

The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

I. Details of the Institution

1.1 Name of the Institution	ST. ANN'S COLLEGE OF EDUCATION (AUTONOMOUS)
1.2 Address Line 1	OPP. HEAD POST OFFICE
Address Line 2	ROSARIO CHURCH ROAD, PANDESHWAR
City/Town	MANGALORE
State	KARNATAKA
Pin Code	575 001.
Institution e-mail address	stannedn@dataone.in
Contact Nos.	0824 2427360/ 2444047
Name of the Head of the Institution:	DR. LEONILLA MENEZES (SR. M. CLARE A.C.)
Tel. No. with STD Code:	0824 2427360/ 2444047
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Name of the IQAC Co-ordinator:

DR. FLOSY CLARA ROSHAN
D'SOUZA

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9448150896

IQAC e-mail address:

stanssedn@dataone.in
stannscollegeedn@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879) : **KACOTE10116**

1.4 Website address:

www.stannscollge.net

Web-link of the AQAR:

www.stannscollge.net

For ex. <http://www.ladykeanecollge.edu.in/AQAR201213.doc>

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle		FIVE STAR	03/08/2001	5 yrs.
2	2 nd Cycle	A	3.63/4	31/12/2009	5 yrs.
3	3 rd Cycle				
4	4 th Cycle				

1.6 Date of Establishment of IQAC :

DD/MM/YYYY

25-10-2013

1.7 AQAR for the year (*for example 2010-11*)

2012-2013

1.8 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 - 15-12-2012 - (DD/MM/YYYY)
- ii. AQAR - 06-01-2012
- iii. AQAR - 30-12-2010
- iv. AQAR - 17-09-2009
- v. AQAR - 17-01-2008
- vi. AQAR - 11-04-2007
- vii. AQAR - 01-02-2006
- viii. AQAR - 07-02-2004

1.9 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

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

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

MANGALORE UNIVERSITY

1.12 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. IQAC Composition and Activities

2.1 No. of Teachers

8

2.2 No. of Administrative/Technical staff

2

2.3 No. of students

2

2.4 No. of Management representatives

1

2.5 No. of Alumni

1

2.6 No. of any other stakeholder and
community representatives

1

2.7 No. of Employers/ Industrialists

1

2.8 No. of other External Experts

1

2.9 Total No. of members

17

2.10 No. of IQAC meetings held

8

2.11 No. of meetings with various stakeholders: No. Faculty
 Non-Teaching Staff 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 Institutional Level

(ii) Themes

- Accountability in Education
- Innovative Approach to Teaching Science and Mathematics.
- Education for Human Rights Awareness
- Education and Women Empowerment
- ICT and Education
- Modern Trends in Curriculum Construction
- Continuous and Comprehensive Evaluation in School Education.
- Modern Trends in Research in Education.

2.14 Significant Activities and contributions made by IQAC

In view of the plan of action of IQAC for the academic year 2012-2013 the following significant activities were implemented.

Significant Activities

Students :

1. Four Capacity Building Workshops for pre-service Mathematics Teachers, Science Teachers and Geography Teachers.
2. Three Seminars for Pre-service Mathematics Teachers for content enrichment and Innovative Methodology of Teaching Mathematics.
3. Continuous and Comprehensive Evaluation and its effective implementation in schools – a seminar for all B.Ed. students of the college.
4. Planning and Implementation of computer multi-media lessons by B.Ed. students in practice teaching and internship schools.
5. Organisation and participation in the International Workshop on Accountability in Education and National Conference on Education and Women Empowerment.
6. Participation in the National Youth Festival.
7. Emphasis on Language Laboratory Exercises and Computer Practical Exercises.
8. Training and practice in taking Physical Education classes by every student teacher.
9. Upgrading and improving qualitative and qualitative assessment tools to assess student teachers.

Faculty :

1. Faculty development programme for 2 days on 'Constructive Pedagogy'.
2. A seminar on Implementation of CCE in Schools.
3. Organisation, participation and presentation of papers in the International and National Conference on 'Accountability in Education', 'Education and Women Empowerment'.
4. Participation and presentation of papers in the International Conference, National Level Workshops and Seminars.
5. Training and use of 'Interactive Board' for effective Technology Integration in the classroom.

Community :

1. Workshop for the science teachers of Mangalore Taluk on 'Use of Improvised Teaching Learning Aids' in the classroom.
2. Mother Josephine Memorial Lecture organised by the Alumnae Association.
3. Organisation of an International Conference on 'Accountability in Education' and a National Conference on 'Education and Women Empowerment'.

