

# IQAC MINUTES JUNE 2023-MAY 2024



**Prof. Dr. Joju John**  
**Principal**  
Mar Theophilus Training College  
Nalanchira, Trivandrum-15

Dr. Deepthi Elizabeth Mathew  
IQAC CORDINATOR 2023-2024  
Submitted on 05/07/2024

**DATE:** 29 MAY 2023

**VENUE:** IQAC ROOM

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### **MEMBERS**

REV. FR. THOMAS KAIYALACKAL  
PROF. DR. REGHU V.  
PROF. DR. JOJU JOHN  
DR. ESTHER GLADIZ  
MR. NAZARUDEEN K.  
PROF. DR. BINDU B.  
PROF. DR. MAYA S.  
DR. DEEPTHI ELIZABETH MATHEW  
DR. ANCY A.S.  
MRS. SHINEY JACOB  
DR. NEENA THOMAS  
MRS. MEEKHA SURAJ KOSHY  
MR. NATHANINE J.P.  
MR. RAKESH SHARMA  
MR. CHRISTEPHER  
MRS. SHAMIN THOMPSON  
MRS. JAYASREE  
MS. ANEESHA A.  
MS. RENJITHA R.J.

### **AGENDA**

1. Orientation session for teacher, non-teaching staff and students
2. Celebration of World Environment Day
3. Blood donation campaign
4. Capacity building programme
5. Research wing activities
6. Demonstration classes
7. School induction programme
8. 40 hours tech competency course on ICT
9. College Union activity
10. Association and club activities
11. Wednesday assembly

The meeting was started with a silent prayer .

- 1. Orientation session for teacher, non-teaching staff and students**

It is decided to organise orientation classes to students and Faculty development sessions for the teaching and non-teaching staffs. Dr Asha A K, Assistant Professor, Lord's Universal College of Education, Mumbai will start the programmes. The teaching staffs suggested to have a session of Swami Jnanatapaswi on Organisational efficiency. The month of June will be dedicate to orientation sessions. The IQAC coordinator must take in charge of the smooth running of the programme.

## **2. Celebration of World Environment Day**

Principal in charge asked the audience about the plan of action on celebrating the environment day. Associations and club can come forward. The IQAC coordinator must

The upcoming programmes regarding environmental day are the following:

Mathematics optional (Dyuthi 2021-23)	Sapling Distribution Programme
Mathematics Association HESTIA 2022-24	Distribution of seeds to the college
Eco club	Environment day - pledge and creation of a video
Malayalam Association (SAPTA)	Caption Writing Competition

## **3. Blood donation**

The Natural Science Association -IZDIHAR 2022-24, HORUS 2021-23, IQAC, NSS, THEOSA, 66th and 67th College Union is planning to conduct a blood donation camp in association with the Department of Transfusion Medicine, KIMS on 5th June 2023. Dr Sanuja Pinky will give a talk on the importance of blood donation. The invitation to all the institution in the campus must send on June 1<sup>st</sup> itself.

## **4. Capacity-Building Programme**

As part of the B.Ed. curriculum a Capacity-Building Programme must be organised for second-semester students. it is decided to call Mr. Jobi Kondoor, Master trainer, facilitator, and District Coordinator of Loyola Extension services.

## **5. Research wing activities**

Dr. Maya S. said that the research wing of Mar Theophilus Training College will conduct concept paper presentation weekly in the research room. The list of presenters of the month will be published in the research group.

A Research Methodology exhibition on the topic 'Historical timescale of Visual Narratives for Contextual Validation Process' is planned to conducted by Ms Akanksha Prajapati, the Research Scholar and her Supervising Teacher Dr.K Y Benedict. The date will be announced soon.

Insight Indepth Talk Series had to be held on 17th June 2023. Dr Rajeswari K, Former Principal GCTE, Kozhikode handled the 86th session on the topic 'Research Ethics and Integrity' will be the resource person.

## 6. Demonstration classes

Demonstration Class for the 2022-24 batch has to be conducted. The students from St. Johns HSS Model school must be arranged in the college for the demonstration classes. The expert and experienced teachers must be invited by the optional students.

## 7. School induction programme

School induction programme must be conducted this month. The student teachers must be given general orientation and optional wise orientation. The schools must be selected and get the permission from schools. Letter for permission must be sent to schools. Dr Deepthi Elizabeth Mathew was the teacher in charge. Whole students must be divided into groups .Attendance register must be prepared.

## 8. 40 hours tech competency course on ICT

A discussion on a 40-hour tech competency course is initiated by the principal in the meeting. the objectives, mode of presentation has to be finalised within 10 days. Teachers opined that it is appreciable to sign an MOU with any other University for the organisation of the course.

## 9.

Ms. Aneesha. A, the Chairperson shared the idea of fund raising for the college magazine by printing and distributing fund raising coupon to all students. each book will contain 500 rupees coupons. All students of second year must be given at least one book.

The union chairperson also suggested to organise n anti-drug day awareness session. It is decided to invite Mr Vinod Vikramadityan, sub-inspector of police, SPST security wing led the awareness talk on 'Preventing Drug addiction'.

## 10. Association and club activities

Natural Association "IZDIHAR	Science 2022-24	World Water Day celebration	Inter Optional Poster making Competition
Natural Association "IZDIHAR	Science 2022-24	Father's Day celebration	A Letter to Father
Natural Association "IZDIHAR	Science 2022-24	Summer Solstice	Inter Optional Photography Competition
Natural Association "IZDIHAR	Science 2022-24	National Dengue Day	An awareness programme related to Dry Day

Reading and Oratory Club	India's presidentship in G20	online poster-making competition
ICT Club		Inter College Essay Writing Competition on 'Chat GPT and Education Forward'
Population Education Club 2022-2024		awareness class on Drug Abuse by Retd. Prof. George Kochupurakkal, Govt. Womens College, Thiruvananthapuram
Physical Science Association LUMIERE		Competition on food safety
Physical Science Association LUMIERE		A letter writing competition for school students on the topic 'A letter to Scientist'
Physical Science Association LUMIERE	Father's Day celebration	Achanodoppam a Father's Day photo contest
Physical Science Association LUMIERE	International Day against Drug Abuse and Trafficking	Raise your voice'
Mathematics optional	International Day against Drug Abuse	REVIVE: musical drama
Mathematics optional	National Statistic Day	Preparing a video on Statistics
Mathematics optional	Reading day celebrations	Mozhi' for the students
Malayalam optional		Exhibition
M.Ed Association	World Music Day	A game of music for the B Ed and M Ed students
AICUF	Jacob Mar Theophilus: Patrons' day	A talk on "Teacher Excellency"

**Yoga day** should be conducted in a furnished fashion on 21<sup>st</sup> June. It is decided to invite our Theosa member to give the talk on the importance of Yoga. A yoga practice session also can be arranged after the talk.

