SAMMILANI TEACHERS' TRAINING COLLEGE

CRITERION –V

5. Student Support and Progression

5.1.**Student Progression**

5.1.1. **How does the institution assess the students' preparedness for the programme and ensure that the receive appropriate academic and professional advise through the commencement of their professional education programme (students pre-requisite knowledge and skill to advance) to completion?**

The institution assesses the students' preparedness for the programme and prior to admission or selections of the students for the B.ED Course following procedures are adopted:

a) The applications of the intending candidates are scrutinized for selection, as per the available method subjects offered by the college.
b) Such selection is made in conformity with the existing norms of NCTE.
c) It is assumed that the candidate who has applied for the course intends to be a teacher of a secondary school. In order to select the prospective teachers the college held counseling sessions to measure their preparedness and motivation level for the course.
d) After receiving applications for admission the college selects candidates according to their merits. So, there is an uniformity of behavior (knowledge), which is considered as entry level behavior for the candidates.

To ensure their academic and career advancement the college follows the following activities:

a) The college tries to transmit the curriculum effectively with the prescribed curriculum of Calcutta University
b) Besides the theoretical classes the college arranges different activities to enhance teacher effectiveness, like, discussion sessions, debate, seminars, mock –classes, micro-teaching, feedback sessions, demonstration classes before going out for practice –teaching. We also arrange lecture on important topics to help them in developing their leadership qualities. They are also given guidance to use different technologies in practice teaching sessions.

5.1.2. How does the institution ensure that the campus environment promotes motivation, satisfaction, and development and performance improvement of the students?

The institution ensures to what extent the campus environment which promotes motivation, satisfaction, and development and performance improvement of the students in the following ways

a) An academic calendar for the whole session is prepared keeping in view the available working and teaching days.

b) The roll strength of student is divided into two sections, comprising of fifty students in each section. This is done to enable the students to participate in class freely, hold interactive sessions and fulfill their personal needs.

c) Students are engaged to participate in the democratic classroom situation and an open climate is provided to the students, because the curriculum is inter-disciplinary and a student of a particular discipline may furnish his own ideas in the context. From such interactions, other students, even the teachers are benefited.

d) Mutual discussion and new ideas provided by different students help to develop students' knowledge. This spirit of team-teaching and exchange of views help each of the learners to upgrade their performance level in the examination.

e) Teachers also guide the students by providing them with names of reference books and different websites where they can get their requisite information and thus improve their performance.

The above mentioned conducive environment has been helping the students to do well in the University examination as well in the school environment

5.1.3. Give gender-wise drop-out rate after admission in the last five years and list possible reasons for the drop out. Describe (if any) the mechanism adopted by the institution for controlling the drop out?

Gender-wise drop-out rate with reason in the last five years:-

YEAR	NUMBER OF STUDENTS ADMITTED	NUMBER OF STUDENTS APPEARING IN FINAL EXAMINATION	GENDER-WISE DROP-OUT RATE
2008-09	104	102	Male -01 Female-01
2009-10	109	101	Male -04 Female-04
2010-11	109	101	Male -04 Female -04
2011-12	106	105	Female -01
2012-13	104	104	No dropout

5.1.4. What additional services are provided to students for enabling them to compete for the jobs and progress to higher education? How many students appeared/qualified in SLET, NET, Central/State services through competitive examination in the last two years?

The following are additional services provided to students to help them to compete for the jobs and make progress in higher education –

a. The college organizes preparatory coaching programme for the students appearing for School Service Commission free of cost. As the college is included under section 2 (f) and 12 (B) of UGC, so from the ensuing session proposal is to be send to

UGC for financial assistance to run the programme. The programme is run by the college following a routine :

i)   Common papers consisting of general knowledge , child –psychology and Pedagogy related to English and Bengali language;
ii)   Subjects included in Science and Arts stream.

The programme is held every Saturday and holidays suitable to carry out the programme :

EXAMINATION	YEAR	NUMBER OF STUDENTS IN THE PROGRAMME	NUMBER OF STUDENTS QUALIFIED IN WRITTEN EXAMINATION	NUMBER OF STUDENTS APPOINTED
SLET	2010-2011 2011-2012			
NET	2010-2011 2011-2012			
SSC	2010-2011 2011-2012	65 55	16 19	4 6

After the completion of B.ED Course, learners are encouraged to continue further studies through distance mode or to enroll in M.ED Course or research programme.

