

Yearly Status Report - 2017-2018

Part A

Data of the Institution

1. Name of the Institution

ST. JOSEPH COLLEGE OF TEACHER EDUCATION
FOR WOMEN

Name of the head of the Institution	Dr Mary Joseph
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	04842351695
Mobile no.	9745914503
Registered Email	stjosephtrainingcollege@hotmail.com
Alternate Email	sjcteiqac@gmail.com
Address	St Joseph College of Teacher Education for Women, Kovilvattom Road, Kochi-35,Ernakulam
City/Town	Ernakulam
State/UT	Kerala
Pincode	682035
2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Women
Location	Urban
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Dr Josephine Joseph
Phone no/Alternate Phone no.	04842492391
Mobile no.	8590301986
Registered Email	stjosephtrainingcollege@hotmail.com
Alternate Email	sjcteiqac@gmail.com
3. Website Address	

Web-link of the AQAR: (Previous Academic Year)	_https://stjosephcte.in/assets/images/AQAR%202016-2017-converted.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://stjosephcte.in/assets/images/handbook%202017-2018.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	B	2.81	2011	16-Sep-2011	15-Sep-2016
1	B++	81.0	2003	16-Sep-2003	16-Sep-2008

6. Date of Establishment of IQAC

01-Nov-2003

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
IQAC Meeting	18-Jul-2017 1	9
IQAC Meeting	09-May-2018 1	10
Workshop on Soft skill training by Mr.Benny Mathew(Dpty. Chief ofGuidance Bureau , CUSAT) and Mr. Jiss Varghese	25-Oct-2017 1	98
Value based Classes by Padmanabha Swami	23-Oct-2017 1	98
Class by Oncologist Dr Gangadharan Lakeshore Hospital	14-Dec-2017 1	225
Class on Drug Abuse among Teenagers By Sri Ganessan, Civil Police Officer,Execise Department	22-Jan-2018 1	198
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
nil	nil	nil	2018 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	2
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

12. Significant contributions made by IQAC during the current year(maximum five bullets)
Sanjo International Lecture series 2017 on Teacher for Social Renaissance: Need of the Era was organized on 28th October 2017. Dr. Premkumar Khattry (Former Professor Thribhuvan University, Nepal) gave the Key note address. Dr. V.Reghu (Former Director and Controller of Examinations RIYD) and Dr. V.M.Sasikumar (National vice -President CTE South Zone) spoke on the occasion.
An awareness class on the on the ill effects of substance abuse on 12.02.2018 was organised and Sri K. A. Nelson. Deputy Excise Commissioner, Ernakulam & Sri. Job. V.T. convener, Vimukthi Co-ordination committee, Excise department were the resource persons.
WorldEnvironment Day was observedon 2nd June 2017 and the Documentary Film 'Haritham' produced by one of our faculty was relased by Sri.Hibi Eden MLA of Ernakulam Constituency.
A one day seminar on 'Joyful Living' was organised on 9th September for the non teaching staff in our college.

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year
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Plan of Action	Achievements/Outcomes
Multifaceted development	Workshop on Soft skill training by Mr.Benny Mathew(Dpty. Chief of Guidance Bureau , CUSAT) and Mr. Jiss Varghese on 25/10/2017 , Value based Classes by Padmanabha Swami on 23/10/2017 , Class by Oncologist Dr Gangadharan Lakeshore Hospital on 14/12/2017, Class by Kanakamma on Naturopathy on 17/01/2018 , Class on 'Values of Family Life' by Dr Sheela Paul , Retd HOD, Home Science department , St Teresa's College, Ernakulam ,class on road safety rules by sri. Anandhalal Circle Inspector ,Ernakulam Central Police station on 21/02/2018
Promote ICT Skills	Training in creating Blog, use of smart board on 18/08/2017, in making Short film/documentary by Sr Aleena 24/01/2018 18/08/2017 ,
Promote research skills of teachers	Organised a one day workshop for teacher educators on 'Designing a Curriculum for Induction Programme for Professional College Teachers' on 13-06-2018 by Professor M.A Sudheer, Research committee was formulated, Organised a one Day seminar Josephite Cuisines Unleashing the Teacher within- for the faculty of Chavara Hotel Management on 28/06/2017
Promote research skills of Students	trained in the Preparation of assessment tools, psychological tests, diagnostic tests, Action research, projects, in Journal review
Enhance Social Commitment of Staff and Students	Interaction with transgenders on 25/01/2018 , Organised Okhi relief Activities , Visit to Special School on 23/01/2018, Teaching Aids distribution in rural school on 07/03/2018
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14. Whether AQAR was placed before statutory body ?	Yes
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Name of Statutory Body	Meeting Date
Staff Council	11-Jun-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
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16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2017
Date of Submission	13-Apr-2017
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	SPARK, LIBSOFT

