



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		FAROOK TRAINING COLLEGE
Name of the head of the Institution		Dr CA Jawahar
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		04952440662
Mobile no.		9496363353
Registered Email		farooktc06@gmail.com
Alternate Email		farooktc06@yahoo.co.in
Address		Farook College PO Kozhikode, 673632
City/Town		Kozhikode
State/UT		Kerala
Pincode		673632
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr T Mohamed Saleem
Phone no/Alternate Phone no.	04952440662
Mobile no.	9496363353
Registered Email	drsalimt@gmail.com
Alternate Email	iqacftc@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://farooktrainingcollege.ac.in/wp-content/uploads/2022/06/AQAR-2018-19.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://farooktrainingcollege.ac.in/wp-content/uploads/2022/06/FTC-calendar-2019-20.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B++	80.50	2007	15-Sep-2007	14-Sep-2012
2	A	3.54	2012	15-Sep-2012	14-Sep-2017

6. Date of Establishment of IQAC	04-Sep-2007
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

State Level Workshop on UGC Fixation	09-Nov-2019 1	23
National Colloquium on NEP	30-Jul-2019 1	220
Radio FTC Inauguration	25-Sep-2019 1	155
Alumni Meet	19-Oct-2019 1	315
Launching of FTCIA 20-20	24-Oct-2019 1	150
PTA Famly Meet	25-Jan-2020 1	523
Participatory Training on Mentimeter	09-Mar-2020 1	23
Digital Public Learning Platform	08-May-2020 1	110
FTCIA DPLP Coursera Courses - Digital Pubkic Learning Platform for Students and Public	12-May-2020 180	5016
FTC- EMC	22-May-2020 1	270
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Manoj Praveen G	MRP	ICSSR	2017 720	600000
Fathima Jaseena MPM	MRP	ICSSR	2019 515	100000
Niranjana K P	MRP	ICSSR	2019 365	300000
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

5

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
12. Significant contributions made by IQAC during the current year(maximum five bullets)	
A national level colloquium on National Education Policy 2020	
Installation of Radio FTC: Guruvani	
Establishing Dialysis centre in Jubilee Health Centre	
A public Digital Learning system as an initiative by students under FTCIA	
FTCIA-DPLP-Entry to Coursera courses during lockdown due to Covid-19 pandemic	
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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year	
Plan of Action	Achievements/Outcomes
A program for updating teachers on service matters	A state level workshop on UGC Fixation was conducted
Programs on NEP and publication	A colloquium was conducted on NEP; A handbook on NEP in Malayalam is under preparation
Vibrant Year Programs	Meeting of Alumni, PTA family meet, DPLP, Coursera, quiz and awareness programs on Covid
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14. Whether AQAR was placed before statutory body ?	Yes
Name of Statutory Body	Meeting Date
IQAC and Staff Council	02-Feb-2022
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes

Year of Submission	2020
Date of Submission	27-Feb-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>A scientific management of information about students, staff and other stakeholders is done through FTCOMS, the office management system that keeps the information in Google drive which is easily retrievable. FTCMIS is a software system used by Farook Training College for Short message Services and it helps both students and teachers to stay connected. The software system is also a very good platform for collection, storage and retrieval of data from students as well as teachers. College website contains the details of the programs in the institution. The vision, mission, the code of conduct and academic calendar are exhibited in the college website. The academic, cocurricular and extension activities are documented in the website with relevant data. The website enables the stakeholders to provide their feedback anywhere anytime as Grievances and feedbacks of stakeholders can be submitted through appropriate link. Profile of each faculty member is available in the website and the students can visit the personal website through the link given in the college website to access materials and resources. Along with digital tests and e assignments, free soft wares like Kahoot, Mentimeter are used for peer evaluation and self assessment. During Covid 19 pandemic, when the institution was get locked, the institution used Google classroom for each batch with facilities for attendance, learning materials, assignments and feedbacks and for assessments. The modules functioning are • Student profile • Teacher profile • Attendance • Parentteacher communication</p>

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

At the commencement of the programmes an induction meeting is organized in which nature of the programme, course works, internship programmes and evaluation procedures are detailed. The vision and mission of the college, faculty, and scope of various facilities in the institution are familiarised to the students. Academic calendar for the year, student handbook and the curriculum are given to students in the first week itself. All these details are available in the college website also. The semester plans prepared by academic coordinators and approved by the staff council are intimated to the students and staff directly and through whatsapp groups. Any changes while implementing is informed to students and staff through the whatsapp groups and later got approved in staff council. Time table committee prepared a master time table and special time tables are prepared and intimated according to the nature of curricular activities. The regular academic activities are supervised by the concerned coordinators and college based practicals and EPC are organized by the concerned in-charge faculties. Students are well oriented before each programme revealing the purpose, method and evaluation. Timely completion of the practicals is ensured and the classes lost in any case are compensated. The confusion in the mode of transaction during unexpected lockdown due to the Covid-19 pandemic was resolved by engaging classes through on line mode, videos uploaded in youtube, ppt's through slide share, google classroom and google meet. Training programmes for students and teachers in this regard were organized by OCLP. Students prepared learning materials for the courses under OCLP and was made available through link to all those who need it. Digital tests were conducted in all courses and peer evaluation was conducted. Tasks and assignments were submitted either as hard copy or on online mode. Student progress is monitored regularly and the internal marks are exhibited immediately after the assessment. Remedial programmes are arranged through tutor ward system. Internship for third semester students was conducted in collaborated schools and supervision of the internship program was done regularly by supervising teachers and mentors of the school. Internship program for M.Ed students was also organized in the teacher education colleges as per the priority of students. Project preparation by M.Ed students was also monitored regularly from topic selection to mock viva-voce. Brain storming session was conducted to finalize the research topics and proposal presentation was conducted. Each M.Ed student has made paper presentation in seminar, engaged in peer teaching and attended workshops on ICT, statistical package for data analysis and academic writing. Practice in Yoga, art and drama, improvisation of learning aids, preparation of e content, using different software in Ubuntu are given according to the semester plans. Academic programmes are discussed in staff council before and after its implementation for ensuring collaboration and reflection of the activities. They are properly documented by the media cell. Student progress and planned activities are discussed in the PTA meeting and their suggestions were also incorporated in organizing activities especially community living camp and study tour.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

