Chairperson, General Secretary, University Union Councillor, Arts Club Secretary, Student Editor, Sports club secretary and representatives of B.Ed. and M. Ed Students. All students' related activities of the college are organized under the leadership of the College Union, advised and facilitated by the Student Advisor. The Students' Union is active in conducting almost all the major activities in the college namely Arts festival, Sports day, extension activities and College Day celebrations. The College Magazine is a remarkable initiative of the College Union where they attempt to cover all the activities of the year as well as to showcase the literary and aesthetic talents of the students. They also take an active part in identifying students for participating in intercollegiate competitions, University youth festival and sports competitions. Each Optional subject has an association to coordinate various programmes/ activities. The respective Optional subject teacher is in charge of the association. Apart from it, clubs and forums like Women's cell, Nature club, Debate club, Tourism club, Sports club, Health care club, etc. are coordinated by the students along with the faculty-in-charges. The College Union celebrates important days like Environment day, Onam, Teachers day, Christmas, Womens day, Reading Week etc. The College Union nominates representatives to the Students' Grievance Redressal Cell, Anti-Narcotic Cell, Anti- Ragging Cell, Women's Cell, Equal Opportunity cell and IQAC. All these committees function with the active support and participation of the student community through their representatives. Above all, the student union plays an important role in the smooth functioning of the activities of the college.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

62

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

5000

5.4.4 – Meetings/activities organized by Alumni Association :

The Alumni Association of Mount Carmel College of Teacher Education for Women plays a significant role in the development of the institution. The institution aims and strive to create and maintain a strong bonding with the alumnae for

ensuring their lifelong attachment with the college. The Alumni Meet 2016 was conducted on 16th July. In the meeting, former students shared their experiences. Every year, the alumni take demonstration classes for the junior B.Ed. students. The alumni also helps the institution in the recruitment of teachers to schools in and outside the state. It was decided to constitute an Endowment award every year for the best performer among the alumni.

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)

Mount Carmel College of Teacher Education for Women, run by the Carmelite Sisters of St. Teresa follows the policy of decentralization for the efficient administration and growth of the institution. The Governing Council headed by the Manager is the highest decision making body of the institution. The Institution has an effective leadership vested with the Principal who is expected to implement the vision of the management. At the beginning of every academic year, the Staff Council meets several times to plan and chalk out the activities for the academic year in accordance with the academic calendar of the University. Duties and responsibilities for the conduct of various activities are distributed among the faculty. Different committees, cells and clubs are constituted to facilitate the co-curricular, extracurricular and extension activities of the College and the duties of each committee/cells are discussed and fixed. The Student's Union plays a leading role in planning and organizing different programmes of the institution. The two practices of decentralization and participative management during the last year are as follows. Four value-added courses are being continued and a Diploma Course in Computer Application and Counsellor Training has been initiated. These decisions were taken based on the feedback received from the Alumni.

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
Admission of Students	From 2015 onwards, the college invites application from eligible candidates for the B.Ed /M.Ed Programmes as per the M.G. University schedule. The college authorities prepare a Rank list and Waiting List for Open Quota, Scheduled Caste, Scheduled Tribes and Community Quota respectively. Admissions are taken according to the Reservation Criteria prescribed by the University. In the allotment of management seats for B.Ed. and M.Ed. programmes there is reservation for disadvantaged and socially and economically deprived categories of students. Equity in admission is ensured by also considering the meritorious students from all communities. Principal

conducts personal meeting with the parents of newly admitted students. PTA General body meeting is immediately conducted soon after the admission process.

Human Resource Management

The College recruits and promotes teaching and nonteaching staff as per the norms of UGC, NCTE, State Government and affiliated University. The Management appoints full time teaching and non teaching staff for the posts that are not sanctioned by the Government. The college is run on the democratic principle of participative management and various academic duties and responsibilities are shared by the staff. The Principal regularly meets the staff and addresses grievances if any. The academic and other developmental needs of the trainees are regularly addressed through the functioning of students union, counselling, grievance redressal mechanism and mentoring.

Examination and Evaluation

Internal assessment is conducted for both theory and practical work. For both B.Ed. and M.Ed. programme class tests, mid-term and term-end examinations are conducted. A language aptitude test, computer literacy test and a teaching aptitude test were conducted to identify the deficiencies of students in the respective areas. Add - on Diploma courses in Computer Application and Councillor training courses on are initiated during this year. The assessment outcomes are communicated to the students for improving their performance. Maintenance of transparency and awarding of internal grades are taken care of. Continuous evaluation will ensure objectivity in assigning internal grades. Online submission of assignments as well as uploading of articles in the blog will also contribute to the internal grades. Practice of Indirect Grading System was introduced. Student teachers are encouraged to reflect upon their teaching performances and other practical works.