### **11. Wednesday Assembly**

The Wednesday assembly must be organised by optionals in the order without fail

**DATE:** 23 JUNE 2023

**VENUE:** IQAC ROOM

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### **MEMBERS**

REV. FR. THOMAS KAIYALACKAL  
PROF. DR. REGHU V.  
PROF. DR. JOJU JOHN  
PROF. DR. BINDU B.  
PROF. DR. MAYA S.  
DR. DEEPTHI ELIZABETH MATHEW  
DR. ANCY A.S.  
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MRS. SHAMIN THOMPSON  
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MS. RENJITHA R.J.

### **AGENDA**

- 1. Youth Innovators Programme 5.0 programme**
- 2. Research wing activities**
- 3. 40 hours tech competency course on ICT**
- 4. Capacity-Building Program**
- 5. Theopedagogues' Open MIC**
- 6. One-Day Trip**
- 7. Association and club activities**
- 8. Wednesday Assembly**

The meeting started with a silent prayer.

#### **1. Youth Innovators Programme 5.0 programme**

Popular science centre in association with IQAC is planning to organise Innovation and Entrepreneurship new vistas for youth in connection with Youth Innovators Programme 5.0. The resource person will be Sri. Biju Parameswaren, YIP Program Manager, K-DISC. Dr. Neena Thomas will coordinate the programme. The student teacher has to be selected as team for district level competition of YIP 4.0.

## **2. Research wing activities**

Dr. Maya S. announced that Mar Theophilus Training College's research wing will conduct weekly concept paper presentations in the research room. A monthly list of presenters will be published in the research group for participants and attendees to review.

The Insight Indepth Talk Series was scheduled for 15th July 2023, featuring Dr. Shafi Thompson T, International Certified Career Coach and Master Trainer (Media Literacy), Mentor, Motivator and Teacher Educator, who led the 87<sup>th</sup> session on 'Technovation-Unveiling the Secrets of Technology'.

## **3. 40 hours tech competency course on ICT**

The second session of the 40 hours of tecompetency online course has to be organized by the IQAC of MTTC in collaboration with the Department of Lifelong Learning, Alagappa University. The invited talk will be delivered by Dr Thangavelu, Assistant Professor of Education, Thiagaraja College of Preceptors Madurai, Tamil Nadu on the topic "Unleashing the Magic of Animation with AI: script to screen". The third session of Tecompetency Talk will be organised on 30th July from 6.30 pm to 7.30 pm via Google Meet. This session was handled by Mr Midhunkumar S., online tutor and entrepreneur on the topic "Effective Online Tutoring"

## **4. Capacity-Building Program**

A capacity-building program has to be organized for the second-semester students as a part of the B.Ed. curriculum. Dr. Pramod Dinakar, Assistant Professor and Head, School of Ethics Governance Culture and Social System, Chinmaya Vishwa Vidyapeeth, Deemed to be University has to be invited to lead the session.

## **5. Theopedagogues' Open MIC**

Mrs Meekha Suraj Koshy explained the conduction of second session of Theopedagogues' Open MIC from 7.30 pm to 8.30 pm via Google Meet. It is decided to invite Dr. Esther Gladiz, the former principal of MTTC to shared her teaching experience with the new students in online mode.

## **6. One-Day Trip**

During this month the B.Ed. second-semester students has to be participate in a one day tour. The destination must be planned soon . Dr. Ancy A.S. and Mr. Nandhanine J.P. were the coordinators of this one-day trip.

## **7. Association and club activities**

English Association 'EMRYS'	World Water Day celebration	A week-long literary fest
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		Murder scene of the play JULIUS CAESAR
Psychology club "Bodhana 2022-24		an online quiz competition
Population Education Club 2022-24	World Population Day	a talk session on ' Future of Population in a Sustainable World
Eco Club 2022-24, ARANYA		creating a video on the Impact of the Population Explosion on the Environment
Mathematics Association HASTIA	Maths 2.0 Day	an exhibition
Mathematics association HESTIA		<b>Theo queen initial competitions</b>
EBSB (Ek Bharat Shresht Bharat) club 2022-24	Kargil Vijay Diwas	A documentary presentation and a quiz competition
Reading and Oratory Club 2022-24		Online literary quiz

### 8. Wednesday Assembly

The Wednesday assembly should be organized sequentially by the different optionals, ensuring each group takes its turn without fail



**DATE:** 26 JULY 2023

**VENUE:** IQAC ROOM

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### **MEMBERS**

REV. FR. THOMAS KAIYALACKAL  
PROF. DR. REGHU V.  
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MS. RENJITHA R.J.

### **AGENDA**

- 1. Admission of new B.Ed. batch (2023-25)**
- 2. Orientation week**
- 3. Research wing activities**
- 4. 40 hours tech competency course on ICT**
- 5. Drama workshop**
- 6. Demonstration Classes**
- 7. College magazine initial works**
- 8. Association activities**
- 9. Union activities**
- 10. Weekly Assembly**

The meeting started with a silent prayer.

#### **1. Admission of new B.Ed. batch (2023-25)**

The admission process of new batch will be conducted according to the procedures given by the university of Kerala. The dates of each step will be provided by the University. The admission committee which is selected in the beginning of the academic year will work.

