

## 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, 2017 to December 31, 2018)

### 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	<a href="mailto:stannedn@dataone.in">stannedn@dataone.in</a> stannscollegeedn@gmail.com
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
Mobile:	9449526312

Name of the IQAC Co-ordinator:

DR. FLOSY CLARA ROSHAN  
D'SOUZA

Mobile:

9448150896

IQAC e-mail address:

[stanssedn@dataone.in](mailto:stanssedn@dataone.in)  
[stannscollgeedn@gmail.com](mailto:stannscollgeedn@gmail.com)

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

1.4 NAAC Executive Committee No. Date :

EC(SC)/04/RAR/82 dated 10-12-2014

1.5 Website address:

[www.stannscollge.net](http://www.stannscollge.net)

Web-link of the AQAR:

[www.stannscollge.net](http://www.stannscollge.net)

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle		FIVE STAR	03/08/2001	5 yrs.
2	2 <sup>nd</sup> Cycle	A	3.63/4	31/12/2009	5 yrs.
3	3 <sup>rd</sup> Cycle	A	3.71/4	10/12/2014	7 yrs.
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

25-10-2012

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 2016-17 submitted to NAAC on **06-02-2018**

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 Edn)

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

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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

10

2.2 No. of Administrative/Technical staff

--

2.3 No. of students

1

2.4 No. of Management representatives

1

2.5 No. of Alumni

1

2.6 No. of any other stakeholder and  
community representatives

2

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

4

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

- Communicative English.
- Service Learning in Education
- Innovative Approaches to Teaching Science and Mathematics.
- Innovative Approaches to Teaching Social Science
- Innovative Approaches to Teaching Language
- Education for Human Rights Awareness
- Education and Women Empowerment
- ICT and Education – Application of Interactive Board
- Sustainable Development
- Modern Trends in Curriculum Construction
- Continuous and Comprehensive Evaluation in School Education.
- Modern Trends in Research in Education.
- Skills and competencies in teaching Higher Education
- Language across Curriculum.
- Guidance and Counselling – Counselling the Adolescence
- Interreligious Harmony through Peace Education
- Self Defensive Skills
- Personality Development
- Fine Art and Performing Art
- Family Life Education

2.14 Significant Activities and contributions made by IQAC

In view of the plan of action of IQAC for the academic year 2016-2017 the following significant activities were implemented.

#### Significant Activities

##### Students :

- Emphasis on Language Laboratory Exercises and Computer Practical Exercises.
- Training and practice in taking Physical Education classes by every student teacher.
- Implementing Reflective Practices in Teaching
- Training to undertake service learning projects.
- Workshops on imparting Peace Education
- Capacity Building Workshops for pre-service Mathematics Teachers, Science Teachers, Teachers of Kannada, Teachers of English and Geography Teachers.

- Training in using ‘Language across curriculum’.
- Workshops on effective use of ‘Interactive Boards’.
- Workshops on performing and fine art.
- Planning and Implementation of computer multi-media lessons by B.Ed. students in practice teaching and internship schools.
- Preparing and Validating instructional packages using advanced pedagogies.
- Upgrading and improving qualitative and quantitative assessment tools to assess student teachers.
- Training in E-Banking Skills.

**Faculty :**

- Participation in Conferences/Seminars at National and State level as Resource Persons.
- Participation as external auditor for Academic auditing of other University affiliated colleges.
- Preparation of resource materials for projects of universities and organizations.
- Interdisciplinary collaboration with other universities/colleges to provide open Elective Courses.
- Serving as IQAC members of other college/universities.
- Faculty development programme on modern trends in research in education and using Interactive Boards for classroom teaching.
- Participation and presentation of papers in the International Conference, National Level Workshops and Seminars.
- Publication of articles in the Peer Reviewed Journals.
- Open consultancy services to school teachers and administrators, administrators of School Boards and others.

**Community :**

- Two Seminars on preparing for NAAC Peer Team visits.
- Two Workshops on institutionalising service learning at school and college levels.
- Guiding Five Institutions (DIET) to establish and use Language Lab.
- Workshop for Pre-service teachers and Teacher Educators of Mangalore Taluk on use of Language Laboratory.
- Guiding two institutions for Higher Education in activities of IQAC.