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
<ul style="list-style-type: none"> • Students chalked out a value oriented action plan to be achieved by the end of the course. • To provide training and opportunity to every student teacher to take up Value Education classes. • The use of integrated approach in the inculcation of values • To introduce need based courses namely Special Education and Computer Education by making suitable curricular modification within the framework. • To train the students to prepare Multimedia Resource Materials for In-service Teachers. 	<ul style="list-style-type: none"> • The student teachers developed Academic, Professional and Research competencies as well as Spiritual, Social and Personal Values. • Training and opportunity were provided ; the student teachers focussed on Inter faith and Peace Education. • The student teachers used 'Integrated Approach' by identifying plug points in teaching every discipline for the inculcation of values. • The student teachers developed sensitivity and learned the strategies of teaching Specially Challenged ; they developed competencies to use technology in the classroom • Student teachers developed a Multimedia Resource Material on the 'Contribution of Scientists'.

<ul style="list-style-type: none"> • To establish a Mathematics Laboratory • To establish 200m. Athletic Track and full fledged standard volleyball court. • To upgrade the Science Laboratory. • To upgrade the Computer System with online facility in the classrooms. • To take feedback on Library books needed for students and faculty and take necessary action. • To enable the student teachers to use Reflective Practices in their Teaching and Learning. • To enhance the habit of Journal writing • To write the Research proposals to undertake major and minor Research Projects of UGC/UBCHEA. • To upgrade the College Journal into a National Journal and obtain ISSN • To compile and publish the PG students Dissertation Abstracts of ten years from 2002-2012. • To organise International Workshop • To organise National Conference on Women related issues. • To establish 'Anti Ragging Cell' and 'Sexual Harassment Prevention Cell'. • To implement Bar Code on certificates. 	<ul style="list-style-type: none"> • A Mathematics Lab was established to enrich Mathematical and pedagogical skills. • Athletic Track and volleyball court were established to provide facilities and develop athletic skills. • Science Laboratory was upgraded in keeping with the changes in school syllabus. • Computer Technology Skills were enhanced and its integration in the classrooms was possible • Need based books were bought to the college library. Additional Research Journals were subscribed. • Reflective practices were being practiced by student teachers through self assessment of their teaching. • The student teachers maintained a personal diary. • One major research project was sanctioned by UBCHEA and Two minor research projects were sanctioned by UGC. • The College Journal is upgraded with ISSN assignment. • Compiled and published as 'COLLATE ANNS – Volume - II'. • International Workshop was organised on Accountable Education. • National conference was organised on the theme 'Education and Women Empowerment' • Established and created awareness among students to devise strategies to handle the situations. • Bar Code on certificates was implemented
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* 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

The summary of AQAR was placed before the Board of Studies, Academic Council and Governing Body of the College. The suggestions given by the members of respective bodies were considered for the qualitative enhancement of the institution.

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	1			
PG	1		1	
UG	1			
PG Diploma	1			
Advanced Diploma	1			
Diploma	--			
Certificate	--			3
Others	--			
Total				
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	1
Trimester	---
Annual	2

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*

Enclosed – Annexure (i)

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

Yes.

- The B.Ed. regulations were revised as per Mangalore University revised regulations for the year 2011-2012 and B.Ed.04 : Computer Education paper was included as General Paper and B.Ed. 07 (E) : Special Education for B.Ed. for 2011-2012 onwards.
- The Computer Education and Special Education faculty prepared a syllabus in B.Ed. 04 : Computer Education, B.Ed. 07 : Special Education and was approved by the Composite BOS and Academic Council and was implemented.
- ‘Constructivist Theory of Learning, Emotional Intelligence, were included in B.Ed. 02: Psychological Perspectives of Education.
- ‘Speech Challenges’, ‘Learning Challenges’ were included in B.Ed. 07 (E) Special Education.
- ‘Constructive Pedagogy’ was introduced in CCM of Teaching English.

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

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	10	4	5		1Physical Director

2.2 No. of permanent faculty with Ph.D.

6

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
4	1	--	--	--	--	--	--	4	1

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	7	14	10
Presented papers	7	12	---
Resource Persons	2	3	6

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

- Systematic and structured practice of continuous and comprehensive evaluation (CCE).
- Reflective practices of the Teaching Learning Process.
- Use of constructive Pedagogy.
- Emphasis on Learner Oriented Individual, Pair and Group Active Learning Strategies.
- Stress on Self Directed Learning Strategies.
- Multimedia Technology Integration, through the use of ‘Razor Bee Teachers Kit’ to give effective classroom lessons.
- Micro Teaching through video recording, viewing and feedback.
- Extended use of e-references.
- Paper presentation skill development
- Strategies for professional development through Internship and other School Associated Programmes.
- Extended Physical fitness development programmes namely yoga practice, Aerobics, use of Gymnasium and the like.
- Team Teaching.
- Service Learning Activities.
- Teaching using ‘Interactive Board’.
- Felicitating a good library reader.

