



**ST. JOSEPH COLLEGE OF TEACHER EDUCATION FOR WOMEN,
ERNAKULAM**



2021 – 2022

ANNUAL REPORT OF IQAC

Preface

It is my pleasure to present the Annual Report of the Internal Quality Assurance Cell (IQAC) for the academic year 2021 -2022 of our esteemed Teacher Education Institution. This document encapsulates our institution's unwavering commitment to excellence and outlines our journey towards fostering a culture of continuous improvement.

The objectives set forth by our IQAC - to adopt a continuous improvement methodology in academic, administrative, and financial tasks; to engage and empower staff and students; to measure and monitor quality performance; and to celebrate and share achievements - underscore our institution's dedication to not just meeting, but surpassing the highest standards of quality in every facet of our operations.

In our pursuit of academic excellence, we have embraced a philosophy of continuous improvement. This Annual Report provides a comprehensive overview of the initiatives undertaken, showcasing our commitment to evolving, refining, and enhancing the quality of education we deliver.

As we celebrate the achievements of the past year, it is crucial to recognize that success is a shared journey. The IQAC Annual Report serves not only as a documentation of accomplishments but as a testament to the collective spirit and dedication of our academic community. Together, we celebrate milestones and share best practices, creating a culture of excellence that reverberates beyond the confines of our institution.

Dr Alice Joseph
Principal in charge

Dr Josephine Joseph
IQAC Coordinator

Vision :

To foster a realm of Quality culture

Objectives:

1. *to adopt a continuous improvement methodology in academic , administrative and financial tasks*
2. *to engage and empower staff and students*
3. *to measure and monitor quality performance*
4. *to celebrate and share achievements*

Sl. No	Members	Name
1	Chairman	Dr Alice Joseph
2	Management Representative	Pushpamma Antony
3	IQAC Coordinator	Dr Josephine Joseph
4	Faculty	1. Dr Betty P J (Vice Principal) 2. Dr Rosamma Lukose (M.Ed, HOD) 3. Dr Marin Jose 4. Dr Bindu Joseph 5. Dr Joby Joy Kurian 6. Dr Dinimol Jacob 6. Dr Sicily A A 7. Dr Siji John 8. Dr Soya Mathew
5	Administrative Staff	Jessy M A
6	Librarian	Jincy Joseph
7	Employee	Lissy Chakalakal
8	Alumnae	Alphonsa Kurian
9	Student Representative	Arya Balachandran

The IQAC of the St Joseph college of Teacher Education for Women keeping to its objectives chalked out a comprehensive plan encompassing the upgradation of students, Faculty, staff and infrastructure. In the seven meetings that were held on 19/06/2021, 25/07/2021, 18/09/2021, 20/11/2021, 03/02/2022, 21/04/2022 and 26/05/2022 the following programmes were planned and executed in the year 2021-2022.

1. Faculty Development Programmes

- i. International Conference on Education in Normal , Neo Normal and Futuristic Normal held from 15th to 17th March 2022
- ii. Professional Development Programme: Preparation of SSR and AQAR on 17th & 18th November 2021
- iii. Faculty Development Programme: Reap the Service Benefits on 22nd & 23rd, June 2021

2. Administrative Training Programmes

- i. Administrative Training Programme: Workshop on Digital Library using Calibre on 13th May 2022
- ii. Administrative Training Programme on Files Management System 10th & 11th January 2022

3. Students enhancement Programme

- i. Webinar on Career Guidance on 5th February 2022
- ii. Webinar on International Literacy Day entitled 'Aksharam' on 8th September 2021

4. Value added Courses : the following five value added Courses were designed and delivered this academic year :

- i. Foundation Course on Green Education from 4th April 2022 to 27th May 2022
- ii. Fundamentals of Counselling from 4th April 2022 to 27th May 2022
- iii. Digi Skills from 11th March 2022 to 30th May 2022
- iv. RICE - Leadership Course from 3rd July 2021 to 22nd October 2021
- v. Research Ethics and Professional Writing from 10th June to 27th October 2021

5. Audits: the following audits were planned out

- i. Academic Administrative Audit (Scheduled for June 2022)
- ii. Financial audit (scheduled for June 2022)

Green Audit (completed on 19th January 2022)

iii. Environment Audit (completed on 19th January 2022)

iv. Energy Audit (Completed on 18th January 2022)

6. Feedback: the IQAC took care to see to it that the timely feedback was collected this year from

i. Student teachers

ii. Faculty

iii. Heads of Teaching practice schools

iv. Alumnae

v. Employers

and analysed and reported.

7. Performance Based Appraisal System

The Faculty and Administrative Staff were provided with the Performance Based Appraisal form and were asked to fill the same by the end of March and May respectively.

8. Signing of Memorandum of Understanding : Two new MOU's were signed this year with the following reputed Institutions in Kerala

i. Mar Theophilus Training College, Thiruvananthapuram, Kerala on 15/05/2022

ii. St.Thomas College of Teacher Education, Pala, Kerala on 14/05/2022

9. Upgradation of Infrastructural facilities:

i. The Library ceiling work was completed

ii. A Printer cum Photostat Machine was purchased for IQAC.

We believe that an empowered academic community is the driving force behind sustainable improvements. Throughout the year, our institution has been dedicated to fostering an environment where creativity, innovation, and collaboration flourish. The Annual Report reflects the outcomes of these efforts, highlighting the active involvement and contributions of our dynamic faculty and enthusiastic student body. I extend my sincere appreciation to the entire academic community for their unwavering commitment and collaborative spirit and I submit this Annual Report of the IQAC with a note of gratitude to all the committee members for their encouraging support and cooperation throughout.

Dr Alice Joseph
Principal in Charge

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IQAC Coordinator