Teaching and Learning

The college organizes special talks, workshops, seminars and conferences regularly. Faculty are motivated to participate in faculty development programmes, seminars and conferences to

keep themselves abreast with current research in their respective fields. Trainees prepared lesson plans based on different models of teaching and innovative teaching strategies. The trainees prepared lesson plans for value education, art education, yoga and health education classes and implemented them during the practice teaching period. The faculty adopts brainstorming, peer-tutoring, flexible grouping, co-operative learning and think- pair- share strategy model of teaching while initiating group work. Blended learning strategy is adopted frequently.

Curriculum Development

As per the revised regulation of NCTE, the B.Ed. And M.Ed. Programmes were restructured. The major aspects of the newly implemented B.Ed. curriculum design are semesterisation (four semesters), Credit system, continuous evaluation and indirect grading. Faculty members rendered substantial contribution to the restructuring of the newly implemented B.Ed and M.Ed. Programme of Mahatma Gandhi University. The duration of the B.Ed. School internship was extended to twenty weeks. More priority was given for practical works comprising of college based, school based, and community based activities. Add-on courses in Counsellor Training and Computer Application, Value added courses and the like were offered to the trainees. Teaching and Learning The college organises special talks, workshops, seminars and conferences

Industry Interaction / Collaboration

The institution establishes linkage with different schools/TTIs for conducting internship of students belonging to both B.Ed and M.Ed programmes. The Institution hosted 2 workshops regarding Fourth Semester B.Ed..Curriculum and Professional Development of Teacher Educators in collaboration with AKTCTA. . The institution also establishes linkage with various reputed institutions in and outside Kerala for providing placement facilities to our students. Institution carries out various collaborative extension programmes like visit to old age homes.

Library, ICT and Physical Infrastructure / Instrumentation

The college library is updated periodically. New ICT tools are

purchased and installed to make the teaching and learning process more effective. During this year 5 computers were added to enhance ICT facilities to the teacher trainees. Subject laboratories were updated with new equipments..Language lab was digitalized. Wifi facilities are enhanced.

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

E-governance area	Details
<p>Planning and Development</p>	<p>Planning Committee is operational for implementing the projects funded by government or management. Project proposals/initiatives are prepared and discussed among the staff during staff council meetings. On the basis of the Suggestions and feedback collected, modifications are made thereafter. Charges are distributed among the staff members for monitoring and completing the projects. Cooperation and suggestion of PTA, other stakeholders, consultants and experts are also ensured.</p>
<p>Administration</p>	<p>Principal is the academic and administrative head of the institution. The administrative responsibility is shared through staff Council, IQAC Coordinator, Programme coordinator, Teachers and Supporting Staff. Effective communication is ensured through emails and phone calls.</p>
<p>Finance and Accounts</p>	<p>The finance management of the institution is transparent. The college collect fee directly from students towards the remittance to university and state government. Both online and offline mode is adopted. The various registers keep the record of the financial accounts of the college. The institution ensures periodical financial auditing. Annual financial statements are prepared.</p>
<p>Student Admission and Support</p>	<p>From 2015 onwards, the college invites application from eligible candidates for the B.Ed/M.Ed Programmes as per the M.G. University schedule. The college authorities prepare a Rank list and Waiting List for Open Quota, Scheduled Caste, Scheduled Tribes and Community Quota respectively. Admissions are taken according to the Reservation Criteria prescribed by the University. In the allotment of</p>

management seats for B.Ed. and M.Ed. programmes there is reservation for disadvantaged and socially and economically deprived categories of students. Equity in admission is ensured by also considering the meritorious students from all communities. Details regarding the admission process and the students admitted are uploaded in the college website.

Examination

The steps followed by the institution in the examination process are transparent and clear. Submission of application, fee remittance, collection of hall tickets, submission of attendance and internal marks to the University are done through the examination portal electronically. For both B.Ed. and M.Ed. Programme, class test, mid-term and term-end examinations are conducted to assess the academic proficiency of student teachers. Based on the result obtained, remedial instruction and academic counseling is provided. The external examinations are conducted for each semester by the university for both B.Ed. and M.Ed. programmes. For the B.Ed. Programme, Practical Examination is conducted by an External Examination Board constituted by the university. For the M.Ed. Programme, the M.Ed. Dissertation is valued and Vice Voce is conducted by the External Examination Board. Internal marks are published and the grievances of students related to internal examination are addressed by the grievance redressal committee.

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
No Data Entered/Not Applicable !!!				
No file uploaded.				