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The institution plans its activity in tune with its vision and mission for the year in the meetings it holds with IQAC, College Council, P.T.A, various Clubs, Students council, and other committees . The IQAC met together on 18/07/2017 and 09/05/2018. College Council held on 01/06/2017 decided upon assigning duties to the staff for preparing College hand book, Magazine, Uniform, Extension Activities, Placement Cell , Anti ragging cell in charges, and B.Ed Coordinator. The Awards Day Diamond Jubilee celebration day , Internship programme were decided. The college council held on 26/10/2017 decided upon the Practical examination, model examination and internal mark submission. The college council held on 22/11/2017 decided upon the dates for Residential camp, study tour, class on personnel Hygiene and matters relating to Xmas Celebration scheduled for 22nd December 2017. Dates for College day celebration and retirement function of Sri Don K John, academic activities like Model Exam for 2nd semester etc. were fixed by the College council held on 06/02/2018. The documentation of the academic aspect is by way of notes, assignments, test papers, achievement tests. model and university exams, practical works, reports, portfolios and the marks been given to the student based on the criteria. The co-curricular aspects are documented, photos are taken reports are written, the club activities are reported in the club report records,. A faculty is in charge of taking photographs of the various event happening in the college. The annual college magazine ,the journals prepared in the optional classes ,the annual report, the college website, , blogs prepared by the students, the daily chronicles written by the principal and website serve as platforms for documenting the Curriculum delivery. The feedback received by the respective school teachers during Induction and Internship phases of teaching practice sessions also serve the purpose of documentation.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Nil	Nil	Nil	0	Nil	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	Nil	Nil
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BEd	Health and Physical Education	26/07/2017
BEd	Elementary Education	26/07/2017
BEd	Environmental Education	26/07/2017
MEd	Educational Technology	29/06/2017
MEd	Environmental Education	29/06/2017

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Nil	Nil	Nil
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BEd	School Internship	98
BEd	School Induction	100
MEd	INTERNSHIP AT PRIMARY SCHOOLS	11
MEd	INTERNSHIP AT PRIMARY TEACHER EDUCATION INSTITUTIONS	11
MEd	INTERNSHIP AT SENIOR SECONDARY SCHOOLS	11
MEd	INTERNSHIP AT SECONDARY TEACHER EDUCATION INSTITUTION	11
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes

Employers	No
Alumni	No
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

Feedback Obtained

The college has regular feedback mechanism which ensures an evaluation of its performance by all its stake holders. Feedback is collected from the students, parents, and teachers with the help of questionnaire prepared by the institution. Parents, Management and Heads of the Practice Teaching Schools freely voice their opinion, both in oral and written forms regarding the functioning of the college, the curriculum followed etc. Feedback of the students is collected by the faculty at the end of the course or a semester in writing and by word of mouth. After every event the programme is evaluated and the students are given an opportunity to reflect upon the strengths and the flaws of the programme so as to improve upon the next time. The Student's Council also keeps the authorities informed on their needs. The Students' Grievance Redressal cell is also a source to get feedback on curriculum. The PTA executives monitor the functioning of the college and render their advice. The alumni of the college often give the institution its much required feedback. The institutions visiting our campus for recruitment also communicate to us their requirements and expectations, the strengths and weakness of our programme and voice their concerns and their requirements. Feedback is also sought from our faculty and staff regarding the functioning of the institution and implementation of the curriculum. Our website has a feedback page for the use of the students and the public. The suggestions offered by them are given due weightage and attempts are made to improve upon. The feedback thus received is talked about in the Meetings of the various committees like IQAC, College council, Programme committees of the various programmes, and the necessary action taken. Those matters that need the immediate attention and the intervention of the Management is communicated to the Management body too.. The important suggestions with regard to the curricular aspects are promptly communicated to the University in the curriculum revision workshops attended by the faculty. In the light of the received feedback the following programmes were chalked out and implemented this year:- 1. It was decided to have Fr Peter for The Yoga training classes this year too as his classes were rated as effective by the students. 2. As per the opinion of the faculty it was decided to change the resource person for the Workshop on Theatre Art. 3. The stakeholder had opined for soft skill training of students and this year a soft skill training programme was organised. 4. The institutions that came in for campus placement had voiced the need for fluency in spoken English for the prospective teachers and this year arrangements for language lab training were made. 5. The extension programme HOPE being highly appreciated by all it was decided to continue this year too. 6. As the students had said that there was overloading of assignments this year care was taken to spread the assignments uniformly.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MEd	Education	50	12	9

BEEd	Education	100	487	100
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	198	20	9	3	6

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
18	17	11	11	10	6

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The teacher in charge of the optional subjects meet the students of the class in the start of the course itself and through the personal interview they are able to understand the child's needs. The students are asked to narrate about themselves briefly in writing. The entry level test is conducted to know about their academic needs. Students are given the freedom to choose their mentor and they approach them to receive guidance. The financially weak are supported through scholarships and fee concessions. The academically poor are give peer tutoring and remedial coaching. The students are mentored regularly during the school induction programme and the school internship programme. Corrections are given and their teaching skills horned.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
218	18	1:12

