



# Sree Narayana College of Education

(Affiliated to MG University, Approved by NCTE)

Muvattupuzha, Ernakulam Dist, Kerala, Pin - 686661

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## KEY INDICATOR


### 6.5 INTERNAL QUALITY ASSURANCE SYSTEM

#### METRIC: 6.5.3

Average number of quality initiatives taken by IQAC or any other mechanism for promoting quality culture during the last five years



## IQAC Report

  
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**SREE NARAYANA COLLEGE OF EDUCATION,  
MUVATTUPUZHA  
INTERNAL QUALITY ASSURANCE CELL  
(IQAC)**

**ANNUAL REPORT 2022-23**



  
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Muvattupuzha

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Sree Narayana College of Education was established by the management of SNDP Yogam Union, Muvattupuzha, Ernakulum District, Kerala in the year 2003. The vision of the institution is linked to the great luminary Sree Narayana Guru after whom the college is named. Sree Narayana Guru was a saint, philosopher, social reformer and poet, who not only broke the idols of old superstitious beliefs and evil social practices but also laid the foundation of the modern Kerala society. He knew the liberating force of education. His dream was liberation through education. He visualised a casteless society that aimed at the development of all. In accordance with the great ideals of Sree Narayana Guru, the institution tries its best for the cultural, social and economic regeneration of backward classes and the marginalised sector of the society. The motive of the institution is to accomplish and execute the Guru's ingenious thoughts.

The college offers BEd and MEd programmes. The college has been given due approval by NCTE for an intakes of 150 students in the academic year 2015-2016 for the BEd programmes and an intake of 50 students in the academic year 2016-2017 for the MEd programmes. The college has been accredited by the NAAC with CGPA of 2.62 at 'B' grade in 2014.


## VISION

**To enrich young minds based on the message of our patron saint Sree Narayana Guru- Liberation through education**

## MISSION

**To encourage and empower the pre-service teachers to make history in teaching-learning process and thereby helps their students to meet the challenges of the 21<sup>st</sup> century**



  
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## **About Internal Quality Assurance Cell (IQAC)**

The internal quality assurance mechanism of the institution may be called “Internal Quality Assurance Cell (IQAC)”. The IQAC is meant for planning, guiding and monitoring Quality Assurance (QA) and Quality Enhancement (QE) activities of the colleges. IQAC shall evolve mechanisms and procedures for: Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks. The relevance and quality of academic and research programmes. IQAC is responsible for developing and implementing quality benchmarks for various academic and non-academic activities of the institute. It helps in establishing a learner-centric environment to deliver quality education. IQAC acts as a nodal agency of the institute to address quality-related activities.

### **FUNCTIONS OF IQAC**

- a) Development and application of quality benchmarks;
- b) Setting parameters for various academic and administrative activities of the institution;
- c) Facilitating the creation of a learner-centric environment conducive to quality education and faculty development to adopt the required knowledge and technology for participatory teaching and learning process;
- d) Collection and analysis of feedback from all the stakeholders on quality-related institutional processes;
- e) Dissemination of information on various quality parameters to all the stakeholders;
- f) Organization of intra- and inter-institutional workshops and seminars on quality-related themes and promotion of quality circles;
- g) Documentation of various programmes/activities leading to quality improvement;
- h) Acting as a nodal agency of the institution for coordinating quality-related activities, including adoption and dissemination of the best practices;
- i) Development and maintenance of institutional database through MIS for the purpose of maintaining and enhancing institutional quality;
- j) Periodical conduct of Academic and Administrative Audits along with their follow-up activities



  
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- k) Preparation and submission of the Annual Quality Assurance Report (AQAR) as per the guidelines and parameters of NAAC.

### **BENEFITS OF IQAC**

- ◆ Ensure heightened level of clarity and focus in institutional functioning towards quality enhancement
- ◆ Ensure internalization of the quality culture;
- ◆ Ensure enhancement and integration among the various activities of the institution and institutionalize good practices;
- ◆ Provide a sound basis for decision-making to improve institutional functioning ;
- ◆ Act as a dynamic system for quality changes in the University;
- ◆ Build an organized methodology of documentation and internal communication

### **SIGNIFICANT CONTRIBUTIONS MADE BY IQAC DURING THE CURRENT YEAR 2022-23**

- ◆ The infrastructural facilities of the college including renovation of water tank and completion of water supply augmentation, electric room, maintenance of lift, tiling work of basement floor done.
- ◆ AQAR for 2020-'21 submitted on 29th August, 2022.
- ◆ College website was not functional by the beginning of year 2023, works related to Website initiated.



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**COMPOSITION OF IQAC 2022-23**

Sl. No.	Member	Designation
1.	Prof. (Dr) P. J.Jacob	Principal (Chairperson)
2.	Shri. V. K Narayanan	Manager, S.N College of Education, Muvattupuzha and President, SNDP Union, Muvattupuzha
3.	Shri. P. N Prabha	Vice President, SNDP Union, Muvattupuzha
4.	Adv. A. K Anilkumar	Secretary-in-Charge, SNDP Union, Muvattupuzha & Educational Officer, S.N Educational Institutions
5.	Shri. Jinu Antony	Ward Councilor
6.	Shri. Anish P. Chirackal	College Coordinator
7.	Smt. Nissamol Maria Mathews	Asst. Prof. of English Education
8.	Smt. Suneetha K.G	Asst. Prof. of Mathematics Education
9.	Smt. Jincy P Joseph	Asst. Prof. of General Education
10.	Smt. Teena Baby	Asst. Prof. of General Education
11.	Smt. Sunimol T	Asst. Prof. of General Education
12.	Smt. Seema	Representative, Non-teaching Staff
13.	Shri. Sijoy K	Alumni Representative
14.	Shri. Nandu N.	College Union Chairman
15.	Dr Usha Parvathy	NAAC/IQAC Coordinator



  
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**PLAN OF ACTION FOR THE ACADEMIC YEAR 2022-23**

**The infrastructural facilities of the college including renovation of water tank and completion of water supply augmentation, electric room, maintenance of lift, tiling work of basement floor to be done**

**AQAR for 2020-'21 to be submitted**

**College website to be made Functional**

**Purchase reference books for the Library**

**Publish a Research journal**



  
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**Muvattupuzha**

# MINUTES OF IQAC MEETINGS

## SREE NARAYANA COLLEGE OF EDUCATION, MUVATTUPUZHA

### IQAC Meetings 2022-'23

#### Minutes of IQAC meeting #01

**Venue & Date:** Staff room, 20<sup>th</sup> June. 2022

**Agenda** : Curricular and co-curricular activities for the Academic year

**Participants** : Listed in Annexure

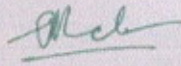
The meeting started with a silent prayer. The meeting was chaired by the College Principal Dr P.J. Jacob. The College coordinator Mr. Anish P. Chirackal gave a briefing on the curricular and co-curricular activities for the Academic year.

- 1.0 Principal instructed the College co-ordinator to finalize study tour and field visit.  
**(Action: College co-ordinator)**
- 2.0 The Manager promised to improve the infrastructural facilities of the college. This include renovation of water tank and completion of water supply augmentation, electric room, maintenance of lift, tiling work of basement floor. **(Action: College Management)**
- 3.0 The NAAC co-ordinator informed that the AQAR for 2020-'21 is to be submitted soon for which the required input data is collected by the teachers in charge of different pedagogies and clubs. The NAAC co-ordinator requested to expedite the NAAC related works for submitting AQAR for 2020-21. **(Action: Teachers in-charge)**
- 4.0 All teachers presented the works done by them related to NAAC.
- 5.0 To conduct value-added course (VAC003 – Sustainability Education: Principles and Practices in Environmental Contexts). **(Action: Ms Jincy P Joseph)**

Approved by:

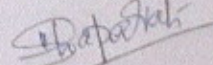
(Dr P. J Jacob)

Principal  
PRINCIPAL  
Sree Narayana College of Education  
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Prepared by:

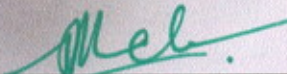
Dr Usha Parvathy  
IQAC Coordinator



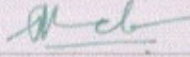
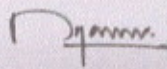
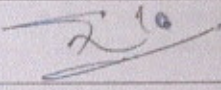
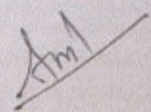
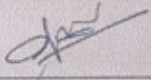

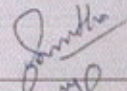
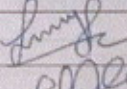
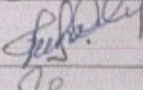

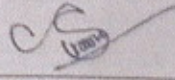
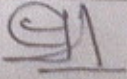
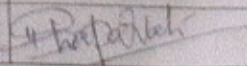
ANNEXURE



Principal  
Sree Narayana College of Education  
Muvattupuzha



**List of Participants of IQAC Meeting #01, 20<sup>th</sup> June, 2022**

Sl. No.	Member	Designation	Signature
1.	Prof. (Dr) P. J.Jacob	Principal (Chairperson)	
2.	Shri. V. K Narayanan	Manager, S.N College of Education, Muvattupuzha and President, SNDP Union, Muvattupuzha	
3.	Shri. P. N Prabha	Vice President, SNDP Union, Muvattupuzha	
4.	Adv. A. K Anilkumar	Secretary-in-Charge, SNDP Union, Muvattupuzha & Educational Officer, S.N Educational Institutions	
5.	Shri. Anish P. Chirackal	College Coordinator	
6.	Smt. Nissamol Maria Mathews	Asst. Prof. of English Education	
7.	Smt. Suneetha K.G	Asst. Prof. of Mathematics Education	
8.	Smt. Jincy P Joseph	Asst. Prof. of General Education	
9.	Smt. Teena Baby	Asst. Prof. of General Education	
10.	Smt. Sunimol T	Asst. Prof. of General Education	
11.	Smt. Seema K. Balan	Representative, Non-teaching Staff	
12.	Sri Jinu Antony	Ward Councillor	
13.	Dr Usha Parvathy	NAAC/IQAC Coordinator	



  
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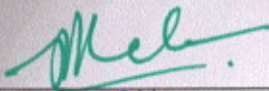
### Minutes of IQAC meeting #02

**Venue & Date** : Staff room, 9<sup>th</sup> Sept. 2022  
**Agenda** : NAAC related activities  
**Participants** : As per annexure

The meeting started with a silent prayer. The meeting was chaired by the Principal, Dr. P.J Jacob.

- 1.0 The college coordinator briefed on the academic activities.
- 2.0 Dr. Usha Parvathy, NAAC/IQAC Coordinator informed that the AQAR 2020-'21 was submitted successfully on 29<sup>th</sup> Aug., 2022. She thanked the Management, Principal, teaching and non-teaching staff for their support in achieving this. She also requested that the data collection for AQAR 2022-'23 may be started. **(Action: Teachers in-charge)**
- 3.0 With reference to the recommendations by the Principal, Dr P.J. Jacob, on upgradation of the facilities in the college (IQAC meeting #03, 2020-21 dated 7<sup>th</sup> Sept. 2020), work has been initiated by the Management and infrastructure upgradation is proceeding as per the plan proposed by IQAC and accepted by the Management. This was informed by the Principal in the meeting.
- 4.0 Details of achievement of students, alumni, seminars attended/articles published by the staff, list of students who passed various competitive examinations, student progression, University exam results are to be consolidated. **(Action: IQAC Coordinator)**
- 5.0 Dr. Usha Parvathy, NAAC/IQAC Coordinator stressed the importance of conducting/participating in more number of Seminars and publishing articles in international journals. **(Action: Teaching Staff)**
- 6.0 The Principal asked for the list of teachers in charge of various NAAC activities. He instructed the staff to form a task team of teachers to expedite the NAAC activities. Dr. Jisha Joy was identified as the joint-coordinator for this activity. **(Action: IQAC & College coordinator)**
- 7.0 To conduct Christmas celebration, residential community living camp (Anandham) **(Action: College coordinator)**



  
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8.0 To conduct value-added course (VAC004 – Yogic Practices, Physical fitness and Wellness.

(Action: Jincy P Joseph)

Approved by:

(Dr P. J Jacob)

Principal  
PRINCIPAL  
Sree Narayana College of Education  
Muvattupuzha



Prepared by:

(Dr Usha Parvathy)  
IQAC Coordinator

ANNEXURE

List of Participants of IQAC meeting #02, 9<sup>th</sup> Sept. 2022

SL No.	Member	Designation	Signature
1.	Prof. (Dr) P. J Jacob	Principal (Chairperson)	
2.	Shri. Anish P. Chirackal	College Coordinator	
3.	Smt. Nissamol Maria Mathews	Asst. Prof. of English Education	
4.	Smt. Suneetha K.G	Asst. Prof. of Mathematics Education	
5.	Smt. Jincy P Joseph	Asst. Prof. of General Education	
6.	Smt. Teena Baby	Asst. Prof. of General Education	
7.	Smt. Sunimol T	Asst. Prof. of General Education	
8.	Dr Jisha Joy	Asst. Prof. M.Ed Dept.	
9.	Dr Usha Parvathy	NAAC/IQAC Coordinator	



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Minutes of IQAC meeting #03

**Venue & Date:** Staff room, 12<sup>th</sup> Dec. 2022

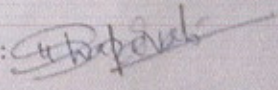
**Agenda** : Curricular and co-curricular activities of the college and submission of AQAR

**Participants** : Listed in Annexure

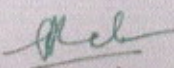
The meeting chaired by the College Principal, Dr P.J. Jacob, started with a silent prayer. The College coordinator Mr. Anish P. Chirackal gave a briefing on the curricular and co-curricular activities of the college.

- 1.0 NAAC coordinator Dr. Usha Parvathy informed that the AQAR for 2020- 21 submitted on 29<sup>th</sup> August, 2022 was re-opened for editing on 27<sup>th</sup> Oct., 2022. A few links put by the IQAC coordinator with the help of Smt. Seena were found to be missing in the college website. The issue was discussed several times with the website developer. They suspect that this could be due to lack of space in the college website.
- 2.0 Dr. Usha Parvathy emphasized the need to initiate data collection for 2021-22 AQAR. She requested that the collected data may be sent to the WhatsApp group 'SN-NAAC' and the pictures and brochures to a second WhatsApp group '**Photos, Brochures, Prog**'.  
(Action: Teachers in-charge)
- 3.0 Maths club activities –  $\pi$  day celebration, Fibonacci day celebration, celebration of National Mathematics Day etc.  
(Action: Ms. Sunitha K.G)
- 4.0 M.Ed external colloquium  
(Action: M.Ed teachers)
- 5.0 College Union inauguration, iftar festival, installation of bird baths, residential community living camp, social awareness rally, Christmas celebration.  
(Action: College coordinator)

Prepared by:

  
(Dr Usha Parvathy)  
IQAC Coordinator

Approved by:

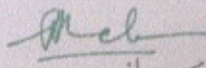
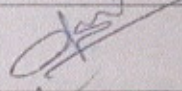

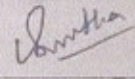
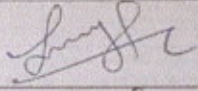
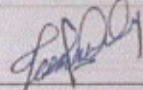

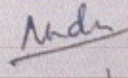
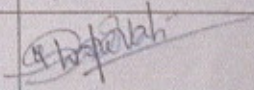
  
(Dr P. J Jacob)  
The Principal  
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Sree Narayana College of Education  
Muvattupuzha

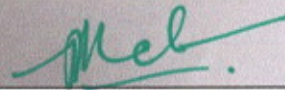


  
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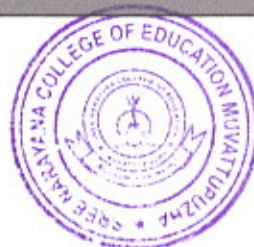
## ANNEXURE

List of Participants of IQAC meeting #03, 12<sup>th</sup> Dec. 2022

Sl. No.	Member	Designation	Signature
1.	Prof. (Dr) P. J.Jacob	Principal (Chairperson)	
2.	Shri. Anish P. Chirackal	College Coordinator	
3.	Smt. Nissamol Maria Mathews	Asst. Prof. of English Education	
4.	Smt. Sunectha K.G	Asst. Prof. of Mathematics Education	
5.	Smt. Jincy P Joseph	Asst. Prof. of General Education	
6.	Smt. Teena Baby	Asst. Prof. of General Education	
7.	Smt. Sunimol T	Asst. Prof. of General Education	
8.	Sri Nandu N.	Student Representative	
9.	Dr Usha Parvathy	NAAC/IQAC Coordinator	



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Minutes of IQAC meeting #04

**Venue & Date:** Principal's Room, 28<sup>th</sup> Feb. 2023

**Agenda** : Discussion regarding College website

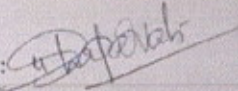
**Participants** : Listed in Annexure

The meeting was chaired by the College Principal, Dr P.J. Jacob. The meeting started with a silent prayer.

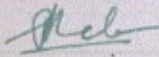
- 1.0 Smt. Scema K. Balan, Office Staff, informed the meeting that the college website was not functional. She said that clicking on the college website redirects us to a game site. NAAC coordinator said that providing links to the NAAC related work in the website cannot be done if the website is not functional. This will delay submission of the AQARs. Adv. A.K Anilkumar, Educational Officer, S.N Educational Institutions promised to look into the matter and settle the issue expeditiously.