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	Title of the administrative training programme	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
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	organised for teaching staff	organised for non-teaching staff				
2016	Workshop on Professional Development of College Teachers	Nil	04/02/2017	04/02/2017	12	Nil
2016	Workshop on 'Revised Two Year B.Ed. curriculum -IV semester	Nil	26/11/2016	26/11/2016	12	Nil
2016	Nil	Training in Website updation.	18/10/2016	19/10/2016	Nil	2
View File						

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
Nil	Nil	Nil	Nil	0
No file uploaded.				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nil	2	Nil	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p>1. Rooms for staff in the college hostel 2. Honouring faculty for their meritorious achievements 3. Special meetings are convened for honouring faculty on their retirement 4. Indoor game facility for the faculty 5. Periodic medical checkups 6. Annual renewal programmes 7. Ample parking facility. 8. Organizes activities/programmes for the professional</p>	<p>1. Institution provides Salary advance on request from the staff 2. Financial support for construction of houses and to meet medical expenses. 3. The Institution with the help of teachers extends financial support during contingency. 4. Members of the nonteaching staff are honoured with due respect at their retirement 5. Ample parking spaces 7. Annual</p>	<p>The institution meets the various needs of the students in the campus itself. 1. Disadvantaged Students are provided Hostel facility either free or at subsidised rates. 2. Students from poor financial background are given financial support. 3. Adequate number of washrooms is provided for girls. 4. Purified drinking water facility, sick rooms/ restrooms, incinerator,</p>

development of the staff 9. Encourage and provide support to the faculty to attend Professional Development activities etc.	renewal programmes 8. Round the clock security etc.	periodic medical checkups, indoor and outdoor games facility, book bank facility, awareness classes and programmes, parking facility, Yoga classes, Annual renewal programmes ,counselling services, Placement services, Round the clock facility, ICT enabled classrooms etc. are provided.
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6.4 – Financial Management and Resource Mobilization

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

The institution conducts internal and external financial audits regularly and maintains its records and reports. Auditing is carried out every year by experienced and qualified auditors. The Deputy Directorate of Collegiate Education, Kottayam conducts financial audit annually. In the audit conducted by the Deputy DCE, Kottayam defects if any are pointed out and rectified immediately. The college also conducts annual audit by a Chartered Accountant. The receipts and payment statements, Balance Sheet was prepared. Utilization certificates of the projects sponsored by funding agencies are audited by registered chartered accountants. UGC funds are also audited. To maintain and ensure transparency the institution also conducts an internal audit of all financial and administrative matters for the effective functioning of the institution.

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
Commander Gas Agency	20000	Financial Aid to the deserving students of the college who are academically excellent and financially weak
View File		

6.4.3 – Total corpus fund generated

0

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	Null	Yes	CSST Management
Administrative	No	Null	Yes	CSST Managemet

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

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The PTA General body and executive meetings are held annually and they support the institution in all its activities. 1. Parents were given detailed explanation by the Principal about the Community Living Camp during the General Body Meeting held on 04-11-2016. 2. The Principal also clarified their doubts regarding II year B.Ed/M.Ed programmes during the General Body Meeting held on 04-11-2016. 3. Several issues like students' attendance shortage, uniform, use of mobile phone in the campus etc. were also discussed. 4. During the Executive Meeting held on the same day, it was also proposed to collect a development fund to meet the expenses related to the maintenance work of the B.Ed. building. 5. PTA also collects annual feedback on Curriculum from parents.

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

1. Training was given to the supporting staff on website updation. 2. Supporting staff also attended orientation programme regarding SPARK and Bio metric Punching Sytem. 3. Supporting staff are also trained in using various technological devices available in the instition

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

1. Started Add on diploma course in Computer Applications 2. Add on Certificate Course in Computer Application and Counsellor Training is also continuing. 3. More Computers were added to the computer lab. 4. Development of Infrastructure facilities. 5. Enhancement in placement services.

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
2016	Community Extension Programme with World Vision	18/06/2016	18/06/2016	22/06/2016	50

[View File](#)

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
Debate on Equity and Equality cutting across gender	09/11/2016	09/11/2016	49	Nil
Womens Cell	31/08/2016	08/03/2017	120	Nil

activities under the sponsorship of KSWDC				
Talk on Women and Child Rights	08/11/2016	08/11/2016	49	Nil

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
<p>The institution organizes many initiatives to generate environmental consciousness among staff and students. Campus cleaning is done every month and dust bins are provided in the campus. Campus is made plastic free where staff and students are encouraged to bring their lunch in steel flask and tiffin boxes. The waste in the campus is collected separately as biodegradable and e-waste. Incinerator has been installed in the girl's lavatory. The institution celebrates World Environment Day, World Ozone Day, National Science Day and Women's Day through awareness programmes. Plant saplings are distributed to staff and students on Environmental day. An herbal garden and Ixora garden were set up and Bird's Club also was initiated. Eco Zone, the Nature club organized various activities in the campus to give awareness on environmental conservation.</p>