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
16	15	1	Nil	7

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2017	Dr. Hemalettha P.K Sicily A. A Siji John Smitha Jose	Assistant Professor	Appreciation from "Vimukthi Mission of Kerala Government" from

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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BEd	EDU	IV	23/04/2018	20/06/2018
BEd	EDU	II	12/07/2017	30/04/2018
BEd	EDU	III	21/12/2017	08/06/2018
MEd	ED	II	12/06/2017	13/03/2018

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

In the initial months of the course an Entry level Test and an aptitude test is given to the new comers to get a picture of their entry behavior. The syllabus requirements for the Internal Assessment is satisfied and in addition to this the students progress in academic areas continuously checked by way of, test papers, unit test, surprise tests, oral questions asked during the class. The academically weak are given peer tutoring. The students performance in the nonacademic field is also judged and the necessary corrections and suggestions given for improvement. The students skills in teaching is monitored regularly and corrections and suggestions given in the the micro teaching sessions, criticism and teaching practice lessons and improvement is thus brought about. The teaching skills of the students are also assessed by the teacher educator, mentor teacher of the school and the peers. The students are also encouraged and trained to practice self reflection and reflective journal writing so as to have self assessment too.

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

An Institutional Calendar is prepared every year adhering to the academic calendar prepared by the Mahatma Gandhi University. The Institution's Vision, Mission, Motto, code of conduct , the various facilities available In the institution , the courses offered in the institution, the faculty and staff, class hours and attendance , exam dates and important days of celebrations and observations etc. are detailed in the Institutional Calendar .It also gives details of the time schedule of the exams . The website of the college also notifies the dates of the start of admission, reopening of classes, University Examinations and semester breaks.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://stjosephcte.in/BEd_programme.html
https://stjosephcte.in/MEd_programme.html

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students	Number of students passed	Pass Percentage
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			appeared in the final year examination	in final year examination	
ED	MEd	Education	11	11	100
EDU	BEd	Education	97	97	100
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://stjosephcte.in/assets/images/Student%20Satisfaction%20Survey%2017-18.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	nil	0	0
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
ni	nil	

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
nil	nil	nil	Nil	nil
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
nil	nil	nil	nil	nil	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

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

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Education	1	0
National	Education	14	0
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Education	12
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
nil	nil	nil	Nil	0	nil	Nil
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
nil	nil	nil	Nil	Nil	Nil	nil
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nil	Nil	1	Nil
Presented papers	Nil	5	Nil	Nil
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Hope Extention Activity 7/05/2018 to 25/05/2018	St Joseph College of Teacher Education for Women, Ernakulam in collaboration with Childrens Home Kakanad	6	53

eaching Aids distribution in rural school on 07/03/2018	St Joseph College of Teacher Education for Women, Ernakulam	1	98
Visit to Special School on 23/01/2018	St Joseph College of Teacher Education for Women, Ernakulam	4	100
Interaction with transgenders on 25/01/2018	St Joseph College of Teacher Education for Women, Ernakulam	15	98
Relief activities for those affected in Natural Calamities	St Joseph College of Teacher Education for Women, Ernakulam	15	100
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Hope Extension Activity	Most committed Teacher Educator for the Extension work of the year 2017	CTE Kerala State Centre	55
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Jagaran	St Joseph College of Teacher Education for Women , Ekm in collaboration with Vimukti Kerala Execise Department Ernakulam	An awareness Programme on Drug Abuse was conducted at Govt HS Mannamkandam, Adimali, Idukki (Dist) on Monday 12th February 2018	2	18
Jagaran	St Joseph College of Teacher Education for Women , Ekm in collaboration with Vimukti Kerala Execise Department Ernakulam	Awareness Programme Conducted at VENNALA Govt. HSS on 07/02/2018	2	18

Jagaran	St Joseph College of Teacher Education for Women , Ekm in collaboration with Vimukti Kerala Execise Department Ernakulam	An awareness Programme was conducted on 06/02/2018 at Kalamasseri Govt. VHSS	2	18
Hope Extention Activity	St Joseph College of Teacher Education for Women , Ekm in collaboration with PeoplesForum for Social Justice	summer Course	6	53
Swatch Bharath	St Joseph College of Teacher Education for Women , Ekm	campus cleaning	6	100
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
nil	nil	nil	0
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Academic	INTERNSHIP AT PRIMARY SCHOOLS	St. Mary's L.P .S, Ernakulam.	01/11/2017	10/11/2017	10
Academic	Induction	GOVT. G H S, THRIPIHURA , PH. NO. 0484 2777790	15/01/2018	13/02/2018	4
Academic	Internship (VHSS, PANANGAD, PH. NO.0484 2700258	24/07/2017	03/11/2017	4

Academic	INTERNSHIP AT PRIMARY TEACHER EDUCATION INSTITUTIONS	St Joseph T.T.I for womrn, Ernakulam	01/08/2017	25/09/2017	11
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
nil	Nil	nil	Nil
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
6	7