**(Action: Educational Officer, S.N Educational Institutions)**

Prepared by:

  
(Dr Usha Parvathy)  
IQAC Coordinator

Approved by:

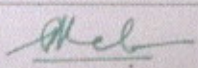
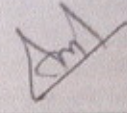

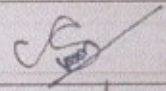
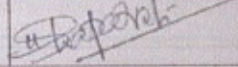
  
(Dr P. J Jacob)  
Principal  
PRINCIPAL  
Sree Narayana College of Education  
Muvattupuzha

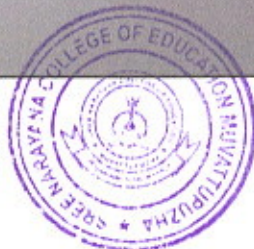



  
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Muvattupuzha

## ANNEXURE

List of Participants of IQAC meeting #04, 28<sup>th</sup> Feb. 2023

Sl. No.	Member	Designation	Signature
1.	Prof. (Dr) P. J.Jacob	Principal (Chairperson)	
2.	Adv. A. K Anilkumar	Secretary-in-charge, SNDP Union, Muvattupuzha and Educational Officer, S.N Educational Institutions	
3.	Shri. Anish P. Chirackal	College Coordinator	
4.	Smt. Seema K. Balan	Representative, Non-teaching Staff	
5.	Dr. Usha Parvathy	NAAC/IQAC Coordinator	



  
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## ACTION TAKEN REPORT

### ACTION TAKEN REPORT, 2022-23

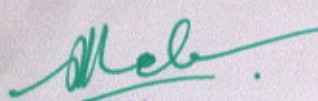
**IQAC meeting #01, 20<sup>th</sup> June. 2022**

Action No.	ACTION	ACTIONEE	STATUS OF ACTION
1.0	To finalize study tour and field visit	College coordinator	Completed
2.0	To improve infrastructural facilities of the college	College Management	Infrastructural facilities of the college including renovation of water tank, completion of water supply augmentation, electric room, maintenance of lift, tiling of basement floor were completed.
3.0	To expedite NAAC related works for submitting AQAR for 2020-21.	Teachers in-charge	Completed
5.0	To conduct value-added course (VAC003)	Ms Jincy P Joseph	In progress

**Action Status IQAC meeting #02, 9<sup>th</sup> Sept. 2022**

Action No.	ACTION	ACTIONEE	STATUS OF ACTION
2.0	Data collection for AQAR 2022-23 to be started.	Teachers in-charge	Work in progress
4.0	Achievement of students, alumni, seminars attended/ articles published by the staff, list of students who passed various competitive examinations, student progression, University exam results are to be consolidated.	IQAC Coordinator	Action completed
5.0	Conduct/Participation in Seminars and publishing articles in international journals	Teaching staff	Action continuing
6.0	Formation of Task Teams for	IQAC coordinator,	Task teams for NAAC work



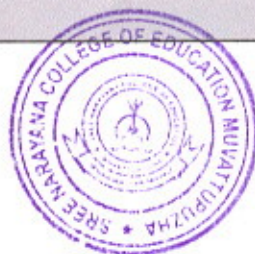
  
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	NAAC works	College coordinator	formed on 9 <sup>th</sup> Sept. 2022. List of Task Teams attached. <b>Action completed.</b>
7.0	Christmas celebrations, residential community living camp (Anandham)	College coordinator	<b>Completed</b>
8.0	To conduct value-added course (VAC004)	Ms. Jincy P Joseph	<b>Initiated</b>

<b>Task Teams for NAAC work (Action #1.6, IQAC meeting 9<sup>th</sup> Sept. 2022)</b>			
<b>No</b>	<b>Criteria</b>	<b>Team Leader</b>	<b>Team Member(s)</b>
1	Curricular Aspects	Ms. Jincy P. Joseph	Ms Babitha Bhasker
2	Teaching, Learning & Evaluation	Ms. Suneetha K.G.	Dr Jisha Joy Ms Anupriya Rajan
3	Research & Outreach Programs	Dr Sijimol.S.	Ms Uma E.V
4	Infrastructure & Learning Resources	Ms. Nisha John	Ms Sunimol. S. Ms Saranya S. Mr Paul Joseph Mr Ramesh Ravi
5	Student support & Progression	Ms. Nissamol Mariya Mathews	Ms Soumya M. Mr Baburaj
6	Governance, Leadership & Management	Mr Anish P.Chirackal	Office staff
7	Institution Values & Best Practices	Ms. Asha G.	Ms Teena Baby
	College Coordinator	Mr Anish P.Chirackal	
	NAAC/IQAC Coordinator	Dr Usha Parvathy	

**IQAC meeting #03, 12<sup>th</sup> Dec. 2022**

<b>Action No.</b>	<b>ACTION</b>	<b>ACTIONEE</b>	<b>STATUS OF ACTION</b>
2.0	Data collection & consolidation for NAAC.	Teachers in-charge	Work in progress
3.0	Maths club activities – $\pi$ day celebration, Fibonacci day celebration, celebration of National Mathematics Day etc.	Ms. Sunitha K.G	<b>Completed</b>



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4.0	M.Ed external colloquium	M.Ed teachers	Completed
5.0	College Union inauguration, iftar festival, installation of bird baths, residential community living camp, social awareness rally, Christmas celebration.	College coordinator	Completed

**IQAC meeting #04, 28<sup>th</sup> Feb. 2023**

Action No.	ACTION	ACTIONEE	STATUS OF ACTION
1.	Rectification of anomaly related to College website	Educational Officer, S.N Educational Institutions	Work related to website in progress

*Mel*  
*Dr. P. J. Jacob*  
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*J. J. Perab*  
*Dr. Usha Perivalthy*  
 (IQAC Coordinator)



*Mel*  
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# REPORTS OF ACTIVITIES ORGANISED BY IQAC

## ENVIRONMENTAL DAY (06-06-2022)

The Environmental Day celebration on 06-06-2022 at Sree Narayana College of Education, Muvattupuzha organized by IQAC was a vibrant and impactful event dedicated to raising awareness and fostering a culture of environmental stewardship among students, faculty, and staff. Activities like poster making competitions, planting trees etc. were conducted. The Environmental Day celebration was a resounding success, demonstrating our collective commitment to protecting and preserving the environment.



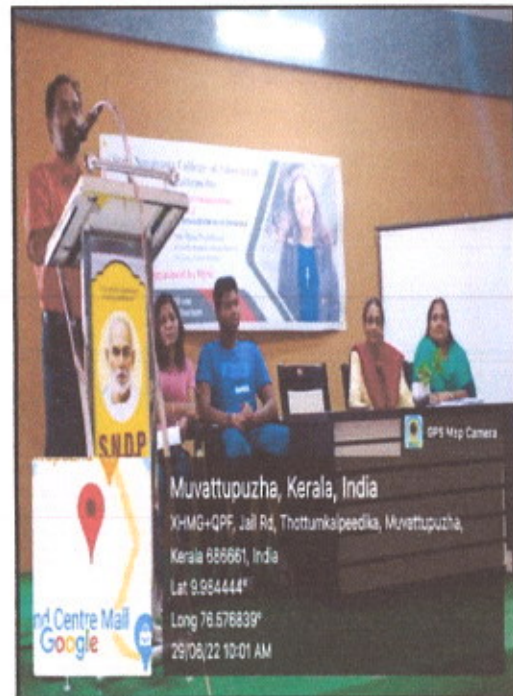
ENVIRONMENTAL DAY CELEBRATION ON 6<sup>th</sup> JUNE 2022



  
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## A SEMINAR ON THE TOPIC COMPARATIVE EDUCATION- SCHOOL EDUCATION IN US & INDIA (29-06-2022)

The IQAC of Sree Narayana College of education, Muvattupuzha organised a seminar on the topic Comparative Education- School Education in US & India. The session was led by Ms Biya Preethan, Faculty, Buckeye School District, Arizona, United States. The class was on 30.06.2022 at 10.00 am. The resource person highlights each aspects of school education in US & India. The sessions were presided by Dr. P J Jacob, the principal of the institution. Dr Usha Parvathy, IQAC Coordinator welcomed the gathering and Mr Anish P Chirackal, College Coordinator rendered vote of thanks. The session enabled the staff to acquire awareness on school education in US & India.



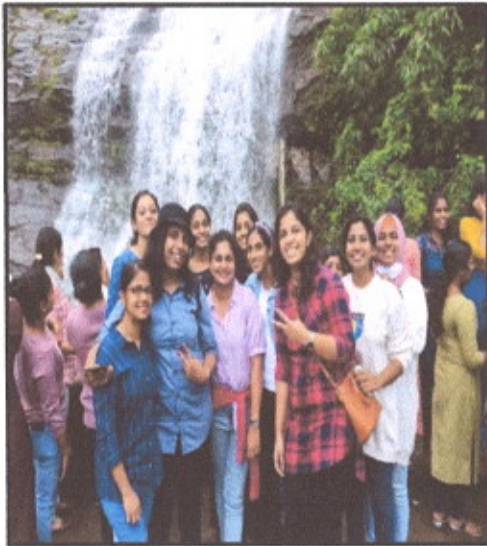
**SEMINAR ON COMPARATIVE EDUCATION- SCHOOL EDUCATION  
IN US & INDIA 29<sup>th</sup> JUNE 2022**



  
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## STUDY TOUR TO MUNNAR (01-07-2022)

As part of BEd programme, IQAC, Sree Narayana College of education, Muvattupuzha organised one day study tour to Munnar on 01-07-2022. It was an enriching educational experience aimed at providing students with practical insights into environmental conservation efforts.



STUDY TOUR TO MUNNAR 1<sup>st</sup> JULY 2022



  
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## EXTENSION ACTIVITY (12-07-2022)

The extension activity organized by Sree Narayana College of Education, Muvattupuzha, to Dharmagiri Vikas Society in Thankalam, Kothamangalam on July 12, 2022, was a significant event aimed at fostering community engagement and social responsibility among the students. The visit to Dharmagiri Vikas Society provided an opportunity for the students to interact closely with the residents and understand their daily lives, challenges, and aspirations. It likely included various activities such as interactive sessions, skill development classes etc. They help bridge the gap between theory and practice, preparing students to be conscientious and compassionate educators in the future. The extension activity visit to Dharmagiri Vikas Society was a commendable initiative by Sree Narayana College of Education, Muvattupuzha, fostering holistic development and community engagement among its students.



**EXTENSION ACTIVITY TO VISIT DHARMAGIRI**

**CHILDREN'S HOME ON 12<sup>th</sup> JULY 2022**



*M. C. S.*  
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## MG UNIVERSITY EXHIBITION (26-08-2022)

On August 26, 2022, a group of Master of Education (MEd) students had the enriching opportunity to visit an exhibition hosted by MG University. The purpose of their visit was multifaceted, aimed at broadening their academic horizons and deepening their understanding of various subjects relevant to their field of study. The exhibition, likely organized by MG University, showcased a diverse array of educational resources, research projects, and innovations in the field of education. For MEd students, such events are invaluable as they provide real-world insights into theoretical concepts taught in classrooms. Attending the MG University exhibition on August 26, 2022, would have provided the M.Ed students with a holistic learning experience, blending theoretical knowledge with practical insights and fostering a deeper appreciation for the dynamic landscape of education.



**M.ED STUDENTS OF SNCE MUVATTUPUZHA VISITING THE EXHIBITION CONDUCTED BY M G UNIVERSITY ON 26<sup>th</sup> AUGUST 2023**



*M. S. Ch.*  
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## COLLEGE UNION AND ARTS CLUB INAGURATION (29-08-2022)

The IQAC of Sree Narayana College of education, Muvattupuzha organised Arts club inauguration named 'ATARA' and the College Union Inauguration on 29-08-2022. Mr Aswanth Anil Kumar (vocal artist) was the Chief Guest of the programme and the programme was held at the college auditorium.



**'ATARA' THE ARTS CLUB AND COLLEGE UNION INAUGURATION  
ON 29<sup>th</sup> AUGUST 2022**



  
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## B ED COURSE INDUCTION PROGRAMME (01-09-22)

The induction programme for the B.Ed batch of 2022-2024 on 01/09/2022 at Sree Narayana College of Education, Muvattupuzha began with prayer, creating a respectful atmosphere. Mr. Anish P. Chirackal, the college Coordinator, warmly welcomed the new students with his opening speech. Mr. Adv. A K Anilkumar, the Educational Officer & Secretary of SNDP Union, delivered the presidential address, emphasizing the significance of the educational journey ahead. Mr. V K Narayanan, the College Manager, inaugurated the event, highlighting the institution's commitment to excellence.



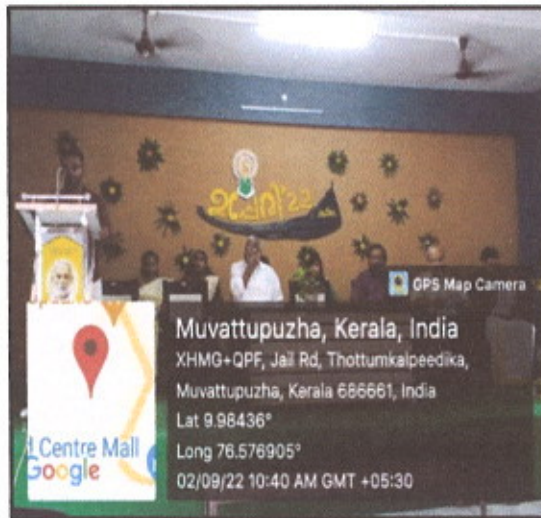
**INDUCTION PROGRAMME FOR THE 2022-2024 B.ED BATCH**



  
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## ONAM CELEBRATION (02-09-2022)

The authority of Sree Narayana College of Education and IQAC has jointly conducted Onam celebration by the name 'Upperi' and Malayalam poet Mr Kumar K Mudavoor was the Chief Guest of the programme. The programme was inaugurated by the manager of SNDP Union, Muvattupuzha, Mr. V K Narayanan.



**'UPPERI' THE ONAM CELEBRATION 2<sup>nd</sup>  
SEPTEMBER 2022**



  
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## TEACHERS' DAY CELEBRATION (12-09-2022)

On 12<sup>th</sup> September 2022 the authority and IQAC of Sree Narayana College of Education celebrated the Teachers' Day. The Teachers' Day Message given by Mr Kabeer P A (HSA, SNDP High School, Muvattupuzha). Both students and teachers of the institute participated in the interactive programmes conducted as the part of the day.



TEACHERS' DAY CELEBRATION ON 12<sup>th</sup>  
SEPTEMBER 2022



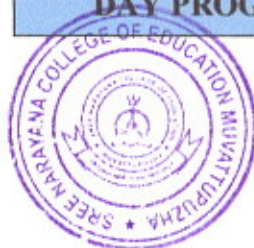
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Muvattupuzha

## ANTI-DRUGS DAY (13-09-2022)

As a part of Anti-Drugs Day the authority and IQAC of Sree Narayana College of Education jointly conducted Anti-Drugs Day named 'Laharikkethire Jaagratha', it contains informative and educational programmes. The students organised many activities related to the importance of the day.



**'LAHARIKKEITHIRE JAAGRATHA' THE DRUGS DAY PROGRAMME ON 13<sup>th</sup> SEPTEMBER 2022**



*Mee*  
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## HINDI DAY CELEBRATION (14-09-2022)

The Hindi Day celebration on 14/09/2022 at Sree Narayana College of Education, Muvattupuzha organized by Hindi pedagogy and Vedika club. Activities like poster making competition, literary competition and quiz competition were conducted.

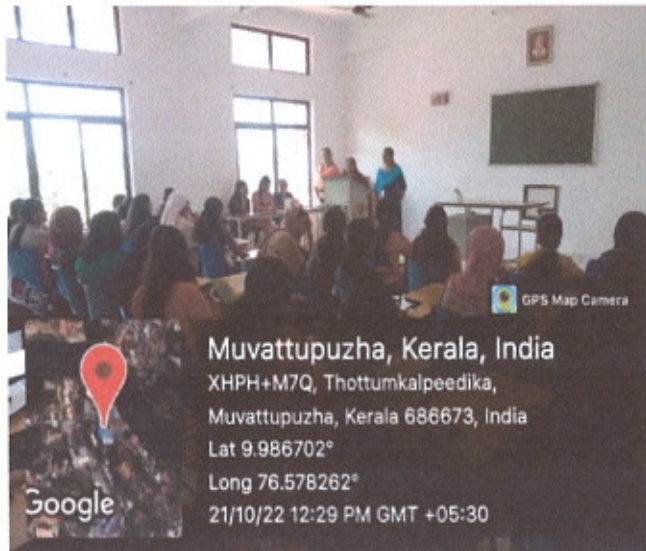


**HINDI DAY CELEBRATION ON 14<sup>th</sup> SEPTEMBER  
2022**



  
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(21-10-2022)



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## CHILDREN'S DAY CELEBRATION (14-11-2022)

A special assembly was held in honor of Children's Day, celebrating the joy and innocence of childhood. Student teachers took centre stage to share personal memories and reflections on their childhood experiences. Through heartfelt speeches, they shared cherished memories, lessons learned, and the importance of preserving the wonder and curiosity of childhood. The assembly served as a reminder to cherish the innocence of childhood. A series of competitions were organized throughout the week leading up to Children's Day. These competitions not only provided students with opportunity to showcase their talents but also fostered a sense of creativity and appreciation for the innocence and wonder of childhood. Winners were recognized and awarded prizes, engaging continued participation and engagement in literary and cultural activities. The competitions were Haiku competition, short story writing and essay writing.



**CHILDREN'S DAY CELEBRATION ON 14<sup>th</sup>  
NOVEMBER 2022**



*[Signature]*  
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## NATIONAL LETTER WRITING DAY COMPETITION (08-12-2022)

On National Letter Writing Day, which is scheduled for December 8, 2022, a competition will be held at Sree Narayana College of Education. This competition aims to celebrate the art and tradition of letter writing by providing a platform for participants to showcase their skills and creativity in crafting meaningful letters. It's an opportunity for students and enthusiasts alike to express themselves through the written word while honoring the timeless practice of correspondence.



**NATIONAL LETTER WRITING DAY CELEBRATION ON 8<sup>th</sup>  
DECEMBER 2022**



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## HUMAN RIGHTS DAY CELEBRATION AND FLASH MOB

(09-12-2022)

The Human Rights Day celebration is scheduled to take place on December 9, 2022, at Sree Narayana College of Education. This event aims to commemorate and advocate for the fundamental rights and freedoms of all individuals globally. Through various activities, discussions, and presentations, attendees will delve into the significance of human rights, emphasizing their universal applicability and importance in fostering equality, dignity, and justice for everyone. It's a day to reflect on achievements made in the realm of human rights and to reaffirm our commitment to upholding these principles for a more just and inclusive society.



**HUMAN RIGHTS DAY CELEBRATION WITH AN ENERGETIC**

**FLASH MOB ON 9<sup>th</sup> DECEMBER 2022**



  
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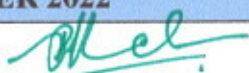
## CHRISTMAS CELEBRATION 'HEY SANTA' 21-12-2022

The Christmas celebration, titled "Hey Santa," is scheduled for December 21<sup>st</sup> 2022, at Sree Narayana College of Education. The chief Guest was Rev Father (Dr) Varghese Madathikunnath, St George Malankara Church, Kunnumkurudy. This event promises to be a festive occasion filled with joy, laughter, and the spirit of giving. Students, faculty, and staff will come together to celebrate the holiday season, spreading cheer and goodwill among the college community. From traditional carols and festive decorations to fun activities and maybe even a visit from Santa Claus himself, "Hey Santa" aims to create memorable moments and foster a sense of warmth and camaraderie as everyone embraces the magic of Christmas.

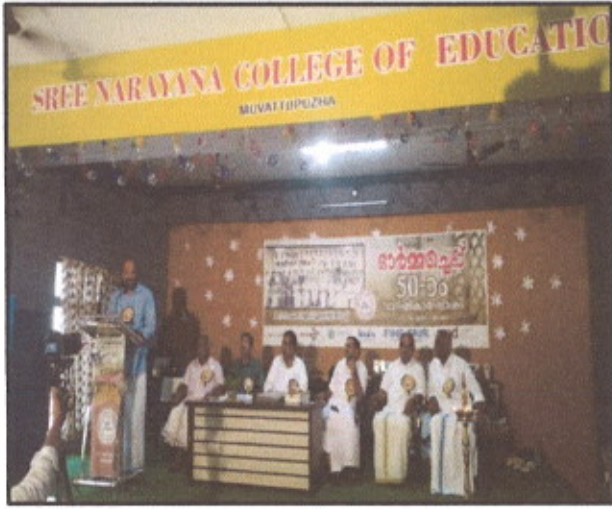


**'HEY SANTA' THE CHRISTMAS DAY CELEBRATION 21<sup>st</sup>  
DECEMBER 2022**



  
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(08-01-2023)




  
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(13-01-2023)



COLLEGE UNION INAUGURATION



  
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## STAFF TOUR

It sounds like the staff tour to Ernakulam art Museum and the exhibition in Kottayam was a great experience for everyone at Sree Narayana College of Education in Muvattupuzha. Exploring museums and exhibitions can be both educational and enjoyable, offering insights into history, culture, and art.