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Rest Rooms	Yes	Nil
Special skill development for differently abled students	Yes	Nil

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
2016	1	1	13/06/2016	1	Commencement of the Computer literacy programme for the marginalized women	Computer illiteracy	12
2016	3	3	08/11/2016	3	Street play	Social Issues	49
2016	1	1	10/11/2016	1	Flash Mob	Social Issues	49
2016	1	1	16/12/2016	2	Social		119

			016		Visit to Abhaya Bhavan and Shanthi Bhavan	Abandoned Individuals	
2016	1	1	22/07/2017	3	Community extension programme with St. John of God Special School Pampady	Challenged students	10
View File							

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	20/07/2016	<p>Mount Carmel College of Teacher for Women is the first aided Women's Training College in Kerala anchored on the vision of Mother Teresa of St. Rose of Lima, the Foundress of the C.S.S.T. Institute. The Code of ethics has been displayed on the college website as well as in the College Handbook. The Code of Ethics may be amended or supplemented from time to time by the administrative bodies of the College. The institution ensures that the various stakeholders of the college adhere to the code of conduct through the constant monitoring of different Committees constituted at different levels. At the beginning of the academic year staff and students are given an orientation towards the Vision Mission of the institution and the code of ethics and values to be followed. Timely feedback is also provided to the stakeholders by the respective monitoring</p>

committees related to the adherence to the code of ethics in order to facilitate civilization of human values.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Value Education Classes	06/07/2016	18/11/2016	49
Workshop on Student Against Narcotics (SAN)	16/12/2016	16/12/2016	49
Celebration of World Environment day	06/06/2016	06/06/2016	65
Social Visit to Abhaya Bhavan	22/06/2016	15/03/2017	98
Visit to Special School at Pampady	22/07/2016	22/07/2016	16

[View File](#)

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

Campus cleaning was conducted regularly by the teacher trainees.

Herbal garden was maintained in the college campus.

An incinerator has been installed in the girl's lavatory.

The teacher trainees are encouraged to prepare eco-friendly products.

Distribution and planting of saplings in and outside the campus every year in connection with World Environmental Day celebrations.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

During the academic year the institution organized several programme upholding the vision and mission of the institution. 1. Placement Initiatives Institution takes several initiatives for the enhancement of teacher competencies and ensures that the teacher trainees are placed at their best choice. In order to achieve this goal the institution takes keen interest to prepare students for placement by arranging several training sessions. Communicative English classes are arranged for the students. Student teachers are trained to prepare their Resume and to face interviews. Mock interview sessions are conducted to develop confidence in student teachers. Several private schools are invited to the campus for recruitment. Based on the request from schools, students are prepared and encouraged to attend the placement interviews conducted by the schools in their campus. Adding to the reputation of the institution majority of the teacher trainees are placed in various prestigious institutions during the year. 2. Venturing Add on Courses Institution always strives for the all round development of the teacher trainees. To facilitate this objective the institution exploits available opportunities for their additional benefit. During this academic year the institution has taken initiative to introduce Diploma course in Computer applications for the teacher trainees under UGC sponsored Career Oriented Add on programme. Diploma course in Computer applications will equip teacher trainees with necessary technological skills to

integrate ICT effectively in the teaching learning process. In addition to it students are also given the opportunity to attend UGC Sponsored Add on Certificate courses in Counsellor Training and Computer Applications. Add-on course in Counsellor Training will equip the teacher trainees to deal with school students who face academic and personal problems. Several value added courses in Arts and Crafts, Cooking, Tailoring and Embroidery, Eco friendly Products were also conducted for the students.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://mountcarmelcollege.ac.in/best-practices/best-practices>

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

In order to fulfill the vision, the institution provides a life oriented education that empowers the women teacher trainees. Regular value education classes, orientation programmes, community /extension services, several training/awareness programmes are organized for teacher trainees. Many activities have been organized within and outside the institution so as to spread the message of being empowered themselves as well as to empower others. Regular visits of destitute homes enable them to get exposed to experience real life situations and transform them to be humane. Today's teachers need to be adept with the latest technological developments and their application in the field of teaching and learning. Add on courses in Computer Applications and Counsellor Training is initiated for the teacher trainees. The teacher trainees undergoing Counsellor Training course are well equipped to deal with the personal and academic problems of the students in their classrooms and to handle any hurdle that they come across in their future life.

Provide the weblink of the institution

<http://mountcarmelcollege.ac.in/distinctiveness/distinctiveness>

8.Future Plans of Actions for Next Academic Year

? To maintain an eco-friendly campus. ? To encourage teacher educators to participate in National / International Seminars and Workshops. ? To nourish extension services of the institution. ? To conduct Self Defence Training Programme for teacher trainees. ? To provide more placement opportunities to the students.