## **2. Orientation week**

The orientation of the new batch will be held in an effective manner as usual. The principal will give a brief introduction of the college during the inauguration session. After that student teachers will be enriched with the basic concepts of B.Ed. course by the core subject teachers and the optional teachers. Experts from other fields also will be invited to give orientation to the new batch.

## **3. Research wing activities**

Research wing and IQAC of Mar Theophilus Training College is decided to organise a national seminar on Development and Standardization of Research Tools. The resource person will be Dr. Sameer Babu M., Associate Professor, Dept. of Edu. Studies, J.M.I., New Delhi. It will be held in the first week of August.

The weekly concept paper presentation conducted by research wing of Mar Theophilus training college will be organised in the research room without fail.

## **4. 40 hours tech competency course on ICT**

IQAC of Mar Theophilus Training college in association with Alagappa University will be conducted 4<sup>th</sup> and 5<sup>th</sup> talk of TECOMPETENCY Forty-hour tech competency course (online) on ICT in the month of August. The resource persons must be invited soon.

## **5. Drama workshop**

Dr. Ancy A.S. explained about the conduction of drama workshop for the 2023-25 batch students. Mr. Renju will be called to coordinate the Theatre practice.

## **6. Demonstration Classes**

It is decided to conduct the Demonstration Class for the 2022-24 batch during the month of August. The experts and experienced teachers has to be invited by each optional teachers to the respective optional classes. The students from St. Johns HSS Model school will be arranged in the college for the demonstration classes.

## **7. College magazine initial works**

The chairperson of the 66<sup>th</sup> college union Advithiya explained that the union members invited articles from the B.Ed. , M.Ed. students and research scholars for the college magazine. The student teachers have to send their creative works on or before 15<sup>th</sup> of August.

## **8. Association activities**

Mathematics optional student teachers of 2022-24 batch	Independence Day	Intracollegdiate photography competition
Creative club		An exhibition cum sale of hand painted ecofriendly carry bags

## **9. Union activities**

### *Independence Day celebrations*

The Agneya college union 2022-24 is planning to organise a face painting competition and documentary show at college portico as part of 77<sup>th</sup> Independence Day celebrations. The union decided to celebrated Independence Day in the college premises by hoisting the Indian flag on the auspices day.

### *Onam celebrations*

The college union Agneya decided to celebrate Onam festival in a beautiful manner by organising a Purushakesari Competition, onapookkalam optional wise programmes, outdoor games etc. on 23<sup>rd</sup> and 24<sup>th</sup> August. The discussion on the onam day celebrations will be finalised after a combined meeting with student, staff and administrative staff with the staff advisor

### **10. Weekly Assembly**

The weekly assembly of this month were scheduled according to the order itself.

**DATE:** 25 AUGUST 2023

**VENUE:** IQAC ROOM

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### **MEMBERS**

REV. FR. THOMAS KAIYALACKAL  
PROF. DR. REGHU V.  
PROF. DR. JOJU JOHN  
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MS. RENJITHA R.J.

### **AGENDA**

- 1. Intercollegiate seminar**
- 2. Capacity-Building Programme**
- 3. 40 hours tech competency course on ICT**
- 4. College Union Activities**
- 5. Online Examinations**
- 6. Association activities**
- 7. Internship programme**
- 8. Research wing activities**
- 9. Talent hunt programme**
- 10. Weekly Assembly**

The meeting started with a silent prayer.

#### **1. Intercollegiate seminar**

M.Ed. department of Mar Theophilus Training College is planning to organise seminars on *Emerging roles of Higher education in adult life long learning* and *Emerging Possibilities*

*in teaching career and Higher Education after NEP 2020* as part of International Literacy Day in the college auditorium for the college faculty and students.

## **2. Capacity-Building Programme**

As part of the B.Ed. curriculum the second Capacity-Building Programme will be organised for first-semester students. Mr. Manoj G., Master trainer, Govt. H.S.S. Venjaramoodu will be the resource person. It is decided to give maximum opportunity to student teachers to have an exposure to develop their skills and abilities.

## **3. 40 hours tech competency course on ICT**

IQAC of Mar Theophilus Training college in association with Alagappa University will be conducted 6<sup>th</sup> talk of TECOMPETENCY Forty-hour tech competency course (online) on ICT in the month of September. The talk will be given by Prof. Dr. Joju John, Principal in charge, MTTC on the topic How to edit a video in using Movavi Software.

## **4. College Union Activities**

*Sparkz 2021-23 batch*

Ms Aneesha gave the detailed description of upcoming union activities. The first and foremost forthcoming event is the prestigious talent show SPARKZ: Strategic Programme for assessing resourcefulness knowledge and zeal for selecting the winners of Best Prospectus teacher award, Best Science teacher award and Best Arts teacher award. It is decided to organise the event on 12<sup>th</sup> September 2023. The optional teacher can select one student teacher from each optional and send them to the competition. They have to submit lesson template before the jury at the time of the class. A self-introduction session and a talent hunt will be there.

*Film Show 2022-24 batch*

The union decide to organise an educational film to the Semester 1 students in the college auditorium at 1.30pm.

*Freshers Day 2022-24 batch*

The 67<sup>th</sup> college union, Agneya 2022-24 decided to give freshers to the juniors (68<sup>th</sup> batch) on 29<sup>th</sup> September. The programme chart will be scheduled soon.

## **5. Online Examinations-Final Semester Exams of 2021-23 Batch**

The final online examination of Semester 4 students will be held during the month of conducted in Mar Baselios Engineering College, Nalanchira in two slots each day. The dates of exams should be informed to Mar Baselios Engineering College. Dr. Jiji Kurian and Dr. Deepthi Elizabeth Mathew are the invigilators of the online exams. The university will give an orientation via online regarding the conduction of the exam.

## **6. Association activities**

M.Ed. department	Teachers Day 2023	A talk by Swami Gurunanth Janathapasi, a Dance performance by M.Ed. Students, to adorn the teachers with Ponnada.
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### **7. Internship programme**

The third semester student teachers must be sent to schools for their internship programme during the month of September. They should divide into groups and allotted to various schools. Leaders and Assistant leaders must be selected for each school. The request letter and list of students must be prepared sending them to collect timetable and classes from respective schools. an orientation session must be organised regarding the works based on teaching practice session.

