



# **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**

**2020-21**

## **PROFILE OF THE COLLEGE**

Crowning a rustic hillock in a majestic splendour and set against the lush green undulant, sylvan ambiance, 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 Thumpeny Shrine, Madampam on the eastern side of the Taliparamba-Irity 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. Veena Appukuttan  
Assistant Professor, Dept. of Social Science
- Dr. Sinoj Joseph  
Assistant Professor, Dept. of Mathematics
- John P. T.  
College Librarian
- Minimol Simon  
Junior Superintendent
- Mr. Sayooj V. V.  
Student Representative

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

**External Expert: Sri. Sajeesh T J**  
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

<b>GENERAL INFORMATION</b>	
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:	<ol style="list-style-type: none"><li>1. English</li><li>2. Malayalam</li><li>3. Mathematics</li><li>4. Natural Science</li><li>5. Physical Science</li><li>6. Social Science</li></ol>
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-Lecturer: 1
7. No of Administrative Staff:	14
8. Total No. of Students:	Female: 87                      Male: 12
9. Major Institutional features: (As perceived by Audited Team)	<ol style="list-style-type: none"><li>1. Implemented TEAMS LMS software.</li><li>2. Started using PFMS for Govt. Financial transactions.</li><li>3. Oppam-2020 Covid-19 intervention programmes</li><li>4. Care our Earth Initiative</li><li>5. Share Your Spare Movement</li></ol>
9. Date of the Academic and Administrative Audit:	22-03-2021

**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 implements its curriculum to adhere to both National and State educational standards for teacher preparation. It ensures that its coursework, field experiences, assessments, and professional development are in line with these standards.
2. Are course objectives and outcomes are aligned with graduate attributes	The course objectives and outcomes are designed to align with current trends in education, including the integration of technology, inclusive education practices, and global perspectives.
3. Flexibility in curricular transactions	Maintaining flexibility in curriculum delivery involves integrating various teaching strategies, such as field trips and technology-enhanced learning tools. Additionally, faculty receive adequate training to accommodate diverse learning styles, thus promoting a meaningful learning experience within the curriculum.
4. The way of providing dynamic and updated curricular inputs and opportunities for internship and placement	Enhancing collaborations with schools, educational institutions, and communities to offer valuable practical experiences for future educators. Expanding experiential learning options, such as internships, community service initiatives, and field research, to enrich students' perspectives and competencies.
5. The way of honouring student diversity	The student diversity is honoured by incorporating diverse literature, multicultural content and project reflecting student diversities.
6. How the assessment methods aligned with program objectives and appropriate in catering the students' needs	Various assessment methods such as projects, presentations, and written assignments are adopted which allows the holistic evaluation, accommodating individual strengths and interests. This ensures alignment with curriculum enrichment goals while fostering student engagement and growth.

**FACULTY AND STAFF:**

1. Quality of the teachers in terms of their qualifications and professional developments	The teacher educator hold appropriate degrees, certifications, and subject knowledge that meet educational benchmarks. Additionally, they participate actively in ongoing professional development through webinars, conferences, and advanced training, which enhances their pedagogical skills, ensuring effective teaching methods and positive student learning outcomes.
2. ICT skills and competency acquired by teachers	Teachers have acquired ICT skills and competency through training programs, workshops, and professional development sessions. These initiatives have equipped them with the ability to effectively integrate technology into their teaching practices, enhancing the learning experience for students and preparing them for the demands of a digital age.

3. Staff empowerment strategies	Strategies for empowering staff members include offering chances for professional development, promoting collaboration, implementing mentorship initiatives, and cultivating a positive and supportive workplace atmosphere.
4. Innovative evaluation process implemented by the institution	Implementation of a balanced assessment approach, including both formative and summative assessments, with timely and constructive feedback. Encouragement of authentic assessment methods that assess real-world teaching competencies and reflective practices.

**RESOURCES:**

1. The facilities in classrooms and other technology resources for effective teaching learning?	Sufficient seating capacity and furniture, along with a well-equipped technology infrastructure (projectors, screens, sound systems) in classrooms, provide ample space for academic activities and interactions. Diverse instructional materials and teaching aids are used to accommodate various learning styles and boost classroom engagement.
2. The Library infrastructure and learning resources	The college offers lot of books, journals, textbooks and other study materials needed for teaching. . Rare books are make available on loan from other colleges.
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	The institution supports student advancement through academic advising, career counseling, and mentoring programs, promoting excellence in ICT and leadership. By providing access to resources, internships, and networking, students gain vital skills and knowledge for success in their respective fields, preparing them for diverse professional environments.
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	Graduates of PKM frequently demonstrate strong pedagogical skills, deep content knowledge, and effective classroom management capabilities, positioning them for success in educational careers. Simultaneously, they excel in various aspects of their lives, showcasing their well-rounded development and adaptability beyond academic settings.
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.
<b>ADMINISTRATIVE PROCEDURES:</b>	
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 implements decentralization in academic and administrative processes, ensuring clear communication channels and timely responses to inquiries. A monthly staff coordinator oversees student learning and activities, while administrative duties are shared with the college superintendent, enhancing efficiency and accountability across 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

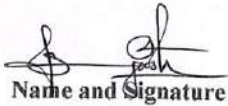
QUALITY ASSURANCE:

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.
2. How does the institution ensure compliance with accreditation standards and requirements	The institution partners with external stakeholders, peer institutions, and industry associates to benchmark performance, share best practices, and gather feedback for improvement. This collaborative approach aims to establish standards and promote ongoing enhancement efforts.
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 bolster 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	Through structured quality assurance processes institution contributes to the development of the society. Care our Earth Initiative and Share your Spare Movement are the two best practices of the college during the academic year.



**RECOMMENDATIONS FOR QUALITY ENHANCEMENT OF THE INSTITUTION:**

- Integrate technology effectively across all aspects of the institution to streamline processes, enhance communication, and facilitate learning.
- Create an inclusive and welcoming environment that celebrates diversity and respects the perspectives and experiences of all members of the community.
- Invest in robust learning management systems, digital resources, and online platforms to support hybrid and distance learning initiatives.
- Encourage a culture of creativity and innovation where new ideas are welcomed, and experimentation is encouraged.
- Establish innovation hubs or centers where faculty, staff, and students can collaborate on interdisciplinary projects, research ventures, and entrepreneurial endeavours.
- Encourage cross-pollination of ideas across departments and disciplines to spark innovation and problem-solving.



Name and Signature  
External Expert

Dr. Syeesha T.S



Name and Signature  
IQAC, Co-Ordinator

Dr. Veena Appalantla



Name and Signature

Principal  
PRINCIPAL

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