5.1.5 What percentage of students on an average go for further studies/choose teaching as a career? Give details for the last three years?

Percentage of students going for further studies and choosing teaching as a career.

Year	Percentage of students going for further studies	Percentage of students choosing teaching as a career
2011-12	11 %	80%
2010-11	12%	85%
2009-10	12 %	80%

Details of the same is furnished below –
           Ph.D = 1%   M.Phill = 3%
           M.Ed = 10%   M.A = 10%

5.1.6 Does the institution provide training and access to library and other education related electronic information, audio/video resources, computer hardware and software related and other resources available to the student teachers after graduating from the institution? If yes give details on the same.

The student teachers after completion of B.Ed Course from the institution gets the following facilities :

i)   Reading room is kept open for them to go through both reference books and journals.
ii) Internet surfing
iii) Advice from teachers for Ph.D, M.Phil, M.ED, M.A (EDN) and other courses.

Details are provided below :

Ph.D = 5% of the students uses the reading room. More than 8% of the student –teachers use the internet after the training programme.

5.1.7 Does the institution provide placement services? If yes, give details on the services provided for the last two years and the number of students who have benefited.

Placement services are provided by the college and the college has also arranged a placement cell. At the end of the session the placement cell invites heads of different private institutions for counseling in order to place our students in their institutions.

YEAR	NUMBER OF SCHOOLS CALLED FOR COUNSELLING	NUMBER OF SCHOOLS APPEARED	NUMBER OF STUDENTS BENEFITED
2011-12	1	1	1
2010- 11	1	1	1

5.1.8. What are the difficulties (if any) faced by placement cell? How does the institution overcome these difficulties?
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Difficulties faced by the placement cell –
   a) In West Bengal teachers are appointed through School Service Commission. Only the private schools have the freedom to appoint teachers on their own. In spite of the colleges' invitation to different private schools for counseling, very few schools turn up in reality. They may have their own preferred candidates for the same.
   b) The posts offered to the students are usually on temporary basis and permanent posts are not offered to the students.
   c) Proposed salary is not given to the student –teachers and the salary structure is not up to the mark.

The institution asks the alumni to take up such teaching jobs seriously and satisfy the school authorities by their devotion and sincerity and making the teaching –learning process more effective. We also request the school authority to give the feedback about the performances of such newly appointed teachers,, so that they can rectify their drawbacks.

5.1.9. Does the institution have arrangement with practice teaching schools for placement of the student teachers?

The institution has made certain arrangements with practice teaching schools for placement of the student teachers. The college asks the practice teaching schools to supervise and grade their student –teachers going for teaching in their schools. The college authority also makes arrangement so that if the practice teaching school is satisfied by any particular students' teaching in their school, they can absorb that student as their faculty. Prior to 2012, the placement cell of the college recommended the names of the student –teachers for appointment as para teachers in the practice teaching schools.

5.1.10. What are the resources (financial, human and ICT) provided by the institution to the placement cell?

Resource provided by the institution to the placement cell –

a. The institution provides the database of the alumni, mentioning their subjects, qualification, percentage of marks which will guide the placement cell in selection of the suitable Candidates.
b. The college also provides a subject expert on request of the placement cell during the time of counseling.
c. The college provides proper infrastructure where the invited schools may come and hold their counseling.

5.2 STUDENT SUPPORT

5.2.1How are the curricular (teaching-learning process), co-curricular and Extracurricular programmes planned, (developing academic calendar communication across the institution, feedback) evaluated and revised to achieve the objectives and effective implementation of the curriculum?

Curricular, Co-curricular, Extra-curricular programme of the institution are planned from the very beginning of the session through the academic calendar. The academic calendar is divided into two parts.

i)   Total number of working days – 200 which includes
   -   Completion of curriculum (both theory and practicum)
   -   Test examination for each semester
   -   Remedial teaching programme

ii)   Number of Practice Teaching days – 30-40
iii)   Holding of University Examination including Theory & Practicum (for semester –I & II

   Co-curricular and in-house activities include –

Holding of debate, quiz, seminar, paper-presentation sessions, wall magazine, college magazine, departmental magazine (Bengali & History), and educational excursion, educational tour etc.

Sports also become a part of the teaching –learning process with indoor games like carrom, chess and outdoor games like cricket, volleyball and football. An annual sport is also organized each year.