2.7 Total No. of actual teaching days

230

during this academic year

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

Bar coding, Double Valuation, Photocopy, Multiple Choice Questions

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development

10

12

as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

90%

2.11 Course/Programme wise
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Ed.	96	54	38	04	---	100%
M.Ed.	27	20	07	---	---	100%
D.P.P.T.C.	26	17	04	03	01	100%
Ph.D.	37	14 Research Scholars awarded Ph.D. Degree				

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

The IQAC formulated in the beginning of the year chalks out a plan of action to enhance the quality of teaching learning process and makes a commitment to follow the plan of action. The IQAC members meet regularly every month and have formal discussion to evaluate the progress.

The students and staff are given regular feedback during the daily assembly by the IQAC Chairperson, regular group and individual feedback through formal or informal means is given and thus the progress is monitored.

The IQAC meets at the end of the year to evaluate the outcomes and the achievements of the plan of action and to identify the extent of quality enhancement in the teaching learning process.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	
UGC – Faculty Improvement Programme	12
HRD programmes	12
Orientation programmes	---
Faculty exchange programme	4
Staff training conducted by the university	2
Staff training conducted by other institutions	12
Summer / Winter schools, Workshops, etc.	12
Others	12

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	3	2	--	--
Technical Staff	3	--	--	--

Criterion – III

3. Research, Consultancy and Extension

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

- Action Research projects made compulsory.
- Emphasis on Research based assignment in all subjects.
- Sharing of Research experience and reporting the results through synopsis presentation.
- Encouraging students to write Research articles for Journals – emphasis on publication in International and National reputed Journals.
- Library enrichment by adding a number of Research Tools, Peer reviewed Journals, and reference books on Research Methodology and Statistics.
- To train the students to use data processing packages and process the research data collected through self efforts.
- Providing necessary research facilities in college by upgrading the ‘Research Center with online facilities for students, research scholars and for faculty.
- To compile and publish the dissertation abstracts of 10 years of our PG students.
- To maintain a standard Research Journal in college and enhance its quality by registering and getting in ISSN and to write Quality Research articles to be published in the Journal.
- Upgrading the ‘Research Centre’ with online facilities and necessary infrastructure specially for faculty.
- Creating a forum for the staff to meet and discuss the Research experience periodically.
- To write proposals for Minor Research and Major Research projects funded by UGC and UBCHEA .
- To identify the tools, journals and reference books to enhance the Research Skills of students and to purchase the considering the suggestions and recommendations of through Library Committee.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	2	--	--	2
Outlay in Rs. Lakhs	4 lakhs			

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	2	3	2	2
Outlay in Rs. Lakhs	Rs. 77,500/-	1.45 lakhs	1.9 lakhs	

3.4 Details on research publications

	International	National	Others
Peer Review Journals	--	1	--
Non-Peer Review Journals	2	5	--
e-Journals	--	1	--
Conference proceedings	9	6	--

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	2012-2013	UGC		Rs,1,10,000/-
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

3.7 No. of books published i) With ISBN No.

Chapters in Edited Books

4

ii) Without ISBN No.

3

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 Rs, 10,000/-

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number		1	4	---	6
Sponsoring agencies		U.G.C.	U.G.C.		U.G.C. and Management

3.12 No. of faculty served as experts, chairpersons or resource persons 6

3.13 No. of collaborations International 1 National 5 Any other ---

3.14 No. of linkages created during this year 2

3.15 Total budget for research for current year in lakhs :

From Funding agency Rs.2,00,000/ From Management of University/College Rs,1,50,000/-
 Total Rs.3,50,000/-

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College

3.18 No. of faculty from the Institution who are Ph. D. Guides 5
 and students registered under them 37

3.19 No. of Ph.D. awarded by faculty from the Institution 1

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:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

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

1. Extension Activities

- All the Workshops, Seminars, International and National conferences organised by the College were extended to campus teachers, Heads of the Institutions and teachers of all our practice teaching schools, Alumnae members, city school teachers and teacher educators.

