



Farook Training College

Research Centre in Education.
Farook College, Kozhikode, Kerala.

Cycle 3 NAAC Re-accreditation 2023.

SSR - Criterion VI

6.5.4. Consolidated report of Academic Administrative Audit (AAA)

Affidavit

I do here by certify that, all the pages in this document are duly authenticated by me, under my privilege as the Head of the Institution of Farook Training College Kozhikode, Kerala



Zms
Principal
Farook Training College
P.O. Farook College, (Calicut)

**Consolidated Report of
Academic & Administrative Audit
2022-23**



FAROOK TRAINING COLLEGE

[RESEARCH CENTRE IN EDUCATION UNIVERSITY OF CALICUT]

Govt. Aided College Affiliated to University of Calicut and
Recognized by NCTE & UGC

Accredited by SAAC at A Grade with CGPA 3.39 (2021-26)
Re-accredited by NAAC at A Grade with CGPA 3.54 (2012-17)

Farook College, P.O. Kozhikode
Kerala - 673632
0495 2440662 (Office)
0495 2889562 (Principal)
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farooktc06@gmail.com
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ACADEMIC AND ADMINISTRATIVE AUDIT (AAA) OF 2022-23

Academic and Administrative Audit Committee (AAA) constituted in the college regularly conducts academic and administrative audits regularly once a year. The committee verifies and appraises the activities and system prevailing in the college and points out the areas to be improved. Audit for the duration 2022-2023 held on 17th and 18th of August 2023.

The committee evaluated and apprised academic and administrative activities of the period 2022-23 in detail. The teachers in charge of the following committees/wings & projects in the Institution presented their activities and reported before the committee as follows. Major Committees/wings/ projects / academic activities are listed in the table

Academics

Sl No	Committees/Wings	Activities
1	FTCIA (Farook Training College Innovative Academia)	Platform for Innovative Programmes in the campus
2	FTC-OCLP (Farook Training College Online Collaborative Learning Platform)	A platform for online learning by making use of various LMS's
3	FTC-STEP (Students Talents Empowerment Project)	A platform to support gifted and slow learners from the neighbouring institutions
4	FTCIA-DPLP (FTCIA Digital Public Learning Platform)	Platform to extend education to the Public
5	FTC G-FLIP (FTC Gurudarsan- Faculty Lead Innovative Programme)	Platform for Educational content development
6	FTC G-SLIP (FTC Gurudarsan- Students Lead Innovative Programme)	Students lead video production
7	FTC PTEP (FTC Professional Teacher Empowerment Programme)	Extends Teacher empowerment activities through this platform
8	FTC Finishing School	Add on skill development Programme for our students



[Signature]
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9	Gurudarsan YouTube Channel	Production of Educational videos and its dissemination. Production by both teachers and students
10	FTC-Guruvaani Radio	Broadcasting the programmes inside the campus
11	School Adoption Project	Curricular and co-curricular activities at GLPS, Karinkallai.
12	Memorandum of Understanding	MOU with various Institutions and organizations
13	Extension activities	Natura, Hridayapoorvam, Blood donation
14	Aksharadeepam, Aksharasree Project	Distribution of study materials to the needy
15	Student Initiative Paliative (SIP)	Students support to Pain and Paliative
16	Students Union	Activities of Student union during the year 2022-23
17	Counselling Cell	Activities
18	Association/Club activities	Various programmes conducted by Malayalam/English/Mathematics/Social Science/Physical Science/Natural Science Clubs/M.Ed /DECCE clubs
19	Panorama	Film club and their activities
20	Art and Drama workshops	Workshop on art and theatre session to explore students talenets
21	Emergency Management Cell (EMC)	Crisis Management
22	Examination and Evaluation Cell (EEC)	Conducts internal examinations and provide feedback
23	Yoga & Health Education Activities	Activities to promote health & fitness
24	Placement Cell	Providing job opportunities for final year B.Ed./M.Ed. students
25	Offline and online FDPs	Empowerment of faculties with the 21 st C skills
26	National Service Scheme	Activities for developing the personality and character of the student youth through voluntary community service.
27	MOOC Programmes	MOOC programmes in collaboration with various institutions
28	RSA	Activities of RSA (Research Scholars Association)
29	F-Talk	Farookabad Talk on Education (Both National and International Levels)
30	Coffee Tales	Sharing of Experience with Alumni Members
31	Krishitheeram	A project to develop the culture of Agriculture among Teachers
32	Bhoomithrasena	Club to coordinate agriculture related activities in the college.