Achievements of students are evaluated in the form of summative evaluation through Unit-test and test examinations. For formative evaluation class tests and unit tests are conducted. From the analysis of the result remedial teaching is organized for low achieves and students belonging to SC/ ST.

5.2.2 How is the curricular planning done differently for physically challenged students?

Under the category of Physically Handicap only orthopaedically handicapped students are admitted in this institution. But the number of Physically Challenged students who need special curriculum planning is few. As the institution is supported by Paschimbanga Rajya Pratibandhi Sammilani, so the concept of inclusive education has been given due weight age when required. For the blind student of the academic session 2013-2014, adequate measures have been taken.

5.2.3Does the institution has mentoring arrangements? If yes, how is it organized?
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The institution posses very strict mentoring arrangements, which is organized in the following ways –

a. The existing teachers get the orientation programme from the experts in the field of education.
b. As the college has been included under 2(f) and 12 (B) of UGC, so from the ensuing session they will be entitled to participate in Refresher Course and Orientation course conducted by UGC.
c. The subject teacher take the role of a mentor for the concerned students of the subject – in preparing teaching aid, achievement test, practice teaching, supervising their teaching and helping them to transform into responsible teachers.
d. As the college follows compulsory ICT Awareness Programme for the students and they have to present one seminar in a group of 5-6 students, so in that case the concerned teacher helps the group by giving necessary guidance and information as a mentor.
e. For the Non-teaching staff short term orientation course is organized by the college where the experts act as a mentor and develop their efficiency.

5.2.4 What are the various provisions in the institution, which support and enhance the effectiveness of the faculty in teaching and mentoring of students?

The institution has certain provisions which support and enhance the effectiveness of the faculty in teaching and mentoring of students –

a. The college organizes orientation for its faculty from time to time. Few experts involved in the orientation programme are
- Prof. Pranab Kumar Chakraborty, Ex-Prof., HOD, Dean, Dept. of Education, University of Calcutta.
- Prof. Jyoti Dutta, Ex-asst. Prof., David Hare Training College.
- Dr. Nimai Chand Maity, Head of Dept. of Education, C.U
- Dr. Kamal Krishna De, Ex-member of Public Service Commission (W.B), Ex-Principal, David Hare Training College

b. The teachers are motivated to hold group discussions among themselves to enhance their effectiveness
c. Frequent lectures are also organized on individual subject area of the teachers.
d. Teachers are motivated to conduct Minor Research Project (MRP) under U G C Programme.

5.2.5.Does the institution has its website? If yes, what is the information posted on the site and often is it updated?

The institution does have its own well framed website www.sammilanittc.net . Information regarding the institution, its course and fee structure, admission procedure, list of selected candidates, academic calendar, result of test and pre-test examination, various other events which take place in the college are also posted on its website. Details and qualification of the teachers are put on the website and the faculty members also publish their writings on the website. The website is updated monthly to keep pace with every event of the organization.

5.2.6Does the institution have a remedial programme for academically low achievers? If yes, give details.

The institution organizes remedial programme twice every year to help the low-achieves, once in the month of April-May and once in November-December. Special time table is set for the same.

5.2.7. What specific teaching strategies are adopted for teaching a) Advanced learners and b) Slow Learners

Special teaching strategies are adopted by the college to teach the advanced and slow learners or under achiever

  a. For Advanced Learners – The teachers prepare certain enrichment materials which are provided to these students. Moreover they are provided with the subject materials supplied by IGNOU. (library reference)The college also provides free net surfing facilities to these students.
  b. For Slow and underachiever learners – After finding out who are the slow learners the college organizes remedial teaching programme for these students. They are provided with remedial study materials. Facilities like team –teaching are provided to them where the advanced learners teaches the slow learners. Special book bank facilities are provided for them, they may go through previous years' model practical note books.

5.2.8. What are the various guidance and counselling services available to the students? Give details

Following guidance & counseling services are available to the students by the college –

  a. The teacher guides the students to select the special paper according to their combination subjects at graduation and post graduation level.
  b. The college holds a counseling session to help the students to choose the method papers
  c. On the basis of the students' performance in test and pre-test examination the institution conducts counseling session to figure out the students suitable for remedial teaching as well as enrichment sessions.
  d. The college has its own Psychological Resource Centre where the teachers organize various Psychological tests. Various intelligence, aptitude tests are held in the resource centre, where the student-trainee needs to participate and get their psychological tests results.