**2.15 Plan of Action by IQAC/Outcome**

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

Plan of Action	Achievements
<ul style="list-style-type: none"> <li>• Emphasis on Psycho-Social testing including lab/field assignment.</li> <li>• Strengthening constructive approach in teaching learning.</li> <li>• Organizing structured feedback sessions based on reflective teaching</li> <li>• Training student teachers on maintaining Reflective Journal</li> </ul>	<ul style="list-style-type: none"> <li>• Psycho-Social testing was included in the B.Ed/M.Ed. curriculum.</li> <li>• Constructive approach in teaching-learning was strengthened through workshops. B.Ed. students executed such lessons during Practice-teaching and Internship in schools.</li> <li>• Structured feedback sessions based on reflective teaching were organised periodically for staff and students.</li> <li>• All the student teachers were trained to maintain Reflective Journal</li> </ul>

<ul style="list-style-type: none"> <li>• Expository writing to enhance language competencies of student teachers</li>   <li>• In-depth study of review of literature in particular areas of study.</li>   <li>• Strengthening ICT based teaching – learning skills of staff and students.</li>   <li>• Organising Social Awareness talks for student teachers.</li>   <li>• Publishing research articles in College Journal and other peer reviewed Journals.</li>   <li>• Experiential Learning through subject based field trips.</li>   <li>• Descriptive grading – Peer evaluation strategies</li>   <li>• Preparation of Activity Resource Bank for student teachers in every subject</li>   <li>• Establishing scholarship funds through Alumnae.</li>   <li>• To organize Remedial Academic Guidance Coaching Programme for B.Ed. students.</li>   <li>• Structured self study practices – a study diary to be maintained.</li>   <li>• Maintaining a vocabulary diary</li> </ul>	<ul style="list-style-type: none"> <li>• All the student teachers followed the procedure of expository writing to enhance the language competencies.</li>   <li>• M.Ed. students made in-depth study of review of literature in their areas of study.</li>   <li>• Through effective use of ‘Interactive Board’, ‘Language Lab’ and ‘Web based learning’, ‘ICT based teaching-learning skills’ of staff and students were strengthened.</li>   <li>• Social awareness talks in the areas of Gender Equality, Human Rights, Healthy Family Life etc were organised.</li>   <li>• The faculty and the Research Scholars published research articles in the College Journal and other Peer Reviewed Journals.</li>   <li>• Number of field trips were organised to enhance direct learning experience.</li>   <li>• Peer evaluation strategies were evolved and implemented</li>   <li>• Under the guidance of the faculty the student teachers prepared the Activity Resource Bank</li>   <li>• The existing scholarship fund was strengthened with the generous assistance of Alumnae.</li>   <li>• Remedial Academic Guidance Coaching Programme was organised periodically for B.Ed. teacher – trainees.</li>   <li>• A self study diary was maintained by the student teachers</li>   <li>• The students learnt new concepts/new words everyday and maintained vocabulary diary.</li> </ul>
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<ul style="list-style-type: none"> <li>• Video recording of Micro teaching lessons of student teachers followed by constructive peer feedback and self reflection.</li> <li>• Extended simulated practices</li> <li>• To strengthen service learning activities</li> <li>• Maintenance of seminal text diaries</li> <li>• Child abuse awareness programmes</li> <li>• Training UG and PG students in Yoga for Health</li> <li>• Neighbourhood eco-friendly awareness programmes</li> <li>• Culture dissemination through meaningful cultural activities</li> <li>• Training in academic skills integrated teaching</li> <li>• Publishing innovative Teaching Learning Activity Bank</li> <li>• Extension of consultancy services of faculty</li> <li>• To conduct motivational activities before every class</li> </ul>	<ul style="list-style-type: none"> <li>• Video recording of Micro teaching lessons of B.Ed. teacher trainees followed by constructive peer feed back sessions were organised.</li> <li>• To strengthen the teaching learning skills of student teachers extended simulated practices were organised. They were also trained to impart integrated lessons</li> <li>• The faculty and student teachers were given orientation and training to strengthen further service learning activities by the experts. Service learning activities were conducted systematically in the Urban as well as Rural areas.</li> <li>• The M.Ed. students maintained a diary of Seminal text of great Educationists</li> <li>• Awareness programmes on prevention of child abuse and child rights were organised with the assistance of experts in this area.</li> <li>• Once a week training in Yogic Exercises was held.</li> <li>• Eco-friendly awareness programmes were organised in neighbourhood schools.</li> <li>• A number of cultural activities were organised during the academic year to mark various celebrations and to provide opportunities for culture dissemination</li> <li>• Students were trained to impart skill integrated lessons</li> <li>• Preparation for publishing 'Innovative Teaching Learning Activity Bank' is an ongoing process.</li> <li>• The faculty provided consultancy open to all teachers and administrators of the district.</li> <li>• Faculty commenced their classes with interesting and motivating activities.</li> </ul>
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Plan of Action	Achievements
<ul style="list-style-type: none"> <li>• Qualitative implementation of CCE</li> <li>• Service Learning Activities – serving disadvantaged groups – in collaboration with NGOs.</li> <li>• New arrivals – Books, Journals to be displayed for two weeks.</li> <li>• Publishing College Magazine</li> <li>• Evolving innovative lesson plan formats</li> <li>• Developing language ability of Student Teachers</li> <li>• Preparing subject wise Bulletin displays and Wall Magazines.</li> <li>• To strengthen the existing laboratories</li> <li>• Upgrading College Journal</li> <li>• Preparing lesson observation schedules for the use of co-operating teachers.</li> </ul>	<ul style="list-style-type: none"> <li>• Qualitative implementation of CCE was done by the teacher educators and student teachers</li> <li>• Service Learning Activities were conducted by the faculty and student teachers to meet the service and learning goals in collaboration with local NGOs.</li> <li>• New arrivals – Books and Journals were displayed in the library for two weeks</li> <li>• An Annual College Magazine has been published which includes students article in all languages.</li> <li>• Each method master with the help of subject experts evolved innovative lesson plan formats to use of 5E Model.</li> <li>• Through Language Laboratory and other input sessions language ability of Student Teachers was developed.</li> <li>• Subject wise Bulletin displays and Wall Magazines were prepared.</li> <li>• The existing laboratories were strengthened to make them more relevant to changed curriculum</li> <li>• College Journal was upgraded by inviting editorial team and authors of research papers from outside Mangalore University also.</li> <li>• Separate lesson observation schedules were prepared for the use of co-operating teachers.</li> </ul>