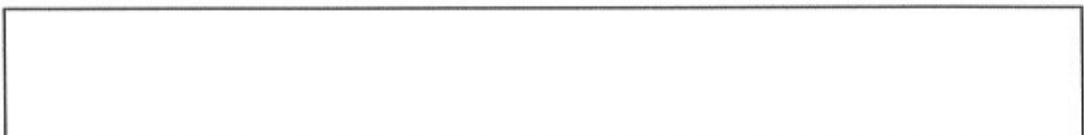


**STAFF TOUR TO ERNAKULAM ART MUSEUM AND EXHIBITION IN  
KOTTAYAM ON**



  
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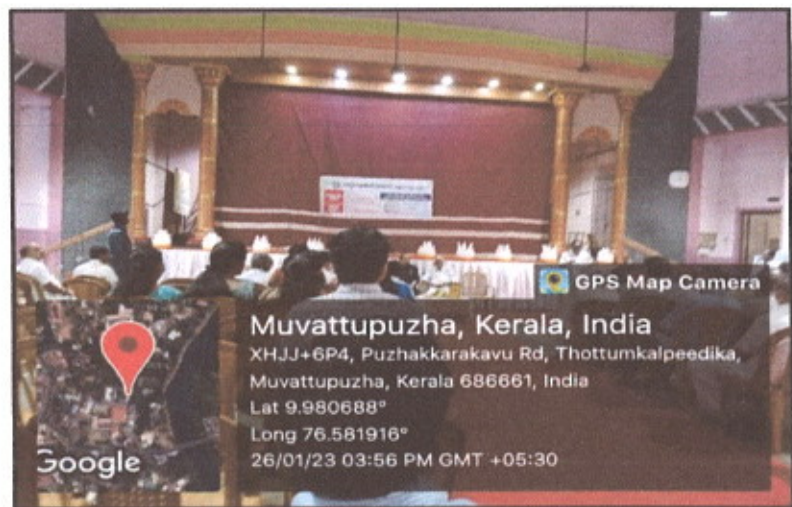
# EXHIBITION (18-01-23)



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## REPUBLIC DAY AND SILVER JUBILEE CELEBRATION (26-01-23)

On 26<sup>th</sup> January 2023 Republic day and Silver Jubilee celebrations has conducted by the Citizen's Dias Muvattupuzha. The gathering was at the auditorium of Nirmala Govt. Higher Secondary School Muvattupuzha. The presence of the great personalities on the stage the programmes that conducted on the basis of Republic day and the silver jubilee made the function more delightful.



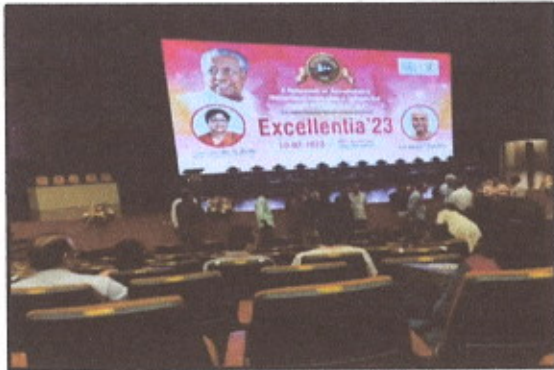
**REPUBLIC DAY AND SILVER JUBILEE CELEBRATION ON 26<sup>th</sup> JANUARY 2023**



  
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## EXCELLENTIA'23 (10.02.23)

A conference was held on the NAAC accreditation at RSET auditorium, Rajagiri Valley Kakkanad on 10<sup>th</sup> February 2023 at 11am. Along with the Symposium, a function for honoring colleges secured NAAC grade A++ and A+ was also conducted. Dr. Usha Parvathy attended the programme as the representative from Sree Narayana College of Education, Muvattupuzha.



Department of Higher Education

# Excellencia'23

COMMITTED WITH EXCELLENCE  
**A++**  
NAAC

**A Symposium on Accreditation & Honouring Colleges secured NAAC Grade A++ & A+ (The Higher Education Minister's Excellence Award)**

**10-02-2023, 11 am** | **RSET Auditorium Rajagiri Valley, Kakkanad**

**Inauguration:**  
**Dr. R. Bindu**  
(Minister for Higher Education & Social Justice)

**Chief Guest:**  
**Prof. Bhushan Patwardhan**  
(Chairman, NAAC)

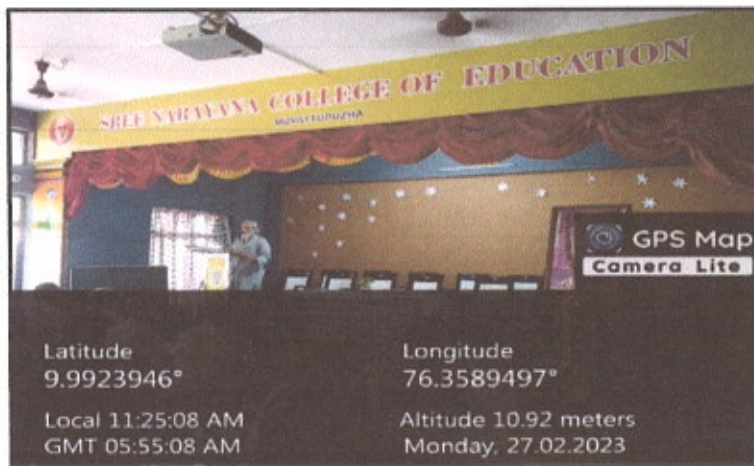
**EXCELLENTIA'23 – A SYMPOSIUM ON ACCREDITATION & HONOURING COLLEGES SECURED NAAC GRADE A++ & A+ ON 10<sup>th</sup> FEBRUARY 2023**



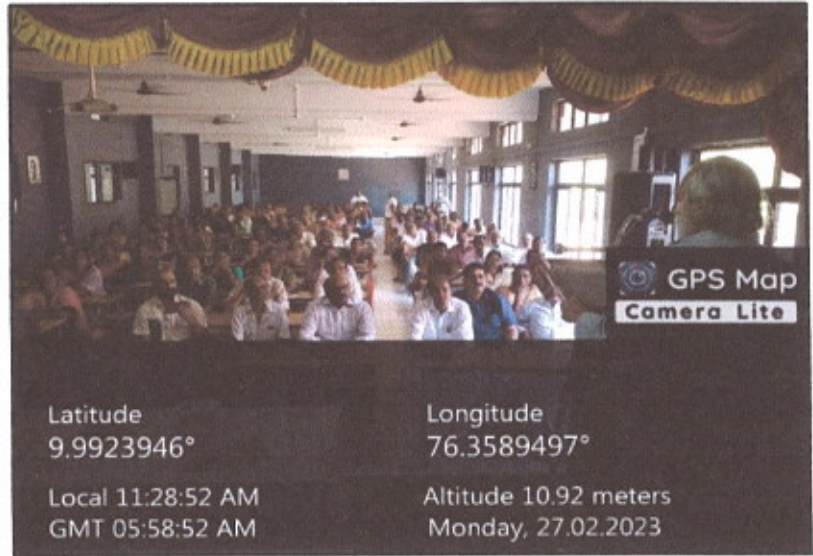
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## TALK ON SREE NARAYANA GURU (27.02.2023)

Dr. M.M. Basheer's lecture on Sree Narayana Guru at Sree Narayana College of Education, Muvattupuzha, likely focused on the profound contributions of Sree Narayana Guru to Indian society, particularly in the realms of spirituality, social reform, and education. Sree Narayana Guru, born in 1856 in Kerala, was a visionary and a social reformer who played a pivotal role in the transformation of the social fabric of Kerala during the late 19th and early 20th centuries. Sree Narayana Guru also emphasized the importance of education as a means of empowerment and upliftment. He established educational institutions such as schools and colleges that provided modern education to people from all sections of society. His efforts in education were instrumental in fostering social mobility and empowering marginalized communities. In conclusion, Dr. M.M. Basheer's lecture would have highlighted Sree Narayana Guru's multifaceted contributions to society, focusing on his role as a social reformer, educator, and spiritual leader. Such discussions serve to keep alive the legacy of Sree Narayana Guru and reinforce the principles of social justice and equality that he espoused.



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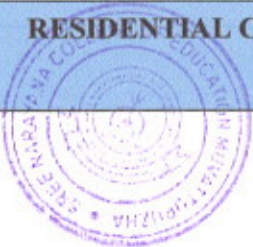
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# RESIDENTIAL COMMUNITY LIVING CAMP

Sree Narayana College of Education and the IQAC combinely conducted a 5 day residential community living camp from 6<sup>th</sup> February 2023 to 10<sup>th</sup> February 2023 for the B.Ed batch of 2022-23. The programme was inaugurated by Justice V K Mohanan (Chairman, Kerala Police Complaint Authority) and a class was conducted on Sensitising B.Ed Student Teacher on Civic Sense and Social Skills at the college.



**RESIDENTIAL COMMUNITY LIVING CAMP FOR B.ED BATCH OF 2022-23 FROM 06.02.2023 – 10.02.2023**



Principal  
Sree Narayana College of Education  
Muvattupuzha

**SREE NARAYANA COLLEGE OF EDUCATION**  
**MUVATTUPUZHA**

**5 DAYS RESIDENTIAL COMMUNITY LIVING CAMP 2021-2023**

**CAMP OFFICIALS**

Camp Convenor	Dr PJ Jacob
Camp Coordinator	Mr Anish P Chirackal
Joint Coordinator	Mrs Sunimol T
Discipline	Mrs Jincy P Joseph
Student Coordinator	Mr Nandu N
Registration and Attendance	Ms Merin Mathew Ms Meera John
Documentation	Mr Abhijith S Ms Krishnapriya Jairaj
Finance	Mrs Teena Baby Ms Axa Merin Rojan
Purchase Committee	Mr Avinash Vinod Mr Arun Varghese
Memento And Store Keeping	
Food Committee	Abhijith Suresh White house Red house Blue house Green house } Captains and Union
Cultural Programme	<u>Ms Aparna Shibi</u> <u>Mr Ajith kumaran</u>
Sound System And Transportation	<u>Jaiden Raju</u>
Camera	<u>Sreejith Shaji</u>



  
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**SREE NARAYANA COLLEGE OF EDUCATION, MUVATTUPUZHA**

**5 DAY COMMUNITY LIVING CAMP 2023**

**FOOD AND REFRESHMENT- MENU**

DAY	TIME	ITEMS/MENU	SPECIALS
DAY 1	01:00 PM	LUNCH	FISH CURRY/ KUTTU CURRY
	04:00 PM	TEA+SNACKS	
	08:00 PM	DINNER	CHAPPATHI WITH VEG CURRY
DAY 2	05:30 AM	BLACK COFFEE	
	08:30 AM	BREAKFAST	IDLLY WITH SAMBAR & CHATNI
	01:00 PM	LUNCH	FISH FRY/ SOYA BEANS
	04:00 PM	BRU COFFEE + SNACKS	
	08:00 PM	DINNER	WHEAT PARRATA & VEG CURRY
DAY 3	05:30 AM	BLACK COFFEE	
	08:30 AM	BREAKFAST	APPAM WITH MUTTA CURRY/ GREEN PEAS
	01:00 PM	LUNCH	FRIED RICE WITH CHICKEN CURRY/CHILLY GOBI
	04:00 PM	TEA+SNACKS	
	08:00 PM	DINNER	KANJI
DAY 4	05:30 AM	BLACK COFFEE	
	08:30 AM	BREAKFAST	IDIYAPPAM & KADALA CURRY
	01:00 PM	LUNCH	CHIKKEN FRY/ CAULIFLOWER FRY
	04:00 PM	CHENDAN KAPPA& KANTHARI	
	08:00 PM	DINNER	CHAPPATHI & VEG KURMA
DAY 5	05:30 AM	BLACK COFFEE	
	08:30 AM	BREAKFAST	MASALA DOSA
	01:00 PM	LUNCH	SADHYA

THANK YOU.....



  
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**SREE NARAYANA COLLEGE OF EDUCATION,  
MUVATTUPUZHA**

**5 Days Residential Community Living Camp 2023**

Day&Date	Name
Day 1 6/3/2023	Teena Baby Nisha John
Day 2 7/3/2023	Suneetha KG Asha G
Day 3 8/3/2023	Jincy P Joseph, Babitha Bhaskar Reeja
Day 4 9/3/2023	Uma EV  Jyothi KS



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## ALUMNI 2022-23



**ALUMINI MEET OF THE BATCH 2022-2023**

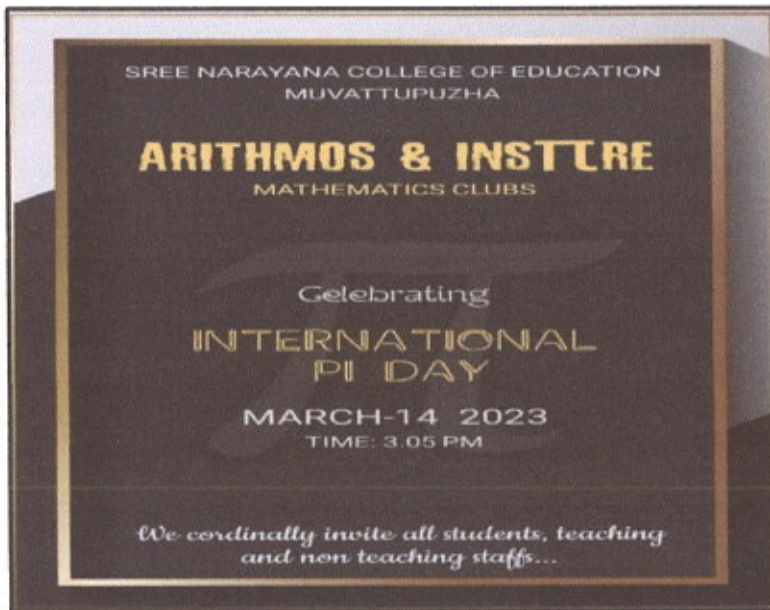


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## PI DAY CELEBRATION (14-03-23)

On 14<sup>th</sup> March 2023 the authority of Sree Narayana College of Education and the IQAC department of college took initiative to celebrate the Pi day. Mathematics department of the college was in charge of the celebration. As a part of the Pi day celebration, the department of Maths conducted many special programmes the next days like Quiz competition on 15<sup>th</sup> March 2023, drawing competition on 16<sup>th</sup> March 2023 and Pi collection on 17<sup>th</sup> March 2023.



**PI DAY CELEBRATION BY THE LEADERSHIP OF THE MATHEMATICS  
DEPARTMENT ON 14<sup>th</sup> MARCH 2023**



  
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# IQAC MEETING



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## TALUK LEVEL READING COMBATITION 2023

The Taluk level reading competition conducted by Muvattupuzha Taluk Library commenced on January 1st at SNDP High School, Muvattupuzha, promising a vibrant celebration of literacy and learning. The event, hosted by the esteemed Taluk Library, aimed to foster a spirit of academic engagement and intellectual pursuit among participants from across the region. The competition itself likely featured various categories, potentially including poetry recitation, storytelling, oratorical skills, and perhaps even comprehension tests, challenging participants to showcase their literary prowess and command of language.



**TALUK LEVEL READING COMBATITION 2023 CONDUCTED  
BY THE TALUK LIBRARY OF MUVATTUPUZHA**



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## BHOOMIKA CLUB INAUGURATION CEREMONY (22.03.2023)

Sree Narayana College of Education, along with its Internal Quality Assurance Cell (IQAC), organized a series of events on March 23, 2023. These events included Inauguration of 'Bhoomika' Club under the Natural Science Department, likely focusing on environmental or related sciences, World Meteorological Day Celebration which highlights the importance of meteorology and weather-related sciences and World Water Day Celebration focused on raising awareness about water-related issues and sustainable water management. Combining these events shows a proactive approach towards promoting scientific awareness and environmental consciousness among students and faculty. It indicates a commitment to education beyond traditional classroom boundaries, engaging with global themes and local concerns alike.



ON 23<sup>rd</sup> MARCH 2023 INAUGURATED THE BHOOMIKA CLUB AND CELEBRATED THE WORLD WATER DAY & WORLD METEROLOGICAL DAY

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## NATIONAL CONCLAVE (23.3.2023 & 24.03.2023)

The National Conclave on curriculum design for Integrated Teacher Education Program (ITEP) held on March 23-24, 2023, marked a significant event facilitated by the Department of Education under the Central University of Kerala. This conclave was specifically focused on shaping the curriculum for ITEP, aiming to enhance the quality and effectiveness of teacher training programs. Prof. H. Venkateshwaralu, presumably a distinguished figure in the field of education, had the honor of inaugurating the conclave. His presence underscored the importance and academic rigor associated with the discussions and deliberations that took place during the event.



**NATIONAL CONCLAVE ON CURRICULUM DESIGN FOR  
INTEGRATED TEACHER EDUCATION PROGRAMME ON 23<sup>rd</sup> MARCH  
2023 & 24<sup>th</sup> MARCH 2023**



  
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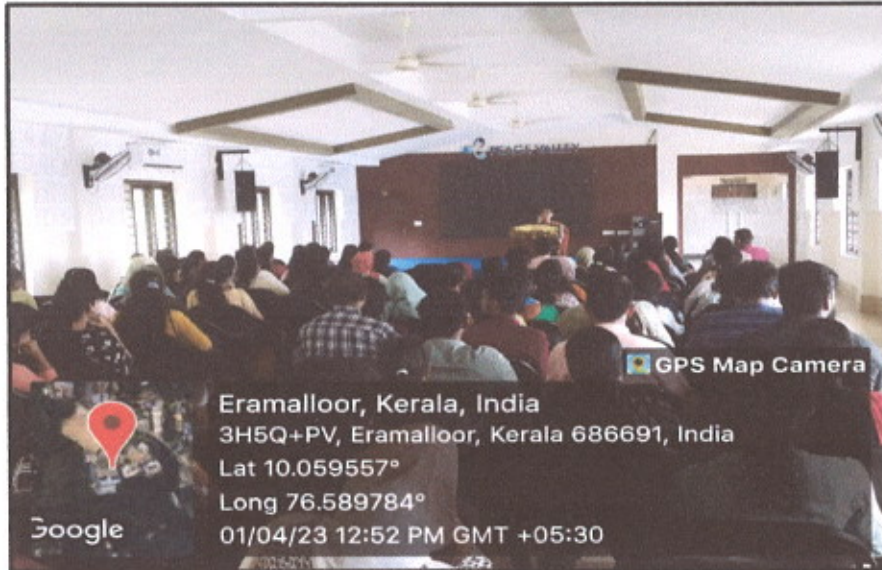
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30.03.2023



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01.04.2023



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**SUMMER CAMP (11.05.2022 - 13.05.2022)**

From May 11 to May 13, 2022, students of SNCE (presumably an educational institution or a specific group) took charge of guiding a summer camp for kids at MIND Skill Studio, Kothamangalam. This summer camp likely aimed to provide a variety of enriching activities and learning experiences for children during their break from school. The involvement of students from SNCE indicates a collaborative effort, potentially enriching both the campers and the student guides through leadership and mentoring experiences. Overall, the summer camp organized by SNCE students at MIND Skill Studio in Kothamangalam during May 11-13, 2022, likely provided a valuable and memorable experience for the participating children, contributing positively to their personal growth and development.



**SUMMER CAMP FOR KIDS GUIDED BY THE STUDENTS OF  
SNCE MIND SKILL STUDIO FROM 11<sup>th</sup> MAY 2023 TO 13<sup>th</sup> MAY  
2023**

### **TEACHING PRACTICE**

The B.Ed. Program incorporates a 20-week school internship, divided into two phases: a four-week initial phase during the second semester and a subsequent 16-week phase during the third semester. The aim is to develop a wide-ranging set of perspectives and professional



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competencies in prospective teachers. During the internship period, student-teachers assume the role of regular educators and engage in all aspects of teaching, including planning, instruction, and assessment. They also interact with school teachers, community members, and students. The supervision of practice teaching is a collaborative effort between Sree Narayana College of Education, Muvattupuzha and Practice-Teaching Schools. Teacher educators provide continuous observation and feedback to enhance the teaching skills of novice teachers. Subject teachers observe and provide suggestions on student-teachers' lessons, which are recorded in the supervision diary maintained by the student- teacher. Teacher Educators and Pedagogic course coordinator of all courses evaluated the internship programme online and gave suggestions for betterment. The following number of students benefited from the respective schools in the duration 2022 June to 2023 May.