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

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	NIL	Nil

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Finishing School	01/07/2019	100
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BEd MED	Education	136
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>Structured feedback form regarding the adequacy of syllabi of different semesters and performance of teachers are distributed among students after each semester. Feedback about the infrastructure facilities was also collected from the last semester students. Feedback forms were also distributed among parents to have suggestions about the curricular practices. Suggestions about the curriculum and syllabi are collected from alumni and school authorities. Teachers' suggestions on the adequacy of syllabus for the concerned course and the practicals- both college based and field based are collected in prescribed format. Feedback forms are available in the website and the responses are analysed at the closure of each semester. The feedback and suggestions from students are consolidated by the Evaluation Monitoring Committee and presented in the staff council for discussion. Recommendations are made for relevant suggestions. Feedback from students Students are satisfied with the curricular experiences, both theoretical and practical. Teachers are supportive and</p>

motivate them for setting higher level objectives and strive for the same. Regarding time management, students asked for more library hours for reference and extension of the working time of library. More time for outdoor activities is also suggested. Tea corner extension in time and space, more equipment for Fitness centre, seating arrangements in campus, ramp in toilets and more facilities in ladies room for taking rest and prayer are some suggestions regarding infrastructure. Feedback from Parents Parents are satisfied with the academic activities of the college, they suggested vehicle parking facility for students in the campus, and special conveyance for traveling. As the teaching-learning mode may be shifted to online, more focus on ensuring students facilities and participation is suggested. Feedback from School Authorities School authorities are satisfied with the teaching performance of students , their supportive nature is appreciated, and the curriculum offered. Feedback from Teachers As the system is moving towards outcome based education, a workshop for teachers is suggested. More activities ensuring participatory learning and a You-tube channel for uploading special programmes are suggested Feedback from Alumni The responses show that the alumni members are satisfied with the system followed in the college and appreciated the infra structural changes made in the institution. The responses and suggestions are discussed in the staff council and it was decided to give more time for outdoor activities by reducing noon interval by 10 minutes. Students who need assistance for online learning may be attended, suggestions on infra-structure facilities are considered seriously and recommended for future action.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MEd	MED	50	0	21
BEd	BED	100	0	100
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	100	21	0	0	23

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
23	23	177	16	2	27

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

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

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

The college maintains an efficient tutor ward system where each faculty member is assigned a group of students depending on the total number of intake of students (both BEd and MEd) as their wards. Mentoring is a continuous process till the end of the academic programme to enhance teacher-student relationship, students' academic performance, attendance, regularity and discipline of students. Mentoring help to minimise students' drop-out ratio. • Students are instructed to meet and interact with their tutors every week compulsorily as per the time allotted in the timetable. This helps to improve personal rapport between teacher and student at academic, social, emotional and personal levels. Observations of serious deviations are referred for individual and familial counseling as needed. • Some of the issues emerging among students in general nature are discussed in staff meetings and resolved amicably. Through these interactions, the need to support students academically through financial means has emerged into a project of EDUSUPPORT funded by staff and PTA. • PTA meetings- Executive and General PTA are conducted in a vibrant manner. Feedbacks of students from parents are collected and required modifications are done. • Students requiring academic enrichments is identified through mentoring and listed in consultation with the concerned optional teachers and resources are provided through remedial cell. • The performance of the students are assessed from the initial days of enrolment through entry tests and a SWOT analysis is done by the tutor for each ward. Based on this, students are directed by the tutors to take part in events hoisted by the college such as Talents Day, Ignite the Minds, Physical Education Events, and so on and are appointed as members in various committees formed in the college activities. • Tutors maintain a detailed biography of the student. The tutor also keeps a close contact with the home of the wards. • Tutor ensures the participation of the students in all activities in the college and provides a reflection of the progress of the ward. The tutor is entitled to make observations of their wards performance in schools during the practice teaching based on rubrics and also an overall evaluation of the students activities in the school in connection with curricular and co curricular activities are discussed and proper feedbacks for improvement is given. Also the tutor discusses with the concerned mentors of the school regarding the same. • The tutor ensures the participation of students in competitions being organized beyond the premises of the colleges at university and state level. Correspondingly, the college has made it a policy to assure the qualification of at least one teacher eligibility test before completing the course by the tutors.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
121	23	1:5

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
23	22	1	2	16

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr. M.Jesa	Associate Professor	National Award for Accomplished Teacher Educator, Council for Teacher Education Foundation, South Zone, Kerala

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MED	MED	Fourth	11/10/2019	06/12/2019
BEd	BED	Fourth	26/06/2020	06/10/2020

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

The institution follows continuous and comprehensive evaluation through the practices given below Internal Assessment is done by the faculty for all curricular activities like micro teaching, discussion lessons, criticism classes, observation report, field work with community-based programme, community living camp, Enhancing Professional Competency (EPC) etc.

Observation: Internship programme is evaluated by the faculty at least five times during their internship period. The pre-practice sessions are observed by the concerned optional teachers and necessary modifications were suggested to the student teachers. Social skills and personality skills of student-teachers are assessed through observation during their community living camp, field work with community-based programme and other co-curricular activities. Workshops: Skills of student-teachers in preparing and handling teaching -learning materials, audio-visual materials and equipments, creating e-content and ICT materials are evaluated internally through workshops. Social, Personal and Communication skills of the learners are assessed through workshops on critical understanding of self, community-based programme, community living camp, etc Language ability is evaluated by providing opportunities to confront with use of language in different curricular context including text books, classrooms, and other formal and informal learning contexts through various activities of reading and reflecting on texts. Self-expression skills for enhancing creativity are assessed through workshop on drama and art in education. Debates and Discussions: Social awareness, general knowledge, oratory skills, subject knowledge etc of the learners are assessed through discussions and debates.

