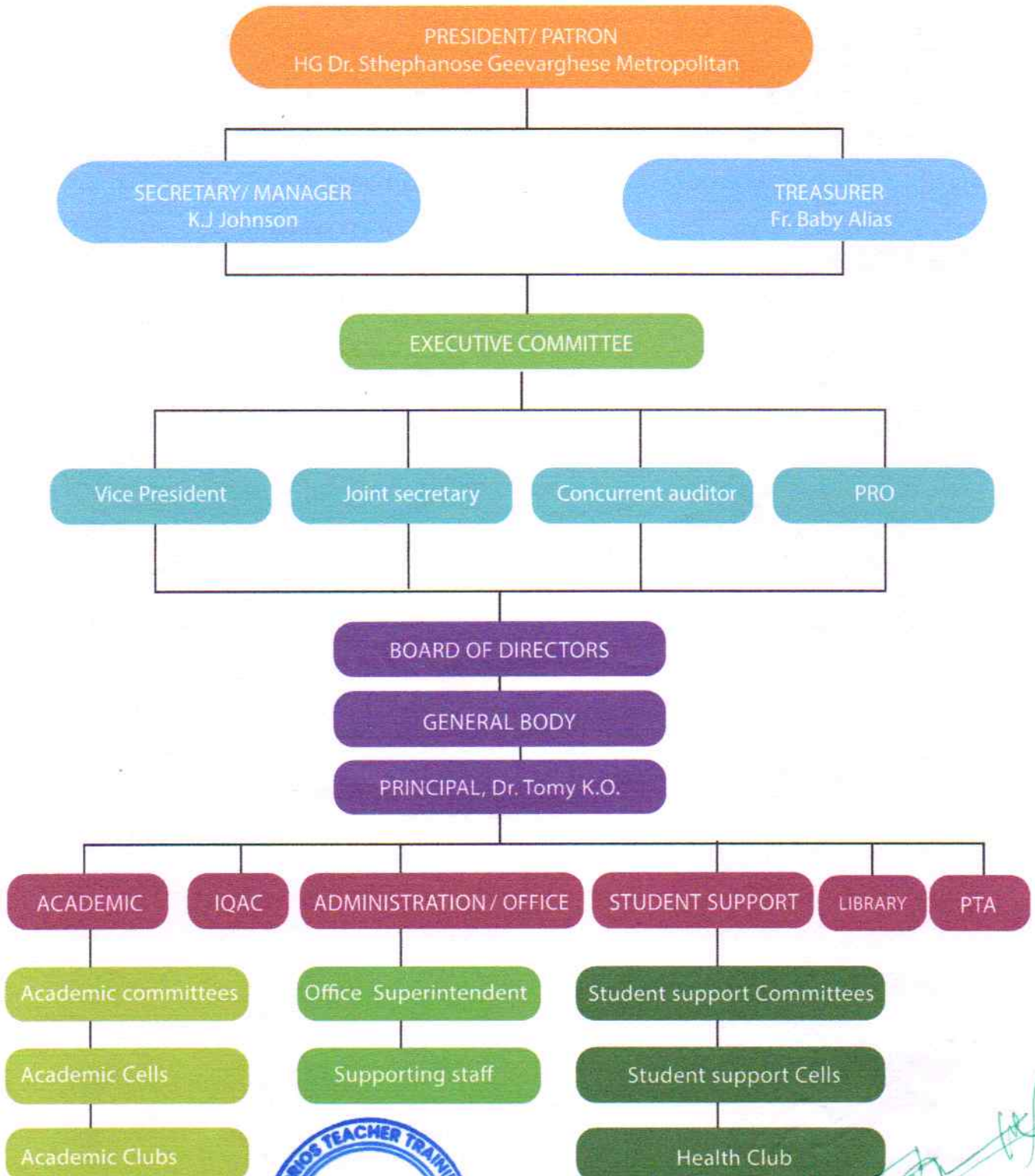


St. GREGORIOS TEACHER TRAINING COLLEGE MEENANGADI

WAYANAD, KERALA, 673577

Affiliated to University of Calicut, Recognized by NCTE and ISO Certified

ORGANOGRAM



Dr. Tomy K.O.
PRINCIPAL
St. Gregorios Teacher
Training College, Meenangadi
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INSTITUTIONAL POLICY DOCUMENT

INDEX

Sr. No.	Particulars	Page No.
1.	Vision and Mission	3
2.	About the Institution	4
3.	Academic Policy	6
4.	Examination Policy	11
5.	Mentoring Policy	16
6.	Research Policy	17
7.	IT Policy	18
8.	Energy policy	19
9.	Grievance Redressal Mechanism	22
10.	Green Policy	24