### **8. Research wing activities**

Research wing and IQAC of Mar Theophilus Training College is decided to organise 88<sup>th</sup> insight in-depth talk series on 23<sup>rd</sup> September 2023 at 5.30pm. The talk will be handled by Dr. Divya C. Senan, Assistant Professor, Department of Education, University of Kerala on the topic Research and Publication Ethics.

### **9. Talent hunt programme**

The talent hunt programme of batch 2023-25 student teachers must be started during the month of September. The programmes will be arranged in the college auditorium from 1.30pm to 3.30pm. Each optional will get one hour for the programme.

### **10. Weekly Assembly**

The weekly assembly of this month were scheduled according to the order itself.

**DATE:** 25 SEPTEMBER 2023

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**VENUE:** IQAC ROOM

### **MEMBERS**

REV. FR. THOMAS KAIYALACKAL  
PROF. DR. REGHU V.  
PROF. DR. JOJU JOHN  
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MS. RENJITHA R.J.

### **AGENDA**

- 1. M.Ed. level Sparkz Competition-2023**
- 2. Intercollegiate seminar**
- 3. College union valedictory function and graduation ceremony**
- 4. Honesty Shop**
- 5. Academic excellence coaching**
- 6. Faculty Development Programme**
- 7. Research wing activities**
- 8. School induction programme**
- 9. 40 hours tech competency course on ICT**
- 10. Theopedagogues' Open MIC**
- 11. Association activities**

The meeting started with a silent prayer.

- 1. M.Ed. level Sparkz Competition-2023**

M.Ed. department of MTTC decided to organise M.Ed. level Sparkz Competition-2023: Best Prospective Teacher Educator Award, Celebrating Excellence in Education in association with IQAC. All the willing M.Ed. candidates can participate in the competition. The competition may be consisted of a class, self-introduction and talent show. The whole B.Ed students will participate in the competition as audience.

## **2. Intercollegiate seminar**

M.Ed. department of Mar Theophilus training college is planning to organise a seminar on Emerging trends in Indian education scenario based on NEP 2020. The student teachers of M.Ed. department will be handing four different subthemes like School Education, Higher Education, Teacher Education and Life Long Learning for the Faculty and Students of MTTC.

M.Ed. department of MTTC is also planning to organise a webinar on Career Possibilities and educational opportunities after B.Ed. in association with IQAC. The target audience was B.Ed. Graduates and teachers. The M.Ed. faculty will deal the sessions.

## **3. College union valedictory function and graduation ceremony**

College union valedictory function and graduation ceremony of 66<sup>th</sup> college union: 2021-23 batch and college day 2023 was planned to organise on 5<sup>th</sup> October 2023 in the college auditorium. Chief guests of the programme has to be planned and invited soon. Before the function all optional students must submit their manuscript magazine before the Principal. The M.Ed. 2022-24 batch students are planning to give farewell to 2021-23 batch students.

## **4. Honesty Shop**

The inauguration of new venture: a honesty shop was decided to organise in the campus. All the background works Rt. Rev. Msg. Dr. Varkey Attupurath inaugurated the honesty shop in the college campus.

## **5. Academic excellence coaching**

Placement cell of Mar Theophilus Training College proposed an idea to conduct a free online seminar on How to tackle LP-Up Exams in association with Diksha Institute of Competitive Exams. The resource person will be Dr. Shafi Thompson, Mentor, KPSC Trainer.

## **6. Faculty Development Programme**

It is decided to organise a a Faculty Development Programme on Preparation for Accreditation and Ranking under the head of IQAC of Mar Theophilus Training College. The Resource Person will be Rev. Fr. Dr. Gigi Thomas Former Principal Mar Ivanios College. All faculty should present for the same.

## **7. Research wing activities**

Research wing and IQAC of Mar Theophilus Training College is decided to organise 89<sup>th</sup> insight in-depth talk series on 28<sup>th</sup> October 2023 at 5.30pm. The talk will be handled by



Dr Sindhya V., Assistant Professor, Department of Education, University of Kerala on the topic 'Research Designs'

Dr. Maya S. said that the research wing of Mar Theophilus Training College will conduct concept paper presentation weekly in the research room. The list of presenters of the month will be published in the research group.

### **8. School induction programme**

The First Semester School Induction Program 2023 is scheduled from October 16th to 20th. Student teachers will receive orientation across various levels. Consent must be obtained from participating schools. Letters to these schools should be prepared and sent immediately. Students will be divided into teams, with leaders elected for each team to ensure smooth coordination and communication throughout the program. The preparation and organization of these elements are crucial for the program's success.

### **9. 40 hours tech competency course on ICT**

The seventh session of the 40 hours of tecompetency online course has to be organized by the IQAC of MTTC in collaboration with the Department of Lifelong Learning, Alagappa University. The invited talk will be delivered by Dr. Chandrasekharan Praveen, Principal (retd) IASE, Thrissur and Adult Faculty, NIT Calicut on the topic " Film as a Powerful Tool in Education on 29<sup>th</sup> October 2023.

### **10. Theopedagogues' Open MIC**

Mrs Meekha Suraj Koshy explained the conduction of third session of Theopedagogues' Open MIC from 10am to 12 pm in offline mode. It is decided to invite Prof. Dr. Giby Geevarughese, the former faculty of MTTC to shared her teaching experience with the new students.

### **11. Association activities**

Club and Association activities

The teachers in charge of various clubs and associations presented the upcoming programmes during the meeting. The details of the tentative programmes are given below.

Natural science optional	Gandhi Jayanti	Inter Training College Quiz Competition: Quizee Bee Buzz on the theme All About Mahatma Gandhi
Physical science	Gandhi Jayanti	Planning to prepare A video on Mahatma Gandhi
M.Ed. department	Gandhi Jayanti	Will organise exhibition, Documentary show in collaboration with St Marys ITI, Pattom

Physical science optional		A new initiative of starting a day with a session of positive affirmations
Mathematics optional		poster based on the days speciality
Mathematics optional	World Statistics day	A self-study course on Statistics. The students started preparing the content.
AICUF	For world peace	Peace prayer
Mukthi club		an intra collegiate online poster making competition on prevention of drug abuse.

