



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		GOVERNMENT COLLEGE OF TEACHER EDUCATION, THIRUVANANTHAPURAM
Name of the head of the Institution		Dr T K Jayasree
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		04712323964
Mobile no.		9446497851
Registered Email		gctetvm@gmail.com
Alternate Email		tkjayasree@yahoo.in
Address		Principal, Government College of Teacher Education, Thycaud, Thiruvananthapuram, Kerala, India
City/Town		Thiruvananthapuram
State/UT		Kerala

Pincode	695014																								
2. Institutional Status																									
Affiliated / Constituent	Affiliated																								
Type of Institution	Co-education																								
Location	Urban																								
Financial Status	state																								
Name of the IQAC co-ordinator/Director	Dr V K SOBHA																								
Phone no/Alternate Phone no.	04712323964																								
Mobile no.	9447588913																								
Registered Email	sobhasanthosh6@gmail.com																								
Alternate Email	tkjayasree@yahoo.in																								
3. Website Address																									
Web-link of the AQAR: (Previous Academic Year)	http://gctetvpm.ac.in/wp-content/uploads/sites/56/2021/08/AQAR-REPORT-2017-18.pdf																								
4. Whether Academic Calendar prepared during the year	Yes																								
if yes,whether it is uploaded in the institutional website: Weblink :	http://gctetvpm.ac.in/wp-content/uploads/sites/56/2021/08/Academic-calendar-18-19.docx																								
5. Accrediation Details																									
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B</td> <td>2.29</td> <td>2008</td> <td>16-Sep-2008</td> <td>15-Sep-2013</td> </tr> <tr> <td>2</td> <td>A</td> <td>3.14</td> <td>2016</td> <td>19-Feb-2016</td> <td>18-Feb-2021</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B	2.29	2008	16-Sep-2008	15-Sep-2013	2	A	3.14	2016	19-Feb-2016	18-Feb-2021
Cycle	Grade	CGPA	Year of Accrediation	Validity																					
				Period From	Period To																				
1	B	2.29	2008	16-Sep-2008	15-Sep-2013																				
2	A	3.14	2016	19-Feb-2016	18-Feb-2021																				
6. Date of Establishment of IQAC	17-Sep-2008																								
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
Workshop on ICT traing and E content development	03-Sep-2018 6	40
Seminar on Pedagogical Practices	12-Dec-2018 3	50
Orientation on SPSS	21-Feb-2019 3	35
Field trip to Mitra Niketan	15-Sep-2018 1	50
Flood relief campaign for Champakkulam SUPHS And cleaning programme	07-Sep-2018 1	35
World Environmental day celebration and guest talk	13-Jun-2018 1	50
Quiz competition(institution wise) Posture Exhibition	08-Aug-2018 1	50
Flood relief campaign for Champakkulam SUPHS And cleaning programme	07-Sep-2018 1	50
Orientation for Teacher Educatos on Revised M Ed Curriculum	15-Nov-2018 3	40
Seminar on Quality Research for Quality Education	24-Jan-2019 3	32

[View File](#)

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Departmen t/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Department	FDPDP Substitute	UGC	2018 365	586161
Institution	Plan Fund	State Government	2018 365	2626600
Ph D STUDENTS	UGC Fellowship	UGC	2018 365	669354

[View File](#)

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 :	5
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)	
<ul style="list-style-type: none"> • Academic quality maintenance through monitoring and support • Counseling for School and College students by counseling centre • National seminars and workshops for student empowerment • Submission of Performance Based Assessment System of Teachers • Preparation of AQAR • Collecting and analyzing feedback from stakeholders , analyzing it for future planning 	
View File	
13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year	
Plan of Action	Achivements/Outcomes
Conducting cultural activities, talent day ,sports day, day celebrations	Allround development of personality and enhancement of leadership quality
Orientation to face Practical board	Became confident in facing Practical board
Orientation for freshers about the course and curriculum	Students became aware of the aims and objectives of the course and curriculum
Counseling for students	Able to solve personal,emotional, social and educational problems faced by stuentns
ICT training	Skill enhancement in using ICT for learning
Placement orientation	Skill development to face interview boards, awareness about various job opportunities. and some got placement in schools
Organising Awareness programmes	Able to sensitise the students about various issues
Conducting Morning Assembly	Enhanced leadership quality, reduced stage fear and confidence, and enhanced

	general awareness
Preparation of Academic calendar and distribute it to all staff members	Effective completion of academic programmes
Honesty shop inauguration	Provided essential materials in the campus
View File	

14. Whether AQAR was placed before statutory body ?	Yes
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Name of Statutory Body	Meeting Date
Staff council	16-Jun-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
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16. Whether institutional data submitted to AISHE:	Yes
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Year of Submission	2017
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Date of Submission	21-Dec-2017
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17. Does the Institution have Management Information System ?	Yes
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If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<ul style="list-style-type: none"> • SPARK • DDFS • FFMS • ONLINE PAYMENTS • ONLINE SUBMISSION APPLICATIONS TO UNIVERSITY • CENTRALISED ALLOTMENT OF ADMISSION • INFORMATION THROUGH WEBSITE • CCTV MONITORING SYSTEM <p>Our institution has MIS for processing data into information and communicates it to various departments. FFMS(File Flow Management System is implemented in 2017 and inaugurated in Oct 2018. DDFS)Digital Document Filing System) is implemented in July 2019. DDFS makes the communication between the institution and Directorate very fast and transparent. All the fund allocation became online which helps to avoid delay in transactions. University Fee Payments and other payments to university are made through online 2019 onwards. Details about staff ,like Academic qualifications, inservice improvement in qualifications, PEN Number, Scale, salary details of teaching , staff, Income Expenditure details of college etc. is to be</p>
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uploaded on the website. Roll of Student teachers is and admission details of students are uploaded in University websites. College profile and other details are also uploaded in website and in NCTE website .All the details about the HEI is uploaded in NCTE website for E monitoring. Salary processing of all the staff including Teaching and Non teaching staff is through SPARK from 2016 onwards. College details, Number of seats for each course, prospectus , reservation procedure, Fee structure etc can be accessed through University websites. Details of examination, Exam results and other important information are published in University websites .Details of students , their admission number, profiles, marks are kept in excel format in separate folders in Google drive for easy access. The data base helps to access saved documents, and comprehensive searches for information easy and ensures that authorized individuals can find what they need, when they need it, without devoting excessive time and with minimal effort. CCTV is installed in the premises and in examination halls to make the management system more effective. The institution has LAN facilities which helps the principal for easy management of files, easy access and speedy decision makings. The e filing system also helps to reduce the time and effort in down loading and taking print outs to be signed by the head of the institution.

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 University of Kerala modified the curriculum to equip the prospective teachers to cope up with the needs of the educational community of the 21st century. Evidence based performance evaluation, Development of Teacher competencies, Entrepreneurship in education, development of professionalism are novel aspect that was incorporated in the curriculum revision. Moreover the need to lessen the burden of an over loaded curriculum, the lack of sufficient practical orientation, reducing the gap between theory and practice, the inclusion of obsolete content and a failure to be in touch with the realities existing in schools and the requirement of communities, the quite often heard limitation were also given special care while moulding the curriculum. Special

care has been taken in the present revision to retain the best practices of the earlier curriculum and to observe fully the NCTE new regulations. The College follows the curriculum formulated by Kerala University. The process of curriculum design by the Boards of Studies is through the participation of Member Colleges and professional bodies. Several faculty members have been on the Boards of studies. The institution has undertaken various programmes for curriculum development and implementation. There has been active involvement of the faculty in various seminars, workshops and discussions for curriculum development and implementation organized by professional bodies and Board of Studies of different disciplines. Departmental meetings are convened to develop curriculum implementation strategies. Industrial visits provide a practical edge to classroom teaching. In remedial and bridge classes, the gaps between the entry behavior and expected learning outcomes of students are remedied. For slow learners and students from different streams remedial classes, coaching and tutorials are conducted free of cost. Experts on various subjects are invited in this regard for regular updating and knowledge dissemination. Question papers and reference books are available in the library. In the beginning of every academic year academic calendar is prepared by the institution based on the same published by the university giving adequate weightage to curricular and co-curricular activities. At the beginning of the course orientation programme is organized in order to give awareness about the course and its objectives. The time table committee prepares the master time table in consultation with the IQAC. Every day classes begin with a morning assembly which is organized by students. The assembly includes programs such as Thought of the Day, News reading and Book Review. This helps to inculcate punctuality, value education, general awareness and personality development. A pretest is given to assess the entry behavior of students. Based on the results corrective measures are taken. Periodical Academic review is done by IQAC. The progress of the teaching learning is monitored by the Principal also. Innovative learning strategies are used to transact the content in an effective way. Internal tests are conducted to assess student performance formatively. Guest talks by experts is organized in the relevant area. Field visit is organized optional wise to provide direct experience. Various clubs like eco club, film club etc support the academic activities by conducting various programmes.