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VISION

“Mindfulness Education for Enlightenment”

MISSION

The College is named after St. Gregorios of Parumala (Parumala Thirumeni), who was a great spiritual visionary and Metropolitan of the Malankara Jacobite Syrian Orthodox Church. Parumala Thirumeni became the first person of Indian origin to be canonised as saint in 1947. He believed that education is the transformation process of a biological being to a divine being and the teachers are the prophets to disclose the innate virtues of every individual. It is very important for their emancipation from their ignorance, which is the root cause of all evils and miserable life. Thus, our vision of mindfulness Education is based on the true spirit of our great Indian tradition and St. Gregorios for the establishment of a society based on Justice, Freedom and Fraternity for the enlightenment of all its citizens to transform this world to a “Vasudhaiva Kutumbakam”.




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ABOUT THE INSTITUTION

St. Gregorios Teacher Training College, Meenangadi Managed by The Jacobite Educational & Charitable Society Reg.No.22/1988) Affiliated to University of Calicut and Recognized by NCTE Phone:04936 247301(Office), St Gregorios Teacher Training College, Meenangadi is a self-financing college, run by the Jacobite Educational and charitable society, Meenangadi under the Malabar Diocese of the Jacobite Syrian Orthodox Church. The charitable society (and the management) is headed by H.G Dr. Sthephanose Geevarghese Metropolitan.

Salient Features

- Institute offers one professional course at UG level – B.Ed.
- Institute has Infrastructure with well ventilated & spacious classrooms, seminar hall, Auditorium, well equipped labs, guest room with amenities, computer lab, administrative block, rooms for various cells, library and other support facilities.
- The institute has dedicated, experienced and competent faculties
- Emphasis on learner centric ICT based teaching-learning approaches and pedagogic innovations.
- Principal was appointed as chairman of Curriculum committee and IQAC, six Teaching staff, headmaster of nearby school, manager and alumni member were part of curriculum committee and seven teaching and two non-teaching staffs were part of IQAC committee.



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- Proactive and vibrant IQAC initiating number of quality measures, innovations and best practices.
- Benevolent management, decentralized democratic approaches and decision making; emphasis on faculty development and welfare, thrust on perspective planning and auditing.
- Promote meaningful and mindful education to students and community.
- Academic Excellence through quality Education.
- Promote Environmental Consciousness.
- Create opportunity to develop service to community and service to humanity.
- Enhance professionalism with value Orientation.
- Promote creativity and innovation.
- Provide Student centric curricular, co-curricular and extracurricular activities.
- Emphasis on activities related to women empowerment and gender sensitization.
- Active and vibrant Alumni association.
- In house publication like Research Journals and college magazines.
- Uplifting minorities or supporting backwards to basic education higher education.




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ACADEMIC POLICY

This Manual is meant to serve as reference for all policies and procedures that impact academic conduct of the institute. It has been framed following the procedures and guidelines of University of Calicut and NCTE. The scope of this document spans but not limited to following academic activities of the institute.

- Conduct of Academics
- Conduct of Examinations
- Research and Development activities
- Grievance Redressal Mechanisms

These policies are subject to review and change as per the needs of time and keeping academic interest and priorities of the institute in mind. Any changes will be notified and enforced without any discrimination. The institute boasts state-of-the-art infrastructure for its students. All these facilities go a long way in ensuring a perfect ambience for academic pursuits. It has spacious and well-ventilated classrooms and has acoustics with audio-visual facilities that provides excellent academic ambience to the students. Teaching learning process blended with traditional methods and ICT enabled teaching at the institute improves understanding, engagement and performance of the students. Diverse backgrounds and immense experience of the faculty members provides valuable insights and facilitate the honing of student's individual capacities to the optimum level and play an important role in shaping the student's personality, knowledge and career. Effectiveness in teaching learning process is achieved by successful accomplishment of theory and practical along with tutorials, remedial and



orientation / expert lectures. St. Gregorios teacher training college, Meenangadi supports the principles of equal opportunity in education. The institute seeks to ensure that no student will encounter discrimination in education on the basis of age, color, disability, national origin, race, religion or sexual orientation. As per the regulatory guidelines the institute has constituted Anti ragging committee, women cell and Guidance and Counseling Cell. A proactive Grievance redressal cell and women cell ensures safety of female students and employees. Overall student's development is monitored by mentoring system with the objectives to provide guidance and support to the students, to improve student- teacher relationship, to improve overall performance of the students and to help students in identifying various options for their career and future. Taking into consideration student centric learning process and in order to bridge the curricular gaps, various curriculum enrichment programs through add-on courses, seminars, workshops, etc. shall be designed in discussion with IQAC

I. Curriculum Committee and Internal Quality Assurance Cell

The Teaching and Learning process in the institute shall be planned and monitored by Curriculum Committee and Internal Quality Assurance Cell which constitutes of Principal, coordinator, optional and general teachers. Curriculum committee and IQAC shall plan and monitor the teaching learning activity.