Internship: Classroom management skills, lesson planning skills, teaching skills, subject competency, punctuality, regularity, teaching-learning material preparation, test construction etc are evaluated by concerned teachers during internship. Mid-evaluation is made after 39 days of internship for sharing their experiences. Self-assessment: As a self-assessment practice, student teachers are evaluating their own performance using Rubrics and Reflective Journal. Peer-assessment: Peer-assessment is used for all programmes including Ph.D. Reflections made by the peers during criticism classes, micro teaching practices, peer teaching, research proposal presentation, Ph.D pre-submission seminars etc are incorporated for improving various skills of the learners. Seminar: The presentation skills, subject competency, organization of subject matter, communication skills, etc. of under-graduate students, post-graduate students and research scholars are evaluated by the teacher educators and peers through seminars on assigned topics related to the subject. Task and assignments: The practical knowledge acquired by learners for all programmes related to various theory papers are internally evaluated through task and assignments in concerned subject. Internal Exam: Learners are assessed through periodic tests, digital test, online quizzes, open book examination, etc. for theory papers. Mid-term evaluation is conducted for theory papers and compensatory measures are adopted. Model examinations are conducted for each theory paper at the end of the course Question Bank: Learners are provided with task of creating question bank for all the courses, thus the ability of students to develop quality questions are ensured. Also Questions banks are available in the personal websites of teachers. Rubric : Rubrics developed by

the faculty are used for evaluating student performance for various practicals. Google Classroom and MOODLE : During Covid 19 pandemic, internal examinations were conducted through Google Classroom and LMS

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

The Institution adheres to the University academic calendar and then prepare College Academic Calendar consisting curricular, co-curricular and extra-curricular activities for the smooth conduct of Continuous Internal Evaluation (CIE). The academic calendar includes dates for the commencement and completion of the semesters, curricular activities, important days, co curricular activities, as well as internal exam schedules. The academic calendar also includes tentative dates for practical exams, and University exams. The time-table is prepared in accordance with the academic calendar and University policies. The institution prepares Academic Calendar every year to keep students, teaching and non teaching faculty reminded of important dates and events related to curricular and co curricular activities throughout the academic semester and year. In the beginning of the academic session the students are familiarized with academic calendar and same is uploaded on college website and hard copy is provided to each student The comprehensive academic calendar helps the students to work and prepare for practicals and exams in tune with it. The Schedule of all Examinations, practicals and Enhancing Professional Competency (EPC) is given in academic calendar. In addition to Academic Calendar, semester plans covering curricular activities are prepared for each semester for all programmes. Copies of semester plan is displayed in the notice board and the same is sent to the class whats app group. It is updated and revised with respect to any changes suggested by the university. Evaluation and Examination Committee (EEC) announces exam dates, instructions for task and assignments, Enhancing Professional Competency (EPC) and practicals as per the academic calendar. Task and Assignments, Enhancing Professional Competency (EPC) documents, Records of practicals are submitted by students as per the dates given in Academic Calendar Date of Mid evaluation of internship is also provided in the Academic Calendar Academic Quality Assurance Cell (AQAC) monitors the uniform coverage of syllabus in each class. Due to any unforeseen causes or personal reasons of the concerned teacher or poor performance level of students of any class, the concerned teacher is unable to cover the portions in time, proper alternate arrangements are done for covering the syllabus in the form of extra classes. Students' academic progress is monitored regularly by adopting the strategy of continuous internal assessment - through seminars, project work, unit tests, digital tests, online tests, assignments, Enhancing Professional Competency courses, pre-practice sessions, internship and semester end examinations The Principal holds curricular and co-curricular review meetings on a regular basis to ensure that all activities on the academic calendar are being implemented and progressed. If necessary, changes to activity schedules are made based on these review meetings. Furthermore, additional lectures are planned to complete the syllabus before the university examination.

2.6 – Student Performance and Learning Outcomes

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

<https://farooktrainingcollege.ac.in/programme-outcomes-two-year-b-ed-and-m-ed/>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the	Number of students passed in final year	Pass Percentage
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			final year examination	examination	
MED	MEd	Education	14	13	93
BED	BEd	Education	99	92	93
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2.7 – Student Satisfaction Survey

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

<https://farooktrainingcollege.ac.in/student-satisfaction-survey/>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	542	ICSSR	100000	100000
Major Projects	730	ICSSR	600000	600000
Minor Projects	365	ICSSR IMPRESS	300000	0
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Launching of FTCIA	Education	24/10/2019
Nava prabha	Education	14/11/2019
Smithy of councellors	Education	27/11/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
National Award for Accomplished Teacher Educator	Dr.M.Jesa	Council for Teacher Education Foundation. India South Zone	29/02/2020	National
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NA	NIL	NA	NA	Null
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
Education	8

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Education	2	7.95
International	Education	2	0

[View File](#)

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

Department	Number of Publication
Education	2

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NA	NIL	Nil	0	0	0

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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	Nil	0	0	0

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

Number of Faculty	International	National	State	Local
Presented papers	8	15	0	0

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
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Padanopakarana vitharanam	Karingallai GLPS	5	20
Visit to prasanthi special school, pantheerankavu	prasanthi special school	4	12
Friend in need - blood donation	IQRAA Hospital calicut	3	20
Akshara deepam	tribal school wynad	5	20
Vidyateeram project	GLP school karinkallai	3	14
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	0
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Inclusive Education	Farook HSS	World white cane day	4	50
Human Right Awareness	Students Union	Human Right Day	18	110
Sustainable Development	MED Association	Greet Great Gretta	5	30
Swachh Bharath	Karinkallai GLPS	Clean Awareness	3	60
Swachh Bharath	Karinkallai GLPS	School Cleaning and Painiting	3	45
Breast Cancer Awareness	National Health Mission, Calicut	Breast Cancer Awareness Programme	18	110
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Faculty Exchange	5	Calicut University Fund	15
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research

facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
B.Ed Internship	Practice Teaching	Farook HSS Farook College	01/11/2019	15/01/2020	10
B.Ed Internship	Practice Teaching	GVHSS Meenchanda	01/11/2019	15/01/2020	12
BEd Internship	Practice Teaching	GGVHSS Feroke	01/11/2019	15/01/2020	12
BEd Internship	Practice Teaching	Sevamandir PBS Ramanatt ukara	01/11/2019	15/01/2020	14
BEd Internship	Practice Teaching	MMHSS Pulikkal	01/11/2019	15/01/2020	10
MEd Internship	Practice Teaching	BRITE Ramanatukara	13/11/2019	17/12/2019	3
M.Ed Internship	Practice Teaching	EMEA Kondotty	13/11/2019	17/12/2019	5
M.Ed Internship	Practice Teaching	Mepayur Salafi Training College	13/11/2019	17/12/2019	2
M.Ed Internship	Practice Teaching	AWH Kallai	13/11/2019	17/12/2019	3
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Alpha- E Consultancy , Calicut	01/11/2019	Guidance based on multiple intelligence and assessment , IT facilities and human resources	150
Peeves Model School , Nilambur	22/07/2017	Teachers training , Innovative strategies of learning and IT integrated pedagogy , Campus placement to the students	140
Council for Research and	30/03/2019	Conducting test to identify	100