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	NA	NA

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

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

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MEd	Environmental Education	01/01/2018
MEd	Human rights and Value Education	01/01/2018

MEd	Comparative Education	01/01/2018
MEd	Trends and Innovations in Educational Technology	01/01/2018
MEd	Inclusive Education	01/01/2018
MEd	Mental Hygiene and Child Development	01/01/2018
MEd	Life skill Education	01/01/2018
MEd	Trends and Innovations in Educational Technology	01/01/2018
MEd	Economics of Education	01/01/2018
MEd	Educational and Vocational Guidance and Counselling	01/01/2018
MEd	Tools and Techniques of assessment in Education	01/01/2018

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
0	Nil	Nil
View File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MEd	A Critical Analysis of Gender issues in the English Course Book of standard VIII	1
MEd	Effectiveness of ASSURE Instructional Design Model for enhancing awareness on International Business Management Practices among Commerce students at Higher Secondary Level.	1
MEd	Relationship between Naturalistic Intelligence and Eco-Friendly practices among Higher Secondary School Students.	1
MEd	A study on awareness and attitude of Higher	1

	Secondary School students' towards management of Natural Disasters	
MEd	SpatialThinkingSkilland ProblemSolving Ability in relation to Achievement in Mathematics among Secondary School Students.	1
BEd	A Critical Analysis of E-Resources in SAMAGRA Portal in Physical Science	1
BEd	A Study of Awareness on Child Sexual Abuse among Female Students at Secondary Level.	1
BEd	"Effectiveness of Cartoon Integrated Teaching on Attitude Towards learning Physics of Secondary School Student's".	1
MEd	Effectiveness of an InstructionalPackage in Enhancing The Pro-Environmental Behaviour Of Upper Primary School Students	1
MEd	Environmental Ethics And Sustainable Living In Relation To Intentional Ecological Behaviour Of Higher Secondary School Students	1
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
The Feedback Mechanism revolves around various stake holders of the institutions namely, students, alumni, academicians, parents and employers. Feedback refers to the expressed opinions of students about the service they

receive as students. Students in our institution are given questionnaires covering infrastructure, library facilities, faculty support and cooperation from supporting staff etc with multiple options ranging from poor to excellent. Students put tick marks at their own choice without revealing their identity. These questionnaires are collected from different departments and analyzed for opinion of the students which help in improving the overall condition of the institution as per the specified Government norms. Our learning from student feedback is directed at providing: (a) a safe, professional and friendly learning environment (b) high quality teaching, assessment and management of learning (c) regular and reliable feedback on student progress and achievements (d) mechanisms for students to pursue grievances and learning related issues as required. Overall, responses from both the quantitative and qualitative data indicated moderate to high levels of satisfaction with the quality of teaching, instruction, learning and student engagement with students being less (but nevertheless still) positive about workloads, assessments, outcomes and available or assigned resources. As a result of student feedback, the College continues to review, develop and implement policies and practices in key areas, such as (a) curriculum governance, supervision and monitoring (b) the creation of an academic culture in which all students and staff are expected to deploy higher-order thinking skills (c) reinforcing clear expectations concerning unit content, assessments and outcomes (d) refining and extending data analysis in order to inform and complement effective and meaningful learning and teaching practices. The institution collects the feedback about curricular aspects and about the infra structure and services received from the college office. complaint box is set up in the general hall and the complaints received is redressed by the concerned committee and IQAC. To help the IQAC several committees are there like anti ragging cell, Anti sexual harassment cell, welfare committees, PTA and Alumni.

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	37	140	37
BEd	11 OPTIONAL - ENGLISH, MALAYALA, TAMIL, HINDI, SANSKRIT, PHYSICAL SCIENCE, NATURAL SCIENCE, COMMERCE, GEOGRAPHY, SOCIAL SCIENCE	51	1696	51

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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	Number of fulltime teachers available in the institution	Number of teachers teaching both UG and PG courses
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			teaching only UG courses	teaching only PG courses	
2018	51	37	17	17	17

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
17	17	9	13	13	5

[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)

'ANGEL –WARD MENTORING' SYSTEM' Government College of Teacher Education, Thiruvananthapuram has a mentoring system functioning with key focus objectives in the Year 2018 -19 commonly tagged as ANGEL –WARD MENTORING' SYSTEM: a. Connect the entry learning set with new learning experience b. Equip each student to build a strong foundation on Teacher Education Programme c. Uphold the spirit of true professional outlook with due emphasis of teaching skills and competencies. d. Tackle the learning difficulties of the learner both scholastic and co scholastic areas e. Scaffold each students to come in main stream and urge them to identify their uniqueness The Practices In this year all teachers oriented for mentorship to their assigned students who are not proficient their studies. Towards the convenience of students, structured mentoring sessions are taken before or after college hours. For mentoring sessions starts with student orientation/ course debriefing session, bridge practices and indentifying learning difficulties and strength of each one. The teachers cater to their individual needs by getting to understand them, since each student might be having different and completely unique needs. We understand their needs and provide care and support to enhance their mental and academic growth. Teachers assign students who are performing well to the students who are in need as tutors. Since they are students, they will have a productive rapport which ensures that they learn from each other and perform well. Discussion lessons, criticism lessons, microteaching practices and other collaborative tasks provide better feedback. Remedial classes are provided to students who need them. The goal of Remedial learning engagement is to identify and target the inadequacies in the students learning and focus on helping them improve. The teachers provide remedial classes according to the students' performance on their respective subjects. Experts are provided to help and guide students who exhibit anxiety, depression, and other personality development disorders. These programs help students to overcome their hurdles. Remedial programmes enable students in need of support in overcoming their issues and help them stand closer to their peers. Remedial classes help slow learners by providing the extra care and attention if they required. Academic enrichment activities like thought for the day, quiz sessions, subject association programmes etc can help improve the students' academic growth. Each student can make use of these activities to help them improve on the subjects and topics that peaks their interests. Group discussions debates and symposiums, brainstorming, and discussions provide learning enhancement. Individual projects were assigned to them for improve their intellectual process. Feedback was provided for each of their activities to ensure growth. The students were encouraged to perform in art and sports of their interests to ensure enrichment. Training and exhibitions were organized for students with an aptitude for acting and other dramatic arts and crafts, classes for yoga and aerobics, training and classes for Poster designing, photography, documentary, short film making, community living camp, field visits, exam orientation, placement, capacity building sessions, studies and surveys etc also provided to mould each students become true professionals.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
88	32	1 : 3

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned	No. of filled positions	Vacant positions	Positions filled during	No. of faculty with
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positions			the current year	Ph.D
17	15	2	2	14

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
2018	NA	Assistant Professor	NA
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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	29/03/2019	31/05/2019
MEd	MED	IV	29/03/2019	30/08/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

2.5.2. Reforms initiated on continuous internal evaluation system at the institutional level. The College - GCTE Thiruvananthapuram judiciously followed the internal assessment components and criteria specified in the curriculum of both B.Ed and M.Ed programme of University of Kerala. Each semester has specific internal assessment components which could be planned and incorporated in the academic calendar of the year 2018 -19 and the academic co ordinator of the institution monitor the appropriate mechanism to complete the components in time and evaluated objectively based on quality criteria with evidence based approach. The internal assessment score was published and provided freedom to each student to verify their scores and finalized based on the signature of the student, tutors in charge and counter signed by the Principal. In the B.Ed programme the continuous internal assessment aspects as: Details of Practical Work Associated with Theory: CE (a) Perspectives in Education (Core papers)

Sem. Sub. Code Nature of practicum..... Marks Credits Assessment I EDU-01 1. Seminar/presentation-1 (5 marks) 2. Assignment-1 (5 marks) 3. Test-mid semester (5 marks) 4. Capacity Building Program (leadership building) -10 marks 25 One Internal EDU-02 1. Seminar/presentation- 1 (5 marks) 2. Assignment- 1 (5 marks) 3. Test -mid semester (5 marks) 4. Capacity building Activity-1 (10 marks) 25 One Internal EDU-03 1. Seminar/presentation-1 (5 marks) 2. Test-mid semester exam (5 marks) 3. Blog Creation (10 marks) (Blog creation workshop and posting of materials) 4. Online Assignment -1 (5 marks) 25 One Internal II EDU-06 1. Group Seminar/group discussion/brain storming-1 (5 marks) 2. Practicum-1 (5 marks) 3. Test-mid semester exam (5 marks) 4. Capacity Building Program(workshop for life skill development-one skill) (10 marks) 25 One Internal EDU-07 1. Practicum - 1 (5 marks) 2. Practical - 1 (5 marks) (paper pencil/ group/ digital) 3. Test-mid semester exam 1 (5 marks) 4. Capacity building-workshop for stress management - Activity -1 (10 mark) 25 One Internal EDU-08 1. Group Seminar/group presentation /group discussion/brain storming -1 (5 marks) 2. Test-mid exam (5 marks) 3. Practicum- no.1 (5 marks) 4. Development of any one tool.(10 marks) 25 One Internal III EDU-11 1. Test - mid

semester exam. (5 marks) 2. Practicum-1 (10 marks) 25 One Internal 3. Field study (conscientization program)-1 (10 mark) EDU-12 1. School based activity -1 (10 marks) 2. Practical-1 (10 marks) Individual/Group 3. Test-mid semester exam (5 marks) 25 One Internal IV EDU-14 MCQ Test battery-with college level testing for internal and viva-voce for external (consolidation from Semester I to IV, 20 items per paper.) 25 25 Internal External In the M.Ed programme continuous evaluation included internal test, assignment, seminars, report of attachment with institution, attendance, internships, self development course documents etc are considered. Assessment Components for Each Paper a. ACP Attendance Classroom Participation b. RP Reflective Practicum c. A/SEM Assignment/Seminars/Practical d. MST Mid Semester Test

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

The academic calendar 2018 -19 prepared by the College based on the guidelines specified in the annual calendar issued by University of Kerala includes the dates of commencement, orientation and completion of syllabus - both theory and practical, schedules of internal exams - its implementation, preparation and publication of results etc, specifies the dates of term end examination. Tentative dates of practical exams and viva-voce and theory examinations are also given in academic calendar. The time tables are prepared and implemented accordingly. The teachers prepare teaching plans according to the academic calendar and guidelines of the University. The schedule of external examination is fixed by the University and the same is displayed on notice board of the college for students. In case of any change in the University schedule, some changes are required to be made in internal evaluation as well. These changes are communicated to the students well in advance. However, all efforts are made by the Institute to adhere to the academic calendar for Continuous assessment.