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
nil	Nil	Nil	2020

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	18812	1958151	41	9961	18853	1968112
Reference Books	3177	632024	9	5576	3186	637600
e-Books	Nil	Nil	80409	5900	80409	5900
e-Journals	Nil	Nil	3828	5900	3828	5900

Journals	33	42690	Nil	Nil	33	42690
Library Automation	1	30000	Nil	Nil	1	30000
Weeding (hard & soft)	630	16425	Nil	Nil	630	16425
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Marin Jose	www.razkids	Online language Laboratory (Subscription)	31/08/2017
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	50	25	50	1	0	7	6	10	0
Added	0	0	0	0	0	0	0	0	0
Total	50	25	50	1	0	7	6	10	0

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

0 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
nil	Nil

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
6.3	6.5	6	7

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Maximizing the utility of the material resources available for the good of the society is the guiding principle of our policy in maintaining and utilizing and sharing our physical, academic and support facilities. The college serves
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as a venue for many a programmes that does not intervene with its normal functioning . The seminar halls and auditorium as well as classrooms have been open to the conduct of programmes for the Vimala Educational Trust, Mahatma Gandhi University Evaluation Camp and Model school. The play ground of the college serves as a practice ground for the students of model school. The library facilities are availed by the P.G students and research scholars from other institutions, too free of cost. The parking area is used by the staff of the Model school too. To equip the students to face the competitions in the global world, the institution strives to empower her students with the latest trends in and physical resources to make them e-literate and academically excel through smart classrooms. For achieving this, institution has set the policy for upgrading and to maintain academic resources and physical resources. A library committee consisting of librarian, and teachers were set to manage library resources and buy books and suggest journals and e-journals. Along with that individual teachers are free to suggest and buy books for the library, which they may feel suitable. Class libraries are maintained by optional teachers. Optional teachers are in charge of Laboratories. In the beginning of each academic year, optional teachers decide and upgrade the equipment and materials required for the lab. For the recreation and physical development, due importance is given for Sports. The institution has a well maintained ground and sports room. An amount was allocated for the maintenance of sports equipment. Repair and maintenance of computers were done properly. Proper service of computers and smart board were done periodically. For the maintenance of computers and IT complaint register was kept in which class teachers can enter their compliance and immediate solution will be provided for the same. Computer facilities in the classroom can be avail by the students at any time from 8.00 am to 5.pm. Optional classes as well as multipurpose classroom are smart classrooms with active inspire software. There is also internet facility in every classroom. Proper care was taken for the maintenance of the classroom. Before the commencement of each academic year, management ensures that the classrooms are properly maintained with ample number of desk and bench, whether it is properly lightened. Overall the institution have a strong policy for the maintenance of physical, academic and support facilities of the institution.

<https://stjosephcte.in/assets/images/Policies%20for%20maintaining%20and%20utilizing%20physical.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Fee Concession	10	1200000
Financial Support from Other Sources			
a) National	nil	Nil	0
b) International	nil	Nil	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Class on Naturopathy	17/01/2018	98	Kanakammaon

Value based Classes	23/10/2017	100	Padmanabha Swami
Class by Oncologist	14/12/2017	198	Dr Gangadharan Lakeshore Hospital
Class on Drug Abuse among Teenagers	22/01/2018	98	Sri Ganessan, Civil Police Officer, Execise Department
Workshop on Soft skill training	25/10/2017	100	Mr. Benny Mathew(Dpty. Chief of Guidance Bureau , CUSAT) and Mr. Jiss Varghese
Workshop on preparing Documentary film	24/01/2018	98	Sr Aleena Joseph
Workshop on preparation of self assessment tool	11/10/2017	98	Institution
Workshop on Yoga	08/08/2017	109	Fr Peter Thiruthanathil
Workshop on Theatre arts	07/08/2017	109	Fr. Daey Kunnath and Prejith Sir
Spiritual Revival	08/03/2018	198	Sr Vineetha and VJRC Team
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
Nil	nil	Nil	Nil	Nil	Nil
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
1	1	1

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
SARATHA IN	78	14	CARMEL CMI	40	15

INTERNATIONAL SCHOOL, ERODE, GUARDIAN ANGELS, MANJUMMAL, DONBOSCO SCHOOL, YADGIRI, KARNATAKA, VISION SCHOOL OF AVIATION, RAVIPURAM, INDIAN PUBLIC SCHOOL EDACHIRA, KAKKANAD, ST JOSEPHS PUBLIC SCHOOL, NARAKAL, RAJAGIRI SEASHORE CMI SCHOOL,			PUBLIC SCHOOL, IDUKKI, AL-AMEEN PUBLIC SCHOOL, EDAPPALLY, JAMATH PUBLIC SCHOOL, EDAPPALLY, VISWABHARATH Y ARTS AND SCIENCE COLLEGE, ANGAMALY, ST XAVIERS CMI PUBLIC SCHOOL, IRINJALAKUDA, SOBANA PUBLIC SCHOOL, KOTHAMANGALAM, GHSS, VENNALA, SRI	
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2017	1	B.Ed	Education	ST. XAVIERS COLLEGE FOR WOMEN, ALUVA	M.A MALAYALAM
2017	1	B.Ed	Education	Pavanatma College. MG University	M.A MALAYALAM
2017	1	B.Ed	Education	MG UNIVERSITY	M.A MALAYALAM
2017	1	B.Ed	Education	Sacred heart college, Thevara, MG university	M. A Economics
2017	1	B.Ed	Education	ST.TERESA'S COLLEGE, ERNAKULAM	M.A English
2017	1	B.Ed	Education	KMM COLLEGE THRIKKAKKARA, MG UNIVERSITY	M.A English