- The staff of the college served as Resource Persons in the following areas.
 - Validation of Standard IX and X text books of Karnataka State in English and Social Science.
 - Key resource person with a theme presentation in the ‘National Seminar’ for teacher educators on Digital Pedagogy at Kasaragod.
 - Provided orientation on Action Research to College of Teacher Education faculty.
 - Provided training to staff and students of ‘St. Michael’s School’, Mankapur, UP.
 - Served as resource person at the pre-university faculty development programmes of St. Aloysius College and St. Agnes College.
 - Gave orientation o the faculty of P.G. Centre, St. Agnes College, Presidency School and Prestige International School, Mangalore.
- The Physical Director of the college participated in the south zone coco tournament.
- The college infrastructure facilities namely Library, Language Lab and Computer Lab facilities have been extended to campus staff and students.
- Student teachers organised a ‘Sports Meet’ in primary schools and awarded the winners with prizes.
- The staff and students shared the ‘Christmas’ joy with children of Kannada primary schools by organising a meaningful programme with games and lots of entertainment.
- The needy neighbouring schools were identified and learning aids and materials were provided to these schools. Children in such schools were helped to meet their school expenditure.

2. Institutional Social Responsibility

- Service Learning activities has been organised in the special schools, old age homes, orphanages and schools where children of low SES are educated. Their extension activities have developed in student teachers service mind, sensitivity to social issues and an attitude of social responsibility.
- The members of Guidance and Counselling Cell have involved themselves with the destitute children of ‘Chinnara Thangudhana’ and interacted and provided periodic Guidance and Counselling to the destitute.
- The Human Right Cell has organised activities in ‘Snehalaya Charitable Trust’ a home for destitute and interacted and shared their resources.
- The staff and students of the college participated in the protest rally against the rape and murder of our campus student.
- The staff and students have supported a student of the present batch who was molested by fighting against the culprits in a legal way.
- Provided financial support to a poor students suffering from health complications and supported in completing the course.
- The staff and students participated in the Green Marathon, Road Safety Rally in the city to create awareness among the general pubic.
- The staff and students contributed financially to help the Uttarkhand victims.
- The college made an attempt to pool financial resources from various means through which it was possible to provide financial assistance to needy schools to develop their infrastructure.

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	8 acres			
Class rooms	9			
Laboratories	5			
Seminar Halls	2			
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	---	Bar Code Scanner – 1	U.G.C.	Rs.6,225/-
	2	L.C.D. Projector – 1	U.G.C.	Rs.26,500/-
		Interactive Board – 1	U.G.C.	Rs.71,520/-
		L.C.D. Screen	U.G.C.	Rs.12,238/-
Value of the equipment purchased during the year (Rs. in Lakhs)	1	I Pad - 1	U.G.C.	Rs.12,500/-
	2	Computers - 4	U.G.C.	Rs.1,28,710/
Others				

4.2 Computerization of administration and library

Computerization of Administration and Library

- Training and implementation of online Admission Procedure
- Implementation of Bar Code on B.Ed. Certificates
- Upgrading Library Software
- Updating the web pages of the College Website
- Installation of CCTV for security
- Accounting procedure using software

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	14429	Rs.11,47,388/-	169	Rs.18,775/-	14598	Rs.11,66,163/-
Reference Books	15831	Rs.14,44,784/-	89	Rs.63,531/-	15920	Rs.15,08,315/-
e-Books	51,000 e-books available through INFLIBNET					
Journals	61	Rs.50,913/-	3	Rs.1,700/-	64	Rs.59,244/-
e-Journals	2,100 e-journals including current issues available through INFLIBNET, also online access is available through DELNET and SAGE.					
Digital Database						
CD & Video	309	Rs.27,008/-	18	Rs.3,737/-	327	Rs.30,745/-
Others (specify)						
• Psychological test	314	Rs.54,141/-				
• Maps & Charts	929	Rs.77,420/-				
• Globes	29	Rs. 7,950/-				
• Mathematical Equipments	31	Rs.10,615/-				
• Models of Physical Science, Biology, Human Physiology, History Maps etc	30	Rs. 6,916/-				

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet/ Browsing Centres	Computer Centres	Office	Departments	Others
Existing	77	40	23	--	8	--	6
Added	04	02	--	--	2	--	--
Total	81	42	23	--	10	--	6

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

Upgradation of Equipment	Input Training
<ul style="list-style-type: none"> • All Students, Teachers and Research Scholars have open access to Computer Internet and other Technology Gadgets • M.Ed. Classroom is upgraded with ‘Interactive Board’ • All the Classrooms having LCD, TV facility have been upgraded with Networking facility • The complete Lab is upgraded with Vbunter Soft ware working on LINUX operating system • Our Computer Lab is upgraded with equipments named • ‘Razor – Bee’ – Teachers aid in Multimedia classroom presentations. • Computer Laboratory is upgraded with more computers for student use 	<ul style="list-style-type: none"> • Students are given training in the use of Technology • The staff of the College is given training to use the Interactive Board • The teachers and students are trained to use the Net working facility in the Classroom. • The Mathematics Student Teachers, Mathematics Teachers of Practice teaching school are trained in using Vbunter Software for Mathematics Teaching. • The Staff and Students are provided training in giving Multimedia class room presentations using ‘Razor Bee’. • Students are trained to use the Computer available regularly.