Plan of Action	Achievements
<ul style="list-style-type: none"> <li>• Organising personality and professional enhancement programmes for the staff members</li> <li>• Undertaking more research projects</li> <li>• Strengthening Library reference skills in staff and students.</li> <li>• Writing of Autobiography and Personal Profile in value education classes</li> </ul>	<ul style="list-style-type: none"> <li>• Opportunities and facilities were provided for the personality and professional enhancement of the staff members.</li> <li>• College undertake more research projects and published the research works.</li> <li>• Opportunity and facilities were provide to strengthen library reference skills in staff and students.</li> <li>• Students were trained to write Autobiography and Personal Profile.</li> </ul>

\* 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 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.

## 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	--	1	--
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate	--	--	--	3
Others	--	--	--	--
<b>Total</b>	<b>4</b>	<b>--</b>	<b>2</b>	<b>3</b>
Interdisciplinary				
Innovative				

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

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

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.

- As per NCTE Regulations 2014, B.Ed. and M.Ed. Programmes follow Choice Based Credit System of Two years duration spread out into four semesters. As per the Curriculum Frame work given by NCTE, the Syllabus of these courses is prepared and validated by the faculty taking the guidance and feedback of the experts. Additional meetings of Board of Studies and Academic Council are conducted.

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

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## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
16	9	6		1Physical Director

2.2 No. of permanent faculty with Ph.D.

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
--	--	--	--	--	--	--	--	--	--

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	2	7	9
Presented papers	--	1	---
Resource Persons	--	4	8

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

- Strategies for professional development through Internship and other School Associated Programmes
- Stress on Self Directed Learning Strategies.
- Reflective practices of the Teaching Learning Process.
- Multimedia Technology Integration
- Team Teaching.
- Systematic and structured practice of continuous and comprehensive evaluation (CCE).
- Felicitating a good library reader
- Maintenance of seminal Text Diary.
- Expository writing for personality development.
- Self development reports.
- Use of constructive and advanced Pedagogy.
- Activity oriented and field study oriented learning.
- Emphasis on Learner Oriented Individual, Pair and Group Active Learning Strategies.
- Developing innovative lessons based on 5E Model.
- Self development reports.
- Maintenance of ‘News Diary’.
- Service Learning Activities.
- Micro Teaching through video recording and feedback.
- Book review of Seminal Educational Texts.
- Learning through ‘Action Research’.
- Blog creation and interaction.
- Paper presentation skill development
- Extended Physical fitness development programmes namely yoga practice, Aerobics, use of Gymnasium and the like.
- Teaching using ‘Interactive Board’.
- Preparing and executing ‘ICT’ based teaching and learning at school level.

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

270

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, Open Book Examination

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

10

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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. – Ist year	48	I Semester : Passes : 48		II Semester : Passes : 47		
		III Semester : Passes : 46				
IInd year	49	I Semester : Passes : 48		II Semester -Passes : 48		
		III Semester : Passes : 48		IV Semester : Passes : 48		
M.Ed. - Ist year	4	4	--	--	--	100%
IInd year	9	9	--	--	--	100%
Ph.D.	28	----				

### 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 more often if needed and have formal discussion to evaluate the progress.

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

The IQAC meets at the end of the semester 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. The IQAC members also take written feedback from the peers, students, alumnae, teachers from practicing schools and employers of our students for the purpose.

### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	2
UGC – Faculty Improvement Programme	2
HRD programmes	2
Orientation programmes	1
Faculty exchange programme	4
Staff training conducted by the university	4
Staff training conducted by other institutions	6
Summer / Winter schools, Workshops, etc.	4
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	2	3	--	--
Technical Staff	3	--	--	--

## Criterion – III

### 3. Research, Consultancy and Extension

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

- Library enrichment by adding a number of Research Tools, Peer reviewed Journals, and reference books on Research Methodology and Statistics.
- Providing guidance for academic writing.
- Providing necessary research facilities in college by upgrading the ‘Research Center with online facilities for students, research scholars and for faculty.
- To train the students to write articles for students magazine.
- 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.
- To train the students to use data processing packages and process the research data collected through self efforts.
- Administering and analysing psychological tests for understanding of the self.
- Action Research projects made compulsory.
- Emphasis on Research based assignment in all subjects.
- Creating a forum for the staff to meet and discuss the Research experience periodically.
- Organisation of Research Colloquium periodically for staff and students.
- Guiding and supporting the junior faculty of the college to strengthen their research skills.
- Guiding the Alumnae who have secured Ph.D. Degree through the college to publish research papers.
- 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.
- Providing opportunity to develop communication and expository skills thorough relevant activities.
- To publish a Peer Reviewed 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.
- Printing and circulating innovative instructional material prepared as part of M.Ed. and Ph.D. research, among educational institutions.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	--	--	--

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	--	--	--

3.4 Details on research publications

	International	National	Others
Peer Review Journals	--	20	--
Non-Peer Review Journals	--	24	--
e-Journals	--	01	--
Conference proceedings	--	05	--

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	2017-2018	---	---	---
Minor Projects	2017-2018	---	---	---
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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.9 For colleges

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

3.10 Revenue generated through consultancy

Rs, 10,000/-

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	--	--	1	---	8
Sponsoring agencies	--	--	Management	--	Management

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

8

3.13 No. of collaborations

International  National  Any other

3.14 No. of linkages created during this year

4

3.15 Total budget for research for current year in lakhs :

From Funding agency

From Management of University/College

Total

3.16 No. of patents received this year

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

3.1 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 and students registered under them

3
28 + 2 overseas

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

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

JRF	<input type="text"/>	SRF	<input type="text"/>	Project Fellows	<input type="text"/>	Any other	<input type="text"/>
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3.21 No. of students Participated in NSS events:

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.22 No. of students participated in NCC events:

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.23 No. of Awards won in NSS:

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.24 No. of Awards won in NCC:

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	6		
NCC	<input type="text"/>	NSS	<input type="text"/>	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, 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.
  - All the staff gave orientation to the staff of 9 cooperative schools.
  - Two staff gave orientation to 1200 nursing students at two seminars.
  - One staff served as the Resource Person at the faculty development programme of Nursing College.
  - Three staff gave orientation to PTA members of two different schools.
  - Staff served as external auditors for academic auditing organised by IQAC cell of other colleges.
- Guided two colleges regarding preparation for NAAC Peer Team Visit.
- Guided teacher educators of Mangalore University regarding preparation of new B.Ed. syllabus.
- The Physical Director of the college participated as a resource person in number of tournaments and sports meets.
- The college infrastructure facilities namely Library, Language Lab and Computer Lab facilities have been extended to campus staff and students.
- 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.
- The staff and students conducted service learning activities in two schools and in two destitute homes.

#### 2. Institutional Social Responsibility

- Staff and students were involved in collection of funds in order to provide financial help to build houses for the poor and needy.
- Service Learning activities were 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.
- Provided financial support to poor students suffering from health complications and supported in completing the course.
- The staff and students participated in the Swatch Bharath, Road Safety Rally in the city to create awareness among the general public.
- Three institutions lacking infrastructure were provided with sports material, science equipments and other teaching learning aids.
- The college supported the Management towards the project of building houses for the poor.
- 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 to promote financial assistance to provide home for the homeless.
- The staff and students collected clothes, grains, stationery, toilet articles and distributed to the orphanages and homes for the destitutes.

## 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 ( $\geq$ 1-0 lakh) during the current year.		Solar System	U.G.C.	Rs.2,40,000/-
Value of the equipment purchased during the year (Rs. in Lakhs)		Intercom/ Telephone Set	College	Rs.2,174/-
		Speaker	College	Rs.16,999/-
		Computer Equipment's	U.G.C.	Rs.40,634/-
		Water Drum	U.G.C.	Rs,7,900/-
Others				

#### 4.2 Computerization of administration and library

##### Computerization of Administration and Library

- Training and implementation of online Admission Procedure
- Implementation of Bar Code
- Development tailor made Computer Assister Testing software for data entry and generation of progress cards.
- Upgrading Library Software
- Updating the web pages of the College Website
- Accounting procedure using software

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	16265	Rs.15,80,831/-	645	Rs.1,33,665/-	16910	Rs.17,23,496/-
Reference Books	16827	Rs.18,41,610/	52	Rs.44,545/-	16879	Rs.18,86,155/-
	33092	Rs.34,41,441/	697	Rs.1,78,210/-	33789	Rs.36,09,651/-
e-Books	97,000 e-books available through INFLIBNET					
Journals	78	Rs.1,02,934/-	-	-	78	Rs.1,24,175/-
e-Journals	6,000 e-journals including current issues available through INFLIBNET, also online access is available through DELNET and SAGE.					
Digital Database						
CD & Video	354	Rs. 32,897/-	--	--	355	Rs. 32,897/-
Others (specify)						
• Psychological test	385	Rs. 90,492/-	--	--	385	Rs. 90,492/-
• Maps & Charts	1098.	Rs. 1,10,030/-	--	--	1098	Rs. 1,10,030/-
• Globes	29	Rs. 7,950/-	--	--	29	Rs. 7,950/-
• Mathematical Equipments	31	Rs. 10,615/-	--	--	31	Rs. 10,615/-
• Models of Physical Science, Biology, Human Physiology, History Maps etc	30	Rs. 6,916/-	--	--	30	Rs. 6,916/-