1. Unit exam was conducted periodically
2. Model Exams are conducted before university exams.
3. Group discussion, brain storming, debates etc was conducted as part of continuous monitoring
4. Experience to computer and technology lab was provided and workshops was arranged periodically especially for e content development, Power point presentation development, digital text book preparation, educational blog development etc. After assessment of written examination answer scripts was distributed among the students. Their doubts was also cleared with advice about writing correct apt answers and provide orientation for examinational preparation too. The regular monitoring is done by the governing Council. The Principal conducts curricular and extracurricular review meetings on regular basis to check the implementation and progress of all the activities in the academic calendar. Based on these review meetings some changes in schedules of activities are made if required. Further, extra lectures and invited talks by experts was scheduled to enhance their additional skills and knowledge about the curriculum components before university examination . Along with continuous internal evaluation, academic planning contains information regarding the following activities. The academic calendar indicates the annual working period of the teachers which includes working days, teaching days, admission period, examination, and valuation period as per the university and UGC guidelines. Working days are strictly followed as per university guidelines.

b) Curricular activities: The academic diary includes the complete teaching learning process. It also contains teaching plan and manuals execution of activities. c) Co-curriculum activities: The Various tests like unit test, common test, Term test, practical examination, Viva-voce exam, assignment project, seminar, group discussion to be conducted by the teachers, are indicated in the academic calendar as well as it indicates the specific period for study tour to be arranged in the session. d) Other activities: The academic calendar gives period to conduct extracurricular and social activity such as Celebration of various national and international days related issues, field trip and various other social activities was also conducted.

2.6 – Student Performance and Learning Outcomes

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

<http://gctetvpm.ac.in/wp-content/uploads/sites/56/2021/08/Programme-and-course-Outcomes-2019-2020.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
EDU	BEd	11 OPTIONAL - ENGLISH, MALAYALA, TAMIL, HINDI, SANSKRIT, PHYSICAL SCIENCE, NATURAL SCIENCE, COMMERCE, GEOGRAPHY, SOCIAL SCIENCE	51	50	98
MED	MEd	Education	37	37	100

[View File](#)

2.7 – Student Satisfaction Survey

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

<http://gctetvpm.ac.in/wp-content/uploads/sites/56/2021/08/SSS-2019-2020-REPORT.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
Minor Projects	365	Central University of Kerala, School of Education, Kasargod - Pandit Madan MohanMalaviya National Mission on Teachers and Teaching	2	2

[View File](#)

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
Cybergogy for Engaged Learning	College IQAC	15/11/2018

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	NA	NA	Nil	NA
No file uploaded.				

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
0	NA	NA	NA	NA	Nil
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
Principal	1
Physical Education	1
Physical Science	1
External Guides from other colleges in our Research centre	17

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Education	9	0
International	Education	1	Nil
View File			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Education	11
View File	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as	Number of citations
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					mentioned in the publication	excluding self citation
Professional Ethics of Prospective Teachers at Secondary Level	Dr B. Suresh	International Journal of Research and Analytical Reviews E-ISSN 2348-1269 5 (3	2018	Nil	GCTE, Thiruvananthapuram	Nil
????????? ???	Jolly S	????????? ?????	2019	Nil	GCTE, Thiruvananthapuram	Nil
Development of Instructional module in Geography for secondary school students	Santhosh Kumar V K	GCTE Journal of Research and Extension in Education, Vol, 2 Issue 2 July	2018	Nil	GCTE, Thiruvananthapuram	Nil
Linguistic Creativity and Achievement in Malayalam of secondary school students	Dr T V Bindu	Teacher, Learner and Society, Vol 15 (1), pp 5-11, ISSN 2319-1709-29. June 2018	2018	Nil	GCTE, Thiruvananthapuram	Nil
The future of Teacher Education: One Year to Two Years to Four Years ITEP	Dr T V Bindu	GCTE Journal of Research and Extension in Education, Vol 13 (2), pp 5-10, ISSN 0975-5144, July 2018	2018	Nil	GCTE, Thiruvananthapuram	Nil
Attitude towards e-learning and satisfaction towards using ICT among higher secondary	Dr Isaac Paul	GCTE Journal of Research and Extension in Education. Vol 13, issue 1) Jan 2018.	2018	Nil	GCTE, Thiruvananthapuram	Nil

school students		ISSN 0975 - 5144				
Academic achievement of Secondary school students in relation to Parental expectation and Test anxiety The Academic achievement of Secondary school students in relation to Parental expectation and Test anxiety	Dr V K Sobha	Journal of Studies in Teacher Education- volume 12 issue 1 June 2019 -ISSN.2229 -502X	2019	Nil	GCTE, Thiruvananthapuram	Nil
A review on Introduction to Research in Education written by Donald Ary, Lucy Cheser Jacobs, Chris Sorenson, Asghar Razavieh	Dr T V Bindu	GCTE Journal of Research and Extension in Education, Vol 14 (1), ISSN 0975-5144, January 2019	2019	Nil	GCTE, Thiruvananthapuram	Nil
English Language Education in South Asia: from policy to pedagogy edited by Lesley Farrel, Udaya Narayana Singh and Ram AshshG	Sheena Elizabeth Varghese	GCTE Journal of Research and Extension in Education. Vol 13, issue 1) Jan 2018. ISSN 0975	2019	Nil	GCTE, Thiruvananthapuram	Nil

iri(Book Review)						
Curriculum Adaptation s for the Learning Disabled in Inclusive Classrooms at the Elementary level	Dr V K Sobha	- GCTE Journal of Research and Extension. Vol 14, issue 1 January 2019 -issn 0975-5144	2019	Nil	GCTE, Thiruvananthapuram	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	NA	NA	Nil	Nil	Nil	NA
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	3	13	2	Nil
Presented papers	4	5	Nil	Nil
Resource persons	Nil	8	Nil	6
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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
NIL	NA	Nil	Nil
No file uploaded.			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	0	NA	Nil
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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
NGO	Kerala youth mission	Awareness programme on cyber-crime, drugs and alcohol	2	80
NGO	Gandhi bhavan	Swatch Bhatath mission	5	80
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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	NA	NA	0
No file uploaded.			

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	SCERT, SIEMAT, BRC, SSA	29/10/2018	03/11/2018	M Ed studentsts
Academic	Internship	Colleges of Teacher Education (DIET, D.Ed. Colleges- Primary Level)	31/01/2019	20/02/2019	M Ed studentsts
Academic	Internship	Colleges of Teacher Education (Secondary Level)	01/02/2019	15/02/2019	M Ed studentsts
Academic	School Induction	Secondary and higher secondary schools	31/01/2019	05/02/2019	B Ed studentsts
Academic	Internship	Secondary and higher secondary schools	14/11/2018	18/01/2019	B Ed studentsts
Academic	Internship	Secondary and higher	29/06/2018	23/09/2018	M Ed studentsts

secondary
schools

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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
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
2.52	2.51

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Video Centre	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 partially)	Version	Year of automation
LIBSOFT	Fully	2.1	2011

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	1511	Nil	Nil	Nil	1511	Nil
Reference Books	5603	Nil	Nil	Nil	5603	Nil
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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
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Dr. Issac Paul	Environmental Crisis	Adobe Premiere	05/11/2018
Dr. Issac Paul	State of India's Environment	Adobe Premiere	20/06/2018
Dr V K Sobha	Subhashitham	MS Powerpoint	13/06/2019
Dr. V K Sobha	Weathering	MS Powerpoint	12/09/2019
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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	85	1	65	1	1	7	12	250	0
Added	6	0	6	0	0	0	0	0	0
Total	91	1	71	1	1	7	12	250	0

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

250 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
1) Video Camera 2) Computer With Adobe Premiere 3) Hard Disks 4) DSLR Camera 5) LCD Projector	https://youtu.be/F1-j2YMEZ4c

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
6.41	6.41	1.88	187

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)

During the year the institution modified the principal room by fixing glass doors and protected the wooden furniture for keeping its archeological value. The institution is equipped with solar power panels, during the year the institution replaced its defective power batteries and ensured the efficient function of solar power plant. The years old electrical cables and switches were replaced with the assistance of government fund. The main corridors of the college were tiled and the adjacent walls were plastered during the year. Repair of damaged computers and replacement of its cable, upgrade of sports facilities were carried out for the efficient function of audio visual facilities and enhancement of co-curricular facilities. All upgradation works and maintenance were carried out by utilizing the central and state government funds. Plan fund and funds from the State Government are utilized for procuring

and upgrading the infrastructure both in quantity and quality of the institution. For that, detailed project proposals will be submitted to the Directorate of Collegiate Education for seeking funds to upgrade the institutional infrastructure. After the allocation of funds, the institution will obtain the Technical and administrative sanction. After which, the existing purchase committee will decide and fix the standards of equipment to be purchased. Open quotations through newspapers and gazette will be issued. Later the detailed scrutiny of quotations will be done and the purchase committee will decide to issue the purchase order to the lowest quoted supplier. The supplied equipment will be inspected to ensure the assured quality by a technically qualified team. Usually the technical teams are hired from the Government Engineering Colleges or PWD Kerala. Then the equipment is installed and commissioned for establishing a proper teaching learning process. The six laboratories i.e. Physical Science, Natural Science, Computer, Psychology, Social Science and Language laboratories and Physical Education Lab (Human Performance Lab) are functioning under the monitoring of concerned teachers in charge. Stock register and entry-exit registers are maintained. College laboratories are the place where the students are free to do their experiments in a cooperative and collaborative manner. The maintenance and repairs of equipment and purchasing of chemicals are to be done by utilizing the plan fund, funds from the Kerala government and a minimum contribution from PTA also.