4.6 Amount spent on maintenance in lakhs :

i) ICT	---
ii) Campus Infrastructure and facilities	3.75 lakhs
iii) Equipments	1.10 lakhs
iv) Others	0.25
Total :	5.1 lakhs

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Ensuring regular meetings of different Committee & Cells e.g. Library Committee, Research Committee, Anti ragging Cell, Sexual Harassment Prevention Cell, etc. for taking feedback from students and providing necessary support.
- Maintaining Bulletin Board for enhancing awareness about student support services like ‘Job placement Corner’, ‘Library facility display’, ‘Scholarships’, by the Government available etc.
- Regular Announcement during assembly or beginning of the classrooms regarding scholarships, Book bank facility & other facilities.
- Motivating the students and informing them about the Gold Medal instituted by the Alumnae Association for a Student Topper in the annual examination, and other prizes and scholarships available in the beginning of the Academic Year.
- Motivating and informing students through tutorial classes to answer KES and UGC Net Exams and providing necessary facilities for preparing for competitive Exams.
- Encouraging the students to apply for P.G. Academic and Professional courses as the complete B.Ed. and M.Ed. courses.

5.2 Efforts made by the institution for tracking the progression

- Evaluation of every activity is done through
 - Periodic Staff Meetings
 - Tutorials in Counselling Groups
 - Focussed discussions in every Methodology Classes
 - Individual feedback by Staff teaching different subjects
 - Formative tests and providing feedback
 - Sumatinc test
 - Self evaluation by providing and opportunity to analyse the teaching performance and maintain a Self Evaluation Record.
- Periodic Meetings of Teachers of Practicing Schools are held to track the progression of our students.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
97	27	37	--

(b) No. of students outside the state

35

(c) No. of international students

Men	No	%	Women	No	%
		20%			80%

Last Year (2011-12)						This Year (2012-13)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
B.Ed: 31	5	1	52	--	89	28	9	1	59	--	97
M.Ed.: 26	--	--	--	--	26	27	--	--	--	--	27
Ph.D. 28	1	--	--	--	29	36	1	--	--	--	37

Demand ratio

Dropout %

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

- Providing details of websites regarding competitive exams.
- Supporting by attesting their certificates to apply for the competitive exams.
- Providing orientation about the procedure of UGC-Net exam.
- Taking external support of our Alumni in coaching our staff and students to answer competition exams.
- Providing Books, Journals and other learning material which are useful to prepare for competitive exams.

No. of students beneficiaries

55

5.5 No. of students qualified in these examinations

NET	<input type="text" value="3"/>	SET/SLET	<input type="text" value="2"/>	GATE	<input type="text"/>	CAT	<input type="text"/>
IAS/IPS etc	<input type="text"/>	State PSC	<input type="text" value="15"/>	UPSC	<input type="text" value="10"/>	Others	<input type="text"/>

5.6 Details of student counselling and career guidance

- ‘Guidance and Counselling’ tutorial group meets every week and the teacher educator discusses the problems of students and provides necessary support.
- ‘Guidance and Counselling’ workshop is organised to equip the student teachers with counselling skills.
- Personal and group counselling are rendered by every teacher in the process of lesson plan guidance.
- Career Guidance is provided through Guest Lectures.
- Student teachers are trained to organise Career Guidance Talks in practice teaching schools.
- Family life Education seminar organised helps the students to consult professional for health and legal counselling.

No. of students benefitted

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
25	110	8	57

5.8 Details of gender sensitization programmes

- Staff and students participated in the Gender Sensitization rally of protesting against the rape and murder of our campus student.
- Staff and students organised and took active participation in the ‘Street Utsav’, Women’s Day Celebration.
- Organised a National Conference on ‘Education and Women Empowerment’.
- Organised memorial lectures and seminars on ‘Gender Sensitization’.
- Students prepared Instructional Materials on Gender Sensitization.
- Family Life Education seminar was organised where talks were focussed 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	7	Rs. 45,850/-
Financial support from other sources	39	Rs. 1,91,000/-
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: _____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

<p style="text-align: center;">VISION</p> <p style="text-align: center;">Drawing inspiration from CHRIST THE LIBERATOR The women graduate and post-graduate teachers will be LIGHTED TO LIGHT The young minds amidst the complex societal challenges, In order to dispel the darkness of ignorance and illiteracy in all forms and become persons of deep faith in God and in themselves, Imbued with commitment and service, Towards building up the Precious human resources of our country.</p> <p style="text-align: center;">MISSION</p> <p style="text-align: center;">THE STAFF OF ST. ANN’S COLLEGE OF EDUCATION Imbued with FAITH IN GOD, Academic and Professional Competence, Insight into human situations and global challenges, Reflecting the same through example, Will prepare teachers for our modern society with professional scholarship and leadership capabilities, academic and research competencies, so that as Lights to be Lighted they may spread light of wisdom and knowledge in the School, Home and Society.</p>