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet/ Browsing Centres	Computer Centres	Office	Departments	Others
Existing	86	42	23	--	10	--	6
Added	--	--	--	--	--	--	--
Total	86	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"> <li>• All Students, Teachers and Research Scholars have open access to Computer Internet and other Technology Gadgets</li> <li>• M.Ed., B.Ed. Classrooms are upgraded with 'Interactive Board'</li> <li>• All the Classrooms are upgraded with LCD Projector and upgraded with Computer with Networking facility</li> <li>• The Lab is upgraded with Ubuntu Software working on LINUX operating system</li> <li>• Computer Laboratory is upgraded with more computers for student use.</li> <li>• Staff members guiding the Ph.D. Scholars are provided with personal computers with internet facilities.</li> <li>• B.Ed. classrooms are upgraded with computers, LCD and interactive boards.</li> <li>• Language laboratory is made functional.</li> </ul>	<ul style="list-style-type: none"> <li>• Students are given training in the use of Technology</li> <li>• The staff and students of the College are given training to use the 'Interactive Board'.</li> <li>• The teachers and students are trained to use the Net working facility in the Classroom.</li> <li>• The Mathematics Student Teachers and Mathematics Teachers of Practice teaching schools are trained in using Ubuntu Software for Mathematics Teaching.</li> <li>• The Staff and Students are provided training in giving Multimedia class room presentations.</li> <li>• Students are trained to use the Computers available regularly.</li> <li>• Staff and students are trained to use technology facility in classrooms.</li> <li>• Staff are trained to take Language Lab classes and students are guided to use the Language Lab effectively.</li> </ul>

4.6 Amount spent on maintenance in lakhs :

i) ICT	---
ii) Campus Infrastructure and facilities	--
iii) Equipments	0.68 lakhs
iv) Others	2.40lakhs
<b>Total :</b>	3.08 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 classes 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, TET and UGC NET/KSET Exams and providing necessary facilities for preparing for competitive Exams.
- Additional input was given to M.Ed. students to answer KSET and UGC NET exams.
- Additional input was given to students to improve their Communications skills, Expository writing and Academic writing skills.

#### 5.2 Efforts made by the institution for tracking the progression

- Evaluation of every activity is done through periodic student council meetings
  - Periodic Staff Meetings – Mentoring groups
  - Counselling Groups
  - Focussed discussions in every Pedagogy Classes
  - Individual feedback by Staff teaching different subjects
  - Formative tests and providing feedback
  - Summative tests
  - Providing Guidance after every test.
  - Remedial Teaching.
  - Self evaluation by providing opportunity to analyse the teaching performance and maintain a Self Evaluation Record.
- Periodic Meetings of Teachers of Practicing Schools are held to track the progress of students.

5.3 (a) Total Number of students

UG	PG	Ph.D.	Others
100	13	28	--

(b) No. of students outside the state

17
----

(c) No. of international students

2 Ph.D. Scholars
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Men	No	%	Women	No	%
	-			2	

Last Year (2016-17)						This Year (2017-18)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
B.Ed: 32	3	--	15	--	50	29	3	3	15	--	50
M.Ed.: 8	--	--	1	--	9	4	--	--	--	--	4
Ph.D. 26	1	1	--	--	28	26	1	1	--	--	28

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, SLET and TET Exams.
- Providing training in reflective thinking and logical reasoning.
- Taking external support of our Alumni in coaching our staff and students to answer competitive examinations
- Providing additional Books, Journals and other learning material which are useful to prepare for competitive exams.

No. of students beneficiaries

111
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5.5 No. of students qualified in these examinations

NET                                      SET/SLET                                      GATE                                      CAT  
IAS/IPS etc       State PSC       UPSC       Others

5.6 Details of student counselling and career guidance

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

No. of students benefited

111

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
20	45	30	10

5.8 Details of gender sensitization programmes

- Staff and students participated in the Workshops and Seminars on Gender Sensitization.
- Staff and students organised and took active participation in the Women’s Day Celebration.
- Organised memorial lectures and seminars on ‘Gender Sensitization’.
- Family Life Education seminar was organised where talks were focussed on Gender Sensitization.
- Books on related topics were added to the Library.
- Staff and students participated in one day seminar on ‘Third Gender’