<http://gctetvpm.ac.in/wp-content/uploads/sites/56/2021/08/4.2.2-Procedures-and-policies-2018-19.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	state provide E-grantz and DCE Scholarship for differently abled (Post Metric Scholarship)	47	516300
Financial Support from Other Sources			
a) National	university merit scholarship	2	2000
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 implementation	Number of students enrolled	Agencies involved
Yoga Classes as a part of the curriculum for first semester B.Ed and M.Ed Students	01/07/2018	85	Gandhibhavan, Thyc aud
Meditation classes	01/07/2018	85	Gandhibhavan, Thyc aud
.Workshop on SUPW	19/09/2018	46	Gandhi bavan, Thyc aud

Five Day Residential Community Living Camp	22/02/2019	46	GCTE, Thycaud
Seminar on Quality Research for quality Education	01/01/2019	46	DCE
Orientation Programme on SPSS and R Software	21/02/2019	46	DCE
Workshop and Seminar on 21st Century Digital Skills of Teacher Educators	07/12/2018	45	DCE
Workshop on Art and Drama	10/09/2018	46	GCTE, Thycaud
Awareness programme on Cyber Crimes, Alcohol	10/12/2018	45	GCTE, Thycaud
Seminar on Quality Research for quality Education	24/01/2019	46	DCE
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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
2018	placement cell	77	18	77	18
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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
2	2	2

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
NIL	Nil	Nil	Colleges	18	18

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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	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	1	B Ed	Social Science	Govt College of Teacher Education, Thycaud	M Ed
2019	1	B Ed	Mathematics	Dept of Mathematics, University of Kerala	M Sc Mathematics
2019	1	B Ed	Mathematics	SN College ,Kollam	M Sc Mathematics
2019	1	B Ed	Tamil	University College	M A Tamil
2019	1	B Ed	Commerce	Dept of Psychology. Alagappa University	M Sc Psychology
2019	1	B Ed	Natural Science	Dept of Environmental Science, Karyavattom	M Sc Environmental Science
2019	1	B Ed	Natural Science	University College	M Sc Zoology
2019	1	B Ed	Hindi	University College	M Phil
2019	1	B Ed	Malayalam	Govt. College for Women	Ph D
2019	1	B Ed	English	Dept of English, University of Kerala	M phil

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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	10
SET	14
Any Other	39
Nill	14

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

Activity	Level	Number of Participants
Annual Athletic Meet	Institutional Level	80
International Yoga Day	Institutional Level	80
Gandhi Jayanthi Celebrations	Institutional Level	80
Independence Day Celebrations	Institutional Level	80
Christmas New Year Celebrations	Institutional Level	80
Talent Day Celebrations- Tarodayam	Institutional Level	80

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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

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

The college has an elected student council 'ALLASO 2K19' Our institution follows the bye laws of the functioning of student council of University of Kerala. The election procedure is according to the guidelines specified in the Kerala University constitution. The students are given a chance to experience the democratic proceedings of election throughout the endeavour. The Student Council of the year 2018-2019 came into being on 10 October 2018. The elected student council consists of members holding various posts viz, Chairperson, Vice Chairperson, University Union Councillor, Arts Club Secretary, Sports Secretary, Magazine Editor, Lady Representative and departmental representatives. The student council was inaugurated by the then honourable minister of Higher Education, Dr. K T Jaleel. College union helps in all academic and administrative activities of the Institution. Students representatives are members of Academic Committees such as NAAC cell of the College, IQAC, RUSA and Optional Associations, Administrative Committees such as Grievance Redressal Cell, Discipline Committee, Purchase Committee and Sports Committee, and Social/ cultural committees such as Eco club, Literary club, Science club, Tourism club and Film club. The committee members actively participate in discussions and decision makings. The College Union in collaboration with IQAC takes parts in all quality initiatives . The College Union organizes various activities as per the direction of IQAC. Activities of the student council for the year 2018-2019 • The student representatives and staff representatives actively involve in Flood relief campaign . We collected food and other items and lend our hand to the people who were affected by flood by actively involving in various activities. • 30 students under the leadership of Principal Dr. B Suresh, IQAC Coordinator Dr V K Sobha, and Staff advisor Dr J Lidson Raj, take part of flood relief campaign of Government of Kerala and took initiative in the cleaning process of Chamakulam SUPHS school, Alappuzha

which was severely affected with flood. We cleaned the school and premises which were almost covered by mud and debris. We all were so proud to be the part of rebuilding Kerala. • Day celebrations such as Independence day with interaction with famous gandhian Sri Ayyappan Pillai, on 15/8/18, Kerala Piravi on 1/11/18 with the motto of the programme was "Go Green". Christmas Day 'Jingle Mingle' on 20/12/18. • Rangolsav -19: Under the guidance of college union 26 students went to Peet Memorial College, Mavelikkara to participate in Rangolsav-19 held on 8th and 9th March 2019 and won many prizes. • College Literary Competition: College union literary competition was held from 14th February 2019 to 28th February 2019. • University Youth Festival 2019: This year's University Youth Festival from 26th March 2019 to 3th March 2019. Six students participated in individual items. • Sporton 2K19 : The college union organized an Inter college Seven's Cricket Competition named Sporton 2K19 on 29th January 2019. • Sports Day : The Inaugural function was done by Dr. B Suresh, Principal, GCTE Thycaud on March 14th 2019. • Inter-College Shuttle Tournament: Six students represented our college in an inter-college shuttle tournament held at Titus teacher training college on 27th and 28th of February. • Awareness Program about Drugs, Alcohol and Cyber Crime: In order to aware about drugs, alcohol

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The Government College of Teacher Education, Thycaud with its legacy of more than a century is blessed with thousands of Alumni contributing to the human resource at various walks of life throughout the world. The contribution of the Alumni towards the welfare and smooth functioning of the college is remarkable in the long history of GCTE. Officially established in the year 2005, Alumni became part of every activity organised by the college. The first meeting of the alumni was held on 19.11.2005. The name of the alumni organisation is Govt College of Teacher Education Alumni Association (GCTEAA) Thycaud, Thiruvananthapuram, registered under the provisions of the Travancore-Cochin Literary, Scientific and Charitable Societies Registration Act 1955. The former students of our college serves as teachers, teacher educators, and administrators in various teacher education institutions, arts and science colleges, university departments, higher secondary schools, high schools, primary schools etc. They work in various aided, unaided and government institutions. Even though most of our Alumni choose teaching as their profession we have exceptions where they contribute efficiently to state and central services and other private sectors also. Our Alumni is proud to have a former minister of state, and IAS officer, cine artists, renowned poets, eminent teachers and reputed professors. We try to ensure their participation in various programmes organised by the student council. The presence of such distinguished personalities in various programs provides an opportunity to our student teachers to interact with distinguished personalities and such interactions are inspiring to our teacher aspirants. Expert talks are provided by Alumni without receiving remuneration. GCTE is indeed lucky to have Alumni in every walk of life who consider it as an honour to cooperate with the curricular, co-curricular and extracurricular activities of the college. We have the services of the Alumni as the judges of our college level competitions in arts and sports. The curricular and co-curricular activities are guided and supported by the Alumni. Demonstration classes for the student teachers are taken by the Alumni of concerned optional subject. They consider it as a privilege and it is done free of remuneration. The Alumni provides resources support for the successful conduct of seminar and workshops organized by various departments.