6.2 Does the Institution has a management Information System

<p>Yes. Accounting, Admission, Salary, Evaluation System, Library etc. are managed through MIS.</p>

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

6.3.1 Curriculum Development

- Periodical Review and Revision of the syllabus.
- Brain storming session at a specific meeting to decide the inclusion of content, methods and strategies of the curriculum.
- Implementation of need based add on courses, workshops, seminars and guest lectures in meeting the needs of the profession.

6.3.2 Teaching and Learning

- Teaching using Interactive Board.
- Teaching using ‘Constructive Pedagogy’
- Use of Innovative Lesson Plans
- Emphasis on ‘Self Study’ and ‘Discovery Approach to Learning’
- Use of collaborative learning strategies and team teaching, co-operative learning, active learning strategies
- Use of strategies for technological skill development
- Leadership building strategies
- Paper presentation skill development
- Mandatory Dictionary Activities
- Implementation of Creative Thinking Strategies

6.3.3 Examination and Evaluation

- Use of ‘Self Evaluation’ strategies – Evaluation of teaching performance and pre-post.
- Emphasis on Peer evaluation for Formative Assessment.
- Training and Implementation of CCE in schools.
- Use of objective based objective type test items both for formative and summative assessment.
- Introduction of Computer Assisted Assessment.

6.3.4 Research and Development

- Constitution of 'Research Cell' ; drawing a plan of action
- Library enrichment related to Research tools, Journals, reference books, online networking.
- Upgradation of infrastructure to enhance research activities for staff and students – more computers with online facility.
- Carrying out Minor and Major Research Projects funded by UGC and UBCHEA.
- Training programmes to enhance the Research Skills of staff and students.
- Encouraging PG students to participate in the process of open Ph.D. viva voce.
- Contribution of Research Articles by staff and Ph.D. research scholars in leading Journals.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Constitution of a 'Library Committee' ; periodic meetings to improve the working of the Library.
- Felicitating a good reader ; development of an identity criteria. Students fulfilling the criteria are felicitated every year.
- Additional number of frequently used books are bought for the library.
- Reference book rules are changed as per the needs of the book.
- Electronic catalogue of books and electronic index of journal articles are increasingly used by students.
- Addition of 15 Ph.D. thesis of our students to our Library.

6.3.6 Human Resource Management

- Scope to serve as Resource persons to disseminate knowledge and expertise in the seminars, workshops organised by the college.
- Scope to disseminate knowledge and expertise in the leading services outside the college.
- Encourages the staff members to take up projects individually and in groups by different funding agencies (UGC, UNESCO, DSERT, UBCHEA).
- Gives financial assistance to share and gain knowledge through travel and interactions.
- Encourages to write articles for different journals inside and outside college.

6.3.7 Faculty and Staff recruitment

- Recruitment of staff purely based on Merit.

6.3.8 Industry Interaction / Collaboration

- Every year we interact with eight co-operating schools and 100 Internship Schools – Most of our students are immediately absorbed by these schools.
- ‘Job Placement Cell’ displays the advertisement letters for jobs sent by various school in and around the country.
- Campus interviews are held in college for Job Placement of our students.

6.3.9 Admission of Students

- Admission procedure is done online as per the regulations and eligibility criteria of the NCTE, Government and University.

6.4 Welfare schemes for

Teaching	2
Non teaching	4
Students	4

6.5 Total corpus fund generated

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	Yes	Government, UGC and University	Yes	Management
Administrative	Yes	Government, UGC and University	Yes	Management

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?

- In view of the new subjects introduced namely Computer Education and Special Education, Scheme of Evaluation is evolved and followed by the college.
- Development of a Question Bank for the new subjects introduced as well as inclusion and modification in the existing Question Bank.
- Quality of questions are evaluated and analysed and improved periodically

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

6.11 Activities and support from the Alumni Association

- Alumnae Association financially supported the college by constitution of a ‘Gold Medal’ for toppers of UG and PG Course.
- Alumnae Association took a decision to honour 3 toppers of UG course with cash prize every year.
- The mother Josephine Memorial Lecture is organised by the Alumnae Association every year.
- The Alumnae of the college support the staff and students in several ways like giving demonstration lessons, providing feedback and giving individual counselling to our students as well as providing guidance for their Practical Examination.
- They also help in job placement of our outgoing students.