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Administration

Sl No	Committees/Wings	Activities
1	Introduction of ERP software	Academic and administrative activities through the ERP software.
2	Introduction of new LMS	New LMS through the new ERP
3	Online Payment System	Online payment window for students through ERP & website
4	Library Softwares	Implementation of Library software for differently abled
5	Database	Updating of Online student database every year
6	Decentralisation	Decentralization of administration through the formation of various committees other than statutory committees
7	Edu Support	Project for extending financial assistance to the needy
8	OFML	Office File Management System
9	Accounts and Audit Reports	Office accounts and Government audited reports

The committee also verified the following physical infrastructure of the college

- Multimedia Interactive Hall (MMI Hall)
- Library and Resource Centre
- Classrooms
- Auditorium
- FTCIA Game Hub
- FTC Digital Hub
- Fire and Safety
- Rainwater Harvesting
- Campus beautification project etc.

The committee critically analyzed the performance and activities for the academic year 2022-23 in detailed manner and made the following suggestions for further improvement.

Appreciation Made by the Committee in the following areas:

1. Recording facilities in the digital hub
2. Organisation of national and international seminars and webinars
3. Conduct of various MOOC type Programmes as part of DPLP Project in collaboration with various institutions



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4. Research Bulletin of 'Bird eye view'
5. Activities of Research Scholars Associations
6. F-Talk on Education
7. Digitalisation of documents
8. College Research Journal ' Endeavors in Education'
9. Involvement of Alumni members (FTCOSA) in the college and the conduct of Frontier Lecture series
10. Conduct of various Workshops by the Research Scholars Association (RSA), B.Ed Associations (IKTHARA- Malayalam Association, SOCIOSAPIENS- Social Science Association, SYMBIOS- Natural Science Association LASAGU- Mathematics Association, ELYSIAN- English Association, and M.Ed Association (Leyceum)
11. Achievement of Students in various competitive examinations like KET, K-TET, NET and JRF


Suggestions:

1. All Classrooms should be modernized with more technological devices.
2. Use specific Apps for online teaching and learning
3. MoU with international organizations
4. Increase the number of administrative training programmes.
5. Enhance the online interface for students and teachers.
6. Planned campus beautification
7. Modernization of Auditorium

Members (IQAC) Present:

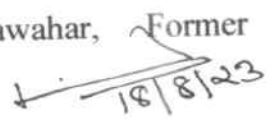

1. Dr. T. Mohammed Saleem
2. Dr. Niranjana KP
3. Dr. Vijayakumari K
4. Dr. Mumthas N.S
5. Dr. Umer Farooque T.K
6. Dr. Aseel Abdul Wahid




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7. Dr. Anees Muhammed C
8. Dr. Niranjana K.P
9. Dr. Rishad Kolothumthodi
10. Dr. Muhammed Sareef K

Members of Expert Committee


1. Dr. CA Jawahar, Former Principal, Farook Training College, Calicut, Kerala-673632 
2. Dr. Noushad P.P, Associate Professor, School of Gandhian Thoughts and Studies, M.G University, Kottayam, Kerala 

Prof.(Dr.) T. Mohamed Saleem Principal


Farook College

18/08/2023




Prof.(Dr.) T. Mohamed Saleem
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P.O. Farook College, Kozhikode




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ACADEMIC AND ADMINISTRATIVE AUDIT (AAA) OF 2021-22


Academic and Administrative Audit Committee (AAA) constituted in the college regularly conduct academic and administrative audits regularly once in a year. The committee verifies and appraise the activities and system prevailing in the college and points out the areas to be improved. Audit for the duration 2021-2022 held on 16th and 17th of August 2022.