5.4.2 – No. of enrolled Alumni:

2398

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

8500

5.4.4 – Meetings/activities organized by Alumni Association :

- Providing expert talk
- Taking demonstration lessons for the optional subject
- Merit day programme
- Endowments to meritorious students
- Resources support during practice teaching
- Student council inauguration by former minister

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 Government College of Teacher Education is affiliated to University of Kerala and comes under the administrative control of the Department of Collegiate Education, Government of Kerala. The whole academic and administrative powers have been vested in the Principal . The Vice Principal of the college supports the Principal in Academic as well as administrative matters. Administrative decentralisation To help the Principal in administrative activities a team of staff members is there. The head of the office staff is Principal. Under the principal there is Senior Superintendent and other non teaching staff members. Each section is handled by separate clerical staffs like Head of Accountant, clerks in section A1, A2, A3, A4, A5, A6, Typist, Office Assistants and Sweepers for helping the principal for the smooth functioning of the institution. The Senior Superintendent assign the works to all the staffs in the office. Section A1 Postings of teachers and nonteaching staff, Approval of regularization of postings ,Probation declaration ,Grade, Approval of leave, Increment of administrative staff, Leave surrender, commuted leave, Terminal surrender, Sending pension proposal teachers to higher office, IMG training for teachers and administrative staff ,NLC certificate of gazetted officers, Right to information(General),assembly questions(General),Advance increment of teachers, FDP Section A2 PF,TA,NRA related works, Tender notice, contingent bill and non-plan bills, Monthly expenditure statement to DCE under non plan, Sending annual report to DCE and university Section A3 Salary bill, spark related works, PF admissions, SLI ,GIS, FBS, Treasury reconciliation, audit objections, plan, Purchased related to UGC fund, Preparing and forwarding of Conduct of university exams, plan proposals, Minor and major research projects. Section A4 B.Ed. and M.Ed. admissions, Matriculation recognition, E grants and scholarships, TC, Research scholar register maintenance and bill forwarding Section A5 All collections DCB to DCE and university, Tapal despatch, stamp account Section A6 Reimbursement of medical, travelling allowances, it's bills and related works , Collection of water charge of hostel and quarters, Stationary stock, general papers, stock verifications, printing of college calendar, maintenance of CDC register and its accounts Helping E grants, admissions, bills, university exams-online submission and spark and university exams Academic decentralization The academic head also is the Principal. Each department has Department heads/ teachers. The college is following the exact portfolio. This enables the smooth functioning of the college. All the college positions/clubs/committees are allotted to all teachers. Moreover there are other statutory and other bodies like Staff Council, Purchase committee, Guidance cell, Tourism club, Anti Ragging committee, Anti-Harassment cell, Placement cell, Grievance cell, Scrutiny and Evaluation committee, Internal complaint against sexual harassment , Crisis management cell, Technical committee and Equipment, Library committee, Time Table Committee, Excursion activities, Charity Programmes, Narcotic club, Eco

club, Discipline committee, Women cell, Inter collegiate competitions etc An elected College Union and the staff advisor helps in the co ordination of all the co curricular and extension activities of the students. The academic co ordinate co ordinates all the curricular activities of the college. The Examination committee co ordinates internal and external examinations and practical examinations .

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
Library, ICT and Physical Infrastructure / Instrumentation	<p>The Library is now functioning in the main heritage building of the college. The Library is nourished with more than 28000 books which are hosted in the Central Library and Department Libraries and 1440 thesis including M.Ed., M.Phil. and Ph.D. are kept in research library. The Central Library is subscribing 5 newspapers and 13 general periodicals. The Library is automated with library management software LIBSOFT. The users can access the collection through Online Public Access Catalogue (OPAC). The library can be accessed from 8.30 am to 3.30 pm on all working days. Following are the services offered by the library- SERVICES, Reference, User Orientation and Current Awareness, Assistance in searching databases provided. The college has encouraged the use of ICT based techniques of study purpose. The computer lab of the College equipped with networking facility.</p>
Research and Development	<p>? Encouraging students and faculty members to participate in seminars and present their research works. Encouraging faculty members to undertake research projects, workshops, seminars. The library facilitates research-oriented books, journals e journals for research reference. The college has a College Research Cell (CRC). This cell provides guidance to faculty about funding agencies promotes interdisciplinary research. The College has a bi-annual journal namely "GCTE JOURNAL OF RESEARCH AND EXTENSION IN EDUCATION" from January 2006. Also the publication wing of the college publishes an annual publication "GCTE RESESRCH ABSRACTS" from 2011 onwards. ? The faculty members are encouraged to</p>

publish their research contributions in various National International Journals and conferences. The Institute encourages the research scholars and teachers by providing on-duty leave to focus on their research. The Institute encourages faculty members to pursue Ph.D. programmes in reputed universities.

Industry Interaction / Collaboration

Efforts are taken to build and maintain good rapport with the Academia alliances, schools, Teacher Education Institutes, SCERT Kerala, SIEMAT Kerala, DIETS, and Higher Education Institutes etc. Internship in Teaching or School Internship for B.Ed. students is given for a period of 20 weeks into two phases. The participating schools shall set up a mutually agreed mechanism for organizing, monitoring, supervising and tracking of internship and assessing the student- teachers. Planned progressive development of the behaviour of the student-teacher is the major achievement of the teaching practice. Internship for M.Ed. is proposed in three phases- 10 working days, 15 working days and 20 working days respectively. District level institutions like DIET, SSA DISTRICT/STATE offices, SCERT, SIEMAT, IMG, BRC, Adult Non formal Education, college with NAAC accreditation/Autonomous colleges, Gandhi Smaraka Nidhi etc. can be selected for student's attachment. Institutional twinning with renowned institutions are done by our M Ed students and collaborate in their activities This provides a unique opportunity to students and teachers to learn theoretical concepts practically, understand the Institutes , collaborate with other academic ventures Faculty members have collaborated with local, national and international eminent academicians and researchers and published research papers.

Human Resource Management

Team building and collective decision making is the motto of our Human Resource. The Principal of the college is head of the institution for the HRD work. Principal organises meeting of staff council in order to manage in the best way the human resource available Faculty members and Non-teaching staff are encouraged to participate in

various training, workshops and faculty development programmes. Different committees are nominated by the Staff Council to ensure and enhance the academic and administrative experience of faculty members. Students are empowered to organize different events like day celebrations, field trips to organisations, Literary-cultural activities in the college to develop their organizational skill Biometric, CCTV facilities are used for human resource management.

Examination and Evaluation

An Examination committee has been formed in the Staff Council for effective implementation of the conduct and evaluation of the exams. The term exams are conducted in the college. The annual exams are organised by the affiliating University and conducted by the college. Surprise inspections by faculty members of various colleges visit the during examination in order to control the use of unfair means. College conducts internal assessment of students according to the university guidelines. Class tests, surprise tests, online tests, mid-term tests, student seminars, interactive sessions, practical examinations, debates etc. are conducted by departments to evaluate the students. Continuous evaluation is done through the process of assessing the practical work related to core papers and optional

Curriculum Development

Curriculum vision empowerment of prospective teachers with value embedded and competency- based teacher education curriculum, to equip them to be professionally competent, adaptable and socially committed to meet the challenges in a knowledge society. Curriculum designing and development is decided by the affiliating university. Principal and Faculty members interact with the university and provide their views related to curriculum development. Some faculty members are members of the Board of Studies of Kerala university. University revises the syllabus of B.Ed. M.Ed. on a regular basis and Senior faculty members from our college have been a part of the curriculum development committee formulated by university and have contributed to the curriculum development.

Teaching and Learning

We follow a holistic approach for the growth and development of our teaching learning process using methodologies like presentations, demonstrations by experts, descriptive methods, brainstorming, group discussions, online quizzes, hands on experiences, field trips etc. We provide adequate infrastructural and lab facilities to our students Wi-Fi enabled campus and provides facility for students to use internet as a resource in their studies ? The College has a Library with over 15161 titles of text books, 5606 Reference Books , 20 journals, 2 Digital Database free version, 23 CD VIDEO, 6021 Weeding(Hard Soft),magazines, newspapers etc. all available for students We motivate our teachers to pursue higher studies and abreast their skill and knowledge. Our faculties are empowered to use the innovative technologies and modern methodologies in their teaching. we motivate our faculty members to join Orientation Programme, Refreshers Courses, Workshops and FDPs to upgrade their skills ?Concept of mentoring is implemented to provide special care to slow learners and students facing learning difficulties. Students are provided with remedial classes

Admission of Students

For the year 2018-19 the B.Ed. program proposed is based on the Credit and Semester System with Grading. B.Ed. course is notified in the newspapers and the students submit their application in the college with in the time notified. Rank list is prepared on merit basis. The course is of two years duration. There will be four semesters, with 100 working days for Semester I II, 120 working days for Semester III and 80 working days for Semester IV, excluding admissions, University examination and preparatory holidays. The course consists of three components: Theory, CE and related practical work. Course content is divided into three areas: Perspectives in Education (core papers), Curriculum and Pedagogic courses (optional papers) and related works. Our college offers specialization in 11 optional subjects' viz. Malayalam, English, Hindi, Sanskrit, Tamil, Mathematics, Physical Science, Natural Science, Social Science, Geography and Commerce. There

shall be a basic unit of 50 students for a single intake. Medium of instruction for the course is English. However, candidates may write the examination in Malayalam for all papers except language papers. Admission to the course will be on the basis of the eligibility requirements, rules and regulations for B.Ed. admissions fixed by the Govt. of Kerala and approved by the University from time to time. For the year 2018-19 M.Ed. program eligibility for admission, Norms for admission, reservation of seats for the M.Ed. Degree programme shall be in accordance with the University/Govt./NCTE norms from time to time. Candidates seeking admission to M.Ed. programme must possess a B.Ed. Degrees of the University of Kerala, or of any other B.Ed. Degree recognized as equivalent thereto by the University of Kerala, with a minimum of 55 marks in aggregate. The total marks obtained for the B.Ed. Degree Examination shall be the basis for selection. An additional weightage shall be given to the candidates with Post Graduate Degree (MA/M.Sc./M.Com) in their subject of specialization at B.Ed. LEVEL. Relaxation of 5 marks for the SC/ST candidates and 2 marks for SEBC candidates/relaxation as per Govt. norms. The M.Ed. programme shall be for a period of two academic years comprising of four semesters. The minimum number of working days in each semester shall be 100. The total marks obtained for the B.Ed. Degree Examination shall be the basis for selection. A student has to acquire at least 75 of the number of working periods (lectures, seminars, practical field work taken together) during each semester. The medium of the course for both instruction and examination shall be in English except for the elective subjects offered in Malayalam, Hindi, Sanskrit, Tamil and Arabic. For a pass in the examination, a candidate should secure a minimum of 50 marks in aggregate with a minimum of 40 in each Theory Paper in the External Examination of the University. There is no minimum for CE.