Management of Learning Disorders	learning disorders, remedial teaching to learning disabled students and organize seminar and workshop related with
View File	

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
19.32	19.32

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Laboratories	Existing
Classrooms with LCD facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Video Centre	Newly Added
Others	Existing
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Koha	Partially	20.05	2019

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	16564	2231284	2	0	16566	2231284
Reference Books	1284	0	0	0	1284	0
e-Books	7751427	0	0	0	7751427	0
Journals	15	11660	0	0	15	11660
e-Journals	3793	0	0	0	3793	0
Digital Database	3660	0	0	0	3660	0
CD & Video	505	0	13	0	518	0

Library Automation	1	25000	0	0	1	25000
Weeding (hard & soft)	0	0	0	0	0	0
Others (specify)	269702	0	0	0	269702	0
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr.Umer Farooque.T.K	Perspectives on Education	Swayam	15/12/2019
Dr Vijayakumari K	VIJ : RK B.Ed Second semester Maths	Google Classroom	16/04/2020
Dr Niranjana K P	MEIV Sem Guidance and Counselling	Google Classroom	26/04/2020
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	55	20	4	7	0	7	8	100	13
Added	0	0	0	0	0	0	0	0	0
Total	55	20	4	7	0	7	8	100	13

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

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Recording Studio with audio video editing facilities	https://drive.google.com/file/d/lm8dSuW5bCg5-fmjEdOQGDMqiIDsColmY/view?usp=sharing

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical

	facilities		facilities
4.32	4.32	20.82	20.82

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

The college extends its facilities for the welfare of the public by adhering to the following policies in concern with it: 1. Individuals and organizations are welcome to collaborate with the institution only to support the educational mission and strategic goals of the college. 2. All organizations are expected to follow the rules and regulations governing the particular facility or grounds being used. Political and religion based programmes will not be entertained at any cost. 3. The college is bound to the norms of all the apex bodies like Government, UGC and University always. Activities shall in no way violate their purposes, property, policies, procedures, or regulations 4. A nominal fund may have to be remitted as required by the Managing Committee for the facilities being used. This shall be based depending on the facilities being used, the expenses that may incur during its utilization and for maintenance. The amount shall be fixed beforehand itself. 5. Required amenities need to be booked at least two days beforehand through an online or a written request to the Principal of the college. 6. Time and date of using the facilities should be strictly followed as per the earlier set conditions. 7. Sports facilities cannot be used during the college working hours. 8. In case of any conflict, the decision of the college management committee shall be the final. 9. Permission to use a facility does not imply endorsement, sponsorship, or support by the college of the views, opinions, or programs of the users or speakers. 10. As a general rule, once space has been reserved and confirmed, it will not be rescheduled or moved. However, the college reserves the right, at its discretion, to move the concerned individual or organization to another facility or reschedule an event to accommodate the needs and assign a higher use priority by this policy or to maintain venue-specific needs or due to safety and/or security reasons. 11. Outdoor events with amplification must comply with the local sound ordinance and college policy. 12. All groups are responsible for cleaning up the space after use. Responsible individuals or organizations must ensure that the facility is ready for the next users, including proper disposal of papers, left-over food, drinks, and other trash. A clean-up fee will be assessed if this is not properly accomplished. This policy applies to all groups using the colleges facilities or grounds.

<https://farooktrainingcollege.ac.in/policy-of-systems-and-procedures/>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	RUA Scholarship, SNEHAPOORVAM	17	79100
Financial Support from Other Sources			
a) National	SC,ST,OEC,OBC,BLIND/PH FISHERIES,CH	131	1198862
b)International	0	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial

coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Soft skill development	11/07/2019	100	IQAC
Remedial Coaching	13/08/2019	106	IQAC
Bridge Course	03/07/2019	100	IQAC
Yoga	17/07/2019	120	IQAC
Meditation	17/07/2019	120	IQAC
Personal counselling	24/07/2021	20	IQAC
Mentoring	18/07/2021	120	IQAC
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
Nil	PTEP	30	50	20	34
View File					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Nil	0	0	Various	50	34
View File					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	15	B.Ed, M.Ed	ML, MT, ENG, NS, SS, PS, M.Ed	Various	PG, MPhil, PhD
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	20
View File	

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

Activity	Level	Number of Participants
Inter College Badminton Championship	University	400
Volleyball	College	24
Annual Athletic Meet	College	240
Mini Marathon	College	120
Talents day	College	120
Fine arts day	College	240
Harmony Fest	college	240
Christmas	College	240
College day	College	240
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5.3 – Student Participation and Activities

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

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

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

2019-20 The following students of the college represented in various academic and administrative activities: Library Advisory Committee: Sreehari R Anti Ragging squad: Sreehari R. (Chairman, College Union) Ethics Committee , Joint Convenor : Sayooja V.M(Chairman, College Union) Fine Arts Secretary: Vipin T Student Editor: Athira M The student council of the academic year 2019-20 organized the following programmes: 1. International Teacher's Day Celebration talk by Dr. Mohammed Unni Alias Musthafa (Associate Professor, Central University of Kerala) on October 4, 2019. 2. Formed human chain and protested against the agenda to propagate the killing of Gandhiji as a suicidal attack. 3. Cartoon drawing competition on Vigilance Awareness (November 1, 2019) 4. Collage making to celebrate Kerala Piravi on November 1, 2019. 5. Celebration of the success of Farook Training College in the Intertraining College Badminton Championship on November 10, 2019. 6. Celebrated Children's Day on November 14 at adopted school, GLPS Karinkallai by organizing competitions for children like colouring competition, Singing songs and distribution of sweets. 7. Protested against the suicide of Fathima Latheef, Malayali student at IIT Chennai on November 14, 2019. 8. Essay writing competition as part of National Education Day celebration on the topic 'Challenges in Higher Education' on November 11, 2019. 9. March on 'Safeguarding of Human Rights' to celebrate

