



SAMPURNA MONTFORT COLLEGE

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The Annual Quality Assurance Report (AQAR)

For the year 2004 – 2005

IQAC Members

1. Chairperson- Dr. (Bro) Mathew Panathanath
2. Senior Administrative Officers- Bro. George Padikara and Ms. Saritha Mathew
3. Teachers- Dr. Paul Therly, Ms. Surya Rekha and Ms. Sangeetha Reddy
4. Members of management- Dr. (Bro). Jacob Ezhanikatt
5. Nominee from local society- Prof. Ranbir. S. Bhatti
6. IQAC Coordinator- Dr. Tony Sam George

PART A:

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year.

The first IQAC was formed on 12th November 2004 and the efforts of the same are detailed in this report.

The various plans for 2004-2005 and the corresponding outcomes are detailed below:

1. To prepare for the starting of the M.Sc. Psychology programme by looking into the need for books, references and lab material – a general framework for the course and its cost was arrived at.
2. To identify and initiate additional learning activities for students to be able to consolidate theory and skills learnt through the prescribed coursework – the curricular design was modified to include weekly clinical case conferences through which case presentation skills could be developed.
3. To enhance the supervision skills of faculty members through a faculty development programme – a four-day faculty training programme was conducted on supervision training.
4. To enhance student learning by including more guest lectures, seminars and workshops by professionals with expertise in various fields – eight such lectures, seminars and workshops were held during the academic year.
5. To initiate the formation of a student council to ensure regular co-curricular activities and form the platform through which students' issues could be addressed – the council was formed and various co-curricular and extra-curricular activities were carried out.
6. To purchase additional relevant books for the library covering both text and reference material – additional books worth Rs. 42,955/- were added to the library.
7. To arrange for an LCD to enhance large group learning activities – an LCD, a handycam, and a digital camera were made available for college use.
8. To develop links with National bodies to enhance the professional network – the college entered into negotiations with CII and EDII to explore joint educational opportunities.
9. To organize community outreach programmes- Programmes were organized in collaboration with Family Counselling Centre.
10. To establish Sampurna Montfort College as a research centre- Bangalore University has recognized Sampurna Montfort College as a research centre for leading to Ph.D. in Psychological Counselling in June 2005.
11. To explore the possibilities of gaining accreditation from British Association of Counselling Psychologists (BACP) - This plan did not materialize because of the high cost involved in the process.

PART B:

1. Activities reflecting the goals and objectives of the institution:
Sampurna Montfort College keeps the institutional objectives of (1) Personality building (2) Openness to growth (3) Intellectual competence and (4) Commitment to justice and cultural integrity at the core of all activities planned and implemented. Details of the same can be found under various heads of this report.
2. New academic programmes initiated (UG and PG):
 - Bangalore University has recognized Montfort College as a research centre for leading to Ph.D. in Psychological Counselling.
 - Bangalore University has granted permission to Montfort College to start a M.Sc. Course in Psychology.
 - Montfort College was made a nodal centre for open learning programme in entrepreneurship (OLPE) of Entrepreneurship Development Institute of India (EDII).
3. Innovations in curricular design and transaction:
Clinical case conferences were initiated to help students learn case presentation skills and to facilitate multiple perspectives to understand a client. Weekly seminars, journal reviews, book reviews and workshops were conducted by students and moderated by faculty. M. Sc. Students were asked to present their research proposals in order to gain clarity about the research process and to invite suggestions for improvement.
4. Inter-disciplinary programmes started:
All courses offered at the college come under the single larger discipline of Psychology.
5. Examination reforms implemented:
All examination procedures are stated and implemented by the Bangalore University. However some reforms have been introduced at the internal assessment level where the institution has the freedom to do so.
6. Candidates qualified: NET/SLET/GATE etc.
No candidates appeared in the above mentioned examinations.
7. Initiative towards faculty development programme:
A four day faculty training programme for 'Supervision' was conducted by Mr. Clyde Murthy and Ms. Jancy from Singapore, between 15th and 19th June 2005
8. Total number of seminars/workshops conducted:

1	Workshop on "Assertiveness" conducted by Mrs. Shukla Dhingra from Nottingham University U.K, 24 th , 26 th and 31 st July 2004.
2	Seminar on "Addictive Behavioural Counselling conducted by Dr. Darv Smith from USA, 06/10/2004.
3	A Lecture/Talk by Dr. Violeta V Bautista from Philippines on "Family Therapy and Substance Abuse", 13/10/2004.
4	A Talk on "The Legal issues in Mental Health Profession and the need to bring about awareness in the society about the neglect and disadvantages experienced by the mentally ill" by Mrs. Laila Ollappalli, Advocate, 20/10/2004.
5	Two day Orientation training programme for the management representatives of Family Counselling Centres in Karnataka , 29 th and 30 th March 2005 and a ten day

	counselling training for the counsellors of Family Counselling Centres, 21 st to 30 th March 2005 were organized by Sampurna Montfort College and Central Social Welfare Board.
6	A two day interactive workshop on “Therapies with children an overview” by Dr. Sudha Bhogle for counsellors and allied professionals, sponsored by Bangalore University for outreach activities for the year 2004- 05, 04/03/2005.
7	Workshop on “Survivors of Abuse” conducted by Ms. Sue Santi Ireson and Mr. Hash Patel from U.K, 01/04/2005 and 02/04/2005.
8	Workshop on “Disaster Management” conducted by Mr. John Parker and Mr. Maureen Clayton from U.K, 11/04/2005 and 12/04/2005.

9. Research projects:

Research projects enlisted here are initiated and completed during the current academic year in partial fulfillment of the requirements of the M.Sc. Psychology course. They are all guided by the college faculty.

a) Newly Implemented:

b) Completed:

Eight dissertations were completed by M.Sc. Psychological Counselling students guided by the college faculty.

10. Patents generated, if any: Not applicable

11. New collaborative research programmes:

No new collaborative research programmes were conducted during this year.

12. Research grants received from various agencies:

No research grants were received for this academic year

13. Details of research scholars: Not applicable

14. Citation index of faculty members and impact factor:

Published work of faculty members have not been cited during this academic year to the best knowledge of the college

15. Honors/Awards to the faculty:

No honours or awards were conferred upon the faculty members during this academic year

16. Internal resources generated:

A food fest was organized in the college to generate funds for the students’ council.

17. Details of departments getting SAP, COSIST (ASSIST) /DST. FIST, etc.

Assistance/recognition: No assistance is being received by any department in the institution

18. Community services:

Sampurna Montfort college, in collaboration with the Family Counselling Centre, has reached out to the community in providing counselling for various problems related to bringing up children, handling behavioral problems of Adolescents, dealing with pre-marital issues, dealing with dowry related issues, disturbances in marital life, difficulties in family life, violence in marriage and family, stress management and personality problems.

19. Teachers and officers newly recruited:

Sl.No	Name	Designation	Date of Appointment
1	Dr. N.C Joseph	Lecturer (part-time)	19.07.2004
2	Ms. S.Sushma	Office Assistant	09.11.2004
3	Dr. Divya Paul	Lecturer (part-time)	24.01.2005
4	Mr. Sunny K.J	Lecturer (part-time)	27.01.2005
5	Mr. Prakash	Peon	17.03.2005
6	Ms. Priya R	Office Assistant	15.05.2005
7	Ms. Sumitha David	Librarian	24.05.2005
8	Ms. Deepa Mangala Mary	Lab. Assistant	10.06.2005

20. Teaching – Non-teaching staff ratio:

During this academic year there were 11 teaching staff and 6 non teaching staff. The ratio was 1.8: 1.

21. Improvements in the library services:

The library is equipped with two computers with internet access for the use of students and staff. The library subscribes to three English newspapers and one regional language (Kannada) newspaper.

The library has a photocopier for the use of students and staff.

22. New books/journals subscribed and their value:

632 books were added to the library at a cost of Rs. 42,955/- during the academic year 2004-2005. The College subscribed to 20 journals related to Counselling, Psychology and general affairs.

23. Courses in which student assessment of teachers is introduced and the action taken on student feedback:

Student assessment of teachers is an integral part of all courses run at Montfort College. This is a confidential process in which the student's identity is not revealed to the teacher and only the relevant feedback is communicated. Appropriate actions such as initiating change in teaching style and lesson preparation are carried out when indicated.

24. Unit cost of education:

Total cost of education for the academic year: Rs. 19, 15, 445/-

Number of students: 48

Unit cost of education: Rs.39, 905/-

25. Computerization of administration and the process of admissions and examination results, issue of certificates:

The administration and admission process handled by Montfort College has been fully computerized since 1998.

The examination results and issue of certificates are handled by the Bangalore University which is also fully computerized.

26. Increase in the infrastructural facilities:

As the new college building was under construction no additions were made to existing infrastructure.

27. Technology upgradation:

A Handycam, digital camera and LCD projector were made available by the management for the use of the College.

28. Computer and internet access and training to teachers and students:

The college has 13 computers. The computer lab has eight computers with internet facility for the use of students. Two computers with internet access are available in the library for the use of students. The faculty room has one computer with internet access.

29. Financial aid to students:

Management of Montfort College provides financial assistance to students from low income groups/ families. This year financial aid was provided to four students.

30. Activities and support from the Alumni Association:

The alumni association was inaugurated and the first alumni meet was organized in December 2004.