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

E-governance area	Details
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<p>Planning and Development</p>	<p>Various planning and developmental strategies are adopted for the better functioning of the institution. Construction of building and asset maintenance are done by Public Works Department (PWD) by utilizing the allotted fund. Suggestions are discussed in staff council meeting and important matters are intimated to PWD. For the admission of B.Ed. and M.Ed. courses circular and prospectus is updated in Universities portal. Timetable and academic calendar is planned and uploaded on the website.</p>
<p>Administration</p>	<p>E filing- FFMS/DDFS is followed Service record of teaching and non-teaching staff is maintained in online mode through SPARK- Service and Payroll Administrative Repository of Kerala. Service Book maintenance, Attendance register, Entitlement register (for teachers), leave register are prepared manually in the office. CCTV facility for maintaining discipline and monitoring of Examinations</p>
<p>Finance and Accounts</p>	<p>The college has a computerized account keeping and administrative system. Payslips and PF statements of employees are transmitted electronically. Salary of faculty members and staff is transferred directly to the bank accounts. Salary bills are submitted to the treasury through BIMS(Bill Information And Management software) All the plan funds from DC is transferred via online mode</p>
<p>Student Admission and Support</p>	<p>Application notification for admission to B.Ed., M.Ed. and Ph.D. courses is uploaded in the online admission portal of Kerala University. Merit list is prepared by the University and students who got selected for admission to the respective colleges are intimated by the University through mail. College Office helps and provides the necessary assistance to students to apply for different scholarship schemes. They are- PTA SCHOLARSHIP FROM THE INSTITUTION, E - grantz (Post Matric Scholarship), DCE SCHOLARSHIP FOR THE DIFFERENTLY ABLED, Hindi scholarship(National), National Scholarship, Lakshadweep Scholarship , University Merit Scholarship</p>

Examination	<p>The rules and regulations concerning the evaluation process, distribution of marks of internal assessment are displayed on the college notice board. The students can report the grievances regarding the internal marks if any.</p> <p>Internal Assessment Monitoring Committee ensures timely publishing of attendance, marks of assignments, tests and projects on College display board. Examination forms are filled and their admit cards are generated online.</p> <p>Centralised Evaluation System is followed for evaluating university examination answer scripts conducted by Kerala University. Faculty members of this college performed their duties as chairman, chief examiner, head examiner, assistant examiner etc. as and when appointed by the University.</p>
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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
2018	Dr Isaac Paul	National Seminar cum workshop on Teaching - Learning Platforms for Digital Natives	Society for Innovative Researchers and Academicians (SIRA)	500
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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)
2018	Training programmes for Principals	Nill	Nill	Nill	Nill	Nill
View File						

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

Title of the professional	Number of teachers who attended	From Date	To date	Duration
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development programme				
Summer School course organized by UGC-HRDC, The University of Kerala	1	01/12/2018	21/12/2018	21
Short Term Course organized by UGC-HRDC, Kannur	1	19/12/2018	27/12/2018	9
Short Term Course organized by UGC-HRDC, Kannur	2	13/02/2019	19/02/2019	7
Short Term Course organized by UGC-HRDC, University of Kerala	1	22/11/2019	28/11/2019	7
Short Term Course organized by UGC-HRDC, University of Kerala	1	21/12/2018	29/12/2018	9
Orientation Programme Organised by UGC, HRDC, University of Kerala	1	20/06/2018	17/07/2018	27
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
17	17	22	22

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Leaves: Leave rules of the University are adhered to and employees are granted leave as per their entitlement. Group Insurance Scheme (GIS), State Life Insurance (SLI), PF, LIC is available to all members. Staff Quarters: The	Uniform allowance is given to class IV staff, Medical reimbursements, Parenting leave, Maternity leave, conveyance allowance for physically challenged, interest free medical advance, House building advance, Onam	The teachers of the college extend financial help to students in need of assistance from PTA. Teachers come forward to pay the fees of many students in part or in full. The college assists the students in getting bus and railway travel

college provides 4 quarters out of which 3 are for teaching faculty near the college premises. Single child scholarship, Transfer allowance, Leave travel concession(LTC), Medical reimbursement , Parenting leave, Maternity leave Personal accident insurance, House building advance, Onam festival advance are availed by the staff

festival advance are availed by the non teaching staff.

concession passes. The college provides photocopying facility at subsidized rates. Photocopier is placed in the library. Best outgoing Student of the Year award is given to encourage students who excel in academics as well as extra/ co-curricular activities. Scholarships are given to meritorious students from each stream in B.Ed. and M.Ed. The college makes every possible effort to make the campus friendly for persons with disability. E-grantz(Post Matric Scholarship), DCE SCHOLARSHIP FOR THE DIFFERENTLY ABLED, Hindi scholarship(National), National Scholarship, Lakshadweep Scholarship, University Merit Scholarship are availed yearly to students.

6.4 – Financial Management and Resource Mobilization

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

Yes. The Institution conducts internal and external financial audits regularly. Our college is a government institution there are two types of financial audits. They are- 1. Audit from Accountant General of Kerala (Audit of Plan and Non Plan funds allotted to the college) The AG audit was done in January 2019 for a period of 2017 and 2018. The AG'S audit is mainly for financial matters and purchase. 2. Directorate of Collegiate audit The Directorate of Collegiate Education audit is for Time Table, Establishment, Attendance, Financial matters, Purchase etc. The accounts have been audited lastly in the year 2018 for a period of 01/06/2015 to 31/10/2017 and 1/11/2017 to 31/5/2019. The report of audit hasn't been received yet from the Collegiate Education. The AG objection were that the huge arrear in water charge, delay in thesis submission of FIP substitute and accumulated balance in PD account. If at all any clarification or objections from the auditing officer, then the college will give necessary clarifications through proper channels. Internal auditing of PTA fund , Alumni Fund ,IQAC Fund, Journal fund, Student Development Fund is done every year. A staff committee is been appointed to conduct audits in accordance with auditing standards every financial year. By presenting an account and statement of expenditure are presented by the faculty in charge and necessary clarification is given by them. Based on the discussion internal audits are done. UGC funded projects, FIP contingency expenditure, seminars, workshops sanctioned by UGC are audited by chartered accountants like Saju and Associates

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
PTA and Alumni	885000	infrastructure maintenance and financial help for economically backward students
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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	DCE	Yes	Staff Council and IQAC
Administrative	Yes	DCE and AG	Yes	PTA, Chartered Accountants

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

The Parent Teacher Association plays an active role in the academic affairs of the Institution. Parents take part in the decision making process and lend their expertise towards the smooth functioning of the Institution. Most of the maintenance works like furniture maintenances, plumbing works, electrification works, day's celebrations, campus cleaning, cultural programmes, and merit scholarships are financed and supported by the Parent Teacher Association of the college. The alumni association has established a strong linkage with the college and makes generous contributions for the development of the college • Activities and Support from the Parent Teacher Association: An Orientation programme was organized for the students along with their parents to acquaint the parents of the present batch with working of the Institution. Departments also organize their departmental orientation for an interactive dialogue with students and parents. • Active participation in PTA meetings. Parents give suggestions and feedbacks in the Annual parent Teacher Meeting organised by the College. PTA executive committee is constituted every academic year and selected parents are members in it. • The Department monitors the attendance of students. If a student shows poor attendance, then parents are informed about the same and subsequently meetings are arranged by the college authority with the parents. In almost all cases, parents provide essential support and care to ensure proper attendance of their ward. • PTA Scholarships are provided to B.Ed. And M.Ed. students scoring top marks. • Electricity, water charges are paid from advance taken from the PTA fund and is credited back to PTA as the Govt. Fund is allotted. • Providing constructive feedback for improvement in teaching-learning processes of the college

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

The staffs are encouraged to attend workshops and training program conducted by competent authority in and outside the College. • Periodical meeting for the staff members • Orientation for effective office administration Capacity building programmes are organised • The college sponsors a tour for the administrative and office staff for developing interpersonal relations

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

The Institution is paying attention to the infrastructural and the all-round development of students by designing the curriculum in need with the changing scenario of Teacher Education. Employability skills and gender empowerment are also given more weightage. • Teaching and the non-teaching Staff were encouraged to participate in capacity development organised by the Govt. to empower their skills and abilities • The institution had communicated about the shortage of faculty members in different departments. • Invited lectures programmes, seminars, workshops were conducted for B.Ed. , M.Ed. and research scholars • ICT related programmes i.e., e- content development was organised for students • Student feedback system has been strengthened. Feedback system has been implemented and the report is analysed • Staff were encouraged to publish quality articles in reputed journals and take up minor research projects. Expansion of Research Collaboration with national and international agencies has been initiated.