International Human Rights Day on December 10, 2019. 10. Seminar on 'Citizenship Ammendment Bill and Safeguarding Human Rights' on December 10, 2019. Keynote speakers were Dr. Afeef Tharavattath, Dr. Ummer Farooq and Mr. C.Noufal 11. Christmas Celebration, 'Sound of Resistance' on December 22, 2019. 12. Republic Day Celebration and submission of students demands to college Principal on January 26, 2020. 13. One day seminar organized in collaboration with Kerala Women's Commision on February 4, 2020 'Face to Face' inaugurated by Advocate MS Thara and talk by Dr.M.M.Basheer on Mental Health. 14. Debate on 'Medium of Instruction in Higher Education' on February 20, 2020. 15. Talk on 'Nationalism, Education and Culture' by eminent orator and writer, Dr.KEN Kunhahammed on February 21, 2020. 16. College Fine Arts Fest "Hosh Mein Aavo", offstage competitions were conducted from 14th to 26th Feb, 2020. 17. Annual Athletic Championship on March 4th, 2020.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

The year 2019-20 was notable for its Grand Alumni Reunion on 19 th October, 2019. Dr. Umer Farooque T.K, General Secretary of FTCOSA welcomed the gathering. Mr. Abdul Basheer U., Associate Professor and Secretary of FTCOSA presided over the meeting. The jubilant gathering was inaugurated by Muhammed Basheer K, former DDE, Malappuram, who was the most senior member of the alumni. The memorable day concluded with the vote of thanks by Dr. Kishore Kumar K, Executive member of FTCOSA. Kalikkoodu 2019 project of Government of Kerala, Department of Women and Child Development was organized from 01-01-2019 to 25-05-2019, to improve the personality traits and academic standards of inmates of Government Children Home, Kozhikkode. Alumni members and presently studying students extended voluntary service which made the project a grand success and well appreciated one. Certificates were distributed by the Government to the volunteers. Alumni supported infrastructure development projects and construction of FTC Multipurpose Game Hub began. Members of alumni donated blood in the blood donation camp held at college auditorium on 30/7/2019. Mr. Sharun B ans Miss Smitha M lead the blood donation team of FTCOSA. Members of 2017-19 BEd Alumni planted six fruit trees on June5, 2019 as a collaboration with the 'Smrithimaram' project of nature club of the college. The students from six BEd optional classes planted a fruit tree in the college campus in memory of their campus days. Three meetings of Alumni association were held to discuss the progress of ongoing projects and to plan future interventions.

5.4.2 – No. of enrolled Alumni:

121

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

144501

5.4.4 – Meetings/activities organized by Alumni Association :

The year 2019-20 was notable for its Grand Alumni Reunion on 19th October, 2019. Dr. Umer Farooque T.K, General Secretary of FTCOSA welcomed the gathering. Mr. Abdul Basheer U., Associate Professor and Secretary of FTCOSA presided over the meeting. The jubilant gathering was inaugurated by Muhammed Basheer K, former DDE, Malappuram, who was the most senior member of the alumni. The memorable day concluded with the vote of thanks by Dr. Kishore Kumar K, Executive member of FTCOSA. Kalikkoodu 2019 project of Government of Kerala, Department of Women and Child Development was organized from 01-01-2019 to 25-05-2019, to improve the personality traits and academic standards of

inmates of Government Children Home, Kozhikkode. Alumni members and presently studying students extended voluntary service which made the project a grand success and well appreciated one. Certificates were distributed by the Government to the volunteers. Alumni supported infrastructure development projects and construction of FTC Multipurpose Game Hub began. Members of alumni donated blood in the blood donation camp held at college auditorium on 30/7/2019. Mr. Sharun B ans Miss Smitha M lead the blood donation team of FTCOSA. Members of 2017-19 BEd Alumni planted six fruit trees on June5, 2019 as a collaboration with the 'Smrithimaram' project of nature club of the college. The students from six BEd optional classes planted a fruit tree in the college campus in memory of their campus days. Three meetings of Alumni association were held to discuss the progress of ongoing projects and to plan future interventions.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

1. Constitution of Emergency Management Cell (EMC) Being a Teacher Education Institution, we believe, we have to mould Teachers not only to the Schools but to the society. with this insight, our Institution tries to inculcate all the skills and abilities required to lead a successful life in society, in our students. Emergency Management Cell in the college addresses all the issues, crises, and challenges in emergency situations. EMC extends its resources and manpower to society as and when needed. EMC efectively managed the difficulties and crises during the recent Covid Pandemic and related issues. Troubles that come in the day-to-day activities are also handled well by EMC. Through the active involvement in the EMC activities, our faculty members and students develop better Problem Solving skill, Crisis management skill, emergency management skill, Cooperation, Cohesion etc. 2. Constitution of Core Group for Crisis Management Apart from EMC, Farook Traning college has established an executive body to effectively manage the crises in academic and Non-academic matters in the Institution. Unlike EMC, the Core group consists of only faculty members having various responsibilities. The core group mainly focuses on academic and In-campus matters. The core group brainstorms and resolves the issues as and when occur. All the significant matters in the Institution are discussed in the group in advance before finalization and implementation. The core group consists of the Principal, IQAC Co-ordinator, Staff Secretary, and Programme Coordinators.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Industry Interaction / Collaboration	collaboration with various educational institutions led by our faculty members offers their expertise in various institutions for training their staff on various areas to enhance their skills. Collaboration with nearby government Primary School through the School adoption project continued with many academic and non-academic

	<p>activities. We reach out to the society to support and uplift the needy people by organising many outreach activities such as construction of a house, dispersal of food and clothing etc.</p>
Human Resource Management	<p>The faculty members are encouraged to attend workshops and conferences for professional development. The faculty development programmes in the college are a series of FDPs that the faculty members give within the college fraternity. The administrative staff is empowered to meet the latest requirements in fund transfer and scholarship disbursement.</p>
Teaching and Learning	<ol style="list-style-type: none"> 1. Online Collaborative Learning Platform (OCLP) - A platform for online and collaborative learning was developed at the end of this year to facilitate anytime anywhere learning. 2. Creation of official Youtube channel to expand learning platform and to disseminate knowledge.
Curriculum Development	<p>in par with the UGCs vision on Outcome Based Education(OBE), Farook Training College played Vital role in restating the Learning objectives of the present B.Ed and M.Ed curriculum of the University of Calicut as Learning Outcomes. Many of our faculty members are members of the board of studies in Education and Faculty of Education. Under their leadership all our faculty members involved in the curriculum development workshop. Curriculum for the newly introduced Diploma in Early Child Care Education Programme sanctioned by UGC and NSQF was developed by the faculty members with thorough discussion and incorporating expert opinion.</p>
Research and Development	<p>Research Scholars (both Full time and Part time) organized many seminars and training programmes during this year to enhance research and analysis skills. Resource persons of international repute lead the sessions on various topics.</p>
Library, ICT and Physical Infrastructure / Instrumentation	<p>The library is subscribed to latest journals. It has OPAC software to assist easy finding of books and has systematic organised catalogue and indexing system inbuilt. maintenance and updation of computers in the computer lab has been carried out</p>