B Ed			
Sl. No	Names of School with address and contact details	Names of internee allotted	Duration of internship with dates
1	GOVT VHSS, THODUPUZHA, THODUPUZHA P O, IDUKKI DISTRICT	ANJU SHAJAN, APARNA SIVADAS	17-10-2022 to 23-01-2023
2	DR APJ ABDULKALAM H S S , THODUPUZHA	ANCY JOY	17-10-2022 to 23-01-2023
3	GOVT. H S S, MUTTOM	AMAL SAM ZEN	17-10-2022 to 23-01-2023
4	EBENEZER H S S, VEETTOOR P O, NELLADU, MUVATTUPUZHA	AVINASH VINOD, ARUN VARGHESE, KESIYA K SHAMMY, MEERA JOHN, SREEJITH SHAJI	17-10-2022 to 23-01-2023
5	ST TOMAS H S S , KEEZHILLAM, P O, MUVATTUPUZHA	ALEENA SHAJI, ARUNDHATHI S, ASWATHY M K, JELITTA ROZARIO, ATHIRA K RAJAN, MANJU P V	17-10-2022 to 23-01-2023
6	NIRMALA H S S, MUVATTUPUZHA P O, MUVATTUPUZHA-686661	AYANA JOLLY , ANJALY BOBAN, ANUMOL BABY	17-10-2022 to 23-01-2023
7	N S S H S S, VARAPPETTY, VARAPPETTY P O, MUVATTUPUZHA	ANAGHA RAJ, SHILPA NAIR B, ARCHANA T P	17-10-2022 to 23-01-2023



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8	MAR BASIL H S, KOTHAMANGALAM P O, KOTHAMANGALAM, ERANAKULAM	AJITH KUMARAN, ANN MARIYA ALEX, DIVYA SASI, JAIDEN RAJU, NAYAN DEVASYA VARGHESE, RADHU JAYASANKAR	17-10-2022 to 23-01- 2023
9	GOVT H S S, PMPAKUDA	SOORYA P P, SREELAKSHMI P V, SNIGTHA T M	17-10-2022 to 23-01- 2023
10	S N M V H S S , VANNAPPURAM	ROSE MARY MARTIN	17-10-2022 to 23-01- 2023
11	T T V H S S , KAVUMKARA P O, MUVATTUPUZHA	ADHIN ANAND T, APARANA SEBASTIAN, MALAVIKA M S, MINSILA N SALIM, MARIYAM BEEVI, SHAHINA BASHEER	17-10-2022 to 23-01- 2023
12	GOVT H S S , CHATHAMATTOM P O, MUVATTUPUZHA	ARCHANA VIJU	17-10-2022 to 23-01- 2023
13	MAR ELIAS H S S, KOTTAPPADY	ANNAMOL SABU, MERIN MATHEW, VISHNUPRIYA M B	17-10-2022 to 23-01- 2023
14	JAYAKERALAM H S S , PULLUVAZHI P O, MUVATTUPUZHA	SALINI KURIAN, ATHIRA K M	17-10-2022 to 23-01- 2023
15	ST MARY'S H S, POTHANICKADU	AJIS GEORGE, AMALU ABRAHAM, ANJU ARAVIND, AXA MERIN ROJAN, DEEPA SHAJI, HARITHA T V, LIN MARIA TOMY, SANDRA P S, SREETHUMOL P P	17-10-2022 to 23-01- 2023
16	HIGH SCHOOL, VALAYANCHIRANGARA P O, MUVATTUPUZHA	INDU S KUMAR, FIDA THASNIM, AMRUTHA S NAIR, GOPIKA RAJENDRAN	17-10-2022 to 23-01- 2023
17	GOVT. H S S, CHERUVATTOOR	LIYA BABU, KAMILA SHAKKER	17-10-2022 to 23-01- 2023
18	M I E T H S, MUVATTUPUZHA	SEENATH BASHEER	17-10-2022 to 23-01- 2023



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19	ST JOSEPH'S H S S, KARIMANNOOR	DEVIKA SIVAN	17-10-2022 to 23-01-2023
20	MAR STEPHEN H S S, VALAKOM	ANJANA K B, SANDRA B	17-10-2022 to 23-01-2023
21	Govt V HS S, EAST MARADY	DHANYA C D	17-10-2022 to 23-01-2023
22	MRSV H SS, MAZHUVANNOOR	FEBA ELDHOSE, DONA SABU	17-10-2022 to 23-01-2023
23	M K M H S S, PIRAVOM	SRATH SASI	17-10-2022 to 23-01-2023
24	MAR BASIL H S S, KOTTAPPADY	SREELEKSHMI P R, JACOB GEORGE	17-10-2022 to 23-01-2023
25	GOVT H S S, CHATHAMATTOM	ANEESHA MATHEW	17-10-2022 to 23-01-2023
26	SOBHANA ENGLISH MEDIUM H S, KOTHAMANGALAM	ANNA ELDHOSE, SAUMYA WILFRED	17-10-2022 to 23-01-2023
27	ST JOHN'S H S, PULINTHANAM	ABINSHA SHEREEF, SAYANA GILJU	17-10-2022 to 23-01-2023
28	ST. JOSEPH'S H S, VELIYACHAL	JEREENA JOSE	17-10-2022 to 23-01-2023
29	ST MARY'S H S S, ARAKUZHA	DILNA VINCENT	17-10-2022 to 23-01-2023
30	ST AUGUSTINE'S G H S S, KOTHAMANGALAM P O, KOTHAMANGALAM	HAFSA T HASSAN, ANNIE MATHEWS	17-10-2022 to 23-01-2023
31	GOVT V H S S,PALLARIMANGALAM	ASNA M S	17-10-2022 to 23-01-2023
32	GOVT H S, AROOR	ALEENA MATHEW, ANAND K A, ANJANA S NAIR, GEETHU CATHARINE JOJO	17-10-2022 to 23-01-2023
33	MAR KAUMA H S S, VENGOOR	ANAGHAMOL P U	17-10-2022 to 23-01-2023
34	GOVT. MODEL H SS, MUVATTUPUZHA	ANJANA K P, SREELEKSHMI P V	17-10-2022 to 23-01-2023
	ST LITTLE THERESAS H S S, MAZHAKULAM	ABHINAYA S PREMAN, ANASWARA T K, ANEENA G, AGRIMA JOSE, JOSEPH KURIAN,	17-10-2022 to 23-01-2023



  
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		NEERAJA N, AMRITHA R K, HIMA GEORGE, ADONA V S, SOORYA K RAJEEV, AMALA P A	
36	M G M H S S , KURUPPAMPADY	SHAKKIRA P M, LEYA M	17-10-2022 to 23-01-2023
37	ST JOHNS SYRIAN H S S , VADAKARA	AISWRYA SAJEEV, ATHMAJA S, PARVATHY PRADOSH, KECIYA B MATHEW	17-10-2022 to 23-01-2023
38	LITTLE FLOWER H S, OONNUKAL	THASNEEMUNISA P S	17-10-2022 to 23-01-2023
39	GOVT GIRLS H SS, PERUMBAVOOR	APARSNA SHIBI K S, SINU SALIM , M S	17-10-2022 to 23-01-2023
40	H S RAMAMANGALAM	APARNA SATHEESAN	17-10-2022 to 23-01-2023
41	SNDP H S , MUVATTUPUZHA	ALEENA SEBASTIAN, ALNA THOMAS, AMALENDU P I, ARYA PRAKASH, ASWATHY K, KERTHNA P C, KEERTHY RAJU, NANDU N, NIKITA K B, POORNIMA P C, RIYA RAICHEL SHAJI, SARANYA S, STEPHY MARTIN	17-10-2022 to 23-01-2023
42	SNDP H S S, MUVATTUPUZHA	AIFA ABDUL SALIM, GLORY VARGHESE, TINA P JOHN	17-10-2022 to 23-01-2023
43	ST AUGUSTINE'S H S S, MUVATTUPUZHA	ANJANA KURIAKOSE, RANI GEORGE	17-10-2022 to 23-01-2023
44	GOVT H S S, DEVIYAR COLONY, ADIMALY	ANUMOL BENNY	17-10-2022 to 23-01-2023
45	SNDP H S , MUVATTUPUZHA	ALEENA SEBASTIAN, ALNA THOMAS, AMALENDU P I, ARYA PRAKASH,	17-10-2022 to 23-01-2023



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		ASWATHY K, KERTHNA P C, KEERTHY RAJU, NANDU N, NIKITA K B, POORNIMA P C, RIYA RAICHEL SHAJI, SARANYA S, STEPHY MARTIN	
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## MEd

### INTERNSHIP IN BEd COLLEGE

1	SREE NARAYANA COLLEGE OF EDUCATION MUVATTUPUZHA	AISWARYA N S,ANN MARIYA THOMAS,ANNMARIYA VARGHESE,ARUN T U,ASHNA BABU,FASNA M ALL,GAYATHRI P S,GISHA PRADOSH,KARTHIKA S,LEYA YACOB,MEENAKSHI KRISHNA K,SYAMJITHA PRAKASH,VINEETHA C V,DEEPA DAS	15-05-2023 to 15-06- 2023
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### INTERNSHIP IN TEACHERVTRAINING INSTITUTES

1	GOVT.T T I, MUVATTUPUZHA	ARUN T U,MEENAKSHI KRISHNA K,GAYATHRI P S, DEEPA DAS, KARTHIKA S,SYAMJITHA PRAKASH	14-11-2022 to 14-12- 2022
2	ST GEORGE T T I VAZHAKULAM	ASHNA BABU,VINEESH C V	14-11-2022 to 14-12- 2022
3	INDIRA GANDI T T I NELLIKUZH I	GISHA PRADOSH,AISWARYA N S,ANN MARIYA THOMAS,ANN MARIYA VARGHESE,LEYA YACOB	14-11-2022 to 14-12- 2022

### INTERNSHIP IN HIGHER SECONDARY SCHOOLS



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1	S N D P HIGHER SECONDARY SCHOOL MUVATTUPUZHA	AISWARYA N S,ANN MARIYA THOMAS,ANNMARIYA VARGHESE,ARUN T U,ASHNA BABU,FASNA M ALI,GAYATHRI P S,GISHA PRADOSH,KARTHIKA S,LEYA YACOB,MEENAKSHI KRISHNA K,SYAMJITHA PRAKASH,VINEETHA C V,DEEPA DAS	15-06-2023 to 30-06-2023
<b>INTERNSHIP IN HIGH SCHOOLS</b>			
1	S N D P HIGH SCHOOL MUVATTUPUZHA	AISWARYA N S,ANN MARIYA THOMAS,ANNMARIYA VARGHESE,ARUN T U,ASHNA BABU,FASNA M ALI,GAYATHRI P S,GISHA PRADOSH,KARTHIKA S,LEYA YACOB,MEENAKSHI KRISHNA K,SYAMJITHA PRAKASH,VINEETHA C V,DEEPA DAS	15-12-2022 to 16-12-2022
<b>INTERNSHIP IN PRIMARY SCHOOLS</b>			
1	GOVT LP SCHOOL KOTHAMANGALAM	ANN MARIYA THOMAS,ANN MARIYA VAARGHEESE,GISHA PRADOSH	1-1-2022 to 10-11-2022
2	GOVT PRIMARY SCHOOL MUVATTUPUZHA	DEEPA DAS,GAYATHRI P S,KARTHIKA S,MEENAKSHI KRISHNA K	1-1-2022 to 10-11-2022
3	GOVT PRIMARY SCHOOL KURUPPUMPADY	FASNA M ALI	1-1-2022 to 10-11-2022



  
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4	ST MARY'S LP SCHOOL MURIKASSERY	ASHNA BABU	1-1-2022 to 10-11-2022
5	A G C M UP SCHOOL UPPUKANDOM	LAYA YACOB	1-1-2022 to 10-11-2022
6	SERVINDIA LP SCHOOL POTTANKADU	SYAMJITHA PRAKASH	1-1-2022 to 10-11-2022
7	ST LITTLE THERASA'S VAZHAKKULAM	VINEESHA C V	1-1-2022 to 10-11-2022
8	MAR BASIL LP SCHOOL KOTHAMANGALAM	AISWARYA N S	1-1-2022 to 10-11-2022
9	GHSS NEDUMKANDAM	ARUN T U	1-1-2022 to 10-11-2023

### FEEDBACK ANALYSIS REPORT

Feedback reports were collected; analyzed and necessary measures were taken.

### RESULT ANALYSIS

IQAC collects comprehensive semester wise result analysis prepared by college coordinator in the format provided. 149 B.Ed and 14 M.Ed students appeared for MG university final examinations. We secured 100% result.

No	BEd/ MEd	Total Number of Students	Number of Students Appeared for the Examination	A +	A	B+	B	C+	C	D	E	Waiting for consolidation	Pass %
1	English Pedagogy	34	34	17	10	5						2	100%
2	Malayalam Pedagogy		9	5	3	1							100%
3	Hindi Pedagogy	9	9	3	6								100%
4	Natural Science Pedagogy		16	14	2								100%



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**SREE NARAYANA COLLEGE OF EDUCATION,  
MUVATTUPUZHA  
INTERNAL QUALITY ASSURANCE CELL  
(IQAC)  
ANNUAL REPORT 2021-22**




  
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## CONTENTS

1. About IQAC
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8. Examinations Conducted
9. Faculty Development
10. PBAS
11. Feedback Analysis
12. Result Analysis
13. Future Plans



  
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Sree Narayana College of Education was established by the management of SNDP Yogam Union, Muvattupuzha, Ernakulum District, Kerala in the year 2003. The vision of the institution is linked to the great luminary Sree Narayana Guru after whom the college is named. Sree Narayana Guru was a saint, philosopher, social reformer and poet, who not only broke the idols of old superstitious beliefs and evil social practices but also laid the foundation of the modern Kerala society. He knew the liberating force of education. His dream was liberation through education. He visualised a casteless society that aimed at the development of all. In accordance with the great ideals of Sree Narayana Guru, the institution tries its best for the cultural, social and economic regeneration of backward classes and the marginalised sector of the society. The motive of the institution is to accomplish and execute the Guru's ingenious thoughts.

The college offers BEd and MEd programmes. The college has been given due approval by NCTE for an intakes of 150 students in the academic year 2015-2016 for the BEd programmes and an intake of 50 students in the academic year 2016-2017 for the MEd programmes. The college has been accredited by the NAAC with CGPA of 2.62 at 'B' grade in 2014.

## **VISION**

**To enrich young minds based on the message of our patron saint Sree Narayana Guru- Liberation through education.**

## **MISSION**

**To encourage and empower the pre-service teachers to make history in teaching-learning process and thereby helps their students to meet the challenges of the 21<sup>st</sup> century.**



  
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- 1. About IQAC**
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- 13. Future Plans**

- To conduct seminars on research methodology, statistics,
- IPR, Copyright rules
- To conduct National and International Seminars
- To subscribe e-books and e-journals
- To conduct green audit
- To increase the number of reference books in the library
- To install biogas plant, solar panels and waste management facilities in the college



  
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**SREE NARAYANA COLLEGE OF EDUCATION, MUVATTUPUZHA**

**IQAC Meetings 2021-'22**

**Minutes of IQAC meeting #01 (Google Meet)**

**Date** : 30<sup>th</sup> Nov., 2021

**Agenda**

- **AQAR submission**


1.0 Dr Usha Parvathy, NAAC/IQAC Coordinator informed that all the pending AQARs are submitted. Though the progress of NAAC work is updated daily through NAAC Whatsapp group and in the last IQAC meeting on 10<sup>th</sup> November, 2021 (IQAC meeting #07 – Google meet), this meeting is organized to specifically officially congratulate the Management, Principal, Staff, Alumni and Students of Sree Narayana College of Education, Muvattupuzha for the team work which helped to submit all pending AQARs before the last date. The last date was 31/08/2021. All the corrections in AQAR were made and resubmitted successfully. All three AQARs were accepted.

- AQAR : 2017 – 18 submitted on 11/08/2021
- AQAR : 2018 – 19 submitted on 16/08/2021
- AQAR : 2019 – 20 submitted on 17/08/2021
- Almost all data required for submitting AQAR – 2020-21 are already collected.

2.0 Smt. Jincy P Joseph, Staff Secretary detailed the Women's day programme and a Seminar on Personality development and Christmas Day celebrations which is to be conducted in December.

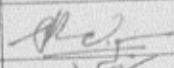



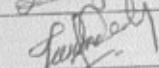



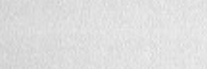
**(Action: Staff Advisors)**



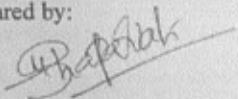
  
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## ANNEXURE

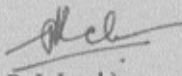
List of Participants of IQAC meeting #01 (Google Meet), 30<sup>th</sup> November, 2021

Sl. No.	Member	Designation	Signature
1.	Prof. (Dr) P. J.Jacob	Principal (Chairperson)	
2.	Shri. Anish P. Chirackal	College Coordinator	
3	Smt. Nissamol Maria Mathews	Asst. Prof. of English Education	
4	Smt. Suneetha K.G	Asst. Prof. of Mathematics Education	
5	Smt. Jincy P Joseph	Asst. Prof. of General Education	
6	Smt. Teena Baby	Asst. Prof. of General Education	
7	Smt. Sunimol T	Asst. Prof. of General Education	
8	Smt. Seema K.Balan	Representative, Non-teaching Staff	
9	Dr Usha Parvathy	NAAC/IQAC Coordinator	


Prepared by:

  
(Dr Usha Parvathy)  
IQAC Coordinator

Approved by:

  
(Dr P. J. Jacob)  
The Principal  
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Sree Narayana College of Education  
Muvattupuzha



  
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Minutes of IQAC meeting #02

**Venue & Date** : Staff room, 10<sup>th</sup> Dec. 2021

**Agenda** : NAAC activities, discussion on Christmas celebrations

**Participants** : Listed in Annexure

The meeting started with a silent prayer. The meeting was chaired by the College Principal, Dr. P.J. Jacob.

1.0 The NAAC Coordinator of the College, Dr Usha Parvathy gave a briefing on the work done related to NAAC. She informed that the AQAR for 2020-'21 is to be submitted soon for which the required input data is to be collected by the teachers-in-charge of different pedagogies and clubs.

**(Action: Teachers-in-charge of different Pedagogies & M.Ed)**

2.0 All teachers presented the works done by them related to NAAC.

3.0 It was decided to conduct MOOC course on organic farming offered by MG University.

**(Action: Ms Sunimol S)**

4.0 Conduct value-added courses.

**(Action: Ms Jincy P Joseph)**

5.0 Conduct seminar on Personality Development, Christmas celebrations

**(Action: Staff Secretary)**

6.0 Participation of students in film festival

**(Action: College coordinator)**

7.0 Women's Day celebration

**(Action: Ms. Nisha)**

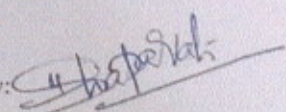
8.0 Workshop on Drama

**(Action: Teachers-in-charge of Art Education)**

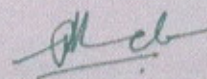
9.0 To conduct value-added courses – VAC001 (Life Skill education), VAC002 (Mass Communication & Digital Tools in Education).