31. Activities and support from the Parent-Teacher Association:

The college does not have a formal Parent teacher association. Parents are an integral part of the college's major events and celebrations. Parents and guardians are encouraged to visit their wards at College whenever they want to. Faculty members are open to interact with parents/ guardians. Parents/ guardians are informed of students' issues as and when necessary.

32. Health services:

All students are expected to submit a general medical report at the time of admission to the college. In case a student has a medical condition the college extends feasible help to address their medical needs. There is a room available in the college where students can rest when they feel unwell. First aid is available in the college administrative office. The college has close contacts with efficient hospitals in the vicinity.

33. Performance in sports activities:

To foster interest in sporting activities among the students, the college has provided concrete Basket Ball courts; Volley Ball Courts as well as facilities to play throw ball, tenni-koit, and shuttle badminton. Indoor games facility is available. The large compound with its lush greenery and orchard provide a very relaxing environment for the students to spend their leisure time. However, no formal sports events were organized during this academic year.

34. Incentives to outstanding sportspersons:

As there were no formal sports events organized there was no opportunity to provide incentives.

35. Student achievements and awards:

2002-2004 batch of M.Sc Psychological Counselling students secured the following Ranks from Bangalore University (Ms. Aparna Suresh- 4th Rank, Ms. Nivedita Nagarajan - 5th Rank)

36. Activities of the Guidance and Counselling unit:

Since Sampurna Montfort College is an institution specializing in higher education related to Counselling and Psychology, there is no separate guidance and counselling unit for students in the College. However, students are provided supervision for guidance related to professional issues and are encouraged to work with a Mentor to understand themselves and resolve issues if any.

37. Placement services provided to students:

Sampurna Montfort College has many professional contacts with various counseling centers and organizations. Through these and the personal contacts of the various faculty members, students were placed in various organizations.

38. Development programmes for non-teaching staff:

Currently as the number of non teaching staff is less it has not been feasible to conduct any development programmes for them. However, an orientation is carried out to every new member regarding the job and specific training is imparted wherever indicated. In addition, the non-teaching staff is an integral part of all the events and celebrations carried out in the college such as sports day, staff picnic, and extra-curricular activities to promote healthy interaction among all members of the institution.

39. Healthy practices of the institutions:

Sampurna Montfort College is closely associated with the community and society. Students and staff are encouraged to participate in relevant community programmes. The College also fosters regular interactions with faculty and their families. A staff picnic was organized on 18th February 2009 to allow staff to develop bonds among themselves, to relax and de stress.

The College emphasizes individual attention to personal growth of students. Students are also encouraged to go through counselling with a professional to understand themselves better and to resolve any issues that they might have.

The first student body elections were held and a students' council was established to encourage various student activities. The student's council along with the College administration organized several academic and cultural events throughout the year.

Kannada classes were organized for the first year students to enable non Kannada speaking students to learn the local language.

On the whole, the College constantly strives to create a conducive and healthy environment for the development of students.

40. Linkages developed with National/International, academic/ Research bodies

Sampurna Montfort College has professional contacts with various departments of the National Institute of Mental Health and Neuro sciences (NIMHANS) and with other organizations such as Central Social Welfare Board (CSWB), Karnataka Social Welfare Board (KSWB) and National Institute for Public Cooperation and Child Development (NIPCCD).

An association was developed with EDII (Entrepreneurship Development Institute of India), Ahmedabad. Negotiations were held with consultants like CII (Confederation of Indian Industries) and EDII to explore possibilities of inter disciplinary programmes. Through these efforts Montfort College was made a nodal centre for open learning programme in entrepreneurship (OLPE). This association is expected to help us to develop the right type of courses, give a more professional approach to the running of the college, as well as train our students in entrepreneurship.

41. Any other relevant information the institution wishes to add:

In India, counsellors are needed in large numbers to help to deal with various emotional problems faced by people in every walk of life. This being the first college in India to introduce a University course for training Psychological Counsellors, we are committed to train more counsellors by introducing courses offering quality education.

Part C: Detail The Plans Of The Institution For The Next Year.

The following is planned for the year 2005-2006:

1. Introduce M.Sc. Psychology course with specialization options of Clinical Psychology, Child guidance, and Industrial Psychology and make the necessary arrangements for faculty and infrastructure to carry out the same
2. Explore possibilities for collaborative research
3. Make reforms in internal assessment to improve the quality of assessment – the college recognizes the need for including assessment of various types of academic activities to ensure that internal assessment is holistic
4. Enhance student learning through the organization of seminars and guest lectures

Dr. Tony Sam George
Coordinator, IQAC

Dr. Mathew Panathanath
Chairperson, IQAC