6.12 Activities and support from the Parent – Teacher Association

6.13 Development programmes for support staff

- Giving periodic increment and revision of their salary.
- Advancing their salary on request.
- Interest free loan to meet crises and emergency needs in their family.
- Giving additional skill based training as per the changing needs of the institution.
- EPF, ESI and Gratuity facility.
- Charity when in need.
- Financial support to the children of support staff towards educational expenditure.

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

- Striving to have 'Plastic Free Campus'
- Periodic awareness talks on sustainable measures
- Undertaking a UNESCO project on 'Sustainable Education'.
- Providing awareness to staff and students on the campus on Solid Waste Management.
- Celebration of 'Environment Day' and implementing awareness programmes.
- Maintaining a Garden
- Producing manure using vermin culture.
- Campus cleaning by the students every week.

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.

Innovations and Best Practices	Impact
<ul style="list-style-type: none">• Continuous and comprehensive evaluation<ul style="list-style-type: none">• Training to Teacher Educators• Training to student teachers• Implementation in schools	<ul style="list-style-type: none">• This had a positive impact on the functioning of the college. The practice teaching programme, internship programme were structured based on the CCE changes in the school.• The students interacted with the regular teacher and learnt the Implementation of CCE in Schools.

<ul style="list-style-type: none"> • Access to Library and online computer facilities for students and staff extended • Training and use of ‘Interactive Board for Teaching and Learning’ • Increase Technology and use of Computer Multimedia tools. • Use of Constructive Pedagogy • Decision to honour three Toppers of UG Course with cash prizes. 	<ul style="list-style-type: none"> • The change in the timings of working on Saturdays • Teachers were excited to use the Interactive Board and classes became active. • Use of ‘Razor Bee’, software enhanced the quality of teaching. • The students wrote lesson plans in English using Constructive Pedagogy • The staff and students were happy and motivated with this decision.
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7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

The plan of Action decided upon at the beginning of the year was carried out successfully. The staff and students of the college co-operated and implemented all the activities as per the plan and were able to achieve all that expected outcomes as given in 2.15.

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

- 1) Use of continuous and comprehensive Evaluation (CCE).
- 2) Use of Multi-media Technology tools.
(Annexure (i) and Annexure (ii))

****Provide the details in annexure (annexure need to be numbered as i, ii,iii)***

7.4 Contribution to environmental awareness / protection

- Research focus on environmental awareness, sustainable measures and Disaster Management Skills.
- Striving to have ‘Plastic free Environment’
- Periodic awareness talks on sustainable measures
- Undertaking a UNESCO project on ‘Sustainable Education’.
- To provide awareness to staff and students in the campus on Waste Management.
- Celebration of ‘Environment Day’ and implementing awareness programmes.
- Maintaining a Garden
- Producing manure using vermi culture.
- Campus cleaning by the students.

7.5 Whether environmental audit was conducted? Yes No

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

The college has taken measures for SWOT analysis of teachers and students in academic areas through strategies namely ; (Self Assessment of Teachers and Students), Mutual Feedback, Meeting Sessions, Peer Interactions.

8. Plans of institution for next year

- Preparation of activity Resource Bank for student teachers in every subject.
- Descriptive grading – Peer evaluation strategies
- Structured self study practices – a study diary to be maintained.
- Semantic Protection
- Self defence orientation for student teachers
- Child abuse awareness programmes
- Regular community singing practice
- Action research projects within the college for the faculty.
- Extended simulated practices
- Qualitative implementation of CCE
- Service Learning Activities – serving disadvantaged groups - in collaboration with NGOs.
- Neighbourhood eco-friendly awareness programmes.
- Culture dissemination through meaningful cultural activities.
- General suggestion box – academic suggestion box.
- Maintenance of News diaries
- Evolving innovative lessons plans formats.
- Publishing ‘Innovative Teaching Learning Activity Bank’.
- Sending proposals for Minor Research Projects to funding agencies

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Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Alumni Feedback :

The Alumnae Association of the college functions effectively and the Executive Committee meetings are held regularly and the feedback is taken from our Alumni. Some of our Alumni are the teachers in our Practice in teaching schools, they give feedback to the faculty and students. The feedback of our Alumni helps in enhancing the quality of our curricular and co-curricular activities.

Employees :

The teaching performance of our B.Ed. student teachers is well appreciated by employers, most of the time telephonically and in some cases by postal means. Some of the employees are a part of our administrative body who give us feedback during meetings held annually.

Students :

Feedback is being taken on each staff member by the principal and the same has been communicated during institutional planning. This feedback is being communicated to the staff member and each staff member has taken the feedback individually and the action plan for the present year has been developed based on these suggestions. Each teacher educator takes the individual evaluation from the student teachers.