A. Academic Calendar

At the start of the semester / year, programme committee of the institute shall prepare an Academic Calendar, in accordance with SPPU calendar and. The calendar shall summarize planning of various teaching / learning, examination co-curricular, extra-curricular and training and skill development activities. The probable dates for all the activities to be conducted in the academic year shall be discussed and displayed in co-ordination with respective committee in- charges. The actual execution as per plan shall be monitored by the academic committee on monthly basis and the review of activities conducted should be submitted to the principal.

B. Subject Distribution and time table

At the start of the semester, the workload distribution and the subject allocation to the faculty shall be done at the department level. Accordingly, time tables shall be prepared and displayed by the program committee for the students and circulated amongst the staff.



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C. Academic Monitoring System

Principal, Curriculum committee members and IQAC Coordinator shall monitor academic practices for:

- Conduct of prescribed theory and practical by subject teacher
- Course content and its effective delivery
- Usage of different pedagogical teaching methods
- Unbiased evaluation in continuous assessment and examinations
- Syllabus completion
- Student attendance
- Improvement in Student Performance

II. Academic Delivery

The number of theory and practical hours for each subject and number of working days for the semester/ year shall be completed as prescribed by regulatory guidelines. The concern faculty shall follow and try to achieve the course outcome. Based on proposed number of teaching days, subject teacher should plan course content delivery. Every faculty shall submit a semester plan for their respective subjects (Theory and Practical) to the academics after verification by Principal. The record of the conducted theory and practical shall be maintained by the subject teacher. which shall be verified periodically by Principal and IQAC. In case, if the required number of working days is not met due to unavoidable reason, the curriculum committee shall plan extra working hours to complete the portion in the stipulated time frame.

A. Conduct of theory / practical classes

- Prepare course content
- Share course materials with student teachers
- Promote higher cognitive learning modules in the class including practicals.

B. Subject Teachers Should

- Take revision in form of discussion, MCQ/ assignments.
- Discuss university question papers and guide students for model answers.
- Special attention towards slow learners to cope with the difficult concepts.



- Submit the internals to Principal.

C. Orientation / Expert Lectures

Orientation should be conducted by the faculty with sound subject knowledge. Adequate lectures shall be planned by the subject teacher in concern with the expert.

D. Conduct of Remedial classes

Remedial classes shall be conducted for the students who had backlog in previous semester.

III. Co-curricular and Extra-curricular activities.

Various co-curricular and extra-curricular activities shall be conducted by the respective committees.

Code of conduct for students:

All the students of the institute shall strictly follow the below mentioned rules and regulations:

1. Ragging is strictly prohibited within / outside campus. Defaulters will be dealt as per the law.
2. First week formalities: (For newly admitted students)
 - a. Student teachers shall fill up enrolment form / eligibility form as per the schedule notified after completion of admission process.
 - b. Student teachers should sign anti-ragging affidavit as per guidelines Student shall collect identity card and library cards.
 - c. 80% attendance (As per PCI norms) for both theory and practical classes separately shall be mandatory to appear for Internal and University end semester examinations. If mandatory attendance requirement is not achieved, the student will be detained from internal and end semester examination.
 - d. In case of leave (less than 5 days), students should get the leave sanctioned from optional teacher. If more than 5 days leave, student teachers need to get it sanctioned by Principal.
 - e. In case of medical leave, application with medical certificate needs to be submitted.



- f. In case of confide reason, the college authority should be informed well in advance about probable absentee with a mandatory condition to maintaining minimum 80% attendance.
- g. Every student teacher shall carry valid college ID Card in the college and campus premises.
- h. No student teacher shall come late or leave earlier without prior permission and must follow the time table.
- i. No late entries shall be entertained.
- j. Every student teacher will have one allotted optional teacher and mentor to address academic / personal problems.
- k. The use of mobiles is strictly prohibited in the classrooms and library and in case of emergency, use of mobiles in the corridors are allowed.
- l. The students should be in college uniform.
- m. Students are advised to see the academic, examination and account notice board and official WhatsApp group daily.
- n. Discarding papers and similar materials in the campus or corridor is strictly prohibited.
- o. Students are neither allowed to sit on the steps, fence walls or loiter in the corridors.
- p. Loud talking near and around the library, staff room and passage is strictly prohibited.
- q. Students should to maintain discipline and decorum in the classrooms, laboratories, and library and within the institute premises. Any kind of misbehavior in the college campus will not be entertained.
- r. Students should not damage college property.
- s. Student should not be involved in anti-national/social/racial activity.



