

**Report of the NAAC Peer Team
On
Institutional Assessment and Re-Accreditation
Of
Stella Matutina College of Education
(Autonomous)
Chennai (Tamil Nadu)
on
13th & 14th March 2007**

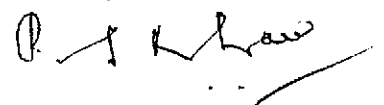
SECTION-I

Preface:

Stella Matutina College of Education (autonomous), Chennai (hereafter, SMCE) was established in July 1961 by the congregation of the Franciscan Sisters of Presentation of 'Our Lady'. The college is affiliated to Madras University and is functioning with the autonomous status since 2005. It is a grant-in-aid, minority institution, offering B.Ed and M.Ed Degree Courses exclusively for women, M.Phil and Ph.D courses on co-education basis.

The College has the recognition of NCTE Southern Regional Committee for admitting 165 students for B.Ed and 25 students for M.Ed Programme vide NCTE-SRC orders No. section 14(3) (a) of the NCTE Act (1993) dated 3-9-1996, F.TN/B.Ed/10/SRO/NCT/2000-01/1187 dated 17/7/2000, F/TN/M.ED/ NCTE/SRO/NCTE 2003-04/4706 dated 6-7-2004 and F.TN/SEC/SRO/ NCTE/2004-05/3039 dated 10-5-2004. The college is identified as a Study Centre for TNOU B.Ed Programme.

SMCE has been accredited by NAAC at 'Five Star' status during the year 2000. The vision and mission statements, along with institutional objectives are clearly stated. The Motto of the Institution is "**Attain Truth by the Path of Love**".



The College has enrolled 165 students for the B.Ed Programme and 25 students for M.Ed Programme along with four students for M.Phil and five students for Ph.D programme during the session 2006-07. The source of funding includes grant-in-aid and students fees. The Unit Cost of all the Programmes for the academic year 2006-07 is Rs. 25,494/-. The college follows semester system.

SMCE has a faculty of 6 Readers and 3 Lecturers in addition to Principal. Ten members of the teaching staff have post graduation degree with M.Ed and Ph.D. There is also a full time qualified Physical Education Directress. All these members draw salary as per UGC scale. The college has also appointed six qualified lecturers drawing State Government salary and two part-time lectures. There are 12 non-teaching staff. In lieu of librarian, a Jr. Assistant is in-charge of the library.

The college has good support services with a total built-up area of 62,910.72 Sq.mts like Library, Methods Labs, Psychology Lab, Science Labs (Biology And Physical Science), Educational Technology Lab, Computer Lab, language lab and Workshop for preparing teaching aids, Common room for girls and play ground as per NCTE norms.

SMCE submitted its Self-Study Report to NAAC in 2006 for its institutional assessment and re-accreditation. After receiving the Re-accreditation SAR from it, NAAC constituted a Peer Team comprising Prof. R.S. Khan, former Vice-Chairman NCTE and currently Professor in IASE, Jamia as Chairman, Prof. M.S. Lalitha, Department of Education, Mysore University as Member and Prof. A.N. Vijaya Murthy, Principal, M.E.S. Teachers College and Syndicate Member, Bangalore University as Member Co-ordinator.

The Peer team visited SMCE campus on 13th and 14th March 2007. They scrutinized the self-study report submitted by the college. The team verified the information from the documents for further clarifications. The Peer team also visited


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various units and support services of the college and one of the practice teaching school – Sri. K. Karunanidhi Nirmala Senior Secondary School, Ashok Nagar. On the basis of information made available, inputs obtained through physical inspection of facilities and inputs generated through interaction with various stakeholder groups, namely, Governing council members, Principal, teaching and non-teaching staff, students, parents and alumni, the Peer team analyzed the functioning and performance of SMCE in terms of its strengths and areas of concern against the six criteria stipulated by the National Assessment and Accreditation Council (NAAC). The outcome of this exercise is presented in Section-II, while overall analysis and suggestions for further improvement are given in Section-III.