<p style="text-align: center;">Admission of Students</p>	<p>The admission of students are transparent as instructed by the Government of Kerala and the university of Calicut adhering to the reservation rules and merit-based system of ranking of candidates. The institution further manages admission in a cordial and effective way by deploying faculty and administrative staff on the day of admission to welcome and assist the new candidates and parents to go through the official procedures of admission insisted by the University. The Nodal Officer of admissions coordinates the entire admission process. - Repographic and printing facilities has been offered in the college free of cost - Facility for filling of online antiragging affidavit has been provided as part of admission - Refreshment has been offered for the students and parents. - special help desk arranged and addressed concerns and queries of the students</p>
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6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
<p style="text-align: center;">Administration</p>	<p>The college is administered at various levels with a view to decentralize monitoring as well as decision making and at the same time being accountable to the Principal and higher-ups. This is achieved by getting digitally connected among each other using official communication services(MIS), programme specific social media groups, and email services. Further student details are digitally stored to retrieve and access details later.</p>
<p style="text-align: center;">Planning and Development</p>	<p>Planning and developing administrative protocols in line with the UGC guidelines and University directions are always a top priority for our college. We have official email, fax facility and internet based services to contact the higher-ups which enable us take quick decisions on matters of immediate execution.</p>
<p style="text-align: center;">Finance and Accounts</p>	<p>Finance and accounts at institution level are computerised using MS Excel. The entire administrative staff is provided with net worked computers which make job handling as easy as a breeze. The government related accounts are maintained with respective</p>

	softwares as instructed from time to time - for instance, employee salary details are worked out on the software SPARK.
Student Admission and Support	Admission process is initiated by the University with a centralized admission process. However once the rank list for selection is intimated to the college, we rank them with respect to our allotted seats and subjects using digital software. Once selected, the student details are stored in electronic format for easy access and retrieval. To support academically and otherwise, the directions are passed on to them via respective official group sms systems and whatsapp groups.
Examination	Internal examinations are sometimes administered via email and ppts. The examination question papers are digitally prepared and put over through e mail to the controller of examinations to maintain confidentiality. The marks are entered in excel sheets to find out averages for analysis and inferencing by the evaluation monitoring committee. The internal marks are digitally uploaded to the university via internet based official interface.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Dr. Hassan koya MP Mr. Basheer	UGC Web portal Training Workshop	NA	35342
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	National Colloquium on NEP	NA	30/07/2019	30/07/2019	23	8

2019	Yoga and Fitness Programme	oga and Fitness Programme	14/10/2019	14/10/2019	15	9
2019	Vigilance Awareness Week	Vigilance Awareness Week	28/10/2019	02/11/2019	23	14
2019	State Level Workshop on UGC Fixation	NA	09/11/2019	09/11/2019	23	Nil
2019	National Education Day-One Week Programme	NA	14/11/2019	21/11/2019	23	Nil
2020	IQAC Orientation on NAAC Re accreditation	IQAC Orientation on NAAC Re accreditation	17/01/2020	17/01/2020	23	14
2020	Participatory Training on Mentimeter	NA	09/03/2020	09/03/2020	23	Nil
2020	Covid 19 Online Quiz Awareness Programme	Covid 19 Online Quiz Awareness Programme	07/05/2020	21/05/2020	20	11
2020	FTCIA DPLP Coursera Courses - Digital Public Learning Platform for Students and Public	FTCIA DPLP Coursera Courses - Digital Public Learning Platform for Students and Public	12/05/2020	01/12/2020	21	5
2020	Formation of FTC -EMC (Emergency Management Cell)	Formation of FTC -EMC (Emergency Management Cell)	22/05/2020	22/05/2020	10	5

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Short Term Course	1	01/06/2019	31/05/2020	2
Short Term Course	5	01/06/2019	31/05/2020	7
Short Term Course	1	01/06/2019	31/05/2020	10
Short Term Course	1	01/06/2019	31/05/2020	12
Short Term Course	1	01/06/2019	31/05/2020	14
Workshops	4	01/06/2019	31/05/2020	3
Orientation Course	1	01/06/2019	31/05/2020	21
Refresher Course	5	01/06/2019	31/05/2020	14

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
23	23	11	11

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
22	1	27

6.4 – Financial Management and Resource Mobilization

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

The institution conducts internal and external audits regularly. In every two months, Principal's accounts and Managing Committee Secretary's accounts are scrutinized and verified in the office internally. After the end of every financial year in the month of May, The previous financial year's accounts are audited internally by the Managing Committee with a Chartered Accountant.

External : Regional Deputy Director of Collegiate Education conducts departmental audit as per the norms laid down by Directorate of Collegiate Education Govt. of Kerala. Similarly, Accountant General is also audits the account as per their norms. • Internal audit for the duration 2019-2020 has been carried out in May 2020 • There was no External Audits during this period

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Individuals/ Philanthropists	37500	General development of the Institution

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6.4.3 – Total corpus fund generated

150000

6.5 – Internal Quality Assurance System

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

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

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

- Conducted FTC Family Meeton january 2020 - Tea corner empowered - Raised fund for edusupport project

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

- Loan facility under the Employees cooperative society continued - Capacity building workshops organized for Supporting staff - Recreation activities empowered. organized staff tour stress relief

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

- Established Farook training College Innovative Academia and organized one year-long academic activities - Began an online Collaborative learning platform - created an exclusive Youtube channel for the college.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	National Colloquium on NEP	30/07/2019	30/07/2019	30/07/2019	200
2019	One Week Vigilance Awareness Programme	28/10/2019	28/10/2019	02/11/2019	130
2019	All Kerala Inter Training Collegiate Badminton Championship	30/10/2019	30/10/2019	30/10/2019	400
2019	State Level Workshop on UGC Fixation	09/11/2019	09/11/2019	09/11/2019	100