5.2.9 What is the grievance redressal mechanism adopted by the institution for students? What are the major grievances redressed in last two years?

The institution follows certain grievance redressal mechanism which it adopts for its students. The student has to put their grievance in plane paper the 'Grievance Box'. There is a grievance redressal cell which organizes meeting every month to redress the grievances given by the students. The cell sorts out the grievances and sends those to the principal for the appropriate authorities concerned.

Major grievance redressed in last two years

  a. Important reference books to be purchased for library.
  b. Library is kept opened beyond college hours for the students.
  c. Purified water is be supplied for drinking of the students.
  d. Water cooler is demanded by the students, the matter is under consideration.
  e. Scope for under continuing education like M.ED and M.Phil (Education) the matter is in the pipeline.

5.2.10 How is the progress of the candidates at different stages of programmes monitored and advised?

The college follows its own way to monitor and advise students' progress at different stages.

For monitoring the academic progress of the students' class-test, pre-test and test examinations are held as per academic calendar. The students obtain their results of these examinations through online system of the college website or through 'Achievement cum Diagnostic Card' given to them. This helps the institution to spot out the weak students, who are then advised to undergo remedial teaching or participate in various enrichment programme. To motivate the students, best user of library and the academically high achieves are encouraged and rewarded by prizes in annual functions of the college.

The college placement cell also monitors the academically excellent students, who are then recommended for appointment in private schools or higher study like M.ED or to enroll themselves in School Service Commission Guidance programme organized by the college.

5.2.11 how does the institution ensure the students' competency to begin practice teaching (Pre-practice preparation details) and what is the follow-up support in the field (practice teaching) provided to the students during practice teaching in schools?

To ensure the students' competency in teaching, before the beginning of practice teaching, the institution organizes various micro-teaching sessions. A cycle of teaching feedback and re-teaching is followed with frequent discussion sessions and demonstration classes by mentors. The subject teacher also guides the students to use their teaching aids properly. To enhance their competency the students are helped to equip themselves to use technology while teaching in the college ICT awareness programme.
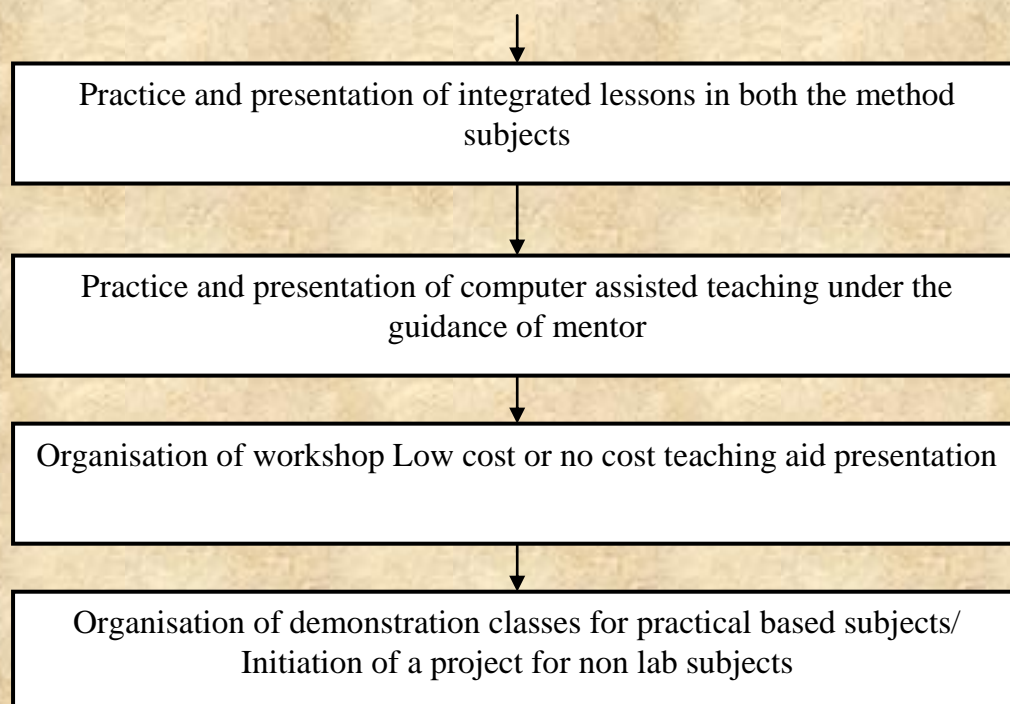
Students' Competency of teaching is developed through the following phases