SECTION – II

CRITERION - WISE ANALYSIS

Criterion-I

Curriculum Design and Planning

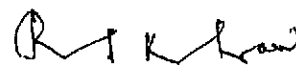
SMCE has a total intake of 190 (165 students in B.Ed and 25 M.Ed) students for the academic year 2006-07 as approved by NCTE. Being a Government aided minority institution, 50% seats are admitted as per the norms of Government of Tamil Nadu. The remaining 50% of the seats are filled by the Management on the basis of interview giving preference to Catholic Christian Community. During the session 2006-07, in B.Ed ,duration of I Semester was from 2-8-2006 to 4-12-2006 (96 days) and II Semester from 8-1-2007 to 30-4-2007 (84 days), thereby the college has worked for a total number of 210 days of which 30 days were allotted to practice teaching. Microteaching practice is undertaken by the students as part of the curriculum. As many as 15 schools are identified for practice teaching of the B.Ed students. Designing of Curriculum and Revision of the syllabus is based on the

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feedback received from the students, alumni, parents, practice teaching schools, examiners and employers.

SMCE follows credit based semester system of evaluation. Being an autonomous institution affiliated to Madras University the college has designed its own syllabus. B. Ed. programme is offered in two semesters, each consisting of 90 instructional days. During 1st semester, core subjects namely; challenges in Education, Psychology of learning process, Educational innovations and Environmental education are offered and during the 2nd semester, the core subjects offered are current issues in education, Psychology of the learner and Educational technology. All the students have to choose one of the electives namely; curriculum development, health fitness and sports, Women's education, Human development, Human rights and education and Library and information management. All the under graduates are allowed to offer two optional which include one major and one ancillary from the following subjects: English, Tamil, Mathematics, Physical science, Biological science, History, Geography, computer education, Economics and Commerce. Post graduates in subjects other than English and Tamil will have both the optional in the subject in which they have acquired their post-graduate degree. Each student has to practice three teaching skills in each optional area in micro teaching context under the supervision of the teacher educator. Internship and practice teaching will be organized in one block in a recognized high school for under graduates and higher secondary school for postgraduates for a duration of 30 working days. The college is also offering Certificate Courses in Human Rights and Value Education, Computer Education Beauty and Health care, Lab Technology, Aerobics, and Spoken English. These courses would enhance the thinking and operation skills thereby extending career opportunities beyond school.

For providing Bridge / Remedial teaching to the educationally disadvantaged students, the college has initiated 'Peer-Tutoring' which would improve the knowledge of the weak students thereby enhance their self-confidence. The syllabi



are unitized according to a teaching schedule through the semester. Certificate course in spoken English outside the class time table are arranged for the benefit of those who want to improve their communication skills in English. The college has devised a mechanism for assessing the students' content knowledge in the respective school subjects before the commencement of the programme.

SMCE has developed strong networking with the schools and the community by initiating programmes like organization of seminars, panel discussions, small group-work and peer tutoring.

The college tries to adopt multidisciplinary / inter-disciplinary strategies, reflective teaching, peer teaching, experiential learning, generative learning and collaborative learning. Efforts are also made to cover inclusive education aspects in practice teaching and also in college teaching. Basic computer course is compulsory to all. The trainees are given the option for choosing any two courses from among (a) Spoken English (b) Aerobics (c) Lab Technology (d) Arts and Crafts (e) Health and Beauty Care.

The students are given ample opportunities to develop and exhibit the talents through different curricular and co-curricular activities throughout the year. The college has given a greater impetus for the socially useful productive service through work experience and the products produced are made use of for cleaning, washing and interior decorations. A community living camp is organized by the college where the student teachers live together and interact with the community.

Criterion-II

Curriculum Transaction and Evaluation

SMCE has been initiating concrete steps to transact the curriculum both at B.Ed and M.Ed levels effectively. The college develops academic calendar on the basis of the action plan developed by the faculty for curricular and co-curricular

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activities keeping in view the curriculum requirements of NCTE and the autonomous status of the college. The college has devised its own mechanism for admitting the students for different streams of the courses every year. The college develops a prospectus for every session, which is issued along with admission application forms for the prospective candidates. The interactive teaching learning process is being carried through discussions, seminars, workshops, debates along with lectures and tutorials. The college encourages teamwork and individual initiative towards sustaining quality measures in the curriculum transaction.