2017	1	B.Ed	Education	IGNOU	M.A Psychology
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	1
SET	1
Any Other	19
View File	

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

Activity	Level	Number of Participants
Sports day	Institutional	98
Arts Day	Institutional	98
View File		

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nil	nil	Nil	Nil	Nil	Nil	nil
No file uploaded.						

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

The student community has a Student Union elected by the students who play a lead role in organizing and conduct of various activities for students. They meet on a regular basis and chalk out plans for the various cultural and sports activities. They also provide the necessary support for the smooth conduct of the various programme by deploying students into various committees. The students union also keeps the college authorities informed on the needs of the students. The four Houses namely- Mahathma, Tagore, Radhakrishna and Nehru House and the five clubs namely Anti Narcotics Club, Eco Club, Health Club, Social Service Club and Women's cell cooperate with college authorities and the students Union provide their support. All the students belong to some or the other house and club. The Editorial Board of the college Magazine also has the participation of students. This year the general election for the Students Union was conducted on 30th August 2017 and the union members took their oath on 14th September 2017. The motto of the Union was 'To Light through Goodness'. The Union Members for this year were Chairperson - Minu Basil Vice Chairperson - Meenu R S General Secretary - Sagara S Arts Club Secretary - Della C.S University Union councilor - Uma Maria Magazine Editor - Dilshana Ismail SC/ST student's Representative - Arya Thyagarajan Sports Captain - Christeena A.J M.Ed Representative - Raji K.M Pooja Jolly II Year B.ED Representative - Aarthi T.R I Year B.Ed Representative - Mariaanjali Joseph The following activities were planned and executed by the students 1. Independence day was celebrated on 14/08/2017 2. On 14th October 2017 the students visited Palluruthy Relief Settlement. 3. On 28/1/2017 field trip to Mamgalavanam was undertaken by the

Eco club and to Children's Home, Kakanad by the Women 's Cell. 4. The Student's Union celebrated the Kerala Piravi day on November 1st 2017 5. Quiz on Indian Constitution was organized on 26th November. 6. On 13th December 2017 the following Literary competitions were held :- i. Story writing - (English, Malayalam, Hindi) ii. Poetry writing -(English, Malayalam, Hindi) iii. Essay writing- (English, Malayalam, Hindi) iv. Poster Making- (English, Malayalam, Hindi) v. Collage 6. On January 12th 2018 the National Youth day was commemorated 7. Sports day was organized on 18/01/2018 the following events were included i. Shotput ii. 500mtrs. Race iii. 100 mtrs. Race iv. 4x100 mtrs Race v. Tug of war vi. Balloon Race vii. Forming the Family 8. A Five day community living camp from 22nd to 26th of January 2018 was organised . 9. Visit to Special School on 23/01/2018 was made. 10. On 03/02/2017 Social Service club members paid a visit to the Palliative Care and Cancer ward in Govt. Hospital, Ernakulam. 11. On 9th February 2018 the following cultural competitions were organized i. Nadan Pattu ii. Folk Dance iii. Group Dance iv. Light Music v. Classical Music 12. On 07/03/2018 3 students distributed Teaching Aids in Deshabendhu School , Chathamma.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

97

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

9700

5.4.4 – Meetings/activities organized by Alumni Association :