**DATE:** 25 OCTOBER 2023

6

**VENUE:** IQAC ROOM

### **MEMBERS**

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PROF. DR. REGHU V.  
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MRS. SHAMIN THOMPSON  
MRS. JAYASREE  
MS. RENJITHA R.J.

### **AGENDA**

- 1. 40 hours tech competency course on ICT**
- 2. 50hr Pedagogy Course**
- 3. Participation in international seminar**
- 4. Webinar**
- 5. National Webinar**
- 6. Union Election**
- 7. Art and Aesthetic Visit**
- 8. Research wing activities**
- 9. Student support programme**
- 10. Orientation session**
- 11. Conscientization programme**
- 12. Self-study course**
- 13. One day tour**
- 14. Association activities**
- 15. Wednesday Assembly**

The meeting started with a silent prayer.

- 1. 40 hours tech competency course on ICT**

IQAC of Mar Theophilus Training college in association with Alagappa University will be conducted 8<sup>th</sup> talk of TECOMPETENCY Forty-hour tech competency course (online) on ICT in the month of November. The talk will be given by Dr. Vidyaa Hari Iyer, a distinguished Laser Dentist, Psychotherapist, and Counselor based in Chennai on the topic Living with Heart in a Technology-Driven Era

## **2. 50hr Pedagogy Course**

A comprehensive 50-hour pedagogy course will be held at the college for the students of Mar Gregorios Law College, Nalanchira. The course will be inaugurated by Fr. Thomas Kaiyalakkal, bursar of MTTC, Fr. Joseph Venmanath, bursar of MGLC, and Dr. John P. C., principal of MGLC. This course will cover essential topics for effective teaching, including teaching and learning principles, various instructional methods, contemporary teacher competencies, learner psychology, motivation principles, classroom management, microteaching, technology integration, lesson planning, and evaluation fundamentals. Mr. Nathanine J.P. will coordinate the program.

## **3. Participation in international seminar**

IQAC of MTTC is planning to offer Research scholars, M.Ed., and B.Ed. students an opportunity to attend an International Conclave at Sree Narayana GuruKripa Teacher Education College, Pothencodu. Faculty will chair the paper presentation sessions. Prof. Dr. Joju John will serve as a panelist, and Dr. Reghu V. will lead a thematic session, enriching academic discourse.

## **4. Webinar**

The M.Ed. department of Mar Theophilus Training College will conduct a webinar titled "Higher Education in Education: Career Opportunities and Possibilities Online." This event aims to explore emerging career prospects in the field of education within the online learning landscape, offering valuable insights to participants.

## **5. National Webinar**

IQAC, Mar Theophilus Training College will organise a national webinar on Inculcating Life Skills- Pivotal role of Teachers by Dr. M.N. Mohamedunni Alias Musthafa, Professor and Head Dept. of Education, Director of ESNCLSE, Central University of Kerala, President IALSE.

## **6. Union Election**

As per the recommendation of the University of Kerala, optional-wise elections should be conducted on November 13, 2023, for first and second-year students. Each department's optional teacher must manage the process, overseeing nomination submissions, a campaign period, and voting, ensuring confidentiality throughout. The election results must be announced transparently after the counting of votes, with Dr. Deepthi Elizabeth Mathew acting as the Presiding Officer. Nominated students must submit their nomination forms to the Principal in Charge. Following the university's recommendation, each candidate could compete for only one post, and those who had submitted nominations for multiple posts withdrew their second nomination on next

Monday. The election process must conduct fairly and transparently across all colleges. The union election process will commence in the general hall following the established election rules and regulations.

### **7. Art and Aesthetic Visit**

As part of the B.Ed. curriculum, first-year students will visit Guru Gopinath Natanagramam and the Dance Museum on November 9th for an Art and Aesthetic educational tour. Dr. Maya and Dr. Ancy will accompany them. This visit aims to enhance their understanding of cultural heritage and artistic expressions, offering an immersive experience in traditional dance and aesthetics.

### **8. Research wing activities**

Dr. Maya S. said that the research wing of Mar Theophilus Training College will conduct concept paper presentation weekly in the research room. The list of presenters of the month will be published in the research group.

### **9. Student support programme**

IQAC and placement cell of Mar Theophilus Training College proposed an idea to conduct a student support programme in collaboration with Entri App on How to Qualify in Exams for Teacher Selection in online mode.

### **10. Orientation session**

The new batch students must undergo varies orientation session in the beginning of the course. r. John P.C., Principal of Mar Gregorios Law College, Nalanchira. on Metamorphosis: killing the inhibition within

### **11. Conscientization programme**

Teacher trainees from Mar Theophilus Training College are planning to organize a conscientization program at St. John's H.S.S. The program focused on the topic "How Can I Study More Effectively and Social Media and Gaming Addiction among Adolescents.

### **12. Self-study course**

Mathematics association of 2023-25 batch planning to launch a STAT HUB: self -study course on Statistics with seven topics. All the seven student teachers of the optional handled different topics: Arithematic Mean, Median, Mode. The prepared material will be posted in the mathematics YouTube channel: Theomathematicians and students WhatsApp group

### **13. One day tour**

The students and faculty of the M.Ed. department is planning to organise a one-day excursion to Sambranikudi. Dr. Reghu, Mr. Rakesh Sharma, and Dr. Neena Thomas will accompany the group on this educational tour.

### **14. Association activities**

Club and Association activities

The teachers in charge of various clubs and associations presented the upcoming programmes during the meeting. The details of the tentative programmes are given below.