## 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	9	Rs. 90,000/-
Financial support from government	4	Rs. 71,000/-
Financial support from other sources	18	Rs. 90,000/-
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;"><b>VISION</b></p> <p style="text-align: center;">Drawing inspiration from <b>CHRIST THE LIGHT</b> Women Graduate and Post-graduate Teachers and Research Scholars will be <b>LIGHTED TO LIGHT</b> Young minds amidst the complex National and Global challenges, Imbued with Human Values, Towards building up precious Human Resources for Society</p> <p style="text-align: center;"><b>MISSION</b></p> <p style="text-align: center;"><b>THE STAFF OF ST. ANN’S COLLEGE OF EDUCATION</b> Imbued with <b>FAITH IN GOD</b> will prepare Teachers for Modern Society with Personal, Academic, Research and Professional Excellence to spread the light of Wisdom and Knowledge to Humanity.</p>
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6.2 Does the Institution has a Management Information System

Yes. Accounting, Admission, Salary, Evaluation System, Library etc. are managed through MIS.
--

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

#### 6.3.1 Curriculum Development

- Implementation of need based add on courses, workshops, seminars and guest lectures in meeting the needs of the profession.
- Brain storming session at a specific meeting to decide the inclusion of content, methods and strategies of the curriculum.
- Periodical Review and Revision of the syllabus.
- Preparation of syllabus based on 2014 regulations for two years B.Ed. and M.Ed. programme.

#### 6.3.2 Teaching and Learning

- Use of strategies for technological skill development
- Use of collaborative learning strategies team teaching, co-operative learning, active learning strategies
- Paper presentation skill development
- Personality Development activities
- Use of Interactive Board in the Teaching Learning Process.
- Leadership building strategies
- Mandatory Dictionary Activities
- Implementation of Creative Thinking and Writing Strategies
- Introducing 'Reflective Thinking' exercises.
- Constructive Pedagogy in the Learning Process
- Use of Innovative Lesson Plans using ICT tools
- Language across the curriculum activities.
- Fine Art and Performing Art activities.
- Emphasis on 'Self Study' and 'Discovery Approach to Learning'

### 6.3.3 Examination and Evaluation

- Open Book Examination
- Preparation of Question Banks
- Emphasis on Peer evaluation for Formative Assessment.
- Training and Implementation of CCE in schools.
- Use of ‘Self Evaluation’ strategies – Evaluation of teaching performance (pre-post evaluation).
- Implementing Grading system.
- Introduction of Computer Assisted Assessment.
- Implementing Choice Based Credit System.
- Emphasis on reflective practices in Assessment.

### 6.3.4 Research and Development

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

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- Addition of Ph.D. thesis of our students to our Library.
- New books are added based on the new syllabus.
- Additional number of frequently used books are bought for the library.
- Reference book rules are changed as per the needs of students.
- Electronic catalogue of books and electronic index of journal articles are increasingly used by students.
- Felicitating a good reader ; development of an identity criteria. Students fulfilling the criteria are felicitated every year.
- Availability of ICT infrastructure in the library – computers, printers and online facility.
- Additional online and offline Journals are subscribed.
- Constitution of a ‘Library Committee’ ; periodic meetings to improve the working of the Library.
- INFLIBNET availability to staff and students.

### 6.3.6 Human Resource Management

- Encourages the staff members to take up projects individually and in groups by different funding agencies (UGC, UNESCO, DSERT, UBCHEA).
- Encourages to write articles for different journals published by the college and also in reputed peer viewed journals – both National and International journals.
- Scope for the staff 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.
- Gives financial assistance to share and gain knowledge through travel and interactions.

### 6.3.7 Faculty and Staff recruitment

- Recruitment of staff purely based on Merit.

### 6.3.8 Industry Interaction / Collaboration

- College News Letter and Website are also used to find links with the educational institutions for placement of our students.
- ‘Job Placement Cell’ displays the advertisement and request letters for jobs sent by various school in and around the country.
- Every year we interact with nine co-operating schools and about 75 Internship Schools – Most of our students are immediately absorbed by these schools.
- 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	6
Non teaching	4
Students	7

### 6.5 Total corpus fund generated

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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 declare 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.
- Based on total changes made in M.Ed. and B.Ed. syllabus evaluation scheme also is modified.
- Quality of questions are evaluated and analysed and improved periodically
- Development and Implementation of a software for entry, process and output of Assessment and Evaluation of students score under CBCS scheme.
- Development of a Question Bank for the new subjects introduced as well as inclusion and modification in the existing Question Bank.

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

- An orientation was given to non-autonomous colleges regarding the benefits of autonomous system.
- A Forum was created to enable the faculty of autonomous colleges to have interaction .