The Alumni Association organises the alumni awards day and they also award the B.Ed topper of the academic year.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The institution has a democratic mode of functioning in which the responsibilities are shared by all. The principal in cooperation with the various committees play an active role in the functioning of the college. The IQAC, College council, Finance committee, Admission committee, Library committee, purchasing committee etc play a key role in the decision making process of the institution. Various Programmes are chalked out in consultation with the staff and students. Opinion of the stakeholders like parents and teaching practise school heads are also sought while planning programmes both academic and non-academic. The various clubs and cells formed in the beginning of the year also contribute in the functioning of the college.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
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Human Resource Management	Staff is recruited keeping to the guidelines established by UGC, NCTE and the State Government. Fully Qualified Teachers are recruited. The teaching staff is encouraged to take up faculty development programmes and thus remain updated. Feedback received about their performance from the students is conveyed to them. Necessary support is provided to those who are pursuing their Ph.D studies. The non teaching is also encouraged to participate in staff development programmes and to undertake higher studies.
Research and Development	Steps are been taken to get permission for guide ship and research center.7 permanent faculty members are pursuing their research work. Faculty has published articles in research journal.The institution encourages the faculty to guide M.Ed Thesis, to take e up M.Phil and Research Guideship of other Universities. Students and faculty are encouraged to attend various seminars and present and publish research papers.
Teaching and Learning	An efficient teaching? learning system has been established which includes ? Tutorial sessions ? Seminars ? Micro teaching ? Simulations and workshops ? Internship and induction programmes
Curriculum Development	Keeping to the Vision and Mission of the Institution the curriculum prescribed by the university is transacted. The regular staff and IQAC Meetings and the meetings of the various committees plan both the curricular and co curricular activities of the college.
Examination and Evaluation	The College follows the directions from the Mahatma Gandhi University, Kottayam in matters related to examination and Evaluation. Internal evaluation is conducted semester wise. The assessment is done both for theory and practical purposes in a regular and continuous basis. Our Institution serves as the center for the centralized valuation camp for B.Ed university semester exams.
Library, ICT and Physical Infrastructure / Instrumentation	The institution has a good library with a good collection of books and journals for the updation of knowledge of teachers and students. The institution has subscribed to the N-

	List and hence has recourse to about 80409 e- books and 3828 e- journals. Provides free internet facility to all staff and students. All the 6 optional classes are provided with computers internet connectivity LCD projectors which are used by the students and the staff. The Two Seminar hall also has these ICT Facilities. There are six smart boards in the institution and Active Inspire is installed which is utilized by the staff and students for content transaction. The institution has a computer lab and a language lab. Photocopier machines are there for providing reprographic facilities to students and staff.
Admission of Students	Adhering to the rules and regulations of the regulatory bodies namely NCTE, Mahatma Gandhi University and the State Government, the College adopts the admission procedure for the B.Ed and.M.Ed

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

E-governance area	Details
Administration	SPARK,
Finance and Accounts	EXACT
Student Admission and Support	LIBSOFT,

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2017	Dr AliceJoseph	nil	AKTCTA	1000
2017	DrBettyP.J	Management development programme , Rajigir Business SchoolKakkanad from May 21st to May 25th 2018	Nill	7500
2017	SijiJohn	Management development programme , Rajigir Business SchoolKakkanad	Nill	7500

		from May 21st to May 25th 2018		
2017	Dr Josephine Joseph	nil	AKTCTA	1000
2017	Sicily A A	nil	AKTCTA	1000
2017	Siji John	Nill	AKTCTA	1000
2017	Soya Mathew	Nill	AKTCTA	1000
2017	Dr Betty PJ	Nill	AKTCTA	1000
2018	Siji John	Refresher Course - HRDC Trivandrum from March 7th to 27th 2018	Nill	5000
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2017	Sanjo International Lecture series Teacher for Social renaissance need of the era	Nill	28/10/2017	28/10/2017	15	Nill
2017	One Day seminar Josephite Cuisines Unleashing the Teacher within	Nill	28/06/2017	28/06/2017	5	Nill
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
ORIENTATION COURSE	1	28/02/2018	27/03/2018	28
Refresher	1	07/03/2018	27/12/2018	21

Course				
ORIENTATION COURSE	1	04/01/2018	31/01/2018	28
Special winter school	1	29/11/2017	19/12/2017	21
Student Counselling and Mentoring	1	30/10/2017	11/11/2017	21
Refresher Course on Summer School	1	05/09/2017	25/11/2017	21
TRYOUT WORKSHOP TO DEVELOP LANGUAGE SKILLS OF SECONDARY STUDENTS SPELL	1	18/09/2017	23/09/2017	6
Summer School, Refresher course	2	11/07/2017	31/07/2017	21
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
15	15	13	13

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
nil	nil	nil

6.4 – Financial Management and Resource Mobilization

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

<p>The institution accounts are audited externally by the Registered Chartered Accountant and by the AG Office (no fixed time interval) and Directorate of Collegiate Education (at the time of retirement of the Principal). The audit for the year 2017-2018 was done by T.K Mathew F.C.A Chartered Accountant, Membership No.20648 .</p>
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6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
nil	0	0
No file uploaded.		

