



**SAMPURNA MONTFORT COLLEGE**

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**The Annual Quality Assurance Report (AQAR)**

**For the year 2005 – 2006**

## IQAC Members

1. Chairperson- Dr. (Bro) Mathew Panathanath
2. Senior administrative officers- Bro. George Padikara and Ms. Saritha Mathew
3. Teachers- Ms. Surya Rekha, Ms. Sritha Sandon 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 plans for 2005-2006 and the corresponding outcomes are detailed below:

1. To make reforms in internal assessment to optimize the quality of assessment – attendance, class participation and performance on tests, presentations, and assignments were looked as continuous measures of students' progress.
2. To enhance student learning by including guest lectures, seminars and workshops by professionals with expertise in various fields – eight such lectures, seminars and workshops were held during the academic year.
3. To explore opportunities for collaborative research with various agencies – college could not identify any feasible opportunities.
4. To develop a handbook for students to provide them with ready reference of the requirements and guidelines of the course- a student handbook was developed to this end.
5. To extend services of the family counselling centre to the community – in collaboration with the Family Counselling Centre (FCC) carried out orientation and awareness programs on social issues in various neighboring slums and carried out psycho education in nearby companies and factories.
6. To recruit more staff for the M.Sc. psychology programme – required staff was recruited.
7. To increase infrastructure to accommodate the increased number of students due to the commencement of the M.Sc. Psychology course – class rooms were equipped with more student desks and chairs.
8. To improve the library facilities- Volumes of existing journals were bound; new books and journals were added to the library at a cost of Rs. 46, 422/-.

## 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):

First batch of students enrolled for M.Sc. Psychology at Montfort College.

3. Innovations in curricular design and transaction:

Professionalization groups were started to give students an opportunity to reflect on their personal and professional growth in groups. This was facilitated by a faculty member. Program planning and evaluation was initiated as pedagogy to enable students of Psychological counselling to establish services upon completion of their course.

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.

The Bangalore University mandates that 20% of the marks for each paper should be through internal assessments and that a portion of the same should be for attendance. With these in mind, a specific strategy for objective assessment was devised. 25% of internal assessment is for attendance and these marks are given based on actual percentage gained. In addition, marks for class participation, tests, presentations and assignments were also broken down to maintain objectivity.

6. Candidates qualified: NET/SLET/GATE etc.

No candidates appeared in the above mentioned examinations.

7. Initiative towards faculty development programme:

Dr. Roy Moodley of University of Toronto conducted a training programme for faculty on Multi cultural counselling from 21<sup>st</sup> to 23<sup>rd</sup> December 2005.

8. Total number of seminars/workshops conducted:

1	Workshop conducted by Dr. Campbell from U.K. on "Focusing", 28/08/2005 to 02/09/2005.
2	Seminar on "HIV Counselling" conducted by Asha Foundation, 17/09/2005.
3	Seminar on "Environment" a speech was given by Fr. Gnanaprakasham, 24/09/2005.
4	Workshop by Dr. Roy Moodley, Toronto University, Canada on "Diversity", 15 <sup>th</sup> to 17 <sup>th</sup> December 2005

5	Training Programme by Dr. Roy Moodley continued from 03/01/2006 to 10/01/2006.
6	A Workshop on “Specific Learning Difficulties and Gestalt” conducted by Ms. Caroline Kirrane and Lorraine Munro on 13 <sup>th</sup> and 14 <sup>th</sup> February 2006.
7	Workshop on “Enhancing Learning Experience”, 31/03/2006 and 01/04/2006.
8	A workshop on ‘Appropriate Mind Management Application’ for people from educational settings and NGO’s by Dr.Shirdi Prasad Tekur, from 19 <sup>th</sup> to 21 <sup>st</sup> May 2006

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 our faculty.

a) Newly Implemented:

b) Completed: 25 dissertations were completed by M.Sc. Psychological Counselling students. 15 student of MSc Psychology carried out research projects in various areas related to Cognitive Psychology.

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:

No research scholars enrolled for the Doctoral programme through Bangalore University this academic year

14. Citation index of faculty members and impact factor:

Published work of faculty members have not been cited during this academic year as far as the College is aware of.