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	Yes

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	Residential workshop for Pre service teachers	02/10/2018	02/10/2018	07/12/2019	40
2018	Seminar on Pedagogical Practices in the digital era - issues and challenges	12/12/2018	12/12/2018	14/12/2018	115
2019	Orientation Programme on SPSS AND r software	21/02/2020	21/02/2019	23/02/2019	35
2019	Residential workshop on ICT integrated classroom with special emphasis on e content development	03/09/2018	03/09/2018	07/10/2018	40
2018	Flood	16/08/2018	16/08/2018	18/08/2018	12

	relief activities				
2018	Flood relief campaign cleaning of flood affected school	08/09/2018	08/09/2018	08/09/2018	55
2018	Field trip to Mitra nicketan	15/09/2018	15/09/2018	15/09/2018	50
2018	Life skill training in association with community living camp	30/09/2018	30/09/2018	30/09/2018	50
2019	Annual sports meet	15/03/2019	15/03/2019	15/03/2019	50
2018	awareness programmes on cyber crimes, drugs and alcohol	10/12/2018	10/12/2018	10/12/2018	50
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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
Women's Day Celebration and awareness talk on gender issues	08/03/2019	08/03/2019	75	11
ICT training workshop on cyber gogy with emphasis on bullying against women	05/11/2018	Nil	29	6
legal awareness against dowri system and cyber crimes	10/12/2018	10/12/2018	75	11
talk on great achievers among	24/02/2019	24/02/2019	46	5

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

Solar energy is used as an alternative source of energy. Eight Solar panel with the capacity of 250 watts of solar energy generating panels are there in our institution. It consists of four modular batteries for storing solar energy. Total energy gaining through solar panel is 2000 watts. These 2000 watts of solar energy is now utilizing in the Principal's Room and College Library. An underground tank with 5000 liter capacity was used to store water and the water is used in Men's Hostel College Commerce Department for various purposes. In addition to this, a bore well was constructed during the year 2015-16 using Rupees.1,47,780.00/- (One lakh forty seven thousand seven hundred and eighty rupees only) from Collegiate Education Department-Plan Scheme 2015-16 fund to the head of account "2202-03-103-75-01 (CIUP). They provided the fund for the up gradation of basic infrastructural developments and requirements of the Govt. Colleges in the state. The allotted fund was utilized to construct a 96m depth bore well with 165mm diameter discharging 1500 LPH. Water bearing zones were 33m- 500LPH 70m-1000LPH 84m-1500LPH. Along with the water from Water Authority in Trivandrum Corporation, the water from bore well was utilized for different purposes in the college. Programmes like Expert Talk, Debate, Elocution, Essay writing, Poem Recitation, Quiz, Collage, Slogan writing, Photography Contest, planting nurturing plants, Poster making competitions, etc. were organized by different clubs like Eco club, Biodiversity Club, Nature Club, Tourism club, Birds and Rovers Club, etc. To enhance Environmental Consciousness and Sustainability through celebrating environment related days like Environmental Day, Biodiversity Day, Forest Day, Water Day, Wetland day, Sparrow Day, Tourism Day, etc. The non renewable waste were brought to the plastic processing unit at jagathy, Thiruvananthapuram Preparation of eco-friendly teaching learning aids Field Trip to Mithranikethan, Vellanad, TVPM on 15th September, 2018 Kerala Piravi day celebration 1st November, 2018 - the motto of the program was 'Go Green'. Community Living Camp to B.Ed students a) The camp for second year B.Ed students named as "EONIA" themed around 'Awake for Tomorrow' was held from 2nd to 6th October, 2018. The camp was held at Grameena Patana Kendrum, Karakulam, Thiruvananthapuram. b) Community Living Camp was organized for first year B.Ed students also from 22nd to 26th February, 2019 and the camp named as " MERAZ 2K19" themed around '2gether for 2morrow' and was held at environment friendly institution, His Highness SwathithirunalammaVeedu, Perunthanni, Thiruvananthapuram - a heritage spot that holds a handful of regional history. The college union organized an Inter college Seven's Cricket Competition named Sporton2K19 Food court named 'Fill the Belly' based on Green protocol. It was held on 29th January, 2019. Eighteen teams from different colleges participated.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Provision for lift	No	Nil
Ramp/Rails	Yes	Nil
Braille Software/facilities	Yes	2
Scribes for examination	Yes	2
Special skill development for	Yes	2

differently abled students		
Rest Rooms	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	Nil	1	17/08/2018	3	Providing essential materials to flood affected people	service to flood affected people	12
2018	Nil	1	18/08/2018	1	Helps Government agencies to sort and pack materials for collection centres in flood affected area	service to community	9
2018	Nil	1	18/08/2018	1	Provide help to Government agencies in transportation of materials to flood affected area	service to community	14
2018	Nil	1	19/08/2018	1	contributed cash and , dresses and food materials to people in flood affected area	Contribute to local community	20
2018	Nil	1	07/09/2018	1	cleaning of flood affected school	help during emergency due to	30

						disaster	
Nill	Nill	1	20/12/2018	1	providing gifts to poor homes	service to poor homes	19
2019	Nill	1	18/06/2018	25	free tuition to students from poor home	service to poor homes	12
Nill	1	Nill	09/12/2019	50	preparation of low cost products with the help of Gandhibavan and supply it for cheaper rates to stake holders	community service	Nill
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Institutional Diary	25/05/2018	<p>Based on the guidelines of University of Kerala and UGC hand books are prepared and distributed among members. At the beginning of every year an orientation is given for students and parents about the code of conduct and discipline to be followed by the students.</p> <p>The hand book is distributed for the first year students. Besides that there is a discipline committee and attendance committee to monitor overall conduct of the students. Punching system is also implemented for students and staffs. Teachers follow the professional responsibility and ethics prescribed by the UGC and Government. A timetable</p>

is prepared at the beginning of every year. If any issues arise it is resolved in the staff meeting. Regular staff meeting is organized to discuss work progress and other issues and the principal monitor the give instructions wherever necessary The Non teaching staff are supervised by the Superintendent, the duties for class 1V staffs were allotted rotation wise for efficient and smooth functioning of the office. Meeting with non teaching staff is organized by the Principal to give instructions whenever necessary. The student's Diary is a printed booklet which includes Mission, Vision of our institution, Rules and regulations of our college, Code of Conduct and academic calendar.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Ramayana month Celebration	04/08/2018	04/08/2018	86
guru poornima celebration	27/07/2018	27/07/2018	86
Tarodyam	31/07/2018	01/08/2018	86
Premchand Memorial day	01/08/2018	01/08/2018	86
Hiroshima and Nagazaki day	06/08/2018	06/08/2018	86
Independence Day celebration	14/08/2018	15/08/2018	86
Flood Relief Activity- Chambakulam SUPHS School, Alappuzha	16/08/2018	16/08/2018	30
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

- To reduce plastic pollution, reusable paper files and paper pens were

provided while conducting international, national seminars and workshops

- The usage of paper cups and plates were avoided by using steel tumblers and plates for serving food and tea during international, national seminars and workshops.

- Food was served in plaintain leaves during the onam festival celebration

- Drinking water facilities in the Staff rooms, Office room, General Hall and in the Corridor of the main building and also near the staire case in the new building

- Encouraged to prepare learning materials and teachingaids using eco-friendly and waste materials.

- Promoting eco-friendly, improvised ICT aids for teaching practice

- Making the department a plastic free zone by avoiding plastic files

- Making the department a plastic free zone by avoiding plastic files

- Encouraged Submission of assignments through paperless mode (online)

- Provided Mechanic Electric Incinerator facility in college and girls hostel

- Planting of indoor plants in the classroom maintaining a window garden. The activities of the Eco club and the Biodiversity club.

- The five eco-friendly products are Toilet Lotion, Toilet Soap, Washing Soap, Detergent and Dishwash powder were made by the students under the guidance Gandhi Bhavan, Thycaud.

- Five Days Residential Community living Camp held at Grameena Patana Kendrum, Karakulam, Thiruvananthapuram. a) Making and distributing reusable cloth bags to local residents to popularize the 3R's reduce, recycle and reuse. b) Awareness to local people about their daily life activity causing ill effects in the eco system. c) To avoid plastic wastes steel tumblers and plates were used to have food and tea during camp. Five Days Residential Community living Camp at His Highness SwathithirunalammaVeedu, Perunthanni, Thiruvananthapuram - a heritage spot. a)Reuse of unusable clothes to make door mat, b) Demonstration to make door mates to nearby people in the colony. c)Session About Disaster Management by Dr.Thara K G d) To avoid plastic wastes steel tumblers and steel plates were used to have food and tea during camp.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Flood Relief Activities and Cleaning Programme The context Due to unusually heavy rain fall during monsoon, severe floods affected our state Kerala. It was the worst flood in Kerala in nearly a century. Due to this all educational institutions were closed from 16th-9th August, 2018. We also lend our hand to the people who were affected by flood by giving them necessary food and other items. Objectives • To be a part of rebuilding Kerala. • To develop social commitment during natural disaster. • To lend our hand to the people who were affected by flood by giving them necessary food and other items • To became the part of cleaning process of Chamakulam SUPHS School, Alappuzha. Resources Required Cleaning materials and tools like brooms, mops, buckets, pressure pumb, Gloves, Cleaning lotions, First aid kit, etc. The Practice On 7th September, 2018 30 students along with Principal Dr.BSuresh, Dr. V .K. Sobha, Dr J Lidson Raj, Dr.Kumar , Sri Rahul .V. R, along with the non teaching staff Mr. Rajendran became a part of flood relief campaign of Government of Kerala. ADPI and AEO gave necessary instructions and coordinated the activities.We also became the part of cleaning process of Chambakulam SUPHS School, Alappuzha. The party was received by the head master of the school and gave a briefing of the damages the flood had caused to the school.We walked around the campus and was

petrified by the extent of damage water could do to even such strong structures. We planned to clean the primary school building which is a separate old one. The whole building was covered in mud that we had to wrap our feet in plastic so that we don't get infections. The classrooms furniture, book shelves, almiraahs, windows, everything was covered with thick layer of mud. There were books and even computers inside which became irreparably damaged by the water. All the books were carried to the nearby church courtyard, wiped off the mud and kept for drying in the sun. We could hardly turn the pages. The class library even included many books like dictionaries and encyclopedias which even if cleaned would not be completely usable. The stains on the pages will always be a reminder if those cold days. One by one, part by part we the students managed to do what they could. We all were so proud to be the part of rebuilding Kerala. The school authorities appreciated the activities and was very thankful to the college team as the condition of their school was so pathetic after the flood. The team spent one full day in the school and cleaned the mud covered rooms and premises. Obstacles The plastic cover on the feet made it hard to work, while the rubber gloves protected us from any injuries. Impact of the practice The HM and one of the teachers acknowledged our time and efforts. To see the clean floor under the mud and the smile on the happy faces was like discovering water in desert for us. We felt so proud of the opportunity and it would always remain a once in a lifetime experience. On the way back to Trivandrum everyone was so tired yet we all experienced an ecstatic pleasure in whatever we had done. Conclusion Flood had taken its toll on the people of Kerala over consecutive years and we saw both its disaster and its beauty. It brought together people from various walks of life either being affected by it or being a helping hand in surviving it. GCTE also made sure that we contributed in all possible ways to the cause as we could.