6.4.3 – Total corpus fund generated

00

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	No	Nil
Administrative	No	Nil	No	Nil

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

1. Financial Aid for students for Internship 2. Classes are organised for students 3. Scholarship and Awards for Students

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

1. Encourage them and permit them to participate in staff development programmes 2. Staff Picnic 3. Interaction with the Management

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

1. Wi-fi made available in the campus 2. Staff was encouraged to take up research guideship in other universities as parent university was not permitting Guideship 3. Staff and students were encouraged to participate in various seminars and workshops and to publish articles in reputed journals.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Teaching Aids distribution	07/03/2018	07/03/2018	07/03/2018	98
2018	Hope Extension Activity	14/05/2018	14/05/2018	24/05/2018	53
2018	training in making short films	24/01/2018	24/01/2018	24/01/2018	98
2017	IQAC Meetings	18/07/2017	18/07/2017	18/07/2017	10
2017	Class by Oncologist Dr Gangadharan Lakeshore Hospital	14/12/2017	14/12/2017	14/12/2017	198
2017	Workshop on Soft skill training by	25/10/2017	25/10/2017	25/10/2017	100

Mr. Benny Mathew(Dpty. Chief of Guidance Bureau , CUSAT) and Mr. Jiss Varghese

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Interaction with transgenders	25/01/2018	25/01/2018	98	Nil
Class on 'Values of Family Life' by Dr Sheela Paul , Retd HOD, Home Science department , St Teresa's College, Ernakulam	26/01/2018	26/01/2018	98	Nil
Women's Day celebration	07/03/2018	07/03/2018	198	Nil

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

The institution has a rain water harvesting tank of 60000 liters capacity. Due to the intermittent rains in Kerala this supports nearly 45 of water usage of the institution. The solar panels of 3 KW capacity serves as a backup at times of electricity power failure for the institution's office, seminar hall and two adjacent classrooms which also serve as the university examination rooms. The Biogas plant of 16000litre capacity of the institution serves to provide fuel for cooking in the College hostel for 4 hours daily.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Provision for lift	Yes	Nil
Ramp/Rails	Yes	Nil
Rest Rooms	Yes	Nil
Scribes for examination	Yes	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of	Number of	Date	Duration	Name of	Issues	Number of
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	initiatives to address locational advantages and disadvantages	initiatives taken to engage with and contribute to local community			initiative	addressed	participating students and staff
2017	Nil	1	27/09/2017	7	Relief activities for those affected in Natural Calamities	Natural calamity	100
2017	Nil	1	14/10/2017	1	fieldtrip to Govt. Hospital Palluruthy relief settlement	Social commitment towards the orphaned	54
2017	Nil	1	28/10/2017	1	fieldtrip to Kakanad Childrens Home	Social commitment towards the children	22
2017	1	Nil	28/10/2017	1	Field trip to Mangalavanam	Eco consciousness	26
2018	Nil	1	03/02/2018	1	Visit to General Hospital Cancer ward Ernakulam	Social commitment towards the sick	24

[View File](#)

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
College Calendar	14/06/2017	The code of conduct and college calendar gives a description of the general rule and behaviour that a student should follow in the institution. This is given to the students at the start of the academic year.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Morning Assembly	05/06/2017	30/03/2018	198
Visit to Special School	23/01/2018	23/01/2018	98
Value based Classes by Padmanabha Swami	23/10/2017	23/10/2017	100
Class on Drug Abuse among Teenagers By Sri Ganessan, Civil Police Officer, Execise Department	22/01/2018	22/01/2018	98
5 day Community living camp	22/01/2018	26/01/2018	98
VALUES FOR FAMILY LIFE : class by Dr. Sheela Madam, Associate Professor, Retd.HOD, St.Teresas college, Ernakulam	26/01/2018	26/01/2018	98
Class on road safety rules by Sri. Anandhalal Circle Inspector ,Ernakulam Central Police station	21/02/2018	21/02/2018	198

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

1. Campus cleaning was done in the month of August and October by the B.Ed first year students . 2. Preparation of eco friendly products . 3. Maintaining a lush green ambience by trimming and tending the campus. 4. Rain water harvesting is practised. 5. There is segregation of wastes and separate bins are provided for the same.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Multi Skilled Development Programmes (SKID) for the Student teachers and the Extension services rendered by the institution by the name Josephites in the Community (JIC) are identified as the Best practices of the institution. In the year 2017-2018 the following programmes were conducted to fulfill the objectives of Mukti Skill Development Programme (SKID) :- 1. Daily Morning Assembly. 2. Training in value integrated and ICT integrated classes for Second Year B.Ed Students in June 2017. 3. Talents day for freshers 01/08/2017, 02/08/2017, 03/08/2017. 4. Training in the use of SMART BOARD in the month of August for first Year B.Ed student teachers. 5. Training in creating Blog for the First year B.Ed student teachers use in the month of August. 6. Micro teaching session, Demonstration and Criticism classes were arranged in the month of November for the First Year B.Ed Students. 7. Value integrated lesson