15. Honors/Awards to the faculty:

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

16. Internal resources generated:

No financial resources were generated internally. However, a Student handbook (Provides information about course requirements and institutional guidelines) has been developed as a supplementary academic material and distributed to students.

Copies of the dissertations completed by M.Sc. Psychological Counselling students were kept in the College library as learning material for the reference of future students.

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

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

18. Community services:

In collaboration with the Family Counseling Centre, Sampurna Montfort college provides counseling services for problems related to like marital discord, family discord, career guidance, adjustment disturbances and disinterest in studies, etc. In addition, awareness programs and orientation programs on social issues like dowry, alcoholism, family violence, etc to people in many nearby slums. Psycho-education, group counseling, and individual counseling was also extended to various schools and other institutions.

19. Teachers and officers newly recruited:

Sl.No	Name	Designation	Date of Appointment
1	Ms. Michelle Pereira Faye John	Lecturer	22.07.2005
2	Ms. Kedari Sheshadri	Lecturer	01.08.2005
3	Mrs. Sritha Sandon	Lecturer	27.08.2005
4	Ms. Lydia Sowbhagya	Librarian	11.11.2005
5	Ms. Tina Sadhwani	Lecturer	01.02.2006
6	Ms. Mary Prema	Office Assistant	01.03.2006

20. Teaching – Non-teaching staff ratio:

During this academic year there were 13 teaching staff and 6 non teaching staff.  
The ratio was 2.2: 1.

21. Improvements in the library services:

Volumes of existing journals were bound to ensure longevity.

22. New books/journals subscribed and their value:

323 books and two magazines were added to the library at a cost of Rs. 46,422/- during this academic year.

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 Sampurna 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, 53, 915/-

Number of students: 71

Unit cost of education: Rs.27, 520/-

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

The administration and admission process handled by Sampurna 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:

In preparation to move into the new college building materials such as 10 fibre green chalk boards were purchased. Class rooms were equipped with more student desks and chairs.

27. Technology upgradation:

Portable OHP was made available for college use

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

Four computers were additionally purchased and made available for college use. A laser jet printer was also purchased for use by the administrative office.

29. Financial aid to students:

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

Apart from this, the college also facilitates financial assistance from international bodies committed to assist students from low income groups/ families. Seven students received financial assistance from international bodies this year.

30. Activities and support from the Alumni Association:

The alumni association did not organize any activities during this academic year.

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.

In addition a general medical examination was organized on college premises for all students, free of cost.

33. Performance in sports activities:

The first sports day was conducted during this academic year.

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. A new Table Tennis board was added to the existing sports facilities. The large compound with its lush greenery and orchard provide a very relaxing environment for the students to spend their leisure time.

34. Incentives to outstanding sportspersons:

Medals and certificates are given for victorious sportspersons and teams.

35. Student achievements and awards:

2003-2005 batch of M.Sc Psychological Counselling students secured the first five Ranks from Bangalore University (Ms. Pompe Banerjee- 1<sup>st</sup>, Ms. Tina A Sadhawani and Ms. Srirupa Ghosh Dastidar - 2<sup>nd</sup> Rank, Mr. Davis Maniparamben - 4<sup>th</sup> Rank, Mr. Raju Antony - 5<sup>th</sup> 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 centres and organizations. Through these and the personal contacts of the various faculty members, students are placed in organizations dealing with child development, employee assistance, etc every year.

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 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 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.

“World Mental Health Day” was celebrated by the counselling and psychology students on 10th October 2005.

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).

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

- Two students took part in the inter-collegiate debate organized by MPA at Mount Carmel College on the theme “Women in the workforce contribute to enhance the mental and physical well-being in all stages of life span.
  
- An application was submitted to Bangalore University seeking permanent affiliation on 28<sup>th</sup> October 2005.

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

The following are planned for the year 2006-2007:

- To increase access to scientific and academic journals in the college library
- To equip the class rooms and other rooms in the new building adequately
- To encourage faculty members to conduct seminars and workshops outside of the college

Dr. Tony Sam George  
Coordinator, IQAC

Dr. Mathew Panathanath  
Chairperson, IQAC