Malayalam optional	Kerala Piravi variety of activities from Nov. 1 to Nov. 7.	Keraliyam 2023: thinaipetta Makkal Wednesday Special assembly Ezhuthachan Quiz : Intercollegiate Quiz for Ever rolling Trophy
Student trainees of MTTC		Keraliyam quiz for the high school students at St. John's H.S.S, Nalanchira
Student trainees of MTTC		Seminar on School Education in Kerala hosted by the General Education Department under the name Keralaiyam.
Mathematics optional	Kerala Piravi variety of activities from Nov. 1 to Nov. 7.	Keraliyam Quiz: One question per day
Social Science optional	Cricket World Cup 2023 from Nov. 1 <sup>st</sup> to Nov. 19 <sup>th</sup> .	A daily quiz programme
Natural Science optional	National Cancer Awareness Day	Distributed of Food Packets in the Regional Cancer Centre, Tvpm.
Physical Science optional	Children's Day	Visit to jayamatha Boys Home
natural science students Invictus	National Birdwatching Day	bird-watching session in the paddy fields of Kattachakonam near Kesavadasapuram
Mathematics association	Fibonacci Day	an intercollegiate photography contest on the theme "Fibonacci in Nature."
English optional		Vocabulary Vista
Natural Sciences	Fitness India campaign	an Aerobics and Fitness session
mathematics optional Uniphi		Musical Therapy session
English association		inauguration in the college auditorium

### 15. Wednesday Assembly

The Wednesday assembly must be organised by optionals in the order without fail

## Assembly

**DATE:** 24 NOVEMBER 2023

**VENUE:** IQAC ROOM

### MEMBERS

REV. FR. THOMAS KAIYALACKAL  
PROF. DR. REGHU V.  
PROF. DR. JOJU JOHN  
DR. ESTHER GLADIZ  
MR. NAZARUDEEN K.  
MR. R GOPAKUMAR  
PROF. DR. BINDU B.  
PROF. DR. MAYA S.  
DR. DEEPTHI ELIZABETH MATHEW  
DR. ANCY A.S.  
MRS. SHINEY JACOB  
DR. NEENA THOMAS  
MRS. MEEKHA SURAJ KOSHY  
MR. NATHANINE J.P.  
MR. RAKESH SHARMA  
MR. CHRISTEPHER  
MRS. SHAMIN THOMPSON  
MRS. JAYASREE  
MS. RENJITHA R.J.  
MR. ARJUN G.M.

### AGENDA

1. **Optional field visit**
2. **40 hours tech competency course on ICT**
3. **Conscientization programme**
4. **International Colloquium**
5. **Theosa executive meeting**
6. **Union Inauguration**
7. **Association activities**
8. **Wednesday Assembly**

The meeting started with a silent prayer.

#### 1. **Optional field visit**

As part of their B.Ed curriculum, each student teacher and mentor had to pay an optional visits to places related to their specific subject areas. to enhance their

understanding and provide real-world context to their academic studies. The respective teachers suggested the venues.

English and Malayalam optionals – Meenmutty, Ponmudi UP school

Mathematics – Planetarium, Tvpm

Natural Science – Pooavar , Snake Park

Physical Science- Rubber Research Institute Kottayam, CMS college, Kumarakom

Social Science – Poovar Island

## **2. 40 hours tech competency course on ICT**

The ninth session of the 40 hours of competency online course has to be organized by the IQAC of MTTC in collaboration with the Department of Lifelong Learning, Alagappa University. The invited talk will be delivered by Mr. Rakesh Sharma R, faculty of MTTC, on the topic " Practical Aspects of Learning Analytics" on December 3, 2023.

## **3. Conscientization programme**

Teacher trainees from Mar Theophilus Training College will conduct a conscientization program at St. John's H.S.S. The program focused on the topic "Significance of Becoming an Entrepreneur," aiming to educate and inspire students about the importance and benefits of entrepreneurship and at Government Girls Higher Secondary School, Peroorkkada. The program centered on the theme "Empower Her Beauty and Grace," aiming to inspire and educate young girls about the importance of self-empowerment, confidence, and recognizing their own beauty and grace.

## **4. International Colloquium**

The IQAC of Mar Theophilus Training College plans to organize an international colloquium on "Energy Conservation: Novel Perspectives." Guido Henri De Couvreur, a practical scientist and member of the Association for World Education, will be the featured resource person.

## **5. Theosa executive meeting**

As old students meet is going to happen on January an executive meeting should be conducted. It is decided to invite the executive members for the meeting in the month of December itself.

## **6. Union Inauguration**

The 68<sup>th</sup> Union inauguration is planned to be held on 19<sup>th</sup> December in the college auditorium. Chairman Arjun opined that the union is planning to invite someone who is in close to youth and education. For the inauguration of club and association they will invite someone who is in the cine field. Dr. Deepthi told that after inauguration the club and association secretaries will be provided with the report book. They will get the opportunity to present their objectives and upcoming programmes.



distributed report books to the representatives, marking the formal commencement of the club activities.

## 7. Association activities

Club and Association activities

The teachers in charge of various clubs and associations presented the upcoming programmes during the meeting. The details of the tentative programmes are given below.

AICUF, Union 2023-25		a pro-life exhibition
AICUF	Christmas	food for the needy from the college
AICUF	Christmas	an intercollegiate digital card making competition
AI-CUF,	Christmas	Posting daily Christmas messages in the WhatsApp group sharing joy and love as a Christmas gift for everyone.
Women cell		an online talk on Awareness on Posco and Posh Act the resource person was Rev. Fr. Cebin Mathew S.J, Advocate Patna High Court.
physical science optional		an eye check up camp
English optional		Vocabulary Vista
mathematics optional	Christmas	an intracollegiate digital card making competition
English optional		a musical programme named Frequency Fridays
Physical Science department		VISIT TO the inmates of Santa Maria Convent
Mathematics optional		Drama Presentation on gender sensitization

## 8. Wednesday Assembly

The Wednesday assembly must be organised by optionals in the order without fail  
**Assembly**

**DATE:** 22 DECEMBER 2023

**VENUE:** IQAC ROOM

**MEMBERS**

REV. FR. THOMAS KAIYALACKAL  
PROF. DR. REGHU V.  
PROF. DR. JOJU JOHN  
DR. ESTHER GLADIZ  
MR. NAZARUDEEN K.  
MR. R GOPAKUMAR  
PROF. DR. BINDU B.  
PROF. DR. MAYA S.  
DR. DEEPTHI ELIZABETH MATHEW  
DR. ANCY A.S.  
MRS. SHINEY JACOB  
DR. NEENA THOMAS  
MRS. MEEKHA SURAJ KOSHY  
MR. NATHANINE J.P.  
MR. RAKESH SHARMA  
MR. CHRISTEPHER  
MRS. SHAMIN THOMPSON  
MRS. JAYASREE  
MS. RENJITHA R.J.  
MR. ARJUN G.M.