SMCE has adopted student centered approaches including practical activities for the transaction of theory and methodology courses. Faculty uses media packages and transparencies for curricular transactions. Both faculty and students make use of Internet facility for preparing lectures, assignments and seminars. The college has identified 15 schools for practice teaching. Practice teaching is effectively organized covering all the inputs relating to pre-practice teaching, practice teaching and post practice teaching with pedagogic content analysis, and lesson planning in different teaching methods. The college has identified experienced teachers as mentors for providing the necessary inputs during the practice teaching along with the teacher educators of the college.

The feedback mechanism used during the practice teaching is very strong as the college is following a structured mechanism through rating scales and personal feedback both by mentors and teacher educators. Core teaching skills (3 teaching skills) in simulated situation is intensively practiced by the student teachers of the college in each methodology subject.

SMCE follows semester pattern for both B.Ed and M.Ed courses. The academic growth of the students is evaluated through continuous assessment with 40% weightage and 60% weightage for the internal and term end semester examinations respectively. The pattern of internal and external evaluation is carried

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through tests, seminars, assignments, practical work, participation in co-curricular activities and term end examination. There is a well-built mechanism for reminding the students for periodical evaluation practices. Performance of the student teachers is monitored and feedback given for improvement regularly.

The faculty of SMCE has availed opportunities for participating in seminars, workshops at Regional, State and National levels and also acted as resource persons in number of such programmes. For evaluating the performance of the faculty in teaching, research and extension, faculty self-appraisal form, peer appraisal form and the students' appraisal forms have been developed. Institutional appraisal by students is also undertaken. The Principal analyses the feedback received and communicates the same to the faculty for information and necessary action, if required. The faculty is active in providing necessary academic support to agencies like Tamil Nadu Open University, NCTE, NAAC and SCERT.

Special efforts are being made through planned strategies for promoting general and transferable skills among the students such as learning to learn, communication skills, ICT and learning to live together. For the alround development of the students' personality, SMCE plans a number of activities for physical, emotional, intellectual, spiritual, ethical, social and aesthetic development. There is a well-structured mechanism for the redressal of grievances of students regarding evaluation. The college is running a Study Center for the Tamil Nadu Open University offering B.Ed Programme using its learning materials and other technological components.

Criterion-III

Research, Development and Extension

By and large, all the faculty members of SMCE are well qualified with double post-graduate degrees and Ph.D in education. The faculty are involved in conducting

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research / action research and also write articles on various current themes. The college encourages the faculty to undertake collaborative research with neighbouring institutions and other industries of the locality. Some of the faculty members are recognized as M.Phil/Ph.D guides of different universities of Tamil Nadu. Eleven Ph.D degrees and six M.Phil degrees have been awarded during the last six years (2001-07). The college is encouraging B.Ed students to undertake action research. The faculty of the college is making valuable academic contributions as members of various academic bodies / societies. The College has organized two State level and two National level Seminars between 2002-2006.

The college has designated one of its faculty as in-charge of extension activities. Participation in community and extension activities is compulsory for all the students. The college has organized in collaboration with NGO'S, a number of developmental activities like medical camps, health for all, vision 2020, visits to hospitals, competitions on poster making, wealth and hygiene awareness and personality development programmes. There is a separate Women's Cell in the college which caters to the needs of the women of the local community through adult literacy, tailoring and cooking classes and the production of indigenous products such as soap making, phenyl making which helps them to supplement the family income.

In the area of school-community networking, SMCE has undertaken activities like counseling for school children, counseling for orphans for adoption, teaching life skills, guild-up services, literacy programmes and sports activities. The college has also developed good teaching learning materials; self-instructional print and non-print materials, question banks and modules.

SMCE has a strong linkage and networking with the University of Madras and other organizations in the neighbourhood for imparting training either to the faculty or to the students.

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Criterion-IV

Infrastructure and Learning Resources

Stella Matutina College of Education is located in a sprawling campus with excellent ambience in the heart of the city of Chennai. Over the past ten years infrastructure facilities have been added to keep pace with the academic growth.

The infrastructure of the college is put in to optimal use. The existing infrastructure is used for certificate courses and other multi-farious activities besides the regular B.Ed and M.Ed classes. The library is also used by students and faculty from other Universities.