Based on the feedback from the Principal, peers and students each staff member prepares the annual action plan to fulfill the objectives of the college and the course.

- Staff have provided for additional time for individual guidance for students.
- Based on students feedback canteen and health care facilities are provided.
- More time is allotted for planning of practice-in-teaching.
- Additional computers are provided for internet facilities.
- More time is provided for individual counseling of students.
- Additional facilities and time is provided for library work.
- Additional LCD is installed in the M.Ed. class room.
- Interactive Board is installed in the M.Ed. Classroom
- Need based books, are brought to the Library in Regional Language
- Sexual harassment cell and anti ragging cell are established to take feed back from students.

The Library committee has been formulated, regular meetings are held to take feedback from students regarding library facilities. Based on the student feedback the following changes are made.

- Library books are issued on all the working days.
- Library and office working hours are extended

**BEST PRACTICE : CONTINUOUS AND COMPREHENSIVE EVALUATION (CCE)
IN THE PROCESS OF TEACHING AND LEARNING**

CCE is a system that is in-built in the teaching learning process, where the teacher continuously assesses each child's progress during the process of teaching, by observing children's participation, asking questions, facilitating individual and group activities, small Periodic Learners, projects or tests.

The institution has made efforts to provide practical experience to the student teachers to utilize it in the teaching learning process.

- A one day workshop on 'Continuous and Comprehensive Evaluation' was organized for our teacher trainees. The staff actively participated in the workshop and assisted the resource persons in guiding the student teachers during the group work. During the workshop the resource persons dealt with the following:
 - ✓ The theoretical approach to CCE, emphasizing on its needs and goals in today's context.
 - ✓ The necessity for evaluation in both scholastic and non scholastic areas and the need in measuring the abilities and talents of the students.
 - ✓ The importance of Chaitanya Approach in teaching.
 - ✓ The procedure of using the five point grading system was explained with illustrations referring to every subject covered under Secondary School.
 - ✓ Procedure of the preparation of the various tools of CCE such as Check List and Rating Scale.
 - ✓ Identification of the various techniques of CCE, such as written test, oral test, observation, daily work, group discussion, group experiments, quiz, role play, pick and speak with respect to the particular subject.
 - ✓ In the group work, the teacher trainees were expected to select a particular content from their methodology subject, identify the technique of CCE and prepare the tool to measure it.
 - ✓ Presentation of the group work was done to facilitate discussion and suggestions.

- A follow up on the above activity was done in each of the methodology subjects. The student teachers were given a number of practice exercises to identify the technique of CCE for a particular content and accordingly prepare the tool to evaluate it.
- During the Practice- in- teaching programme the teacher trainees used the Chaitanya approach of teaching – learning, which facilitated them to prepare more appropriate techniques and tools [rating Scale and Check list] related to CCE. The co-operating teachers extended their best support in guiding our trainees to implement the same.
- The internship programme provided the trainees with ample opportunities to effectively use CCE in the process of teaching and learning. The mentor teachers guided our trainees in this regard.
- The faculty had a workshop to reflect over the Syllabus of B.Ed. Course associating with the salient features of NCF 2005, NCFTE 2009, RTE 2009, and CCE and their implications for educational practices.

**BEST PRACTICE : USE OF COMPUTER MULTI-MEDIA TOOLS
IN THE PROCESS OF TEACHING AND LEARNING**

- The faculty of the Institution were trained to use the ‘Razor Bee’ a Mutli-media tool in the preparation of their demonstration lessons and students have been exposed to ‘Razor Bee’ and helped them to prepare their multimedia lesson for the practice in teaching.
- The faculty were trained in the use of the Interactive Board in the classroom.
- Students have made an attempt to prepare the computer multimedia lessons and to teach during the practice in teaching.
- Along with their PPT presentation they have made use of the smart board during the classroom teaching.
- Staff members have used Computer PPT Slides to deliver their classroom lecture.
- Students have made use of the Computer PPT for their team teaching and seminar presentation.
- All the 100 students have been divided according to the computer knowledge. Some of them were computer advance group and some were beginners. All learnt to use the computer according to the need of the school. Students of the advanced group learnt to prepare lessons using the software the ‘Movie Maker’ with this knowledge and training they prepared ‘Movie’ to present the report of the club activities and used it for other curricular activities.
- Training on the effective using of ICT in Mathematics teaching was implemented using the software ‘Geogebra’ – Ubuntu for B.Ed. teacher trainees of Science Methodology. This facility was extended to Science and Mathematics inservice High School teachers of Mangalore Taluk through a workshop. Through this Ubuntu – Geogebra software students were able to learn many concepts in Mathematics specially in Geometry.