**AGENDA**

- 1. International Conference on Life Skill Education**
- 2. THEOSA FEST 2024: Old students meet 2024**
- 3. Club and Association activities**
- 4. Social Visit**
- 5. College union activities**

The meeting started with a silent prayer.

**1. International Conference on Life Skill Education**

Dr. Maya explained the conduct of International International Conference on Life Skill Education and the relative activites in detail. The respective teacher in charge also



explained their works. The duties and responsibilities were distributed to all in the college family.

Pre-Conference Workshop-I on the topic Qualitative Research Methodology in Life Skills.

Pre-Conference Workshop-II on the topic Emotional Intelligence and Life Skills.

Pre-Conference Workshop-III on the topic Life Skills Training through Storytelling (Panchatantra Stories).

Pre-Conference Workshop-IV on the topic Life Skills Development through Community Service Learning to Teachers.

Inauguration Ceremony of 9th International Conference on Life Skill Education

Symposium 1: The Prospect and Retrospect of Life Skills Education in SAARC School Systems

Panel Discussion I PRIORITIZING LIFE SKILLS EDUCATION IN SCHOOLS IN THE CONTEXT OF NEP 2020

Panel Discussion 2 "Challenges and Opportunities of Life Skills Education in the Digital Era and AI"

Round Table - Life Skills and Gender

Teen Talk Life Skills for Personal and Academic Excellence

Panel Discussion Theme: "Life Skills for Mental Health and Well-Being"

Thematic Paper Presentation

Symposium II Systematic Transformation through Life Skills Education for Achieving Sustainable Development Goals-Global and Local Perspectives and Cross-Cultural Experiences

Invited Lecture Drivers of Adolescent Sexual Reproduction Health Risk: Imperative of Life Skills Education as Mitigations

NGO Conclave Life Skills Education for Social Empowerment and Inclusion

Panel Discussion III Fostering Self Reliance and Employability through Life skills

Panel Discussion IV Report on Environment and Life Skills Education- Sustainable Practices

Panel Discussion IV Report on Environment and Life Skills Education- Sustainable Practices

Think Tank Empowering the Disabled, the Life Skills Way

Thematic Paper Presentation

Symposium -III (Integrating and Mapping Life Skills in School and Higher Education Curriculum) And Brainstorming (implementation Strategy for UGC Module on Life Skills Education)

Panel Discussion V - Life Skills for Human Rights, Citizenship, and Social Harmony

Focus on Public Discussion Life Skills in Teacher Education system

Symposium 4: Yoga as a supplementary tool to life skills for personal effectiveness skills for personal effectiveness.

Satellite Life Skills Training Workshop

Valedictory Function of the 9th International Conference on Life Skills Education

## **2. THEOSA FEST 2024: Old students meet 2024**

THEOSA fest old students meet 2024 is planning to jointly celebrated by staff students and old students. New executive members has to elect. First executive meeting was held on the day itself. THEOSA Voice 2024 the alumni magazine has to be released during the official meeting. THEOSA awards must be distributed during the programme for that the data must be collected from the Theosa members.

## **3. Club and Association activities**

The teachers in charge of various clubs and associations presented the upcoming programmes during the meeting. The details of the tentative programmes are given below.

M.Ed. department		M.Ed. Twinning programme between MTTC and Bethania Rehabilitation Center for
English optional		Vocabulary Vista
College union and family	Republic day	Republic day celebrations

## **4. Social Visit**

As part of Semester 1 B.Ed. Curriculum student teachers have to visit Snehaveedu. Dr. Maya S. and Dr. Ancy A.S. will accompany the student teachers.

## **5. College union activities**

The 66<sup>th</sup> college union planned to coordinate the Literary Fest 2024 for both batch student teachers participated in the events conducted. Inauguration of ARTS FEST 2024 will be conducted in the college auditorium. The chief guest for the programme will be organised by the first year students.

**DATE:** 25 JANUARY 2024

**VENUE:** IQAC ROOM

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### **MEMBERS**

REV. FR. THOMAS KAIYALACKAL  
PROF. DR. REGHU V.  
PROF. DR. JOJU JOHN  
DR. ESTHER GLADIZ  
MR. NAZARUDEEN K.  
MR. R GOPAKUMAR  
PROF. DR. BINDU B.  
PROF. DR. MAYA S.  
DR. DEEPTHI ELIZABETH MATHEW  
DR. ANCY A.S.  
MRS. SHINEY JACOB  
DR. NEENA THOMAS  
MRS. MEEKHA SURAJ KOSHY  
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MR. RAKESH SHARMA  
MR. CHRISTEPHER  
MRS. SHAMIN THOMPSON  
MRS. JAYASREE  
MS. RENJITHA R.J.  
MR. ARJUN G.M.

### **AGENDA**

- 1. Demonstration Classes**
- 2. NSS and Community Living Camp 2024**
- 3. Academic Excellence coaching**
- 4. One day tour**
- 5. Inauguration of New Construction (Classrooms)**
- 6. First Semester University Examination**
- 7. National conference**
- 8. Long tour 2024 to Capital city Delhi**

The meeting started with a silent prayer.

#### **1. Demonstration Classes**

Demonstration Class for the 2023-25 batch is planned to start in the month of February.  
. The experts and experienced teachers should be invited each optional teachers to the

respective optional classes. The students from St. Johns HSS Model school have to be arranged in the college for the demonstration classes.