**(Action: Ms Jincy P Joseph)**

Prepared by:

  
(Dr Usha Parvathy)  
IQAC Coordinator

Approved by:

  
(Dr P. J Jacob)



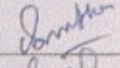
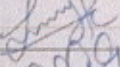
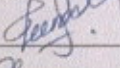

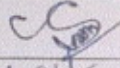
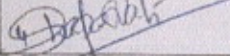
The Principal  
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Sree Narayana College of Education  
Muvattupuzha




  
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## ANNEXURE

List of Participants of IQAC Meeting #02, 10<sup>th</sup> Dec., 2021

Sl. No.	Participants	Designation	Signature
1.	Shri. Anish P. Chirackal	College Coordinator	
2.	Smt. Nissamol Maria Mathews	Asst. Prof. of English Education	
3.	Smt. Suneetha K.G	Asst. Prof. of Mathematics Education	
4.	Smt. Jincy P Joseph	Asst. Prof. of General Education	
5.	Smt. Teena Baby	Asst. Prof. of General Education	
6.	Smt. Sunimol T	Asst. Prof. of General Education	
7.	Smt. Seema K Balan	Rep. Non-Teaching Staff	
8.	Dr Usha Parvathy	NAAC/IQAC Coordinator	



  
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Minutes of IQAC meeting #03

**Venue & Date** : Staff room, 6<sup>th</sup> Jun. 2022

**Agenda** : Curricular and Co-curricular activities of the Academic year 2022-'23

**Participants** : Listed in Annexure

The meeting started with a silent prayer. The meeting was chaired by the College Principal, Dr. P.J. Jacob.

1.0 Teachers were nominated to the following posts: -

- Staff Secretary
- Two Staff Advisors
- Two Staff Editors
- Two tour convenors
- Electoral Officer
- College Coordinator and NAAC/IQAC coordinator will remain unchanged

2.0 The College coordinator and IQAC Coordinator were entrusted with the following works:

- generation of the academic calendar for the year 2022-23,
- Curricular and Co-curricular activities during the period

**(Action: College Coordinator)**

3.0 Time Table for the academic year 2022-'23 is to be finalized.

**(Action: Staff Secretary)**

4.0 Club activities were discussed. The Principal asked the Teachers-in-charge of various clubs to submit a report on the activities.

**(Action: Science Club, Vedika, Jwala, Mathematics Club)**

5.0 Fine Arts Teachers to take initiative to conduct the Arts Day celebrations.

**(Action: Fine Arts teachers)**

6.0 Physical Education Sir to conduct the Sports Day.

**(Action: Physical Education Teacher)**


7.0 Submission of AQAR 2020-'21

**(Action: IQAC Coordinator)**

8.0 The Principal suggested that teachers and students should take initiative to start an 'Eco club'. Students from all Pedagogies and M.Ed students who are interested in the environment should be encouraged to join the club. This is to increase environment related activities in the college through various green initiatives, create awareness and to maintain a clean and green campus.

**(Action: Staff Secretary)**



  
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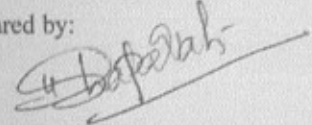
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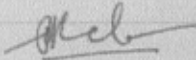
The Principal thanked all the participants for their active participation in the discussions. The meeting concluded with a Vote of Thanks by the Course Coordinator.

Prepared by:



(Dr Usha Parvathy)  
IQAC Coordinator

Approved by:



(Dr P. J Jacob)  
The Principal

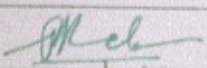
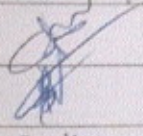
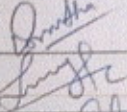
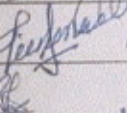
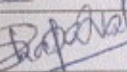
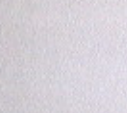
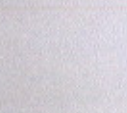
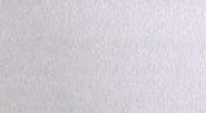
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## ANNEXURE

List of Participants of IQAC Meeting #03, 6<sup>th</sup> Jun. 2022

Sl. No.	Participants	Designation	Signature
1.	Prof. (Dr) P. J. Jacob	Principal	
2.	Shri. Anish P. Chirackal	College Coordinator	
3.	Smt. Nissamol Maria Mathews	Asst. Prof. of English Education	
4.	Smt. Suneetha K.G	Asst. Prof. of Mathematics Education	
5.	Smt. Jincy P Joseph	Asst. Prof. of General Education	
6.	Smt. Teena Baby	Asst. Prof. of General Education	
7.	Smt. Sunimol T	Asst. Prof. of General Education	
8.	Dr Usha Parvathy	NAAC/IQAC Coordinator	



  
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**ACTION TAKEN REPORT 2021-22**


IQAC meeting #01 (Google Meet), 30<sup>th</sup> Nov., 2021

Action No.	ACTION	ACTIONEE	STATUS OF ACTION
1.0	<ul style="list-style-type: none"> <li>• Submission of AQARs</li> <li>• Collection of data for AQAR - 2020-21</li> </ul>	IQAC Coordinator	<ul style="list-style-type: none"> <li>➤ AQAR - 2017 - 18 submitted on 11/08/2021 (Action completed)</li> <li>➤ AQAR - 2018 - 19 submitted on 16/08/2021 (Action completed)</li> <li>➤ AQAR - 2019 - 20 submitted on 17/08/2021 (Action completed)</li> <li>➤ Almost all data required for submitting AQAR - 2020-21 collected. (Action incomplete)</li> </ul>
2.0	Women's day programme, Seminar on Personality development and Christmas Day celebrations	Smt. Jincy P. Joseph	Action completed

IQAC meeting #02, 10<sup>th</sup> Dec. 2021

Action No.	ACTION	ACTIONEE	STATUS OF ACTION
1.0	Submission of AQAR 2020-21	IQAC Coordinator	Action incomplete
	Completion of works by teachers related to NAAC.	Staff	Action incomplete
3.0	Conduct MOOC course	Ms. Sunimol S	In progress
4.0	Conduct value-added courses	Jincy P Joseph	In progress
5.0	Conduct seminar on Personality Development, Christmas celebrations	Staff Secretary	Completed
6.0	Participation of students in film festival	College coordinator	Completed
7.0	Women's Day celebration	Ms. Nisha	Completed
8.0	Workshop on Drama	Teachers-in-charge of Art Education	Completed

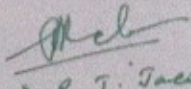


  
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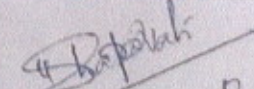
9.0	Conduct of value-added courses	Ms. Jincy P Joseph	In progress
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IQAC meeting #03, 6<sup>th</sup> Jun. 2022

Action No.	ACTION	ACTIONEE	STATUS OF ACTION
2.0	<ul style="list-style-type: none"> <li>• Generation of the academic calendar for the year 2022-23</li> <li>• Curricular and Co-curricular activities during the period</li> </ul>	College Coordinator	Completed
3.0	Time Table for the academic year 2022-'23	Staff Secretary	Completed
4.0	Report on Club activities.	Teachers-in-charge of various clubs <ul style="list-style-type: none"> <li>• Science Club</li> <li>• Mathematics club</li> <li>• Vedika</li> <li>• Jwala</li> </ul>	Completed
5.0	Arts Day celebrations	Fine Arts teachers	Completed
6.0	Sports Day	Physical Education Sir	Completed
7.0	Submission of AQAR 2020-'21	Dr Usha Parvathy	Work going on for submitting AQAR 2020-21. (Action incomplete)
8.0	Formation of Eco Club	Staff Secretary	Completed
*	Registration for MOOC course on organic farming. (Action #1.3 from IQAC minutes #02 dated 10 <sup>th</sup> Dec. 2021)	Ms. Sunimol S	Date of Registration: 09.01.22 Action completed

  
M. P. J. Joseph  
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Dr. Usha Parvathy  
(IQAC Co-ordinator)



  
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**SREE NARAYANA COLLEGE OF EDUCATION,  
MUVATTUPUZHA  
INTERNAL QUALITY ASSURANCE CELL  
(IQAC)  
ANNUAL REPORT 2020-21**



  
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Muvattupuzha

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2. Composition of IQAC
3. Plan of Action
4. Minutes of IQAC Meetings
5. Action taken report
6. Reports of Activities organised by IQAC
7. Teaching Practice
8. Examinations Conducted
9. Faculty Development
10. PBAS
11. Feedback Analysis
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13. Future Plans



  
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Sree Narayana College of Education was established by the management of SNDP Yogam Union, Muvattupuzha, Ernakulum District, Kerala in the year 2003. The vision of the institution is linked to the great luminary Sree Narayana Guru after whom the college is named. Sree Narayana Guru was a saint, philosopher, social reformer and poet, who not only broke the idols of old superstitious beliefs and evil social practices but also laid the foundation of the modern Kerala society. He knew the liberating force of education. His dream was liberation through education. He visualised a casteless society that aimed at the development of all. In accordance with the great ideals of Sree Narayana Guru, the institution tries its best for the cultural, social and economic regeneration of backward classes and the marginalised sector of the society. The motive of the institution is to accomplish and execute the Guru's ingenious thoughts.

The college offers BEd and MEd programmes. The college has been given due approval by NCTE for an intakes of 150 students in the academic year 2015-2016 for the BEd programmes and an intake of 50 students in the academic year 2016-2017 for the MEd programmes. The college has been accredited by the NAAC with CGPA of 2.62 at 'B' grade in 2014.

## VISION

**To enrich young minds based on the message of our patron saint Sree Narayana Guru- Liberation through education**

## MISSION

**To encourage and empower the pre-service teachers to make history in teaching-learning process and thereby helps their students to meet the challenges of the 21<sup>st</sup> century**



  
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## 1. About IQAC

## 2. Composition of IQAC

Sl. No.	Member	Designation
1.	Prof. (Dr) P. V. Surajbabu Prof. (Dr) P. J. Jacob	Principal (Chairperson) till 31-05-2021 Principal (Chairperson) from 01-07-2021
2.	Shri. V. K Narayanan	Manager, S.N College of Education, Muvattupuzha and President, SNDP Union, Muvattupuzha
3.	Shri. P. N Prabha	Vice President, SNDP Union, Muvattupuzha
4.	Adv. A. K Anilkumar	Secretary-in-Charge, SNDP Union, Muvattupuzha & Educational Officer, S.N Educational Institutions
5.	Shri. Anish P. Chirackal	College Coordinator
6.	Smt. Nissamol Maria Mathews	Asst. Prof. of English Education
7.	Smt. Suneetha K.G	Asst. Prof. of Mathematics Education
8.	Smt. Jincy P Joseph	Asst. Prof. of General Education
9.	Smt. Teena Baby	Asst. Prof. of General Education
10.	Smt. Sunimol T	Asst. Prof. of General Education
11.	Shri. Raju K. M	Representative, Non-teaching Staff
12.	Smt. Seema	Representative, Non-teaching Staff
13.	Shri. Sijoy K	Alumni Representative
14.	Shri. Anand Abraham	College Union Chairman
15.	Dr Usha Parvathy	NAAC/IQAC Coordinator

### Plan of Action




  
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#### 4. Minutes of IQAC Meetings



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**SREE NARAYANA COLLEGE OF EDUCATION, MUVATTUPUZHA**

**IQAC Meetings 2020 – 21**

**Minutes of IQAC meeting #01 (Google Meet)**

**Date** : 10<sup>th</sup> July 2020

**Agenda** : Curricular and Co-curricular activities of the Academic year 2020-'21

**Participants** : Listed in Annexure

The meeting started with a silent prayer. The meeting was conducted online due to Covid pandemic and lockdown. The activities related to the smooth functioning of the college for the current academic year was discussed and the changes/re arrangements to be made during the Covid period were also discussed. Online classes started on June first week with a temporary Time table which was finalized by Teachers through Whatsapp.

1.0 Teachers were nominated to the following posts: -

- Staff Secretary
- Two Staff Advisors
- Two Staff Editors
- College Coordinator and NAAC/IQAC coordinator will remain unchanged

2.0 The College coordinator and IQAC Coordinator were entrusted with the following works

- generation of the academic calendar for the year 2020-21,
- Curricular and Co-curricular activities during pandemic period
- Precautions to be taken during the pandemic period
- Awareness to be given to Staff and Students about Covid 19.

**(Action: College Coordinator & IQAC Coordinator)**

3.0 Time Table for the Online classes for the academic year 2020-'21 is to be finalized.

**(Action: Staff Secretary)**

4.0 Club activities which can be conducted online were discussed. The Principal asked the Teachers in charge of various clubs to submit a report on the activities which can be conducted during the lockdown period.

**(Action: Science Club, Mathematics Club, Vedika, Jwala)**

5.0 Fine Arts Teachers discussed the Talents Day celebrations and the possibility of conducting it online.

**(Action: Fine Arts teachers)**



  
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6.0 Conduct Research Colloquia, internship in the Primary Teacher Education Institute, Primary Schools, Secondary Education Institutions, Secondary and Senior Secondary Schools for M.Ed students, Practical work and Practicum during pandemic period.

(Action: M.Ed Staff)

7.0 Nissamol Teacher, Suneetha Teacher and Teena Teacher briefed the School internship, Practical work and Practicum of B.Ed students during pandemic period. Principal directed to conduct the works as per the instructions from the University.

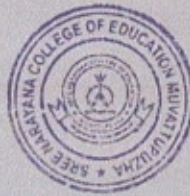
(Action: B.Ed Staff)

The Principal thanked all the participants for their active participation in the discussions. The meeting concluded with a Vote of Thanks by the College Coordinator.

Approved by:

Prof (Dr) P. V Suraj Babu  
Principal

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Prepared by:

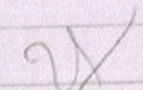
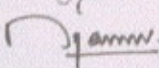
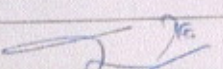
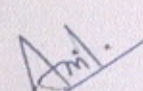
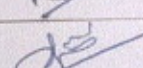


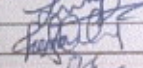
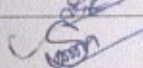
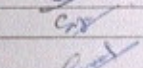
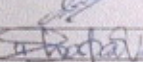


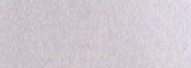
(Dr Usha Parvathy)  
IQAC Coordinator



  
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Muvattupuzha

## ANNEXURE

List of Participants Minutes of IQAC meeting #01 (Google Meet), 10<sup>th</sup> July 2020

Sl. No.	Member	Designation	Signature
1.	Prof. (Dr)P. V Suraj Babu	Principal (Chairperson)	
2.	Shri. V. K Narayanan	Manager, S.N College of Education, Muvattupuzha and President, SNDP Union, Muvattupuzha	
3.	Shri. P. N Prabha	Vice President, SNDP Union, Muvattupuzha	
4.	Adv. A. K Anilkumar	Secretary-in-Charge, SNDP Union, Muvattupuzha & Educational Officer, S.N Educational Institutions	
5.	Shri. Anish P. Chirackal	College Coordinator	
6.	Smt. Nissamol Maria Mathews	Asst. Prof. of English Education	
7.	Smt. Suneetha K.G	Asst. Prof. of Mathematics Education	
8.	Smt. Jincy P Joseph	Asst. Prof. of General Education	
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10.	Smt. Sunimol T	Asst. Prof. of General Education	
11.	Smt. Seema K.Balan	Representative, Non-teaching Staff	
12.	Shri. Sijoy K	Alumni Representative	
13.	Shri. Anand Abraham	College Union Chairman	
14.	Dr Usha Parvathy	NAAC/IQAC Coordinator	



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**SREE NARAYANA COLLEGE OF EDUCATION, MUVATTUPUZHA**

**IQAC Meetings 2020-'21**

**Minutes of IQAC meeting #02 (Google Meet)**

**Date** : 27<sup>th</sup> August, 2020

**Agenda** : NAAC Awareness

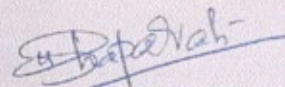
**Participants** : Listed in Annexure

The meeting started with a silent prayer. The meeting was chaired by the College coordinator Shri. Anesh P. Chirakal.

1.0 The NAAC coordinator of the College, Dr Usha Parvathy gave an idea about the new NAAC format with the help of a Powerpoint presentation.

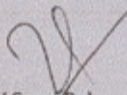
2.0 All teachers briefed the works done by them related to NAAC.

Prepared by:



(Dr Usha Parvathy)  
IQAC Coordinator

Approved by:



Prof (Dr) P. V Sura Babu  
(Principal)

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## ANNEXURE

LIST OF PARTICIPANTS of IQAC meeting #02 (GOOGLE MEET), 27<sup>th</sup> August, 2020

Sl. No.	Member	Designation	Signature
1.	Shri. Anish P. Chirackal	College Coordinator	
2.	Smt. Nissamol Maria Mathews	Asst. Prof. of English Education	
3.	Smt. Suneetha K.G	Asst. Prof. of Mathematics Education	
4.	Smt. Jincy P Joseph	Asst. Prof. of General Education	
5.	Smt. Teena Baby	Asst. Prof. of General Education	
6.	Smt. Sunimol T	Asst. Prof. of General Education	
7.	Smt. Seema K.Balan	Representative, Non-teaching Staff	
8.	Dr Usha Parvathy	NAAC/IQAC Coordinator	



  
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SREE NARAYANA COLLEGE OF EDUCATION, MUVATTUPUZHA

IQAC Meetings 2020-'21

Minutes of IQAC meeting #03

Venue & Date : Staff room, 7<sup>th</sup> Sep. 2020

Agenda :

- Discussion with the Management about the functioning of the College during Pandemic period
- NAAC related activities

Participants : As per annexure

The meeting started with a silent prayer. The meeting was chaired by the Principal. The course coordinator briefed on the academic activities.

- 1.0 Dr Usha Parvathy, NAAC/IQAC Coordinator updated the activities related to NAAC.
- 2.0 Dr P.J.Jacob gave a detailed speech about the need to update the infra-structure facilities of the College. Jacob Sir also presented a list of the facilities to be improved which include Computer lab, Language lab, Psychology lab, Library, Seminar hall, Sound system, furniture, Computers etc. Principal also stressed the need to solve water shortage in the campus during summer, save energy using alternate energy sources like solar energy. A plan of action was also proposed which was accepted by the Management.
- 3.0 Details of achievement of students, Alumni, seminars attended/articles published by the staff, list of students who passed various competitive examinations, student progression, University exam results to be consolidated.

(Action:IQAC Coordinator)

- 4.0 All Teachers updated the syllabus covered through Online classes.
- 5.0 Dr Usha Parvathy, NAAC/IQAC Coordinator stressed the need to conduct/participate in more Seminars, publish articles in international journals.

Prepared by:

(Dr Usha Parvathy)  
IQAC Coordinator

Approved by:

Prof (Dr) P. V Suraj Babu  
(Principal)

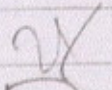
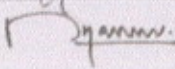

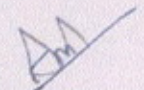
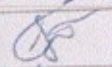

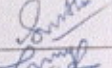

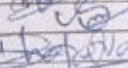
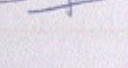
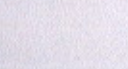
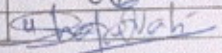
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## ANNEXURE

List of Participants of IQAC meeting #03, 7<sup>th</sup> Sept. 2020

Sl. No.	Member	Designation	Signature
1.	Prof. (Dr)P. V Suraj Babu	Principal (Chairperson)	
2.	Shri. V. K Narayanan	Manager, S.N College of Education, Muvattupuzha and President, SNDP Union, Muvattupuzha	
3.	Shri. P. N Prabha	Vice President, SNDP Union, Muvattupuzha	
4.	Adv. A. K Anilkumar	Secretary-in-Charge, SNDP Union, Muvattupuzha & Educational Officer, S.N Educational Institutions	
5.	Shri. Anish P. Chirackal	College Coordinator	
6.	Smt. Nissamol Maria Mathews	Asst. Prof. of English Education	
7.	Smt. Suneetha K.G	Asst. Prof. of Mathematics Education	
8.	Smt. Jincy P Joseph	Asst. Prof. of General Education	
9.	Smt. Teena Baby	Asst. Prof. of General Education	
10.	Smt. Sunimol T	Asst. Prof. of General Education	
12.	Smt. Seema K.Balan	Representative, Non-teaching Staff	
13.	Dr Usha Parvathy	NAAC/IQAC Coordinator	



  
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**SREE NARAYANA COLLEGE OF EDUCATION, MUVATTUPUZHA**

**IQAC Meetings 2020-'21**

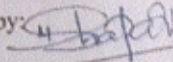
**Minutes of IQAC meeting #04**

**Venue & Date** : Staff room, 8<sup>th</sup> Dec. 2020

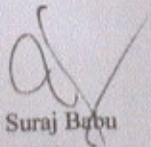
**Agenda** : Discussion with the Management about the NAAC related activities

The Meeting was conducted offline and started with a silent Prayer.