#### 6.11 Activities and support from the Alumni Association

- The Alumnae of the college support the staff and students in several ways like giving demonstration lessons, providing feedback, judges for various co-curricular competitions and giving individual counselling to our students as well as providing guidance for their Practical Examination.
- Some of them have been contributing towards college scholarship fund.
- The ‘Mother Josephine Memorial Lecture’ is organised by the Alumnae Association every year.
- Alumnae Association took a decision to honour second and third toppers of UG course and second toper in B.Ed. course with cash prize every year.
- They also help in job placement of our outgoing students.
- Recruit suitable candidates for all the course of the college.
- Alumnae Association financially supported the college by constitution of a ‘Gold Medal’ for toppers of UG and PG Course.

#### 6.12 Activities and support from the Parent – Teacher Association

- College does not have a PTA. But the parents of our students support the college regarding admission, job placement and building up scholarship fund.

#### 6.13 Development programmes for support staff

- 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.
- Advancing their salary on request.
- EPF, ESI and Gratuity facility.
- Charity when in need.
- Giving periodic increment and revision of their salary.
- Financial support to the children of support staff towards educational expenditure.
- Extending college library facilities for the children.

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

- Periodic awareness talks on sustainable measures.
- Undertaking UNESCO projects on ‘Sustainable Education’.
- Providing awareness to staff and students on the campus on Solid Waste Management.
- Celebration of ‘Environment Day’ and implementing awareness programmes.
- Striving to have ‘Plastic Free Campus’.
- Maintaining a flower Garden.
- Producing manure using vermin culture.
- Campus cleaning by the students every week.
- Establishing Eco-club.
- Minimising the use of electricity on the campus.
- Solar panels are installed to use solar energy and to reduce the use of electricity.

### 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"> <li>• Continuous and comprehensive evaluation               <ul style="list-style-type: none"> <li>• Training to Teacher Educators</li> <li>• Training to student teachers</li> <li>• Implementation in schools</li> </ul> </li> <li>• Videography of Micro teaching for providing feedback</li> <li>• Use of computers and internet facilities to develop ICT lessons.</li> <li>• Access to Library and online computer facilities for students and staff extended</li> <li>• Training and use of ‘Interactive Board for Teaching and Learning’</li> <li>• Use of Constructive Pedagogy</li> </ul>	<ul style="list-style-type: none"> <li>• 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 teachers and learnt the Implementation of CCE in Schools.</li> <li>• The students were helped to improve their teaching competency.</li> <li>• Every student learnt to prepare and execute ICT based lessons in their respective subjects.</li> <li>• The change in the timings of working on Saturdays</li> <li>• Student Teachers were excited to use the Interactive Board and classes became active.</li> <li>• The students wrote lesson plans in English using Constructive Pedagogy</li> </ul>



<ul style="list-style-type: none"> <li>• Use of 5E Model for teaching</li> <li>• Decision to honour three Toppers of UG Course with Gold Medal and cash prizes.</li> <li>• Preparing modules on ‘Inter-religious Harmony through Peace Education’.</li> <li>• Maintenance of News Diaries</li> <li>• Writing research articles to be published in National Journals</li> <li>• Publication of College Magazine</li> </ul>	<ul style="list-style-type: none"> <li>• Student Teachers were guided to develop lessons using constructivist learning.</li> <li>• The staff and students were happy and motivated with this decision.</li> <li>• The staff prepared these modules and trained the student teachers to use the same.</li> <li>• Every student maintained a ‘News Diary’ in which they recorded the educational news which they have read or heard each day.</li> <li>• All the staff members undertook research projects and wrote research articles for publication.</li> <li>• It had good impart as the students constituted their original and creative work in Kannada, English ad Hindi.</li> </ul>
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<b>Innovations and Best Practices</b>	<b>Impact</b>
<ul style="list-style-type: none"> <li>• Maintenance of ‘Seminal Text Diary’</li> <li>• Development of ICT Material</li> <li>• Training in Advance Pedagogy</li> </ul>	<ul style="list-style-type: none"> <li>• Every students maintained a ‘Seminal Text Diary’ in which they recorded the analysis of the seminal text read with personal observations.</li> <li>• Students developed school related ICT materials and presented a report.</li> <li>• Students prepared instructional packages based on Advance Pedagogy in their respective subjects.</li> </ul>

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 on the campus on Solid Waste Management.
- Celebration of 'Environment Day' and implementing awareness programmes.
- Maintaining a Flower Garden and ornamental plants.
- Producing manure using vermi culture and using it for college garden.
- Campus cleaning by the students.
- Using minimum water and electricity on the campus.
- Students willingly cleaning the college campus twice a week.
- Installing Solar Panels to use solar energy instead of electricity.