During the vacation and the week-ends, the infrastructure is shared among Tamil Nadu Open University Study Centre, Sri Lankan Refugees – Rehabilitation programme, Annual Summer Camp for Children, TIME- Triumphant Institution of Management Education, Law Coaching Classes, Cricket Coaching Centre, etc.

The institution has hostel facility, which is well-furnished with three floors spacious rooms. The hostel can accommodate more than 160 students (B.Ed and M.Ed). The college also has a canteen, a rest room, a lunchroom and a common room.

The institution has a higher secondary school located in the campus, and the subject teachers demonstrate lessons to the teacher trainees.

Computer awareness programme is compulsory for all student teachers. There are 25 PC's with 15' monitor, CD drive, floppy drive, pen drive, 40GB hard disc and 256 RAM. Of these, 12 PCs have LAN facility. All the computers have

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uninterrupted power supply (UPS). The college office, the controller of examinations office, the staff room and the library has adequate computers.

The Psychology lab is equipped with more than 100 psychological test materials and apparatus, which are being used both for research work and training the teachers in the administering psychological tests. There are also play-therapy equipments and tests meant for psychological counseling. Physical science lab, Biology lab and Multi-purpose halls have been established with required apparatus and equipment.

The management offers support and encouragement to the teaching faculty to further research in their respective fields of specialization. The faculty members are permitted to attend orientation and refresher courses conducted by the Academic Staff College. The faculty are deputed by the institution to participate in state, national and international levels, seminars and workshops. All the permanent staff members except for one have completed Ph.D. The office assistants have completed their under-graduation and the library staff has completed MLIS successfully.

The library has been computerized with EZ-library software. The library is open-access to a limited extent with five computers, internet access and reprographic facility. The staff and students avail the Internet during the free hours of the day during working hours from 9 am to 5.30 pm. There are about 28,054 books, 27 Journals and periodicals and 68 Educational CD's. The library is kept open throughout the academic year during working hours. New arrivals of books, journals and periodicals are displayed. There is a Book Bank with more than 1000 books. The books are issued to deserving students up to the end of every term.

There is a separate Library Committee constituting the Principal, two library staff, two faculty members and a student representative. The committee takes care of


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the functioning, maintenance and purchase of books for the library. The faculty and research scholars from other colleges also avail the library resources.

Criterion-V

Student Support and Progression

SMCE has a 100% pass in two sessions (2003-2005) with university ranks.

Dropout rate is nil.

In the academic year 2003-04 20% students went for higher studies and 80% took teaching as a career, while 15% students of 2004-05 went for higher studies and 85% went for teaching. 10% students and 90% students of 2005-06 went for higher studies and teaching respectively as per information for college. As for the NET Examinations are concerned, 3 students cleared SLET and 4 students cleared NET during 2004-05, while in 2005-06, 5 students cleared SLET and 3 students cleared NET.

The institution has a website www.smce_chennai.com which contains information like Governing body members, Board of Studies, Academic Council, Infrastructure, IQAC, Courses, Faculty and Staff, Research Journal, Alumni, Photo gallery, etc.

The college publishes an updated prospectus every year. The prospectus gives the details of the courses offered by the college, eligibility criterion, etc. The college calendar is printed every year and a copy is distributed to all the staff and students. The academic calendar contains a brief history of the college, the vision, and mission statements, the goals and objectives of the college, list of members of all administrative and academic bodies of the college, important rules and regulations, dress code, regularity and code of conduct to be followed by every student are given

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in detail. The college publishes the college magazine every academic year, which highlights the landmark events of the year.

Special remedial classes are conducted for SC/ST students. Courses on spoken English and Computer literacy are also conducted for these students. Women's cell is a well-established unit in the college. The cell helps in spreading literacy for adult women and prepares them in vocational skills like tailoring, craft, doll-making, etc. A medical camp is also organized for these women and children every year. The women's cell has a programme titled "Education for the underprivileged children and women in Chennai Slum Outreach Programme". The Youth Red Cross Unit of SMCE renders various services for the upliftment of the society.

The institution ensures motivation, satisfaction, development and performance improvement of students through the programmes like daily morning assembly, celebration of religious festivals, orientation programme, talents day, inter-collegiate competitions, intra-college competition, annual reflection days, tutorials and extra-curricular activities.