- 1.0 Adv. A. K Anilkumar, Education Officer, SNDP Yogam gave a brief account of the works done/pending related to infra-structure facilities of the College.
- 2.0 Principal gave an idea about the works to be done to improve the physical facilities of the College. The Manager promised all help from the side of the Management.
- 3.0 Dr Usha Parvathy, NAAC/IQAC Coordinator updated the activities related to NAAC. The Coordinator also reminded the work to be completed for submitting the AQAR of 3 years, viz. 2017-18, 2018 – 19 and 2019 – 20.
- 4.0 Shri. Aneesh P. Chirakkal informed the Curricular and Co-curricular works completed during the period.
- 5.0 All the teachers briefed the works completed related to NAAC. They also informed that information regarding NAAC works became faster with the formation of a Whatsapp group 'SN- NAAC 'on 30/10/2020 and also a mail created earlier exclusively for NAAC works.
- 6.0 Induction of 2020-22 batch (B.Ed and M.Ed). It was decided to invite Dr Sreejith C.M, Controller of Examinations, M.G University, Kottayam as the chief guest.  
(Action: College Coordinator)
- 7.0 Planning of curricular and co-curricular activities of the period.  
(Action: College Coordinator/Staff Secretary)

Prepared by:   
(Dr Usha Parvathy)  
IQAC Coordinator

Approved by:

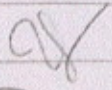
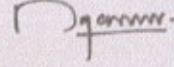

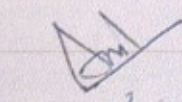
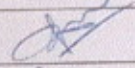

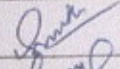

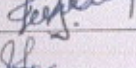

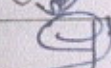

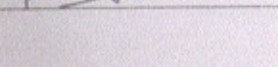
  
Prof (Dr) P. V Suraj Babu  
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## ANNEXURE

List of Participants of IQAC meeting #04, 8<sup>th</sup> Dec. 2020

Sl. No.	Member	Designation	Signature
1.	Prof. (Dr) P. V Suraj Babu	Principal (Chairperson)	
2.	Shri. V. K Narayanan	Manager, S.N College of Education, Muvattupuzha and President, SNDP Union, Muvattupuzha	
3.	Shri. P. N Prabha	Vice President, SNDP Union, Muvattupuzha	
4.	Adv. A. K Anilkumar	Secretary-in-Charge, SNDP Union, Muvattupuzha & Educational Officer, S.N Educational Institutions	
5.	Shri. Anish P. Chirackal	College Coordinator	
6.	Smt. Nissamol Maria Mathews	Asst. Prof. of English Education	
7.	Smt. Suneetha K.G	Asst. Prof. of Mathematics Education	
8.	Smt. Jincy P Joseph	Asst. Prof. of General Education	
9.	Smt. Teena Baby	Asst. Prof. of General Education	
10.	Smt. Sunimol T	Asst. Prof. of General Education	
10.	Smt. Seema	Representative, Non-teaching Staff	
11.	Sri Jinu Antony	Ward Councillor	
12.	Dr Usha Parvathy	NAAC/IQAC Coordinator	



  
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**SREE NARAYANA COLLEGE OF EDUCATION, MUVATTUPUZHA**

**IQAC Meetings 2020-'21**

**Minutes of IQAC meeting #05**

**Venue & Date** : Principal's room, 04<sup>th</sup> Feb. 2021

**Agenda** : Discussion with the Management about the NAAC related activities

- 1.0 Adv. A. K Anilkumar opined that the College website should be made more attractive including all the activities and important matters related to the institution. He gave necessary instructions to the staff of INI Technologies.
- 2.0 Principal informed that more books shall be purchased for College Library.
- 3.0 Dr Usha Parvathy, NAAC/IQAC Coordinator updated the activities related to NAAC. The NAAC Coordinator also informed that the NAAC related activities are in full swing and submission of AQAR for 3 years is planned before the deadline of 31<sup>st</sup> August, 2021.
- 4.0 Principal, College Coordinator, NAAC coordinator and Smt. Seema K. Balan suggested that a technical staff well-versed in IT skills is very much required to speed up NAAC works. The Management agreed to the suggestion and decided that Smt. Seena (Office Staff – SNDP Union Office) will give technical assistance for NAAC related works.
- 5.0 It is decided that Smt. Uma, Teaching staff, may give technical assistance to the NAAC team.
- 6.0 It is also decided that Smt. Suneetha, Smt. Nissamol, Smt. Uma, Smt. Jincy, Smt. Nisha, Smt. Asha, Smt Teena and other Teachers staying near the College may help to arrange the data collected for NAAC.

It was decided to conduct Sports Day, Arts Festival, 5-day non-residential camp (due to Covid pandemic restrictions), Seminar on drug abuse, Social Awareness programme, Webinar on Drama and Art, First Aid. **(Action: College Coordinator/Staff Secretary)**

Approved by:

Prof (Dr)P. V Suraj Babu

(Principal)

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Prepared by:

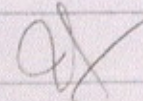
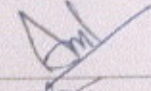

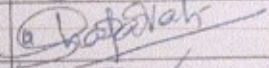
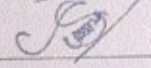
(Dr Usha Parvathy)  
IQAC Coordinator

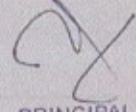


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## ANNEXURE

List of Participants of IQAC meeting #05, 04<sup>th</sup> Feb. 2021

Sl. No.	Member	Designation	Signature
1.	Prof. (Dr) P. V Suraj Babu	Principal (Chairperson)	
2.	Adv. A. K Anilkumar	Secretary-in-Charge, SNDP Union, Muvattupuzha & Educational Officer, S.N Educational Institutions	
3.	Shri. Anish P. Chirackal	College Coordinator	
4.	Dr Usha Parvathy	NAAC/IQAC Coordinator	
5.	Smt. Seema K.Balan	Non-teaching Staff	
6.	Staff INI Technologies	(for updating College Website)	

  
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**SREE NARAYANA COLLEGE OF EDUCATION, MUVATTUPUZHA**

**IQAC Meetings 2020-'21**

**Minutes of IQAC meeting #06**

**Venue & Date** : Principal's room, 10<sup>th</sup> Aug. 2021

**Agenda**

- Discussion on NAAC related activities

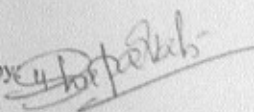
1.0 Dr Usha Parvathy, NAAC/IQAC Coordinator informed that all the works related to the submission of AQAR for 3 years is nearing completion, Shri Anish P. Chirackal, College Coordinator and all teaching staff are cooperating and the work is going on as a team work. Smt. Seema K Balan and Smt. Seena are providing necessary technical support. The data related to finance is promptly provided by Smt. Leena and details of library is given by Librarian. All other non-teaching staff members are very much helpful. All communications are through SN-NAAC Whatsapp group and all staff members are asked to follow the Whatsapp chats and instructions.

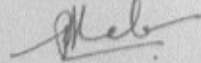
2.0 IQAC Coordinator informed that a list of Reference books was sent to the College email on 01-07-2021 as per the instruction of Adv. Anil Kumar, Education Officer, SNDP Union, Muvattupuzha.

(Action: IQAC Coordinator)

3.0 Celebration of Independence Day and Onam online, online webinar and quiz.


(Action: Staff Secretary, Teachers-in-charge of different Clubs)

Prepared by:   
(Dr Usha Parvathy)  
IQAC Coordinator

Approved by:   
Prof (Dr) P. J. Jacob  
(Principal)

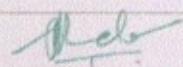
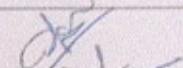
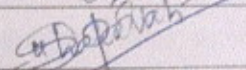
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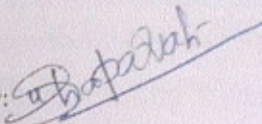
  
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ANNEXURE

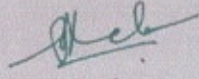
List of Participants of IQAC meeting #06, 10<sup>th</sup> Aug. 2021

Sl. No.	Member	Designation	Signature
1.	Prof. (Dr) P. J.Jacob	Principal (Chairperson)	
2.	Shri. Anish P. Chirackal	College Coordinator	
3.	Dr Usha Parvathy	NAAC/IQAC Coordinator	

Prepared by:

  
(Dr Usha Parvathy)  
IQAC Coordinator

Approved by:

  
Prof (Dr) P. J. Jacob  
(Principal)

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**SREE NARAYANA COLLEGE OF EDUCATION, MUVATTUPUZHA**

**IQAC Meetings 2020-'21**

**Minutes of IQAC meeting #07 (Google Meet)**

**Date** : 10<sup>th</sup> Nov., 2021

**Agenda**

- AQAR submission

1.0 Dr Usha Parvathy, NAAC/IQAC Coordinator informed that all the pending AQAR is submitted. Even though the progress of NAAC works is updated daily through NAAC Whatsapp group, this Meeting is to officially congratulate the Management, Principal, Staff, Alumni and Students of Sree Narayana College of Education, Muvattupuzha for the Team work which helped to submit all pending AQAR before the last date. The last date was 31/08/2021. All the corrections in AQAR are also made and resubmitted successfully.

- AQAR - 2017 - 18 submitted on 11/08/2021
- AQAR - 2018 - 19 submitted on 16/08/2021
- AQAR - 2019 - 20 submitted on 17/08/2021
- The data required for submitting AQAR - 2020-21 already collected.

2.0 Women's Cell activities, seminar on personality development, Christmas celebrations.

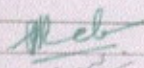
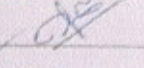

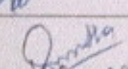
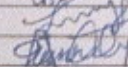
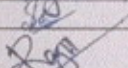
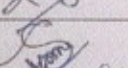


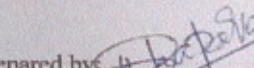
**(Action: College Coordinator, Smt. Nisha)**



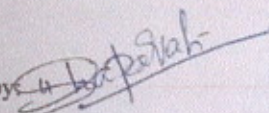
  
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## ANNEXURE

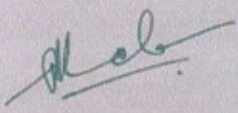
List of Participants of IQAC meeting #07 (Google Meet), 10<sup>th</sup> November, 2021

Sl. No.	Member	Designation	Signature
1.	Prof. (Dr) P. J.Jacob	Principal (Chairperson)	
2.	Shri. Anish P. Chirackal	College Coordinator	
3.	Smt. Nissamol Maria Mathews	Asst. Prof. of English Education	
4.	Smt. Suneetha K.G	Asst. Prof. of Mathematics Education	
5.	Smt. Jincy P Joseph	Asst. Prof. of General Education	
6.	Smt. Teena Baby	Asst. Prof. of General Education	
7.	Smt. Sunimol T	Asst. Prof. of General Education	
8.	Shri. Raju K. M	Representative, Non-teaching Staff	
9.	Smt. Seema K.Balan	Representative, Non-teaching Staff	
10	Dr Usha Parvathy	NAAC/IQAC Coordinator	

Prepared by:

  
 (Dr Usha Parvathy)  
 IQAC Coordinator

Approved by:

  
 Dr P. J.Jacob  
 (Principal)

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## 5. Action taken report

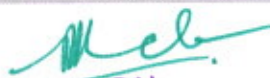

  
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## ACTION TAKEN REPORT, 2020 - 21

IQAC meeting #01 (Google Meet) 10<sup>th</sup> July 2020

Action No.	ACTION	ACTIONEE	STATUS OF ACTION
2.0	<ul style="list-style-type: none"> <li>• Generation of the academic calendar for the year 2020-21,</li> <li>• Curricular and Co-curricular activities during pandemic period</li> <li>• Precautions taken during the pandemic period</li> <li>• Awareness to Staff and Students about Covid 19.</li> </ul>	College Coordinator & IQAC Coordinator	Completed
3.0	To finalize the Time Table for the Online classes for the academic year 2020-'21	Staff Secretary	Completed
4.0	To conduct Club activities online	Teachers in charge of different clubs (Vedika, Science club, Mathematics club, Jwala)	Completed
5.0	To conduct Talents Day, Arts Festival celebrations online.	Fine Arts Teachers	Completed
6.0	To conduct Research Colloquia, internship in the Primary Teacher Education Institute, Primary Schools, Secondary Education Institutions, Secondary and Senior Secondary Schools for M.Ed students, Practical work and Practicum during pandemic period.	M.Ed Staff	Completed
7.0	To conduct School internship, Practical work and Practicum of B.Ed students during pandemic period.	B.Ed Staff	Completed



  
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IQAC meeting #02 (Google Meet), 27<sup>th</sup> August, 2020

Action No.	ACTION	ACTIONEE	STATUS OF ACTION
1.0	to create awareness on the new NAAC format with the help of power point presentation among the staff	NAAC/IQAC coordinator	Completed

IQAC meeting #03, 7<sup>th</sup> Sep. 2020

Action No.	ACTION	ACTIONEE	STATUS OF ACTION
2.0	Upgrading the infrastructure facilities	Management	Works going on, Status of Action: Incomplete
3.0	Collection of details regarding the achievement of students, Alumni, seminars attended/articles published by the staff, list of students who passed various competitive examinations, student progression, University exam results to be consolidated.	IQAC Coordinator	Completed

IQAC meeting #04, 8<sup>th</sup> Dec. 2020

Action No.	ACTION	ACTIONEE	STATUS OF ACTION
3.0 of IQAC meeting #03, 7 <sup>th</sup> Sept. 2020	Upgrading infrastructure facilities	Management	Works in progress, Status of Action: Incomplete
5.0	Works to be completed for the Submission of AQAR of 3 years – 2017 -18, 2018 – 19 and 2019 – 20.	IQAC Coordinator/Staff	Completed



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6.0	Induction of 2020-22 batch (B.Ed & M.Ed);	College Coordinator	Completed
7.0	Planning of curricular and Co-curricular activities	College coordinator/Staff Secretary	In progress

IQAC meeting #05, 04<sup>th</sup> Feb. 2021

Action No.	ACTION	ACTIONEE	STATUS OF ACTION
1.0	College website to be made more attractive including all the activities and important matters related to the institution gave necessary instructions to the staff of INI Technologies	Adv. A. K Anilkumar, Education Officer	Completed
2.0	Purchasing more books for the College Library.	Management	Incomplete
3.0	Submission of AQAR for 3 years before the deadline 31 <sup>st</sup> , August, 2021.	IQAC Co-ordinator	Completed
4.0	Technical staff well versed in IT skills is very much required to speed up NAAC works	Management	Smt Seena was given the duty Status of Action: Complete
6.0	Smt. Suneetha, Smt. Nissamol, Smt. Jincy, Smt. Nisha, Smt. Asha, Smt Teena and other Teachers staying near the College to help to arrange the data collected for NAAC.	Smt. Suneetha, Smt. Nissamol, Smt. Jincy, Smt. Nisha, Smt. Asha, Smt Teena and other Teachers staying near the College	Works going on Status of Action: Incomplete
7.0	Conduct of Sports Day, Arts Festival, 5-day non-residential camp, seminars, webinars etc.	College coordinator, Staff Secretary	Completed



*Meb.*  
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IQAC meeting #06, 10<sup>th</sup>. Aug. 2021

Action No.	ACTION	ACTIONEE	STATUS OF ACTION
1.3 of IQAC meeting #03, 7 <sup>th</sup> . Sep. 2020	Updating the infra-structure facilities	Management	Works going on, Status of Action: Incomplete
1.0	submission of AQAR for 3 years – 2017 -18, 2018 – 19 and 2019 – 20. before the deadline 31 <sup>st</sup> , August, 2021.	IQAC Co-ordinator	Dr Usha Parvathy, NAAC/IQAC Coordinator informed that all the works related to the submission of AQAR for 3 years is nearing completion. Status of Action: Incomplete
2.0	List of Reference books for College Library	IQAC Co-ordinator	List of Reference books was sent to College mail on 01-07-2021 as per the instruction of Adv. Anil Kumar, Education Officer, SNDP Union, Muvattupuzha. Status of Action: complete
3.0	Celebration of Independence Day and Onam online, online webinar and quiz.	Staff Secretary, Teachers-in-charge of different Clubs	Completed

IQAC meeting #07 (GOOGLE MEET), 10<sup>th</sup>. Nov. 2021

Sl. No.	ACTION	ACTIONEE	STATUS OF ACTION
1.3 of IQAC meeting #03, 7 <sup>th</sup> . Sep. 2020	Updating the infra-structure facilities	Management	Works going on, Status of Action: Incomplete
1.0	submission of AQAR for 3 years – 2017 -18, 2018 – 19 and 2019 – 20. before the deadline 31 <sup>st</sup> , August, 2021.	IQAC Co-ordinator	Status of Action: complete



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## **Reports of Activities organised by IQAC**

**Teaching Practice**

**Examinations Conducted**

**Faculty Development**

**PBAS**


**Feedback Analysis**

**Result Analysis**

**Future Plans**

- To conduct more National Seminars
- To conduct International Seminars
- To increase the reference books in the library
- To make rainwater harvesting tank fully functional
- To mitigate the drinking water shortage in the campus during summer season
- To purchase solar panels
- Beautification of the college auditorium
- Purchasing of sound system



  
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**SREE NARAYANA COLLEGE OF EDUCATION,  
MUVATTUPUZHA  
INTERNAL QUALITY ASSURANCE CELL  
(IQAC)  
ANNUAL REPORT 2019-20**



  
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Muvattupuzha

## CONTENTS

- 1. About IQAC**
- 2. Composition of IQAC**
- 3. Plan of Action**
- 4. Minutes of IQAC Meetings**
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- 7. Teaching Practice**
- 8. Examinations Conducted**
- 9. Faculty Development**
- 10. PBAS**
- 11. Feedback Analysis**
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- 13. Future Plans**



  
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Sree Narayana College of Education was established by the management of SNDP Yogam Union, Muvattupuzha, Ernakulum District, Kerala in the year 2003. The vision of the institution is linked to the great luminary Sree Narayana Guru after whom the college is named. Sree Narayana Guru was a saint, philosopher, social reformer and poet, who not only broke the idols of old superstitious beliefs and evil social practices but also laid the foundation of the modern Kerala society. He knew the liberating force of education. His dream was liberation through education. He visualised a casteless society that aimed at the development of all. In accordance with the great ideals of Sree Narayana Guru, the institution tries its best for the cultural, social and economic regeneration of backward classes and the marginalised sector of the society. The motive of the institution is to accomplish and execute the Guru's ingenious thoughts.