2. Easy Eco Living

The context: Five day Residential Community Living Camp was organized for B.Ed students. The camp for second year B.Ed students named as "EONIA" the 'Awake for Tomorrow' was held from 2nd to 6th October, 2018. The camp is being undertaken by 47 students of second year B.Ed and the teachers. The camp was held at Grameena Patana Kendrum, Karakulam. Five day Residential Community Living Camp was organized for first year B.Ed students also from 22nd to 26th February, 2019, named as "MERAZ 2K19" themed around '2gether for 2morrow' and was held at environment friendly institution, His Highness Swathithirunal AmmaVeedu, Thiruvananthapuram - a heritage spot that holds a handful of regional history. The camp that brought together 48 B.Ed students, 10 teacher educators and 10 resource persons. On the third day of both the camp, the students have 'Community field visit' based on the pre-planned schedule.

Objectives

- To interact with the residents of the nearby housing colony and create awareness of their day to day actions that might lead to severe environmental issues
- To provide cloth bags free of cost as a part of reducing plastics in daily life.
- To improve social skills like tolerance, communication, cooperation, we feeling, empathy, community feeling, etc.
- To make them as green knights to protect nature from pollution.
- To enhance awareness about plastic pollution, solid wastes its ill effects to the local people.
- To motivate the local people by providing reusable cloth bags to reduce plastic pollution.
- To reuse old clothes by making it into colourful doormats.
- To demonstrate about how to make doormats using old clothes to the local people
- To provide hands on experience to the future teachers to make cloth bags and door mats.
- To develop eco-friendliness and social commitment among future teachers.

Resources Required

- Making cloth bags: Different coloured new clothes, Sewing Machine, Threads, fabric paint Brush. The group made 1500 colourful cloth bags for the campaign 'prevention of plastic'.
- 2. Making Door Mat: Old clothes were collected from students and faculty members and the group made 100 beautiful door mats for the campaign 'prevention of plastic'. The Practice On the third day of the camp, the second year student teachers have no special sessions, as the coordinator had decided earlier

itself that they could move in groups into the local community for a 'Community field visit', to engage themselves with people and to campaign towards the 'prevention of plastic'. For the successful implementation of this campaign, the group split up to different groups and they distributed cloth bags to the peoples residing near the camp centre. The group members make them aware about that how their daily activities affects the nature and insists them to reduce the use of plastics by using reusable cloth bags and after this campaign all groups returned to the camp. In the same way, the first year student teachers also move in groups into the local community for a 'Community field visit', to engage themselves with people and to campaign towards the 'prevention of plastic' The group split up to different groups and they distributed different shaped door mats to the peoples residing near the camp centre. The group members interact with the residents of the nearby housing colony and create awareness of their day to day actions that might lead to severe environmental issues, much larger ones than the recent flood and make them reduce, reuse and recycle the waste materials. The students approached the residents with their innovative idea to creatively reuse the old waste cloths in their houses, which they often throw away or burn. Ms. Priyanka .G, IAS (Asst. Collector, Thiruvananthapuram), addressed the gathering and inaugurated the community living camp by purchasing a mat created by the trainees and conveyed appreciation and wishes for the eco-friendly initiatives that the trainees had taken to decorate the venue and for the community interaction intended to spread the message of reduce, reuse and recycle.

Obstacles Cloth Bag

- Lack of time for the student teachers to stitch decorate the cloth bags due to their hectic work schedule and they found it difficult to stitch as only a few students know about stitching and they found it difficult to do it in the college .
- They feel difficulty to manufacture bags at a large scale to cater the needs.
- Time consuming as there is only one sewing machine in the college.
- Lack of time for the students to collect necessary materials due to the hectic work schedule
- They feel difficulty to manufacture door mats at a large scale to cater the needs.

Impact o the practice Every individual has learnt a lot of things out of their comfort zones and as a teacher one can never resort to a comfort zone because this society has got a lot of problems and challenges which demands a teacher to intervene and resolve. As a part of giving this exposure to the students, they learn a lot from this session, as it helped them to engage with the real life of people of various strata of the society, their mindsets, their problems and also a lot of other aspects and inculcate social responsibility and dignity of labour.

Conclusion In spite of all the difficulties encountered the student teachers found the experience rewarding.

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

<http://gctetvpm.ac.in/wp-content/uploads/sites/56/2021/08/best-practices-18-19-1.pdf>

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

INTRODUCTION NANMA project is an initiative started with the vision to make self-consciousness, social responsibility and commitment to attain the core outcome of teacher education programme. The prime objectives are to develop a sense of responsibility, social values, co-operation and fellow feeling. College IQAC, Teaching faculty, B.Ed and M.Ed students, PTA, and Alumni were the stakeholders of the project. This project is an ongoing and unique practices categorized in to eight ventures. The activities are continued every year with a variety of social activities. SHOULDERS As the term indicates as take a positive hand in the form of providing uniforms to economically backward

students from Govt. Model Boys H.S.S, Thycaud .at the time of school opening and was continued from 2013 onwards. NANMA FEAST The Nanma Feast mainly focused to arrange a food fest and was carried out by our M.Ed Department. All college community and neighboring educational institutions took part in this. The collected money is transferred to Nanma account and provided as a scholarship to our economically backward and academically superior students from 2013 onwards. NANMA KIT Nanma kits with text books, instrument box, note books etc were provided for economically backward students from select schools in Trivandrum and is continued from 2014 onwards. NANMA SOAP AND LOTION Students preparing toilet soaps with different flavors and lotion in collaboration with Gandhi Bhavan, Thiruvananthapuram and are sold with moderate price to teaching faculties and students. Certain quantum of products are supplied to Model Boys H.S.S Thycaud with free of cost. The generated money is transferred to Nanma account. NANMA SNEHASPARSAM It is an initiative to generate money from the stakeholders to provide financial support to medical treatment. Both public and economically poor students (former and present) from our college were the beneficiaries. NANMA RUPEE It is the initiative to generate money in the form of birthday contribution, any celebration balance amount, personal contribution, cash gift etc. These kind of small savings are put in Nanma Box kept in the Principal's chamber. This amount can be used as a scholarship to needy student to meet financial requirements at the time of practice teaching. NANMA HUMANE To develop social obligation, commitment and responsibility to attain the core outcome of education, the Nanma Humane was launched. It was started from 2010 and till continuing in collaboration with social service and visit activities to destitute homes as it is prescribed in the curriculum. We provided financial support from Nanma account to these institutes. VELICHAM Every evening and weekend the students organized a free tuition for the inmates of Sree Chithra Poor Home (from 2006 onwards) and Ananda Nilayam (from 2013 onwards). The volunteer students (allotted class by the faculty in charge) take classes for one hour at every evening in our college and also went there on every Sunday from 10 am to 1.pm. SUMMARY OF THE PROJECT This is a novel and innovative practices of our institution with an intention to mould prospective teacher trainees to become socially responsible committed human

Provide the weblink of the institution

<http://gctetvpm.ac.in/wp-content/uploads/sites/56/2021/08/institutional-distinctiveness-18-19-1.pdf>

8.Future Plans of Actions for Next Academic Year

Govt college of Teacher Education being reaccredited with NAAC 'A ' grade in the previous cycle we will try to make our institution further ahead to attain centre of excellence. We will plan to make our Research and Extension activities in a better way. • Assistance will be given to Research scholars and M Ed students to publish research articles. • With a view to make a research culture and scientific attitude talk series is planned More care should be taken to address gender issues and provide counseling services. • The activities of Placement cell will also be strengthened. More care will be taken to provide hands on experience in computer and psychology labs. • Talk series is planned in diverse area. • As learning is not confined in classroom opportunities will be provided for students to community services and conduct more programmes to address locational advantages and disadvantages and also to contribute to society. • E learning will be enhanced and training will be given to E content development by students. • Active involvement of Alumni and PTA in all endeavors of the college will be encouraged. • The campus will be made eco friendly and will adopt energy saving measures • Effective waste management practices will be implemented • Awareness programmes will be conducted • Workshops and seminar in different subjects will be conducted • Charity programmes for students will be done • Tuition classes will be provided for students of poor homes • Workshop will be conducted in

collaboration with Gandhi bhavan for producing Eco friendly products such as soaps, lotion etc • College website will be upgrades • Research publication will be encouraged • FDP programmes will be conducted