The students are encouraged every year to participate in outdoor and indoor games. The college also conducts sports day, State level inter-collegiate volleyball tournament and physical science working model making competition (State level) every year. The students of SMCE have been winners for three – consecutive years.

The Students' Council has a president, Secretary and four House Captains along with sports secretary, women's cell secretary, social service secretary and cultural secretary.

SMCE has an active Alumni association registered in 1999 having over 200 Life Members contributing to the growth of the institution. The local members meet thrice a year and organize at least one seminar in a year. They have instituted prizes



for students. Interaction with the alumni revealed that the college has developed in them competencies in effective teaching, leadership and self-confidence. Many of them have been working as principals, teachers and educational administrators in different countries. Some of them have also been working for Software companies in developing in educational Software. There is a separate room allotted for alumni association, which has a computer, printer and necessary furniture.

The college provides placement services. There are many welfare schemes like endowment scholarships, Government Scholarships, Students Loan, Book Bank, Youth Red Cross, and Community Service.

The college collects feedback on the academic performance every month from the students. The feedback is consolidated using the computer and given to the concerned teachers by the Principal.

Criterion-VI

Organization & Management

Being an autonomous institution, SMCE has formed various administrative and academic bodies, like Academic Council, Board of Studies, Academic plan Committee, Academic Auditing Committee, Library Committee, Cultural Committee, and Examination Committee. Internal Quality Assurance Cell, established in 2002 has well-defined objectives for making the functioning of the college effective.

The institution ensures the quality of academic programmes through self-appraisal, peer appraisal, visit to the peer's classrooms, etc. The quality of administration and financial management processes is ensured by introducing orientation to the office staff, periodical seminars, upgrading the qualification of the non-teaching staff etc.

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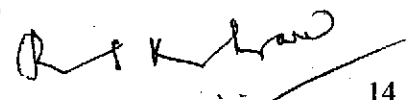
The Head of the institution ensures quality in all administrative aspects including computerization the administrative and academic transactions. The Academic Council and Board of Studies are fine-tuned to work effectively monitoring and evaluating curricular and co curricular aspects.

The college has effective decentralized administrative governance. The academic decisions are taken by the Principal in consultation with the faculty while the infrastructure and financial heads are taken care of by the Secretary.

Self-appraisal by the Faculty was initiated in 2004. The faculty are given a questionnaire covering various aspects of teaching, research, extension activities and self-development. The students also appraise the teacher performance at the end of every term. The students provide feedback on the performance of the non-teaching staff through the 'Exit Poll'.

The college recruits the staff based on NCTE norms by giving advertisements in leading newspapers, Panel of experts interview the candidates. The college charges the fees as per the directions of the State Government. During the academic year 2004-05, the college has mobilized resources through donations and sources other than salary grants, by conducting certificate courses to B.Ed students, Summer Courses for school children, courses for women like tailoring classes, etc. The other resources are generated by renting infrastructure for conducting other examinations and sharing library resources with research scholars from other institutions.

As a post-accreditation measure the college has undertaken revision of curriculum both at B.Ed and M.Ed level to cater to the needs of the learner in tune with the developments of technology and classroom teaching.



The college has devised a perspective plan for the next twenty years keeping in mind the changing trends in the field of education specifically teacher education, which is an appreciative measure.

SECTION III

Overall Analysis and Suggestions for Further Improvement

SMCE is a grant-in-aid autonomous Christian minority institution located in the heart of the City of Chennai. It has been included in the Section 2(f) and 12(B) of UGC. The College has been accredited by NAAC with Five stars during the year 2000. The Institution is one of the distinguished teacher education institutions of Chennai, with the motto "Attain truth by the Path of Love". It is trying to encourage the student's teacher to achieve purity of thought, word and deed through hard work and self-discipline. A qualified competent, experienced, dedicated and well-knit faculty with institutional affiliation are asset for quality oriented teacher education programme. The principal is confident and achievement oriented who believes in teamwork and is determined to improve the overall quality of the institution.