2019	National Education Day-One Week Programme	14/11/2019	14/11/2019	21/11/2019	130
2020	Launching of SIP-Student Initiative in Palliative Care	25/01/2020	25/01/2020	25/01/2020	500
2020	Campus Placement Drive	14/02/2020	14/02/2020	14/02/2020	100
2020	Covid 19 Online Quiz Awareness Programme	07/05/2020	07/05/2020	21/05/2020	2500
2020	FTCIA DPLP Coursera Courses - Digital Public Learning Platform for Students and Public	12/05/2020	12/05/2020	01/12/2020	5000
2020	FTC-Emergency Management Cell (EMC)	22/05/2020	22/05/2020	22/05/2020	250
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Breast Cancer Awareness programme	12/12/2019	12/12/2019	111	12
workshop on gender and upbringing	21/02/2020	21/02/2020	92	8
Women's Day	09/03/2020	09/03/2020	210	14

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

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

0

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	7
Ramp/Rails	Yes	7
Braille Software/facilities	Yes	3
Scribes for examination	Yes	3
Rest Rooms	Yes	7
Special skill development for differently abled students	Yes	3
Any other similar facility	Yes	3

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	Nil	06/06/2019	1	Pravesa notsavam	Marginalization	100
2019	1	Nil	04/09/2019	1	Book Distribution	Marginalization	100
2020	Nil	1	05/02/2020	1	Packet Lunch	Poverty	54
2020	Nil	1	23/03/2020	1	Blood Donation	Social service	50

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

Title	Date of publication	Follow up(max 100 words)
Handbook with Academic Calendar	01/07/2019	Handbook is distributed at the beginning of each academic year which details the expected professional standards in the behavior and code of conduct for teachers as well as students Care was taken to follow academic calendar strictly. An induction meeting is conducted for students at the commencement of B.Ed and M.Ed programmes in

which nature of the programme, course works, internship programmes and evaluation procedures are detailed. A copy of syllabus and academic plan is given to each student. Utmost care is taken to follow the academic plan and whenever there is a need for change, it is intimated to students and teachers and then ratified in the staff council. A semester plan for the programmes is prepared and the daily work schedule is planned and executed systematically through time table prepared in advance for each semester by the timetable committee. An academic coordinator for each programme takes care of the curricular as well as co- curricular activities and discusses the progress on a regular basis. For the coordination of co- curricular activities and EPC practical works faculties were given special charges. EEC (Evaluation and Examination Cell) was constituted to conduct and monitor all the types of examinations

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Independence Day	15/08/2019	15/08/2019	119
Gandhijayanthi	02/10/2019	07/10/2019	117
Harmony Fest	01/01/2020	01/01/2020	117
Kaliyarangu	04/11/2019	04/11/2019	120

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

Plastic banners are prohibited on campus, and cloth bags and paper files are presented to invited speakers and resource persons

An eco friendly pedagogic park is constructed in the college

An advanced and systematic mechanism is adopted for effective waste management

Damaged computers are distributed to our feeding school

A technology hub is arranged with the effective use of outdated audio visual aids and technological devices

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

PTEP (Professional Teacher Empowerment Programme) Goal :To prepare all of our students to qualify various teacher qualifying exams through specialized training modules and to take an active role in contributing quality teachers in to the society. Context Students join B.Ed courses primarily to become teachers. Along with professional degree course such as B.Ed and M.Ed qualifying teacher eligibility test is essential to serve as approved teachers. For those students who want to serve as teacher qualifying teacher eligibility test is the first ladder they have to climb after completion of their B.Ed course. The college has been working with the motto that students who come to study will go out being fully equipped for community service. PTEP is a project started in 2015 with the aim that all students who complete B.Ed. Programme from our college should qualify various Teacher qualifying exams such as SET, NET and KTET. The initial goal of the project was to prepare all our students to qualify for such exams by providing specialized training for qualifying exams such as NET, SET and KTET. Later, as part of the project, we were able to organize training programs under the supervision of our expert faculty for other candidates who prepare for other teacher competition exams The practice The unique methodology of the project is remarkable as it include continuous and systematic module which help the students to sustain the motivation to qualify these exams. When the notification for such examination has been issued by the concerned authority the students will be given a general orientation on the importance of the exam and application procedure. Help desks will be open for the students till the last date of application and due attention shall be paid that all of the eligible students have applied for the exam. Financial assistance will be given for deserving students. Training session starts when the exam date comes out and continues till one week prior to the examination. The module includes a general orientation by an external expert faculty and syllabus based classes by the selected faculty. The faculties will be selected to give syllabus based classes and each area of syllabus will be covered systematically. Our specifically designed methodology involves distribution of materials in advance of each session and students will attend the session after reading those simple but comprehensive notes. Regular supervision through frequent consultation and periodic assessment will also be made to keep students alive till the examination. As a conclusion of the training session a consolidation lecture will be arranged by any expert faculty. The specially curated study plan by the project saves study time for students and help students focus on studies in the stipulated time period. The unique methodology of the project has three phases viz. Pre-Coaching Phase which includes general orientation after the notification, help desk for application and financial assistance for deserving students, The Coaching Phase - syllabus based classes by the selected faculty and Post Coaching Phase which includes consolidation and mock tests. As the gradual development of the project, decision was taken to organize coaching classes for PSC examinations like HAS, LPSA and UPSA. Accordingly, 10 day online crash course was arranged for LPSA and UPSA examination in December 2020 Impact of the programmes After the introduction of this project we could achieve outstanding results in the competitive exams that all of our students should qualify any of teacher eligibility tests before leaving the college. The results of our students in the various competitive examinations during the academic year 2019-20 is given below Year KTET NET SET

2019-20 83(97) 19(30) 29(41) Obstacles faced and resources required One of the major obstacles to the proper conduct of the programme is the paucity of time. B.Ed programme being a roller-coaster ride, gives little time for activities of this kind. It was resolved to find time outside the class hours, if necessary, for the conduct of the sessions. The major obstacle to execute the programme was the finance as it was very challenging to raise fund for the project. Hence, it was decided to collect a nominal registration fee from outside candidates. Raising additional human and material resources was another challenge. Care was taken to utilize the expertise of our faculty members voluntarily.