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

- Organizing structured feedback sessions based on reflective teaching
- Training student teachers on maintaining Reflective Journal
- Expository writing to enhance language competencies of student teachers
- Emphasis on Psycho Social testing including lab/field assignment
- Teaching and regular practice of Yogic exercises for B.Ed. and M.Ed. students
- In-depth study of review of literature in particular areas of study
- Strengthening Library reference skills in staff and students.
- Neighbourhood environmental awareness programmes
- Organising Service Learning activities in rural areas
- Organising Social Awareness talks for Student teachers.
- Preparation of subject based wall magazines.
- Strengthening Constructive approach in teaching-learning
- Experiential Learning through subject based field trips
- Training and maintenance of Vocabulary diary by B. Ed student teachers
- Strengthening ICT based teaching-learning skills of staff and students
- Participating in sports and health education programmes.
- Developing language ability of Student Teachers
- Organising personality and professional enhancement programmes for the staff members
- Strengthening scholarship funds through Alumnae
- Undertaking more research projects
- Strengthening 'Mentoring System'.
- Training student teachers in 'Advance Pedagogy'
- Strengthening 'Internship Programme'.
- To conduct motivational activities before every class
- Publishing research articles in College Journal and other peer reviewed Journals
- Writing of Autobiography and Personal Profile by the student teachers during Value Education class
- Language Error Analysis of answer scripts of student teachers
- New arrivals – Books, Journals to be displayed for two weeks
- Video recording of Micro teaching lessons of student teachers followed by constructive peer feedback and self reflection
- Preparation of subject specific dictionary
- To train the staff and student teachers in advanced counselling skills.

*Name : Dr. (Mrs.) Flosy C.R.D'Souza  
(Associate Professor)  
St. Ann's College of Education (Autonomous)  
Mangaluru – 575 001.*

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*Signature of the Coordinator, IQAC*

*Name : Dr.Leonilla Menezes (Sr.M.Clare, A.C.)  
(Principal)  
St. Ann's College of Education (Autonomous)  
Mangaluru – 575 001.*

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*Signature of the Chairperson, IQAC*

## Annexure (i)

### **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 bodies who give us feedback during meetings held regularly.

### **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 fulfil the objectives of the college and the course.

- Individual guidance is given to every student by the Mentoring Staff.
- Based on students feedback library facilities are improved.
- 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.
- Guided library work has been introduced.
- Additional LCD is installed in the M.Ed. Classroom.
- Interactive Board is installed in the B.Ed. Classroom
- Need based books, are bought to the Library in Regional Languages.
- Service Learning/outreach programmes are planned for rural schools.
- More co-curricular activities planned for the personality development of the students
- Subject based field trips are organised.
- Health Education and Yoga classes are frequently organised.

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.
- Students are issued additional books on request.
- Books are added to book bank.
- New arrivals are exhibited for two weeks

**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, periodic Learner, projects or tests.

The institution has made efforts to provide practical experience to the student teachers to utilize it in the teaching learning process. They were also trained in the following aspects.

- ✓ 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.
- ✓ 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.

## Annexure – (iii)

### 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 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.

**ST ANN'S COLLEGE OF EDUCATION, MANGALURU**  
**(Autonomous)**

**Academic Calendar of Events for 2017-2019 in respect of**  
**M.Ed. Degree Course (Semester Scheme)**

1. Commencement of I Semester	07-08-2017 (Monday)
2. Last date for Admission	21-08-2017 (Monday)
3. End of I Semester	15-12-2017 (Friday)
4. Commencement of I Semester Examination	03-01-2018 (Wednesday)
5. Vacation	11-01-2018 (Thursday) to 31-01-2018 (Wednesday)
6. Commencement of II Semester	01-02-2018 (Thursday)
7. End of II Semester	26-04-2018 (Thursday)
8. Commencement of II Semester Examination	05-05-2018 (Saturday)
9. Commencement of III Semester	30-07-2018 (Monday)
10. End of III Semester	22-12-2018 (Saturday)
11. Commencement of III Semester Examination	05-01-2019 (Saturday)
12. Commencement of IV Semester	21-01-2019 (Monday)
13. End of IV Semester	27-04-2019 (Saturday)
14. Commencement of IV Semester Examination	06-05-2019 (Monday)



**ST ANN'S COLLEGE OF EDUCATION, MANGALURU**  
**(Autonomous)**

**Academic Calendar of Events for 2017-2019 in respect of**  
**B.Ed. Degree Course (Semester Scheme)**

1. Commencement of I Semester	05-03-2018 (Monday)
2. Last date for Admission	20-03-2018 (Tuesday)
3. End of I Semester	30-06-2018 (Saturday)
4. Commencement of I Semester Examination	10-07-2018 (Tuesday)
5. Vacation	20-07-2018 (Friday) to 09-08-2018 (Thursday)
6. Commencement of II Semester	10-08-2018 (Friday)
7. End of II Semester	24-12-2018 (Monday)
8. Commencement of II Semester Examination	03-01-2019 (Thursday)
9. Commencement of III Semester	14-01-2019 (Monday)
10. End of III Semester	13-06-2019 (Thursday)
11. Commencement of III Semester Examination	20-06-2019 (Thursday)
12. Commencement of IV Semester	01-07-2019 (Monday)
13. End of IV Semester	07-11-2019 (Thursday)
14. Commencement of IV Semester Examination	14-11-2019 (Thursday)