The committee evaluated and apprised academic and administrative activities of the period 2021-22 in detail. The following committees/wings in the Institution presented their activities and reported before the committee as follows.

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7	FTC PTEP (FTC Professional Teacher Empowerment Programme)	Extends Teacher empowerment activities through this platform
8	FTC Finishing School	Offers add on skill development Programme for our students
9	Gurudarsan YouTube Channel	Knowledge and experience of intellectuals disseminated to all
10	Second Phase of FTC-Guruvaani Radio	Broadcasting the programme inside the campus
11	Edu tools and Edu Apps.	Various training programmes




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12	School Adoption Project	Curricular and co-curricular activities of GLPS, Karinkallai School
13	Memorandum of Understanding	MOU with various Institutions and organizations
14	Extension activities	Natura, Hridayapoorvam, Blood donation
15	Aksharadeepam, Aksharasree Project	Distribution of study materials to the needy
16	Student Initiative Paliative (SIP)	Students support to Pain and Paliative
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22	Emergency Management Cell (EMC)	Crisis Management
23	Examination and Evaluation Cell (EEC)	Conducts internal examinations and provide feedback
24	Yoga & Health	Activities of Physical Education
25	Placement Cell	Providing job opportunities for final year B.Ed/ M.Ed and DECCE students
26	Offline and online FDPs	Participation in online and offline FDPs especially during the Covid 19 period
27	Research Bulletin 'Bird Eye View'	A research bulletin by the Research Scholars Association (RSA) of Farook Training College
28	National Service Scheme	Activities for developing the personality and character of the student youth through voluntary community service.

Administration

SI No	Committees/Wings	Activities
1	Online User Interface	Introduction of Online user interface for Faculty members and students
2	Online Payment System	For students through website
3	Library Softwares	Implementation of Library software and for differently abled
4	Database	Online student database
5	Decentralisation	Decentralization of administration through the formation of various committees other than statutory committees
6	EMC	Implementation of Emergency Management cell



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7 Edu Support	Project for extending financial assistance to the needy
8 OFML	Office File Management System
9 Accounts and Audit Reports	Office accounts and Government audited reports

The committee also verified the following physical facilities of the college

- Multimedia Interactive Hall (MMI Hall)
- Library and Resource Centre
- Classrooms
- Auditorium
- FTCIA Game Hub
- FTC Digital Hub
- Fire and Safety
- Rainwater Harvesting etc.

The committee critically analysed the performance and activities for the academic year 2021-22 in detailed manner and made the following suggestions for further improvement.

1. Recording facilities in the digital hub should be improved
2. Expand the broadcasting radio to entire Farookabad Campus
3. More International seminars and webinars conducted
4. Accelerate the project FTC-DPLP project and conduct more courses to the public.
5. Research bulletin must be released periodically.
6. Classrooms should be modernised with more electronic devices.
7. MoU with international organisations
8. Increase the number of administrative training programmes.
9. Enhance the online interface for students and teachers.
10. Enhance the digital document filing system
11. Empowerment of Alumni involvement in academic activities.

Members (IQAC) Present:

1. Dr. T. Mohammed Saleem
2. Dr. K. Vijayakumari
3. Dr. Mumthas N.S
4. Dr. Aseel Abdul Wahid





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Principal
Farook Training College
20, Farook College (Calicut)

5. Dr. Anees Muhammed C
6. Dr. Niranjana K.P
7. Mr. Rishad Kolothumthodi
8. Dr. Umer Farooque T.K
9. Mr. Muhammed Sareef K

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317/08/22

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ACADEMIC AND ADMINISTRATIVE AUDIT (AAA) OF 2020-21

Academic and Administrative Audit Committee (AAA) constituted by the college and the expert committee visited on 24th and 25th September 2021. They evaluated and appraised 2020-21 academic and administrative activities in detail. The following committees/wings presented their activities and reported before the committee as follows.

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19	Panorama	Film club and their activities
20	DECCE	Academic activities
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[Signature]
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The committee critically analysed the performance and activities for the academic year 2020-21 in detailed manner and made the following suggestions for further improvement.

