



P K M COLLEGE OF EDUCATION

MADAMPAM, KAITHAPRAM P O, KANNUR – 670631

(Govt. Aided Teacher Education Institution affiliated to Kannur University)

Recognized by NCTE, Included under UGC 2(f) & 12B category

Accredited by NAAC with 'A' Grade, (Second cycle -4 point scale)

RUSA 2.0 beneficiary institution

INTERNAL QUALITY ASSURANCE CELL

ACADEMIC AND ADMINISTRATIVE AUDIT

2018-19

PROFILE OF THE COLLEGE

Crowning a rustic hillock in a majestic splendour and set against the lush green undulant, sylvan ambience, Prof. Kandoth Memorial College has already marked a noble legacy in the educational scenario of North Malabar. The college with its unique semi-circular edifice has a picturesque site near Thumpenny Shrine, Madampam on the eastern side of the Taliparamba- Iritty State Highway and it comes under the jurisdiction of Sreekandapuram Municipality, Irikkur Block, Kannur District, Kerala.

The college was established in 1995 as a self-financing institution and was converted into an aided college in 1997. It is affiliated to Kannur University and recognised by NCTE. This temple of learning is dedicated to the Sacred Heart of Jesus and named after Prof. Joseph Kandoth, who was an educational visionary, social reformer and a zealous missionary. He initiated the historical migration of Knanaya Catholic Community which in its turn changed the social and economic history of Malabar.

At present, Archbishop of Kottayam Arch eparchy, Mar Mathew Moolakkat is the patron and Mar Joseph Pandarasseril, the Auxiliary Bishop is the manager. The college is accredited by NAAC with 'A' grade in 2006, and 2016 (4 point scale). The college is a RUSA 2.0 Beneficiary.

VISION

Excellence and committed service in every realm of teaching endeavour.

MISSION

To nurture the holistic development of prospective teachers for a just and humane society.

OBJECTIVES

- To equip the teachers to develop and practice innovative methods and strategies in teaching learning process
- To develop into a centre of excellence in teacher education for preparing quality teachers.
- To promote learning, research, extension activities and development.
- To develop intellectually competent, morally upright, psychologically integrated and socially committed teachers for service in the emerging global scenario of education.
- To acquire effective communication skills and leadership qualities

Committee of Academic and Administrative Audit

Convenor:	Dr. Rekha K.R. Associate Professor, Dept. of English
Members:	Dr. Jessy N.C Principal Dr. Prasanth Mathew, Assistant Professor, Dept. of Physical Science Dr. Sholy Joseph K. Assistant Professor, Dept. of Mathematics Dr. Veena Appukuttan Assistant Professor, Dept. of Social Science John P. T. College Librarian Minimol Simon Junior Superintendent Nithin Jose Student Representative

Composition of the Academic and Administrative Audit which undertook the on-site visit

External Expert:	Dr. Reena Sebastian, IQAC-Co-Ordinator, SES College, Sreekandapuram
Members:	Dr. Jessy N C Principal, PKM College of Education, Madampam Dr. Rekha K R IQAC, Co-Ordinator PKM College of Education, Madampam

REPORT OF ACADEMIC AND ADMINISTRATIVE AUDIT

GENERAL INFORMATION	
1. Name & Address of the institution:	PKM College of Education, Madampam
2. Year of Establishment:	17-06-1995
3. Programmes:	B.Ed.
4. Optional Subjects:	1. English 2. Malayalam 3. Mathematics 4. Natural Science 5. Physical Science 6. Social Science
5.No.of Courses Offered:	Core: 8 Pedagogic: 24 Elective: 2 EPC: 4 Value Added: 3
6. No. of Teaching Staff:	Associate Professor: 3 Assistant Professor: 5 Guest-Lecture: 1
7. No of Administrative Staff:	14
8. Total No. of Students:	Female: 91 Male:7
9. Major Institutional features: (As perceived by Audited Team)	• RUSA 2.0 Beneficiary • Conducted Environmental, Green, and Gender Audits • Collected and analysed feedback from stakeholders. • Institutional financial assistance staff and students • Well organised extension and outreach activities • Innovative teaching learning process. • Maintaining proper office documents • Biometric punching
9. Date of the Academic and Administrative Audit:	07-03-2019