plans were taught to the second year B.Ed students in June 2017. 8. Workshop on teaching aids in June 2017 for the second Year B.Ed students 9. To acquire reflective skills the students were trained in reflective journal writing. 10. Workshop on self assessment tool 01/10/2017 for the Second Year B.Ed students . 11. Value based Classes by Padmanabha Swami for the first year B.Ed and M.ED students on 23/10/2017. 12. Workshop on Soft skill training by Mr. Benny Mathew (Dpty. Chief of Guidance Bureau , CUSAT) and Mr. Jiss Varghese on 25/10/2017 for the Second Year B.Ed student teachers . 13. Sanjo International Lecture series Teacher for Social renaissance need of the era. Dr Premkumar Khatri, former Prof. Tribhuvan Univ. Nepal, Dr V. Raghu, Dr.V. M Sasi Kumar on 28/10/2017. The English Optional students participated in it. 14. Class by Oncologist Dr Gangadharan Lakeshore Hospital on 14/12/2017 for the first and second year B.Ed and M.Ed students. 15. Class by Kanakamma on Naturopathy on 17/01/2018 for the Second year B.Ed student teachers. 16. Training in Communicative English and language lab sessions for the Second years were organized in January 2018 17. Sports day on 18/01/2018 for the Second year B.Ed student teachers. 18. Five day community living camp from 22nd to 26th of January 2018 for the Second year B.Ed student teachers. 19. Training in making Short film/documentary by Sr Aleena on 24/01/2018 for the second year B.Ed students. 20. Interaction with transgenders on 25/01/2018 for the Second year B.Ed student teachers . 21. Arts day celebration 09/02/2018 for the Second year B.Ed student teachers. 22. Class on road safety rules by Sri. Anandhalal Circle Inspector, Ernakulam Central Police station on 21/02/2018 for the Second year B.Ed student teachers. 23. Class on Values of Family Life on 24/01/2018 by Dr Sheela Paul , Retd HOD, Home Science department , St Teresas College, Ernakulam for the Second year B.Ed student teachers. 24. Spiritual Revival by Sr Vineetha and VJRC Team from 08/03/2018 to 10/03 2018 for the first and Second year B.Ed student teachers. The following programmes were organized under the extension programme JOSEPHITES IN THE COMMUNITY (JIC): 1. Relief activities for those affected in Natural Calamities. The student teachers and faculty collected clothes and other amenities for the people affected by landslides. 2. Visit to Special School on 23/01/2018 by the Second year B.Ed student teachers. 3. Teaching Aids distribution in Deshabendhu School , Chathamma on 07/03/2018 by the Second year B.Ed student teachers. Horizon Opened for Personality Development and Education 'HOPE' During the year 2016 -2017 the following programmes were conducted for the children at Children's Home Kakanad 1. 20 B.Ed students of womens cell visited Children's Home Kakanad on 28/10/2017 and interacted with the inmates there and came to know of their needs. 2. Summer course from 7/05/2018 to 25/05/2018- 6 faculty and 53 students participated in it .the students were tutored in the basics of different school subjects, value integrated classes were taken and games were organised. The following programmes were conducted under 'Jagaran' :- 1. Awareness class on drug abuse was given to the B.Ed students on 22/1/2018 by Sri K Ganesh, Senior Grade Civil Excise Officer, and Resource Person of "Vimukthi", a Govt. Project against Drug Abuse, Excise Department. Malappuram. On the Same day the Journal "Jagaranam" was released by Sri K Ganesh , which includes creative works of club members based on the theme Drug Abuse (lahari). 2. An awareness Programme was conducted on 06/02/2018 at Kalamasseri Govt. VHSS 3. Awareness Programme Conducted at VENNALA Govt. HSS on 07/02/2018 4. An awareness Programme on Drug Abuse was conducted at Govt HS Mannamkandam, Adimali, Idukki (Dist) on Monday 12th February 2018 and also visited Choorankuttan Kudi and spoke to the ladies who use tobacco widely. 5. A resourceful talk was conducted in the college campus on 12/02/2018 by Sri K A Nelson, Deputy Commissioner and Sri. Job V T , Excise Department, Ernakulam and the logo of the Project Jagaran was also released by the Deputy Commissioner.

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

https://stjosephcte.in/Best_practices2017_2018.html

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

St Joseph College of Teacher Education for women ever since its inception has contributed towards empowering women and uplifting the down trodden. Keeping to the vision of the founder father the institution has framed its vision, mission and goals. All the programmes are chalked out and conducted to this end. The college is a women's only college and every year it produces 100 fully fledged Women teachers who move out to the society with confidence. Seminars, awareness classes, soft skill development programmes, opportunities to show case their hidden talents and participation in various extension activities and co-curricular programmes all contribute in forming them to be responsible, confident and productive citizens. The college also motivates the students by rewarding their achievements. Special provisions are made to accommodate and help the weak socio economically as well as those academically by way of scholarships, fee concessions, other financial helps, continuous guidance and monitoring. The needs of the differently aided are also met with patience and love. Campus placement is also organized and students are helped to get placed

Provide the weblink of the institution

https://stjosephcte.in/Institutional_distinctiveness.html

8.Future Plans of Actions for Next Academic Year

The placement services in the college to be enhanced. Alumni association of the college to be made more active. To take up a project in rectifying the accumulated defects in using Malayalam language among school students by the Malayalam optional student teachers under the leadership of the faculty of Malayalam. To promote eco consciousness by way of organizing programmes for the same. Conscientising the public against the ill effects of drug abuse and to make it a best practice of the college. A research committee to be formulated to speed up the process of getting a research centre in our institution.