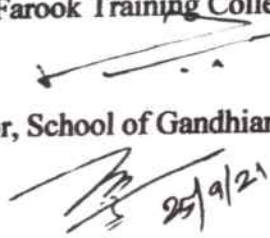
1. Recording facilities in the digital hub should be improved
2. Expand the game hub
3. Expand the broadcasting radio to the community
4. Provide more facilities in the staff cubicle
5. Conduct more international seminars and webinars
6. Provide books on inclusive education and artificial intelligence in the library
7. Better storage of rainwater harvesting
8. Utilisation of solar energy

Members (IQAC) Present:

1. Dr. T. Mohammed Saleem
2. Dr. Manoj Praveen G
3. Dr. K. Vijayakumari
4. Dr. Mumthas N.S
5. Dr. Hassankoya M.P
6. Dr. Anees Muhammed C
7. Dr. Niranjana K.P
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2019-20**



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Feedback Analysis Report

Feedback cell regularly collects feedback from students, teachers, and alumni regarding curriculum, and extracurricular activities among others. Collected reactions will be published on the website for analyzing the data. Feedback Cell discusses these concerns among themselves and with concerned authorities and solves the issues or makes a recommendation for the improvement of the institute's standards. Last year, students suggested conducting offline exams along with online exams which are more convenient for them and will benefit them in time management. The Feedback Cell looked into the matter and solved all the apprehensions. Based on that model exam was conducted this year in offline mode. Besides that, a resolution also resolved that the exam date was lagging they asked for a consolidation of all papers, and a special timetable was executed timely.

Place: Farook College

Date: 3/10/2020



Principal


Prof.(Dr.) T. Mohamed Saleem
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P.O. Farook College, Kozhikode

**Consolidated Report of
Academic & Administrative Audit
2018-19**



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FEEDBACK ANALYSIS REPORT FOR THE ACADEMIC YEAR 2018-2019

Farook Training College continues to uphold its commitment to excellence in teacher education, as reflected in the comprehensive feedback received from various stakeholders during the academic year 2018-2019. The institution's Feedback Cell played a pivotal role in gathering and addressing concerns from students, parents, alumni, employees, and teachers.

Students

A robust response was received from 30 students. The majority expressed overall satisfaction with their educational experience. A notable concern was the limited availability of practical resources for certain subjects. The Feedback Cell promptly addressed this by coordinating with the respective departments to enhance resource provisions for practical learning. Additionally, a few students highlighted the need for improved hostel facilities, including better Wi-Fi connectivity and updated infrastructure. The college administration responded proactively, initiating plans for infrastructure upgrades and addressing the Wi-Fi issues promptly.

Parents

Feedback from parents, numbering 25 in total, emphasized the need for increased communication channels between the college and parents. Suggestions included regular updates on academic and extracurricular activities. The institution responded by implementing facilities for real-time information about their wards' progress. Parents also expressed concerns about the lack of a café.

Alumni

The alumni, a crucial part of the college community, proposed increased engagement through periodic events and recognition programs. Their feedback also highlighted the desire for more transparent communication regarding college events and achievements. In response, the college organized regular alumni meet-ups and initiated a structured communication plan, including newsletters and social media updates. These measures significantly improved the connection between the college and its alumni, addressing their concerns effectively.

Employees

Positive responses predominated among the employees, demonstrating satisfaction with their work environment. However, a few concerns surfaced regarding the need for professional development opportunities and better communication channels with the management. The institution responded by introducing regular training sessions and enhancing internal communication platforms, fostering a more collaborative and informed work environment.



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Farook College (Calicut)

Teachers

Teacher feedback emphasized the importance of technology-assisted classrooms and the urgency to address non-functional projectors. The institution promptly initiated a projector maintenance program and invested in upgrading classroom technology. Additionally, concerns about library guidelines and facilities for teachers were acknowledged, leading to a review and revision of existing policies.

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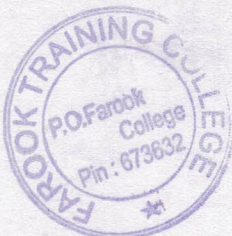
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16/6/19

Principal

Dr. CA Jawahar

Farook College

16/6/2019



[Handwritten signature]

Principal,
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