## **2. NSS and Community Living Camp 2024**

Due to time constraints and a heavy academic workload, the decision has been made to combine the NSS and Community Living Camp to preserve the essence of both events. The combined camp will require meticulous planning and coordination to ensure its success. Student representatives will be actively involved in the group division process to promote inclusivity and engagement. Mrs. Shiney Jacob, the teacher in charge of the Community Living Camp, and Prof. Dr. Bindu B., the NSS coordinator, will lead the organization efforts. Key tasks include arranging dates, securing resource persons, and planning venues for visits. The active participation and cooperation of all teachers are crucial to ensure the camp runs smoothly and effectively. This combined effort aims to provide a comprehensive and enriching experience for all participants, balancing the objectives of both the NSS and Community Living Camp without compromising on quality or engagement. By working together, we can create a memorable and impactful program that benefits all involved.

## **3. Academic Excellence coaching**

Placement cell of Mar Theophilus Training College in association with Diksha Institute of Competitive Exams proposed an idea to conduct a free online seminar on 10 tips to crack PSC Exams. The resource person will be Dr. Shafi Thompson, Mentor, KPSC Trainer.

## **4. One day tour**

As part of B.Ed. curriculum 2023-25 batch student teacher have to attend a for the one day tour. The teacher in charge is Dr. Maya. The destination will be finalised after discussing with the students.

## **5. Inauguration of New Construction (Classrooms)**

The inauguration of the new construction under Rashtriya Uchchar Shiksha Abhiyan (RUSA) 2.0 will take place in February, with the exact date to be announced by the Kerala government. All arrangements must be settled on campus as per government instructions. Dr. Ancy A.S. is the college's RUSA 2.0 coordinator.

## **6. First Semester University Examination**

The first semester B.Ed. degree examination (March 2024, 2019 scheme) was set to begin in January as per the university academic calendar. However, it has been postponed, and the new commencement date will be announced soon. We must prepare for the exams and related tasks accordingly.

## **7. National conference**

Malankara Management is organizing a national conference on "Education, Environment, and Economy 2030: Focusing on the Marginalized" in hybrid mode, in collaboration with Mar Theophilus Training College, Mar Ivanios College, St. John's College, Mar Baselios College of Engineering and Technology, Mar Gregorios College of Law, MCA, Major Archdiocese of Trivandrum, Malankara Social Service Society, Kerala State Higher Education Council, and the Government of Kerala. A pre-conference will be held on March 13, 2024, at Mar Gregorios College of Law. The main conference will be inaugurated by His Beatitude Moran Mor Baselios Cardinal Cleemis, Manager of Malankara Colleges. Student teachers of Mar Theophilus Training College are encouraged to participate wholeheartedly to ensure the success of the program. The valedictory function will be organized by our college on March 15, 2024. We must strive to make this event a grand success.

## **8. Long tour 2024 to Capital city Delhi**

MTTC student teachers, guided by Prof. Dr. Bindu, Dr. Jiji, and Mr. Nathanine, are planning a 7-day tour of Delhi and its surrounding attractions. This immersive experience will provide insights into the rich cultural heritage of the capital and offer hands-on learning opportunities for the participants. A PTA meeting will be held prior to the tour to obtain parental consent and discuss the details.

**DATE:** 23 MARCH 2024

**VENUE:** IQAC ROOM

### **MEMBERS**

REV. FR. THOMAS KAIYALACKAL  
PROF. DR. REGHU V.  
PROF. DR. JOJU JOHN  
PROF. DR. BINDU B.  
PROF. DR. MAYA S.  
DR. DEEPTHI ELIZABETH MATHEW  
DR. ANCY A.S.  
MRS. SHINEY JACOB  
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MR. RAKESH SHARMA  
MRS. SHAMIN THOMPSON  
MRS. JAYASREE  
MS. RENJITHA R.J.  
MR. ARJUN G.M.

### **AGENDA**

- 1. M.Ed. Tour**
- 2. Science camp**
- 3. Online sessions for MTTC Students and Parents**
- 4. National Webinars**
- 5. Seven-day short-term online course**
- 6. Club and Association activities.**

**The meeting started with a silent prayer.**

#### **1. M.Ed. Tour**

M.Ed. department student teachers and faculty members are planning to visit Gandhigram Rural Institute. Dr. Reghu V. explained the objectives of the trip. They may be visiting the nearby tourist places. On 7<sup>th</sup> April they are planning to return to Thiruvananthapuram.

#### **2. Science camp**



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Dr. Neena Thomas introduced the idea of conducting a summer science camp for school children focusing on developing Scientific tempoer. Teacher suggested to invite Breakthrough Science Society Tvpm chapter for the camp. Teachers also opined to make use of the Telescope that we have in the college.

### **3. Online sessions for MTTC Students and parents**

The members of the meeting opined that we must organize some orientation classes for our students and their parents in online mode during the month of April and May. This will be helpful to maintain a connection with the students and their studies. Prof. Dr. Joju John took the responsibility of conducting the programmes for the students and their parents on the vacation works and creative parenting class respectively. The classes can be organised in two different sessions and days.

### **4. National Webinar**

It is decided to conduct National Webinars on relevant topics by inviting resource persons from various universities. Teachers suggested topics such as life skills, Artificial Intelligence. Prominent resource persons in the field should be invited for taking the class. The participants must be given e certificates to the participants.

### **5. Seven-day short-term online course**

It is decided to organise a seven-day short-term online course on Artificial Intelligence, which can be jointly organized by Alagappa University's Department of Lifelong Learning in Karaikudi and Mar Theophilus Training College in Thiruvananthapuram. The convenient dates for the course should be in the month of May last week evening hours on Google Meet. Dr. Vimal Jerald, an international AI trainer and MCA faculty member from St. Joseph Autonomous, will lead the hands-on training. Participants will be provided with the opportunity to join a WhatsApp group for additional details by scanning a QR code. A hard copy of the certificate will be sent to the participants.

### **6. Club and Association activity**

Teachers were asked to conduct various programmes related to the objectives of the association and clubs during the month of April and May.





**Prof. Dr. Joju John**  
**Principal**  
**Mar Theophilus Training College**  
**Nalanchira, Trivandrum-15**