Students are acquainted with the respective school content of method subjects

Pedagogical Analysis of subject contents of different classes are to be made

Organization of simulated lesson practice for development of different teaching skills followed by feedback sessions

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┌─────────────────────────────────────────────────────────┐
│  Practice and presentation of integrated lessons in both  │
│                  the method subjects                       │
└─────────────────────────────────────────────────────────┘
                            │
                            ▼
┌─────────────────────────────────────────────────────────┐
│  Practice and presentation of computer assisted teaching  │
│               under the guidance of mentor                 │
└─────────────────────────────────────────────────────────┘
                            │
                            ▼
┌─────────────────────────────────────────────────────────┐
│  Organisation of workshop Low cost or no cost teaching     │
│                   aid presentation                         │
└─────────────────────────────────────────────────────────┘
                            │
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┌─────────────────────────────────────────────────────────┐
│  Organisation of demonstration classes for practical      │
│  based subjects/ Initiation of a project for non lab       │
│                       subjects                             │
└─────────────────────────────────────────────────────────┘
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The institution and the mentors ensure that the students will get a proper follow-up support during practice teaching in schools. Their practice teaching classes are supervised by their mentors from the college, subject teacher of the schools who supervises their class and writes their feedback in the report book. Later on proper feedback and discussion sessions are held to help them further improvement upon their teaching.

5.3 STUDENT ACTIVITIES
5.3.1 Does the institution have an Alumni Association?
There is an alumni association which is acting effectively

1. Dr. M.M. Chel – Chairman 2. Prof. Uttam Kumar Mukherjee – Teacher-in-Charge 3. Prof Lutful Hoque – Secretary 4. Prof. Debjani Bhattacharya – Jt. Secretary 5. Prof. Trishna Das- Treasurer

    i) Last election was held at December,2012

    iv)   Alumni activities held last year – a) Seminar b) Publication c) Inspire the PH students who meet in our annual sports by awarding them d) Interactive sessions held by the alumni with the present batch.

    v)   Top Ten alumni – 1. Nilanjana Sen (2011-12) – 853

        2. Rinku Shaw (2011-12) – 819

        3. Saheli Roy (2011-12) – 819

        4. Barnali Mukhopadhyay (2010-11) – 764

        5. Binita Sengupta (2010-2011) -755

        6. Shreya Bose (2009-10) – 754

        7. Sanjukta Chattaraj (2009-10) -739

        8. Chandra Banerjee (2008-09) – 780

        9. Payel Dutta Roy (2008-09) -752

        10. Paromita Sur (2007-08) -761

        11. Anwesa Mitra (2012-13)

        12. Ipsita Dey (2012-2013)

        13. Prof. Santanu Bej (2005-2006)

14. Sri Manas Badhra (2007-2008)
15. Dr. Jayanti Das (2007-2008)

vi) Collaboration of alumni is growth and development of the institution –
1. The alumni association presented books to the college from their fund for Book Bank and SSC guidance centre on Teacher effectiveness
2. Seminar was held by the alumni
3. The alumni fund distributed award to the P.H students and thus encouraged them.

5.3.2. How does the institution encourage students to participate in extra curricular activities including sports and games? Give details on the achievement of students during the last two years.

The institution holds Annual sports / and indoor tournament every year and awards prizes to toppers candidates.

Somenath Roy – winner of Water Polo both at National and State level

5.3.3. **How does the institution involve and encourage students to publish materials like catalogue, wall magazine, college magazine and other materials. List the major publication /materials brought out by the students during the previous academic session.**

The college authority and the teachers encourage the students to publish articles in wall magazine, and college magazine. Teachers inspire students personally for making best uses of Library and ICT Resource centre and the college awards the best user of the library.

List of major publications – 3 magazines published in last years
1. **UTTARAN – Hist. Dept.**
2. **HASNUHANA – Bengali Dept.**
3. **PATHER PANCHALI – College Magazine**
4. **SAMANNOY – 2 issue of wall magazines**

5.3.4. Does the institution have a student council or any similar body? Give details on constitution, major activities and funding.