CURRICULUM ENRICHMENT:

1. Is the college operationalize the curriculum in its own way satisfying national and state educational standards and requirements for teacher preparation?	The college aligns its curriculum with national educational requirements, integrates theoretical knowledge with practical applications, and offers a logical progression of courses.
2. Are course objectives and outcomes are aligned with graduate attributes	The goals and objectives of the course are in line with new developments in education, including the integration of technology, inclusive education, and global points of view.
3. Flexibility in curricular transactions	The institution preserves its flexibility through the use of a variety of teaching techniques, such as case studies, experiential learning activities, the use of technologically improved learning resources, and adequate training for faculty members to successfully implement innovative pedagogical approaches.
4. The way of providing dynamic and updated curricular inputs and opportunities for internship and placement	Enhancing collaborations with communities, educational institutions, and schools to give pre-service teachers meaningful real-world experience. Expansion of possibilities for experiential learning, including as field research, internships, and community service initiatives, to help students develop their perspectives and abilities.
5. The way of honouring student diversity	Recognizing the diversity of students by determining their learning needs and updating the curriculum on a regular basis to reflect new developments in the field of education as well as best practices.
6. How the assessment methods aligned with program objectives and appropriate in catering the students' needs	A variety of assessment techniques, such as written assignments, presentations, and practical evaluations, are used to meet the needs of students and are in line with the goals of the programme.

FACULTY AND STAFF:

1. Quality of the teachers in terms of their qualifications and professional developments	Offering faculty members opportunities for professional development so they can improve their pedagogical abilities and use innovative methods of instruction.
2. ICT skills and competency acquired by teachers	Arranged training courses on how to utilise technology in the classroom wisely and how to create inclusive learning environments.
3. Staff empowerment strategies	Organised training sessions on the creation of inclusive learning environments and responsible utilisation of technology in the classroom.

4. Innovative evaluation process implemented by the institution	Use of a fair evaluation strategy that include formative and summative evaluations as well as quick, helpful feedback. promotion of realistic assessment techniques that evaluate reflective behaviours and real-world teaching competencies.
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RESOURCES:

1. The facilities in classrooms and other technology resources for effective teaching learning?	Sufficient seating arrangements and furnishings, ample space for academic and social interactions, as well as adequate technological infrastructure, such as interactive whiteboards, projectors, displays, and sound systems in conference rooms and classrooms. variety of teaching tools and resources are used to accommodate various learning preferences and increase student involvement in the classroom.
2. The Library infrastructure and learning resources	Textbooks, reference materials, and educational resources are readily available and Infrastructural maintenance committee is monitoring the developments. there are enough volumes and journals to enable the teaching of the curriculum. Rare books can be borrowed from other universities.
3. Available resources for promoting research culture	College promote research activities through College Research Development Cell, which provide various support for faculty and student's research endeavors, and continuous efforts for integration of research into teaching and learning practices.
4. The opportunities provided for students to access scholarships and endowments	The college is offering targeted scholarships and endowments for meritorious students, underrepresented groups, economically disadvantaged students, and those with special needs. The college welfare committee has the responsibility of welfare of both staff and students.