The college offers BEd and MEd programmes. The college has been given due approval by NCTE for an intakes of 150 students in the academic year 2015-2016 for the BEd programmes and an intake of 50 students in the academic year 2016-2017 for the MEd programmes. The college has been accredited by the NAAC with CGPA of 2.62 at 'B' grade in 2014.

## **VISION**

To enrich young minds based on the message of our patron saint Sree Narayana Guru- Liberation through education

## **MISSION**

To encourage and empower the pre-service teachers to make history in teaching-learning process and thereby helps their students to meet the challenges of the 21<sup>st</sup> century



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- 1. About IQAC**
- 2. Composition of IQAC**
- 3. Plan of Action**
- 4. Minutes of IQAC Meetings**



  
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**SREE NARAYANA COLLEGE OF EDUCATION, MUVATTUPUZHA**

**IQAC Meetings 2019-'20**

**Minutes of IQAC meeting #01**

**Venue & Date** : Principal's room, 31<sup>st</sup> May, 2019

**Agenda:** Finalization of curricular and co-curricular activities for the academic year 2019-'20

**Participants** : Listed in Annexure

The meeting chaired by the Principal began with a silent prayer. The activities related to the smooth functioning of the college for the current academic year was discussed and finalized. The activities of various clubs (Vedika, Science club, Mathematics club, Jwala etc.) were briefed by the respective teacher-in-charge.

The salient action points were identified and are listed below: -

1.0 Teachers were nominated to the following posts: -

- Staff Secretary
- Two Staff Advisors
- Two Staff Editors
- Two tour convenors
- Electoral Officer
- Course Coordinator and NAAC/IQAC coordinator will remain unchanged

2.0 For the academic year 2019-'20, the College coordinator and IQAC Coordinator were entrusted with generation of the academic calendar.

**(Action: College Coordinator & IQAC Coordinator)**

3.0 Time Table for the academic year 2019-'20 is to be finalized.

**(Action: Staff Secretary)**

4.0 Club activities **(Action: Science Club, Mathematics club, Vedika, Jwala)**

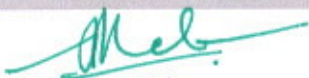
5.0 Classes for the fresh batch of B.Ed and M.Ed students are expected to start next month. For the induction programme function, the Chief Guest has to be decided and invited.

**(Action: Staff Secretary)**

6.0 Talents Day celebrations have to be organized in the month of August.

**(Action: Fine Arts teachers)**



  
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7.0 It was decided to observe World Population day on 11<sup>th</sup> July. Seminars were planned to be conducted on the Khader Commission report and on effective parenting. A programme on various dance forms and classes on Yoga and First Aid were also decided to be conducted.

**(Action: College Coordinator & Staff Secretary)**

8.0 Conduct Research Colloquia, internship in the Primary Teacher Education Institute, Primary Schools, Secondary Education Institutions, Secondary and Senior Secondary Schools for M.Ed students, Practical work and Practicum.

**(Action: M.Ed Staff)**

9.0 School internship, Practical work and Practicum of B.Ed students.

**(Action: B.Ed Staff)**

10.0 It was decided to conduct a programme to introduce various dance forms of India in collaboration with SPICMACAY (Society for the Promotion of Indian Classical Music and Culture Among Youth).

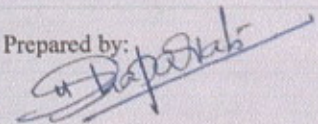
**(Action: College coordinator)**

11.0 It was decided to invite Sr. Infant Treesa (Nirmala Medical Centre, Muvattupuzha) for conducting Yoga class.

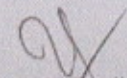
**(Action: College Coordinator)**

The meeting concluded with a vote of thanks by the Staff secretary.

Prepared by:

  
(Dr Usha Parvathy)  
IQAC Coordinator

Approved by:

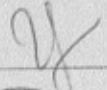
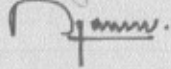
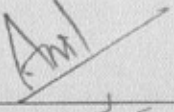



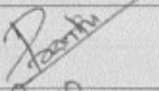

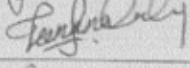

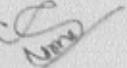
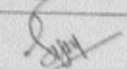
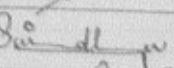
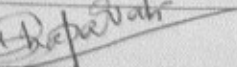
  
(Dr P. V Surajbabu)  
The Principal  
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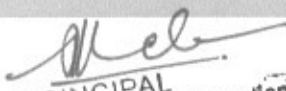
  
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## ANNEXURE

List of Participants of IQAC meeting #01, 31<sup>st</sup> May, 2019

Sl. No.	Participants	Designation	Signature
1.	Prof. (Dr) Surajbabu P. V	Principal	
2.	Shri. Narayanan V. K	Manager, S.N College of Education, Muvattupuzha	
3.	Adv. Anilkumar A. K	Secretary-in-Charge, SNDP Union, Muvattupuzha & Educational Officer, S.N Educational Institutions	
4.	Shri. Anish P. Chirackal	College Coordinator	
5.	Smt. Nissamol Maria Mathews	Asst. Prof. of English Education	
6.	Smt. Suneetha K.G.	Asst. Prof. of Mathematics Education	
7.	Dr Pravithalakshmi K.	Asst. Prof. of Hindi Education	
8.	Smt. Jincy P Joseph	Asst. Prof. of General Education	
9.	Smt. Teena Baby	Asst. Prof. of General Education	
10.	Smt. Sunimol T	Asst. Prof. of General Education	
11.	Smt. Seema K.Balan	Representative, Non-teaching Staff	
12.	Shri. Sijoy K	Alumni Representative	
13.	Smt.Sindhu Shiju	Ward Councillor	
14.	Dr Usha Parvathy	NAAC/IQAC Coordinator	



  
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**SREE NARAYANA COLLEGE OF EDUCATION, MUVATTUPUZHA**

**IQAC Meetings 2019-'20**

**Minutes of IQAC meeting #02**

**Venue & Date** : Principal's room, 31<sup>st</sup> Aug., 2019

**Agenda** : Teachers' Day, Onam celebrations, College Union elections, National Unity Day celebration, Kerala Day, Christmas celebrations

**Participants** : Listed in Annexure

The meeting chaired by the Principal began with a silent prayer. After details discussions on the agenda, the following actions were identified: -

1.0 Teachers' Day, Onam celebrations, National Unity Day celebration, Kerala Day, Christmas celebrations. (Action: College Coordinator & Staff Secretary)

2.0 College Union elections, College Union Inauguration by MLA, Arts Festival. (Action: College Coordinator)

3.0 Workshop on Drama and Theatre practice.

(Action: Teachers-in-Charge, Art Education)

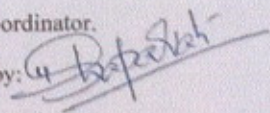
4.0 Complaint received from college Union that the cordless microphone was not working

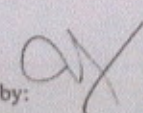
5.0 Complaint received from hostel inmates regarding the menu

6.0 Complaint received on improper functioning of some of the computers in the Computer Lab. (Actions 4, 5 & 6: Staff Secretary)

7.0 Curriculum and syllabus of value-added courses. (Action: Jincy P Joseph)

The meeting concluded with a Vote of Thanks by the IQAC coordinator.

Prepared by:   
(Dr Usha Parvathy)  
IQAC Coordinator

Approved by: 

(Dr P. V Surajbabu)  
Principal

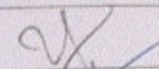
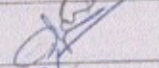
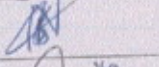

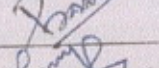
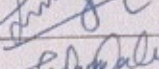

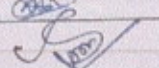
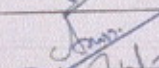
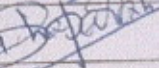
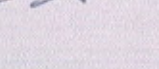
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## ANNEXURE

LIST OF PARTICIPANTS of IQAC meeting #02, 31<sup>st</sup> Aug., 2019

Sl. No.	Participants	Designation	Signature
1.	Prof. (Dr) Surajbabu P. V	Principal	
2.	Shri. Anish P. Chirackal	College Coordinator	
3.	Smt. Nissamol Maria Mathews	Asst. Prof. of English Education	
4.	Smt. Suneetha K.G	Asst. Prof. of Mathematics Education	
5.	Dr Pravithalakshmi K	Asst. Prof. of Hindi Education	
6.	Smt. Jincy P Joseph	Asst. Prof. of General Education	
7.	Smt. Teena Baby	Asst. Prof. of General Education	
8.	Smt. Sunimol T	Asst. Prof. of General Education	
9.	Smt. Seema K Balan	Representative, Non-teaching Staff	
10.	Shri. Arun Tomy	College Union Chairman	
11.	Dr Usha Parvathy	NAAC/IQAC Coordinator	



  
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**SREE NARAYANA COLLEGE OF EDUCATION, MUVATTUPUZHA**

**IQAC Meetings 2019-'20**

**Minutes of IQAC meeting #03**

**Venue & Date** : Staff room, 16<sup>th</sup> Dec., 2019

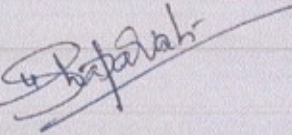
**Agenda** : NAAC

**Participants** : As per annexure

The meeting, chaired by the Principal, was specifically convened to discuss the requirements for NAAC accreditation. The NAAC coordinator had participated in the "Awareness Programme for Teacher Education Institutions" conducted by NAAC at NAAC Office, Bengaluru on 12<sup>th</sup> December, 2019. She made a PowerPoint presentation on the proceedings of the programme and briefed on the work to be done in the College to conform to the NAAC accreditation requirements. The management representatives, who were present in the meeting, expressed willingness to do the needful in this regard. After details discussions on the agenda, the following action was identified:

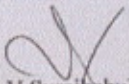
In order to expedite the work to be completed for NAAC accreditation, work packages were identified and entrusted to individual teachers and non-teaching staff.

Prepared by:




(Dr Usha Parvathy)  
IQAC Coordinator

Approved by:



(Dr P. V Surajbabu)  
The Principal

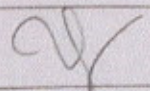
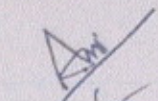
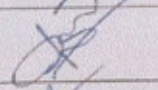

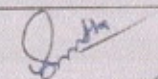
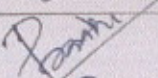
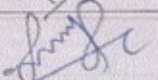
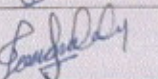
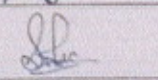
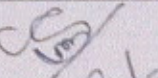
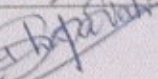
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## ANNEXURE

List of Participants of IQAC meeting #03, 16<sup>th</sup> Dec., 2019

Sl. No.	Participants	Designation	Signature
1.	Prof. (Dr) P. V Surajbabu	Principal	
2.	Adv. A. K Anilkumar	Secretary-in-Charge, SNDP Union, Muvattupuzha & Educational Officer, S.N Educational Institutions	
3.	Shri. Anish P. Chirackal	College Coordinator	
4.	Smt. Nissamol Maria Mathews	Asst. Prof. of English Education	
5.	Smt. Suneetha K.G	Asst. Prof. of Mathematics Education	
6.	Dr Pravithalakshmi K	Asst. Prof. of Hindi Education	
7.	Smt. Jincy P Joseph	Asst. Prof. of General Education	
8.	Smt. Teena Baby	Asst. Prof. of General Education	
9.	Smt. Sunimol T	Asst. Prof. of General Education	
10.	Smt. Seema K.Balan	Representative, Non-teaching Staff	
11.	Dr Usha Parvathy	NAAC/IQAC Coordinator	



  
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**SREE NARAYANA COLLEGE OF EDUCATION, MUVATTUPUZHA**

**IQAC Meetings 2019-'20**

**Minutes of IQAC meeting #04**

**Venue & Date** : Principal's Room, 2<sup>nd</sup> Jan., 2020

**Agenda** : Residential Community living camp, Annual Sports meet, Study Tour, Field Trip, Art Fest, Extension activities, Model Exams.

**Participants** : As per annexure

The meeting chaired by the Principal began with a silent prayer. After details discussions on the agenda, the following actions were identified: -

1.0 Residential Community Living Camp. (Action: College Coordinator)

2.0 It was decided to conduct Workshop on Paper craft works, training in Zumba, seminars on 'Film as an Art and Tool of Communication', 'Psychology of Men and Women' and on "Human relations". (Action: College Coordinator)

3.0 Annual Sports Meet (Action: Teacher-in-charge of Physical Education)

4.0 Study Tour & Field Trips (Action: Tour Convenors)

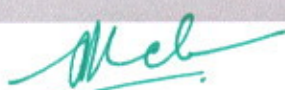
5.0 Extension Activities (Action: Teachers-in-charge)

6.0 Art Fest (Action: Teachers-in-charge of Art Education)

7.0 A complaint was received from the hostel inmates regarding shortage of water during summer. It was decided to inform the matter to the College Management for appropriate action. (Action : Staff Secretary)

8.0 It was decided to conduct a National Seminar on education-related topics. (Action: IQAC coordinator)



  
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9.0 A Research Journal was also proposed to be published in the current academic year.

(Action: IQAC coordinator)

10.0 The number of books and journals stocked in the Library were proposed to be increased. A survey may be taken to identify suitable books and journals for procurement.

(Action: College coordinator & Librarian)

11.0 Details of achievement of students, Alumni, seminars attended/articles published by the staff, list of students who passed various competitive examinations, student progression, University exam results to be consolidated.

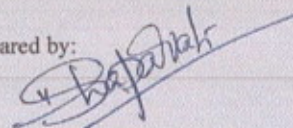
(Action: IQAC Coordinator)

12.0 It was decided to organise a function to appreciate all students who had made outstanding contributions in the Academic and non-Academic fronts.

(Action: Staff Secretary)

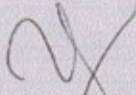
The meeting concluded with a Vote of Thanks by the IQAC coordinator.

Prepared by:



Dr Usha Parvathy)  
IQAC Coordinator

Approved by:



(Dr P. V. Surababu)  
The Principal

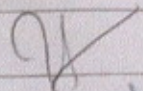
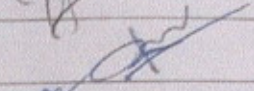

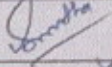
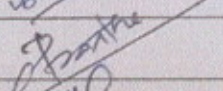
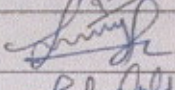
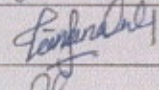

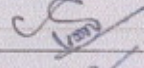

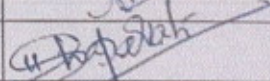
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## ANNEXURE

LIST OF PARTICIPANTS of IQAC meeting #04, 2<sup>nd</sup> Jan., 2020

Sl. No.	Participants	Designation	Signature
1.	Prof. (Dr) P. V Surajbabu	Principal	
2.	Shri. Anish P. Chirackal	College Coordinator	
3.	Smt. Nissamol Maria Mathews	Asst. Prof. of English Education	
4.	Smt. Suneetha K.G	Asst. Prof. of Mathematics Education	
5.	Dr Pravithalakshmi K	Asst. Prof. of Hindi Education	
6.	Smt. Jincy P Joseph	Asst. Prof. of General Education	
7.	Smt. Teena Baby	Asst. Prof. of General Education	
8.	Smt. Sunimol T	Asst. Prof. of General Education	
9.	Smt. Seema K.Balan	Representative, Non-teaching Staff	
10.	Shri. Arun Tomy	College Union Chairman	
11.	Dr Usha Parvathy	NAAC/IQAC Coordinator	



  
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## 5. Action taken report

### ACTION TAKEN REPORT, 2019 - 20

IQAC Meeting #03 dated 31<sup>st</sup> May., 2019

Action No.	ACTION	ACTIONEE	STATUS OF ACTION
2.0	Generation of the academic calendar	College Coordinator & IQAC Coordinator	Completed
3.0	Time Table for the academic year 2019-'20	Staff Secretary	Completed
4.0	Club activities	<ul style="list-style-type: none"> <li>• Science Club</li> <li>• Mathematics club</li> <li>• Vedika</li> <li>• Jwala</li> </ul>	Completed
5.0	Fresh batch Induction programme	Staff Secretary	Completed
6.0	Talents Day celebrations	Fine Arts teachers	Conducted
7.0	World Population day observation	Staff Secretary	Completed
	Seminars to be planned on the Khader Commission report and on effective parenting.	College coordinator Staff secretary	Conducted
8.0	Conduct Research Colloquia, internship in the Primary Teacher Education Institute, Primary Schools, Secondary Education Institutions, Secondary and Senior Secondary Schools for M.Ed students, Practical work and Practicum.	M.Ed Staff	Completed
9.0	School internship, Practical work and Practicum of B.Ed students	B.Ed Staff	Completed
10.0	Programme on various dance forms	College Coordinator	Completed
11.0	classes on Yoga and First Aid		



*Mel*  
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**IQAC Meeting #02 dated 31<sup>st</sup> Aug., 2019**

Action No.	ACTION	ACTIONEE	STATUS OF ACTION
1.0	Conduct of Teachers' Day, Onam celebrations, National Unity Day celebration, Kerala Day, Christmas celebrations	College Coordinator & Staff Secretary	Completed
2.0	College Union elections	Electoral Officer	Completed
3.0	Workshop on Drama and Theatre practice	Teachers-in-Charge, Art Education	Completed
4.0	Replacement of cordless microphone	Staff Secretary	Completed
5.0	Complaint regarding Hostel menu	Staff Secretary	In progress
6.0	Malfunctioning of few computers in Computer Lab		
7.0	Curriculum & Syllabus of Value-added course	Jincy P Joseph	In progress

**IQAC Meeting #04 dated 2<sup>nd</sup> Jan., 2020**

Action No.	ACTION	ACTIONEE	STATUS OF ACTION
1.0	Residential Community Living Camp.	College Coordinator	Completed
2.0	Workshop on Paper craft works, training in Zumba, seminars on 'Film as an Art and Tool of Communication', 'Psychology of Men and Women' and on "Human relations".	College Coordinator	Completed
3.0	Annual Sports Meet	Teacher-in-charge of Physical Education	Completed
4.0	Study Tour & Field Trips	Tour Convenors	
5.0	Extension Activities	Teachers-in-charge	Completed
6.0	Art Fest	Teachers-in-charge of Art Education	Completed
7.0	Complaint regarding shortage of water during summer.	Staff Secretary	Issue addressed and settled
8.0	National Seminar on education-related topics.	IQAC coordinator	Brought to the notice of the management
9.0	Research Journal was also proposed to be published in the current academic year	IQAC coordinator	Brought to the notice of the management
10.0	Survey to be taken to identify	College coordinator &	In progress



*Mel*

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	suitable books and journals for Library	Librarian	
11.0	Details of achievement of students, Alumni, seminars attended/articles published by the staff, list of students who passed various competitive examinations, student progression, University exam results to be consolidated	IQAC Coordinator	Completed
12.033	Organise a function to appreciate all students who had made outstanding contributions in the Academic and non-Academic fronts	Staff Secretary	Completed

*4 Reports*  
*Dr. Usha Parvathy*  
*IQAC Co-ordinator*

*[Signature]*  
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*[Signature]*

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## **6. Reports of Activities organised by IQAC**

### **7. Teaching Practice**

### **8. Examinations Conducted**

### **9. Faculty Development**

### **10. PBAS**

### **11. Feedback Analysis**

### **12. Result Analysis**

### **13. Future Plans**


- Renovation of the building and infrastructure
- automation of Office works
- Coordination of works for preparing AQAR and NAAC report
- Installing a Biogas plant in the campus
- To develop the institution into a Research Centre
- To conduct National Seminar on education-related topics
- To publish a Research Journal
- To make the rainwater harvesting facilities fully functional



  
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**SREE NARAYANA COLLEGE OF EDUCATION,  
MUVATTUPUZHA  
INTERNAL QUALITY ASSURANCE CELL  
(IQAC)  
ANNUAL REPORT 2018-19**



  
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Muvattupuzha

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2. Composition of IQAC
3. Plan of Action
4. Minutes of IQAC Meetings
5. Action taken report
6. Reports of Activities organised by IQAC
7. Teaching Practice
8. Examinations Conducted
9. Faculty Development
10. PBAS
11. Feedback Analysis
12. Result Analysis
13. Future Plans



  
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Sree Narayana College of Education was established by the management of SNDP Yogam Union, Muvattupuzha, Ernakulum District, Kerala in the year 2003. The vision of the institution is linked to the great luminary Sree Narayana Guru after whom the college is named. Sree Narayana Guru was a saint, philosopher, social reformer and poet, who not only broke the idols of old superstitious beliefs and evil social practices but also laid the foundation of the modern Kerala society. He knew the liberating force of education. His dream was liberation through education. He visualised a casteless society that aimed at the development of all. In accordance with the great ideals of Sree Narayana Guru, the institution tries its best for the cultural, social and economic regeneration of backward classes and the marginalised sector of the society. The motive of the institution is to accomplish and execute the Guru's ingenious thoughts.