The institution has a students' council duly formed by students' representative of each academic session. The students' council performs its major activities through the following sub committees headed by the concern teacher-in-charge

5.3.5. Give details of the various bodies and their activities (academic and administrative) which have student representation on it.

<u>**Governing Body**</u>
1. Sri Sisir Ghosh Roy - President
2. Dr. Madan Mohan Chel - Principal & Secretary
3. Dr. S.N. Giri - Member (D.P.I Nominee)
4. Sri Samya Ganguly - Memebr (D.P.I Nominee)
5. Dr. Rita Sinha - Member (C.U. Nominee)
6. Dr. Aditi Ghose - Member (C.U Nominee)
7. Dr. Sarmila Nag - Teachers' representative
8. Smt. Anindita Guha - Teachers' representative
9. Smt. Rumki Das - Ex-officio member (Local councilor)
10. Sri Ajoy Chakraborty - Non teaching representative

11. General Secretary   -   Students' representative
    Students' union
12. Sri Prabir Saha   -   Member (invitee)
13. Sri Manindra Chakraborty -   Member (invitee)

Games and Sport subcommittee(2013-14) –
Teacher-in-Charge :- Dr. Susanta Kumar Giri
Singdha Dutta –Roll –S-30
Abhisek Adhikary –Roll –A-05
Partha Sarathi Chakraborty –Roll –A-33
Nirmal Pradhan – Roll – A-28
Poulomi Roy – Roll – A-34

Literacy Sub Committee – (2013-14)
Teacher-in-Charge :- Prof. Uttam Kr. Mukherjee
Mrinalini Mukherjee – Roll=-S-15
Suramita Kanjilal – Roll –A-50
Ujjal Kumar Modak –Roll – A-55
Debjani Bagchi –Roll – A-07
Mousumi Karma Kar – Roll – A-25

Educational tour and Excursion (2013-14)
Teacher-in-Charge – Anindita Guha
Palash Naskar – Roll – A-30
Arijit Ghosh – Roll – S-02
Goutam Anchalia – Roll – S-11
Saswati Sengupta –Roll A-43
Sudip Halder –Roll A-49

Cultural Sub-committee (2013-2014)
Teacher-in-Charge – Prof. Pompa Chattaraj
Arpita Mondal – Roll –A-59
Biswarup Chakraborty –Roll S-05
Sanghamitra Som – Roll – A-41
Romina Mitra –Roll – S-23
Sohini Das –Roll –A-45

Community outreach programme subcommittee (2013-2014)
Teacher-in-Charge – Prof. MD. Lutful Hoque
Sulagna Ghosh – Roll A-49
Rikta Sarkar –Roll A-46
Pallavi Mondal – Roll A-31
Arnab Parui –Roll S-03
Debasish Bera –Roll S-08

5.3.6. Does the institution have a mechanism to seek and use data and feedback from its graduates and from employers to improve the preparation of the programme and the growth and development of the institution?

The students while learning fill up a feedback form, where they rate teachers and write what is needed more to improve the institution. The Principal also collect feedback from

students and teachers and prepares a planning programme for improvement, which is reflected in the next years time-table, curriculum construction, decision regarding opening of new subjects, selection of school for practice teaching etc.

Apart from the feedback form college also collects and preserves student profile for future correspondence

5.4. Best Practices in Student Support and Progression

1. Give details of institutional best practices in Student Support and Progression?

- This college encourages students in computer literacy. This is a compulsory part of the course apart from C.U. curriculum. Every students presents several seminars on contemporary topic. They appear for a examination on computer and receive certificate.
- College holds a Photocopier machine, which helps the students to get glearning materials college provides
- First aid & health services for the students
- The college encourage students for creative writing in college magazine & in also wall magazine of the college
- This college has sponsored two student to participate in Youth Parliament in the year 2013 January, which took place in Pune.
- Few students presented papers in UGC Sponsored National Level Seminar.
- Various add on courses like –ICT, Skill development preparation for SSC Examination are also arranged for our trainees.
- This college has organized a programme cum workshop for preparing student profile.
- Language Laboratory –We hold a well equipped language laboratory. We emphasize on language fluency, it is also helpful for the student to development their pronunciation. It is also helpful for personality development of our student.
- This college provides achievement –cum-Diagnostic cards to every students.