STUDENT OUTCOMES:

1. Institutional efforts for student progression	Through academic advising, career counselling, and mentorship programmes, the institution supports the progress of students while encouraging leadership and ICT excellence. Students are prepared for a variety of professional environments by being given access to resources, internships, and networking opportunities, which help them acquire the information and skills necessary for success in their industries.
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2. The pass percentage of students in competitive examinations like TET/ SET/ NET etc.	The pass percentage of the students in competitive examinations are usually high since adequate support and measurements like academic advising, career counselling, academic - personal counselling and coaching to promote student well-being and success in competitive examinations are provided
3. How successful are program graduates in securing placement in teaching position	PKM graduates are well-positioned for success in educational jobs since they typically exhibit good pedagogical skills, in-depth subject knowledge, and effective classroom management abilities. They flourish in numerous areas of their lives at the same time, demonstrating their versatility and well-rounded development outside of the classroom.
4. Alumni contributions for institutional development	The alumni provides strong support for all activities of the college especially as human resources, support in academic mentoring, career counselling and to facilitate knowledge sharing, collaboration, and ongoing support for practicing student teachers.

ADMINISTRATIVE PROCEDURES:

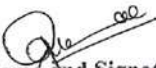
1. The transparency and efficiency in student enrolment processes?	The college maintains transparency in its enrollment process, including admission criteria, eligibility requirements, and documentation verification. It also prioritizes efficiency in handling applications, making admission decisions, and managing enrollment procedures
2. The institutional level decentralisation of academic and administrative policies and regulations.	The college uses decentralisation in its administrative and academic operations to guarantee swift responses to questions and open lines of contact. The monthly staff coordinator is in charge of student learning and activities, and the college superintendent shares administrative responsibilities jointly to increase efficiency and responsibility throughout the institution.
3. The status of student support services available, such as mentoring, academic counselling, career guidance etc.	The college offers a range of student support services, including mentoring, academic counseling, and career guidance. These services are designed to assist students in their academic and personal development, providing them with the resources and guidance needed to succeed in their educational and career goals.
4. How the institutional E-governance facilities are managed ?	E – governance in academic and administrative areas, transparent budgeting processes, regular financial audits, and adherence to regulatory requirements

QUALITY ASSURANCE:

1. What processes are in place for continuous program improvement and quality assurance?	Establish dedicated quality assurance cells or committees responsible for supervising quality enhancement efforts, performing audits, and facilitating ongoing improvement processes in academic and administrative domains. In addition to it proper feedback mechanism is also maintained.
2. How does the institution ensure compliance with accreditation standards and requirements	The organisation collaborates with industry partners, peer organisations, and external stakeholders to measure performance, exchange best practices, and get input for development. This joint strategy aims to provide guidelines and encourage continuous improvement projects.
3. Are there mechanisms for monitoring and addressing issues related to diversity, equity, and inclusion to track new educational trends and policies	The institution regularly reviews its programs and conducts self-assessment exercises to evaluate their effectiveness, identify strengths and weaknesses, and develop improvement strategies. These periodic evaluations aim to improve program quality, address areas for enhancement, and create action plans for ongoing progress.
4. The quality of outreach and extension activities	Offering professional growth opportunities for faculty and staff members to booster their expertise, proficiency, and capabilities in quality assurance, evaluation, and educational leadership. This ensures continuous improvement in teaching standards, assessment practices, and administrative effectiveness within the institution.
5. Best Practices of the institution	Implementing structured quality assurance processes as best practices , college assured it's contribution to the development of the society. Bio farming in the campus and activities of PKM Sports Academy are the two best practices of the college during the academic year.

RECOMMENDATIONS FOR QUALITY ENHANCEMENT OF THE INSTITUTION:

- Provide regular training and professional development opportunities for faculty and staff to enhance their skills, knowledge, and effectiveness.
- Implement pedagogical approaches and technologies that promote active learning, critical thinking, and student engagement.
- Encourage faculty to incorporate diverse teaching methods and assessments to meet the needs of different learners.
- Promote interdisciplinary collaboration and partnerships to address complex challenges and advance knowledge in key areas.
- Engage community stakeholders in advisory boards, committees, and strategic planning processes to ensure alignment of institutional goals with community needs and priorities.
- Develop and implement long-term financial strategies to ensure the institution's fiscal health and sustainability.


Name and Signature
External Expert

Dr. Preena Sebastian


Name and Signature
IQAC, Co-Ordinator

Dr. Veena Sppulathan


Name and Signature
Principal

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