The college offers BEd and MEd programmes. The college has been given due approval by NCTE for an intakes of 150 students in the academic year 2015-2016 for the BEd programmes and an intake of 50 students in the academic year 2016-2017 for the MEd programmes. The college has been accredited by the NAAC with CGPA of 2.62 at 'B' grade in 2014.

## **VISION**

To enrich young minds based on the message of our patron saint Sree Narayana Guru- Liberation through education

## **MISSION**

To encourage and empower the pre-service teachers to make history in teaching-learning process and thereby helps their students to meet the challenges of the 21<sup>st</sup> century



  
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- 1. About IQAC**
- 2. Composition of IQAC**
- 3. Plan of Action**
- 4. Minutes of IQAC Meetings**



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**SREE NARAYANA COLLEGE OF EDUCATION, MUVATTUPUZHA**

**IQAC Meetings 2018-'19**

**Minutes of IQAC meeting #01**

**Venue & Date** : Principal's room, 4<sup>th</sup> June 2018

**Agenda** : Curricular and Co-curricular activities of the Academic year 2018-'19

**Participants** : Listed in Annexure

The meeting started with a silent prayer. The meeting was chaired by the Principal and in his introductory remarks he highlighted the relevance of "Internal Quality Assurance" for the curricular and co-curricular activities of the college. Principal mentioned that an IQA Cell is already in existence in the College with nominated members and well-defined terms of reference. Principal emphasized the importance of conducting regular IQAC meetings to identify actions that need to be taken to ensure conformity of the college activities per norms of IQAC and to monitor the status of actions.

The activities related to the smooth functioning of the college for the current academic year was discussed and finalized. The activities of various clubs (Vedika, Science club, Mathematics club, Jwala etc.) were briefed by the respective teacher-in-charge.

The salient action points were identified and are listed below: -

1.0 Teachers were nominated to the following posts: -

- Staff Secretary
- Two Staff Advisors
- Two Staff Editors
- Two tour convenors
- Electoral Officer
- Course Coordinator and NAAC/IQAC coordinator will remain unchanged

2.0 For the academic year 2018-'19, the College coordinator and IQAC Coordinator were entrusted with generation of the academic calendar.

**(Action: College Coordinator & IQAC Coordinator)**

3.0 Time Table for the academic year 2018-'19 is to be finalized.

**(Action: Staff Secretary)**

4.0 Club activities **(Action: Science Club, Mathematics club Vedika, Jwala)**

5.0 Classes for the fresh batch of B.Ed and M.Ed students are expected to start this month. For the induction programme function, the Chief Guest has to be decided and invited.

**(Action: Staff Secretary)**



  
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6.0 Talents Day celebrations have to be organized in the month of August.

(Action: Fine Arts teachers)

7.0 Conduct Research Colloquia, internship in the Primary Teacher Education Institute, Primary Schools, Secondary Education Institutions, Secondary and Senior Secondary Schools for M.Ed students, Practical work and Practicum.

(Action: M.Ed Staff)

8.0 School internship, Practical work and Practicum of B.Ed students.

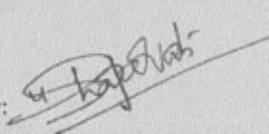
(Action: B.Ed Staff)

9.0 The curriculum and syllabus for the value-added courses for the academic year are to be prepared and finalized.

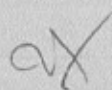
(Action: Jincy P Joseph)

The Principal thanked all the participants for their active participation in the deliberations. The meeting concluded with a Vote of Thanks by the Course Coordinator.

Prepared by:

  
(Dr Usha Parvathy)  
IQAC Coordinator


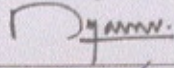
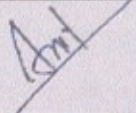
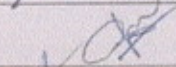
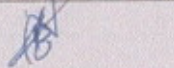
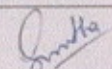
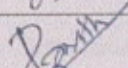

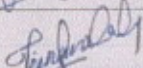

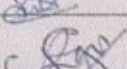
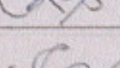
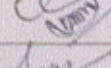
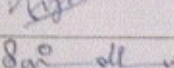
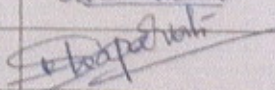
Approved by:

  
(Dr P. V Surajbabu)  
The Principal  
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Muvattupuzha

List of Participants of IQAC meeting #01, 4<sup>th</sup> June 2018

Sl. No.	Participants	Designation	Signature
1.	Prof. (Dr) P. V Surajbabu	Principal	
2.	Shri. V. K Narayanan	Manager, S.N College of Education, Muvattupuzha	
3.	Adv. A. K Anilkumar	Secretary-in-Charge, SNDP Union, Muvattupuzha & Educational Officer, S.N Educational Institutions	
4.	Shri. Anish P. Chirackal	College Coordinator	
5.	Smt. Nissamol Maria Mathews	Asst. Prof. of English Education	
6.	Smt. Suneetha K.G	Asst. Prof. of Mathematics Education	
7.	Smt. Pravithalakshmi K	Asst. Prof. of Hindi Education	
8.	Smt. Jincy P Joseph	Asst. Prof. of General Education	
9.	Smt. Teena Baby	Asst. Prof. of General Education	
10.	Smt. Sunimol T	Asst. Prof. of General Education	
11.	Shri. Raju K. M.	Representative, Non-teaching Staff	
12.	Smt Seema K.Balan	Representative, Non-teaching Staff	
13.	Shri. Sijoy K.	Alumni Representative	
14.	Smt.Sindhu Shiju	Ward Councillor	
15.	Dr Usha Parvathy	NAAC/IQAC Coordinator	



  
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SREE NARAYANA COLLEGE OF EDUCATION, MUVATTUPUZHA

IQAC Meetings 2018-'19

Minutes of IQAC meeting #02

**Venue & Date** : Principal's room, 5<sup>th</sup> Sept. 2018

**Agenda** : Review of College activities post-flood

**Participants** : Listed in Annexure

The meeting started with a silent prayer. The meeting was chaired by the Principal. The flood relief activities by the staff and students were reviewed. The timely, coordinated and whole-hearted efforts put in by the college team were appreciated by the Principal. It was also decided that a team of student volunteers will be constituted for responding in a timely and effective manner when faced with similar contingencies.

Other salient action points identified are listed below: -

1.0 It was decided to collect a fund from the staff and students for flood relief activities and donate it to the Chief Minister's fund. **(Action: Staff Secretary)**

2.0 For the academic year 2018-'19, the College coordinator was asked to re-schedule the academic activities to compensate for the working days lost due to the flood which affected Kerala on August, 2018. **(Action: College Coordinator & IQAC Coordinator)**

3.0 Chief Guests and Programmes for Union & Arts club inauguration and Christmas celebrations to be finalized. **(Action: Staff Secretary)**

4.0 Teachers were requested to participate in seminars, coordinate seminars and publish research articles in national and international journals. **(Action: Staff)**

5.0 IQAC coordinator ensured that two research articles prepared by M.Ed students as part of their practicum were published in international journals in 2017 and 2018. The IQAC coordinator was requested that attempts may be made for publishing similar articles in national or international journals for the current year also. **(Action: IQAC Coordinator)**

6.0 About 100 female students gave a written complaint about lack of facilities for disposal of sanitary pads in the college. Staff secretary was requested to bring this to the notice of the college management at the earliest. **(Action: Staff Secretary)**



  
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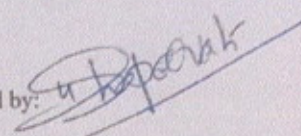
7.0 A complaint was received from the college Union regarding breakdown of the water cooler installed in the college building. Staff secretary was requested to bring this to the notice of the college management at the earliest.

(Action: Staff Secretary)

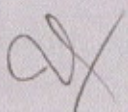
8.0 A few of the computers in the Computer Lab were not functioning. It was decided to check the condition of these computers and either repair or replace them.

(Action: Staff Secretary)

Prepared by:

  
(Dr Usha Parvathy)  
IQAC Coordinator

Approved by:



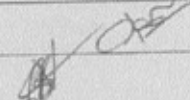




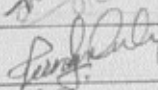


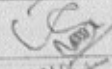

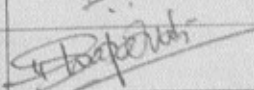
  
(Dr P. V Surajbabu)  
The Principal  
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## ANNEXURE

List of Participants of Minutes of IQAC meeting #02, 5<sup>th</sup> Sept. 2018

Sl. No.	Participants	Designation	Signature
1.	Prof. (Dr) P. V Surajbabu	Principal	
2.	Adv. A. K Anilkumar	Secretary-in-Charge, SNDP Union, Muvattupuzha & Educational Officer, S.N Educational Institutions	
3.	Shri. Anish P. Chirackal	College Coordinator	
4.	Smt. Nissamol Maria Mathews	Asst. Prof. of English Education	
5.	Smt. Suneetha K.G	Asst. Prof. of Mathematics Education	
6.	Smt. Pravithalakshmi K	Asst. Prof. of Hindi Education	
7.	Smt. Jincy P Joseph	Asst. Prof. of General Education	
8.	Smt. Teena Baby	Asst. Prof. of General Education	
9.	Smt. Sunimol T	Asst. Prof. of General Education	
10.	Shri. Raju K. M	Representative, Non-teaching Staff	
11.	Smt Seema K.Balan	Representative, Non-teaching Staff	
12.	Shri. Eldhose Paul	College Union Chairman	
13.	Dr Usha Parvathy	NAAC/IQAC Coordinator	



  
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**SREE NARAYANA COLLEGE OF EDUCATION, MUVATTUPUZHA**

**IQAC Meetings 2018-'19**

**Minutes of IQAC meeting #03**

**Venue & Date** : Principal's room, 1<sup>st</sup> Jan. 2019

**Agenda** :

- Study Tour
- Community Living Camp
- Arts Day celebrations
- Sports Meet
- Workshop on 'CHEKKUTTYPAVA' (Doll of Hope) - Chekkutty Doll
- College Day celebrations
- Documentary Fest
- Alumni meet
- Conduct of Model Exams
- NAAC related activities

**Participants** : As per annexure

1.0 The meeting started with a silent prayer. The meeting is chaired by the Principal. The College coordinator briefed on the academic activities. The tour convenors gave details of the tour programmes.

Other salient action points identified are listed below: -

2.0 The details of the 5 day Community living camp to be worked out and presented in the Staff meeting. **(Action: College Coordinator)**

3.0 College coordinator to finalize the academic activities to be completed during the year 2018-'19 and present the details in the Staff meeting. **(Action: College Coordinator)**

4.0 It was planned to organize a seminar on drug abuse. Staff secretary was requested to approach Shri. Rishi Raj Singh, IPS for the keynote address.

**(Action: Staff Secretary)**



  
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5.0 Seminars are to be conducted on folklore, SWOT analysis and Psychology of men and women. Staff Secretary was requested to identify suitable resource persons for the seminars.

(Action: Staff Secretary)

6.0 It was decided to invite Shri. P. J Salim, Suptd. Sub Jail, Muvattupuzha to inaugurate the college sports meet. Details of the sports meet are to be finalized.

(Action: Teacher-in-charge, Physical Education)

7.0 A group of around 20 students were nominated to visit Chendamangalam to study the art of Chekkutty doll making ('CHEKKUTTYPAVA' - Doll of Hope) and then conduct a workshop to transmit this knowledge to other students also. The dolls made in the workshop could be sold and the sum thus collected to be handed over for the welfare of the handloom workers in Chendamangalam.

(Action: Staff Secretary)

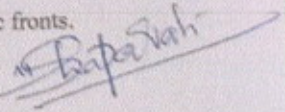
8.0 Other major events to be conducted in the academic year were also discussed and actions identified as follows: -

Model exams for B.Ed & M.Ed programmes	: College coordinator
College Day celebrations	: Action: Staff secretary
Documentary Fest	: College coordinator
Alumni meet	: Teacher-in-charge

9.0 Details of achievement of students, Alumni, seminars attended/articles published by the staff, list of students who passed various competitive examinations, student progression, University exam results to be consolidated. (Action: IQAC Coordinator)

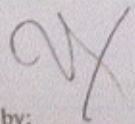
10.0 It was decided that the Principal and staff will participate in the Open Defence of Smt. Pravithalakshmi K., Asst. Prof. in Hindi Education, S.N College, Muvattupuzha for the award of Ph.D at the Dept. of Hindi, M.G University, Kottayam.

11.0 It was decided to organise a function to appreciate Dr Pravithlekshmi and all students who had made outstanding contributions in the Academic and non-Academic fronts.

Prepared by: 

(Dr Usha Parvathy)

IQAC Coordinator

Approved by: 

(Dr P. V Surajbabu)  
Principal


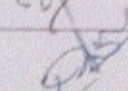


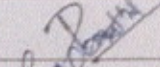
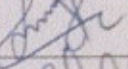
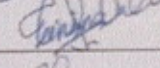



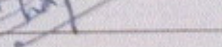
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## ANNEXURE

List of Participants of IQAC meeting #03, 1<sup>st</sup> Jan. 2019

Sl. No.	Participants	Designation	Signature
1.	Prof. (Dr) Surajbabu P. V	Principal	
2.	Shri. Anish P. Chirackal	College Coordinator	
3.	Smt. Nissamol Maria Mathews	Asst. Prof. of English Education	
4.	Smt. Suneetha K.G	Asst. Prof. of Mathematics Education	
5.	Smt. Pravithalakshmi K	Asst. Prof. of Hindi Education	
6.	Smt. Jincy P. Joseph	Asst. Prof. of General Education	
7.	Smt. Teena Baby	Asst. Prof. of General Education	
8.	Smt. Sunimol T	Asst. Prof. of General Education	
9.	Shri. Raju K. M	Representative, Non-teaching Staff	
10.	Shri. Eldhose Paul	College Union Chairman	
11.	Dr Usha Parvathy	NAAC/IQAC Coordinator	



  
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## 5. Action taken report

### ACTION TAKEN REPORT FOR 2018-19

#### IQAC Meeting #01 dated 4<sup>th</sup> June, 2018

Action No.	ACTION	ACTIONEE	STATUS OF ACTION
2.0	Generation of the academic calendar	College Coordinator & IQAC Coordinator	Completed
3.0	Time Table for the academic year 2018-'19	Staff Secretary	Completed
4.0	Club activities	Science Club, Vedika, Jwala	Completed
5.0	Induction programme function	Staff Secretary	Completed
6.0	Talents Day celebrations	Fine Arts teachers	Completed
7.0	Conduct Research Colloquia, internship in the Primary Teacher Education Institute, Primary Schools, Secondary Education Institutions, Secondary and Senior Secondary Schools for M.Ed students, Practical work and Practicum.	M.Ed Staff	Completed
8.0	School internship, Practical work and Practicum of B.Ed students	B.Ed Staff	Completed
9.0	To conduct value-added course	Jincy P Joseph	Action initiated

#### IQAC Meeting #02 dated 5<sup>th</sup> Sept., 2018

Action No.	ACTION	ACTIONEE	STATUS OF ACTION
1.0	Donation of CM's Disaster Relief Fund for flood relief	Staff Secretary	Completed
2.0	Re-scheduling of academic activities for lost working days due to floods	College Coordinator & IQAC Coordinator	Completed
3.0	Union & Arts club inauguration and Christmas celebrations	Staff Secretary	Completed
4.0	Participation of teachers in seminars, coordinating seminars and publishing of research articles in national and international journals	Teaching Staff	In progress
5.0	Publishing of students' articles in national or	IQAC Coordinator	In progress



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	international journals.		
6.0	Bring to the notice of college management the lack of facilities for disposal of sanitary pads in the college	Staff Secretary	Facility for disposal of sanitary pads installed in the college campus.
7.0	Bring to the notice of college management requirement for a new water cooler in the college building	Staff Secretary	New water cooler installed in the college building
8.0	Check the condition of the computers in the Computer Lab and take action to either repair or replace them.	Staff Secretary	In progress

**IQAC Meeting #03 dated 1<sup>st</sup> Jan., 2019**

Action No.	ACTION	ACTIONEE	STATUS OF ACTION
1.	Details of the 5 day Community living camp to be worked out and presented in the Staff meeting	College Coordinator	Completed
2.	Finalize the academic activities to be completed during the year 2018-'19 and present the details in the Staff meeting.	College Coordinator	Completed
3.	Shri. Rishi Raj Singh, IPS to be approached for delivering keynote address in the seminar on drug abuse.	Staff Secretary	Completed
4.	Seminars on folklore, SWOT analysis and psychology of men and women.	Staff Secretary	Completed
5.	College sports meet	Teacher-in-charge, Physical Education	Conducted
6.	(i) A student group to visit Chendamangalam to study the art of Chekkutty doll making ('CHEKKUTTYPAVA' - Doll of Hope). (ii) Conduct a workshop to transmit this knowledge to other students. (iii) The dolls thus made in the workshop to be sold and the sum collected to be handed over for the welfare of the	Staff Secretary	Completed



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	handloom workers in Chendamangalam.		
7.	Model exams for B.Ed & M.Ed programmes. College Day celebrations  Documentary Fest  Alumni meet	College coordinator Staff secretary College coordinator Teacher-in-charge	Conducted
8.	Details of achievement of students, Alumni, seminars attended/articles published by the staff, list of students who passed various competitive examinations, student progression, University exam results to be consolidated	IQAC Coordinator	Completed
9.	Principal and staff to participate in the Open Defence of Smt. Pravithalakshmi K, Asst. Prof. in Hindi Education, S.N College, Muvattupuzha for the award of Ph.D at the Dept. of Hindi, M.G University, Kottayam	College Staff	Completed
11	Organise a function to appreciate Dr Pravithlakshmi K and all students who had made outstanding contributions in the Academic and non-Academic fronts.	Staff Secretary	Completed

*Sa. Rajesh Babu  
Dr. Usha Peruvathy  
IQAC Coordinator*

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#### Future plans

- Publishing students' articles in national or international journals.
- Check the working of the computers in the Computer Lab and take action to either repair or replace them.
- Maintenance of the college building
- Conducting skill development programmes for teaching and non teaching staff
- Publication of a research journal
- Conducting National and International Seminars
- Publishing research abstracts based on MEd dissertations .
- Increasing the number of reference books in the library.



  
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