7.2.2: Finishing School Title of the Practice: Finishing School

Goal: To empower and equip student teachers with essential skills to meet with the demands of emerging student community and to level up students' confidence and self-esteem so that they are able to face unusual and difficult situations with ease during their future career. **The Context:** Teacher education curriculum is unique in nature compared to other academic programmes offered in arts and science colleges. Teacher education is a programme that is related to the development of teacher proficiency and competence that would enable and empower the teacher to meet the requirements of the profession and face the challenges therein. In order to prepare teachers who are competent to face the challenges of the dynamic society, Teacher education has to keep abreast of recent developments and trends. In order to prepare quality teachers equipped with necessary skills to meet the demand of latest changes in the field of school education there is an increased need for a skill based exclusive programme. This necessitated additional efforts to enhance the skills of student teachers. This is an attempt to equip our students with essential skills to meet with the demands of emerging student community and to keep abreast of recent developments and trends

The major outcomes

1. Personality enrichment-to develop a balanced personality well equipped to adjust with demand of different social situation
2. Leadership skills- to develop leadership qualities which enable each learner to initiate, and organize different programmes and manage a heterogeneous group
3. Communication- to develop effective communication skills in both mother tongue and English
4. Interpersonal skills and life skills-to build practical knowledge to lead an effective social life
5. ICT skills- to equip for the effective use of 21 century tool for efficient transaction of the school curriculum

The practice: Finishing School is the concept that reaches its horizon beyond 4E's-Education, Employment, Entrepreneurship, Empowerment. The project, launched in 2016, works on an agenda towards empowering the inner potential of our student teachers for equipping them with essential skills to meet with the demands of emerging student community. It has a unique training methodology that incorporates learning, skills and self-development with a curriculum that is entertaining, stimulating and rewarding. We utilize the expertise of our teachers, content, infrastructure, systems and digital technology aids developed in over five decades of experience in the field of teacher education to enhance better learning outcomes, outstanding personal development and effective social skills among our student teachers. It finely blends into modern and futuristic professional set up and demand.

Methodology: The programme is designed to give special training on the following twenty first century skills

1. LIFE SKILLS TRAINING (25 hours)
2. SOFT SKILLS(25 hours)
3. COMPUTER TECHNOLOGY IN EDUCATION (25 hours)
4. EFFECTIVE COMMUNICATION(25 hours)

During the academic year discussion was held with Central University of Kerala for official collaboration . The total duration of the programme is hundred working days spread over one academic year so that the students could be equipped with essential skill before they were dispatched to the schools for their internship and practice teaching in their third semester.

The specific methodology includes discussion, lecturing, participatory learning, field trip, demonstration, team teaching, cooperative learning, Group discussions and reporting. One period was allotted for the programme weekly and faculty members and students were divided in to two groups to ensure maximum

individual attention. Impact of the practice: Continuous evaluation was carried out to ensure successful completion of the programme. The success of the program is evident from the performance of the students in their scholastic and co-scholastic activities in the second year of B.Ed programme. The programme helped our students to complete their internship very effectively so that they could excel in campus placement programme conducted at the end of the course.

From the feedback shared by the participants it could be understand the programme was highly beneficial to enhance their self-esteem. Obstacles faced and resources required: As the students were coming from different backgrounds such as language, science, social science and mathematics development of a common module was a herculean task. A pre- test was conducted to categorize the students in to two batches according to their needs, aptitude and interest. Getting efficient man power resources to work in this area on a voluntary basis are another challenge. Our faculties were grouped according to their expertise and the expertise of our research scholars and alumni was also utilized. There was initial resistance from staff as they felt that it would be challenging to run the programme successfully as the curriculum of B.Ed includes lots of practical works to be finished timely. A training session was arranged for all staffs to sensitize about the need for such an additional skill based programme

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

<https://farooktrainingcollege.ac.in/wp-content/uploads/2022/06/04-Best-Practices-19-20.pdf>

7.3 – Institutional Distinctiveness

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

SCHOOL ADOPTION PROJECT Raising the slogan Institution to community, Farook Training College has planned and executed many long term and short term projects. We are always farsighted in achieving the objectives envisaged in the vision and mission of the Institution. One among the long term projects envisioned, implemented and still continuing as a flagship project of Farook Training College is 'The School Adoption Project'. The Institution has adopted a nearby Government Lower Primary School (GLPS Karinkallai) since 2010 as it was on the verge of closing. Since then our students have provided a new life to the kids there coming from an extremely backward social condition and is the venue for our students for practical implementation of the theoretical orientations conversed in the classrooms. The project has helped to revitalize the school in various dimensions. We have been providing financial, academic, man power and materials support for the school for the last ten years. Strategic planning was made and implemented for the gradual development of the School through many phases. In the first phase of the project, we have been focused mainly on creating child-friendly ambience in terms of infrastructural facilities and care has been taken in feeding them with nutritious food. The schools walls were painted and the surrounding area was made clean and neat. Since 2010 we have been providing special meals to students on the first working day of every month and on every special occasion. In the Second Phase (2015-19), Student's personal needs were identified and addressed. At the beginning of each academic year, the schools opening ceremony is celebrated in a colourful manner by distributing learning materials, and gifts to the new students. We also distribute note books, pens, school bag, water bottle, colour pens etc. to all the students in the beginning of each academic year. Co-curricular activities day observations in each academic year was organized celebrated in the school in befitting manner by our students. Through these years of such activities, it was possible to attract many other students to the school and to prevent dropouts. In phase 3 (2019 onwards), efforts are taken for

bringing academic excellence. Special training on various subjects has been given by our students to school students in team teaching mode. Pre-primary English medium classes also began in this phase. We have started two projects namely Vidhytheeram and Navaprabha to strengthen this phase. The first step of Nvaprhabha was to improve the learning facilities of the school. Painting of the KG class room, decoration of the walls with pictures and arrangement of furniture for preschool classes were also done in this phase. As the part of Vidhya Theeram our students were selected to give classes for all pre school students in the school for three days a week to promote school's learning activities. The Project is driven by the monthly donations received from teachers and non-teaching staff. We aim to make this School an independent School with excellence in all aspects by 2025.

Provide the weblink of the institution

<https://farooktrainingcollege.ac.in/school-adoption-programme/>

8.Future Plans of Actions for Next Academic Year

Collaborate with agencies to conduct innovative programmes under FTCIA Apply for SAAC In the context of lockdown due to Covid-19 pandemic, more flexible, feasible learning management systems to be implemented. Students and teachers are to be well equipped with technical and technological knowledge and skills essential for the online mode of education. For this, FDP for teachers to be organized. Students have to undergo thorough training on edutools. Separate LMS to be established if affordable. Digitalization of library to be completed