The Management is pro- active and supportive in the endeavour of quality teacher preparation. The College is making efforts with all sincerity and dedication in conducting the academic programmes successfully. The results of the college are excellent quantitatively and qualitatively based on internal and external evaluation. The College is making incessant efforts towards achieving excellence, which is demonstrated by their efforts in the implementation of the recommendations of peer team for first accreditation. After becoming autonomous, the syllabi for different courses have innovatively been revised with 40% weightage given to internal assessment with emphasis on practical aspects. The language laboratory has been

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established with minimum equipment. Library has been partially computerized. IQAC has been established which has initiated some quality-improvement programme.

SMCE has been performing well. The Peer Team hopes in future too that it will try for and attain its mission of grooming confident, creative and committed teachers. The Peer Team feels that SMCE can play a leading role in future, attain greater heights and emerge as one of the premier institutions of Tamil Nadu. It is in this perspective that the Peer team suggests the following measures for future development.

- For starting any teacher education course, the college should seek recognition from NCTE.
- Both admission test and interview may be conducted for admitting students under management quota.
- IQAC may be made more functional.
- The establishment of an extension services unit in the college is likely to improve quality support service in the area of extension education.
- Research programmes may be strengthened by organizing regular research colloquium and research methodology seminars.
- The college may explore the possibilities for undertaking research projects of different funding agencies, like UGC, ICSSR, NCTE, NCERT.
- Faculty members may be encouraged to publish research papers.
- Action research both at school level and at teacher education level may be undertaken by the students and staff within the college or in practising schools.
- Access to the library books may be made more flexible, easy and systematized to retrieve books subject-wise.
- More reference books may be added to strengthen M.Ed., M.Phil. and Ph.D. programmes.

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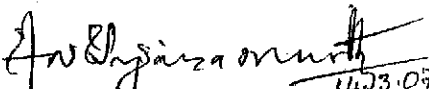
- Latest computer systems may be added to the computer lab so that more practical exposure be given two students in the use of computers.
- Both library and computer lab facilities may be made available for students in extended version as most of them stay in the college hostel.
- Technology integration in teaching student teachers may help staff members to enrich learning experiences as well as management learning of the student teachers.
- Educational Technology lab needs strengthening as per NCTE norms.
- Language lab facilities may be upgraded with interactive facilities.
- Better utilization of psychology lab materials may be made by exposing trainees with as many tests as possible instead of limiting to a few.
- Teaching – learning mode in the teacher education programmes of the college may be made more learner-centred, technology integrated, interactive, promoting thinking skills and understanding instead of rote learning. Competencies in the use of similar methodology may develop among teacher trainees also.
- The frequency of meetings of Governing Council may be increased.
- Alumni association may be made more dynamic and pro- active in strengthening quality of its almmater.
- The college may devise new programmes for developing soft skills and life skills in collaboration with alumni association.
- Systematic documentation of various programmes, activities and initiatives may be attempted
- Though, the financial budget and income - expenditure accounts are prepared by the college, there is scope for improving the mechanism for financial budgeting highlighting the grant-in-aid and non-grant income separately which would help the institution to streamline / mobilize resources for its own growth on development. It appears that the entire work ambience in the college is cordial and facilitative. There is scope for management to improve staff welfare-

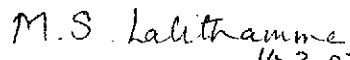
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oriented measures like personal loan, housing loan, medical and emergency facilities.

- The institution is potential enough to undertake twinning programme, student exchange programmes in collaboration with state and national agencies of education for sustaining quality teacher education.
- There is scope for networking and linking libraries and information services with other teacher education institution of Chennai. The initiative on the part of the college for creating separate funds exclusively for developing quality library services would help the college to improve library infrastructure in planned manner.


The Peer Team wishes to record their deep appreciation for the wholehearted co-operation and support received from the College Management, Principal, faculty members, office staff, students, the practicing school, alumni, parents and others who facilitated the process of assessment and re-accreditation of NAAC.


Prof. A.N. Vijayamurthy
(Member Co-ordinator)
14.3.07


Prof. M.S. Lalitha
(Member)
14.3.07


Prof. R.S. Khan
(Chairperson)
14/03-07

I agree with the report


Dr. Sr. Marsiana
Principal,
Stella Matutina College of Education
Chennai 600 083

Principal
Stella Matutina College
of Education
Ashok Nagar
Chennai-600 083.