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EXAMINATION POLICY

Examination policies are based on the rules and regulations of the University of Calicut. All the work in Examination section is governed by university of Calicut & monitored by the Head of the Institution. All the university procedures related to examination are mostly through the online system.

Sl. No.	Designation
1.	Principal (Chief superintendent)
2.	Senior Assistant superintendent
3.	Office superintendent

Admission and eligibility

Admission to the B.Ed. program at Calicut University is done through the Centralized Admission Process (CAP). The selection will be based on the marks obtained in the qualifying examination. The list of selected candidates for admission will be released through a merit or rank list by the university. The admission process usually starts in July and the application forms are available online on the official website of the university. Reservation of seats is provided for candidates belonging to different categories, such as Scheduled Castes, Scheduled Tribes, and Other Backward Classes, as per the rules of the government.

1. Academic Qualification

- B.A/B.Sc. Degree of the University of Calicut or a degree recognized as equivalent there to under 10+2+3 pattern with 50% marks/grade in altogether / 50% Marks/grade




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for Part-III alone or Masters Degree with minimum 50% marks/grade or 10+2+5 pattern for Integrated M.A/M.Sc. Course or 10+2+3+2 pattern for M.Com. However 10+2+3 Pattern is not insisted for B.A/B.Sc degree holders under liberalized scheme of the University of Calicut.

- Bachelor's in Engineering or Bachelor's in Technology with 55% marks/grade in aggregate are eligible to apply for B.Ed. programme in Physical Science and Mathematics optional.
- Candidates who have passed their qualifying examination from other Universities outside Kerala should submit/produce Equivalency Certificate issued by the University of Calicut stating that their qualifying examination is recognised as equivalent to University of Calicut for their admission in B.Ed. programme at the time of admission.
- Candidate who passed their qualifying examination with courses/programmes other than notified from Universities in Kerala should also submit equivalency certificate at the time of admission.
- Double or Triple main candidate or candidates who passed the Degree examination in Vocational or Specialized courses from other Universities outside Kerala are also eligible for admission. However, they have to submit the Equivalency Certificate of this University at the time of admission.
- Candidates who passed their qualifying examination with double main/core are eligible to apply B.Ed. Programme either in any one or both the subject as optional in B.Ed. Programme.
- The candidate with double main for their BA course are eligible to apply for B.Ed. programme either in anyone or both the subjects of their BA degree as optional in B.Ed. They have to apply for each subject in separate applications.
- The minimum requirement of marks/grade for admission to B.Ed. programme with 50% marks/grade in aggregate / 50% Marks for Part-III alone in Bachelor's Degree or Master's degree with minimum 50% marks/grade.
- Rounding of marks of 0.5 and above to the highest figure shall not be done while calculating the percentage of marks for minimum eligibility.
- Any other qualification equivalent thereto or the eligibility requirements, rules and regulations for B.Ed programme fixed by the University of Calicut from time to time.
- Those candidates who had completed their qualifying examination from other Universities shall produce a percentage certificate from the University concerned, if the



same is not mentioned in their final grade card/mark list. If they fail to submit the same at the time of admission, they will not be considered for admission.

2. Relaxation in Marks

- SC/ST candidates including natives of Lakshadweep and candidates under Teacher Quota need only a pass in the qualifying examination.
- Non- Teaching staff applying B.Ed programme under Teacher quota should fulfil the eligibility criteria notified for general/SEBC candidates eligibility
- Relaxation of 5% marks for OBC, SEBC and OEC candidates will be allowed to the minimum required marks.
- Blind candidates will be given 5% concession in aggregate marks.
- Age limit: There is no upper age limit for admission to B.Ed. Courses.
- Nativity: Admission to B.Ed. Programme will be given only to Keralites but non-Keralite candidates also can be admitted to a maximum of 10% of the management quota seats in Private Self-financing colleges.

Eligibility for different optional subjects:

Sl. No.	Subject	Eligibility
1.	English	BA Degree with English language and Literature / Functional English / Communicative English/ BA English and History Double main with 50% marks/grade altogether / 50% Marks/grade for Part-III alone or Master's Degree in English Language and Literature with not less than 50% marks. B.A. English Honours Degree from Central Universities or State Universities with 50 % marks recognised by UGC.
2.	Mathematics	B.Sc. Degree with Mathematics/Statistics/Applied Statistics as main with 50% marks/grade altogether/50% Marks/grade for Part-III alone or M. Sc Degree in Mathematics/Statistics/Applied Statistics with 50% marks/grade. Candidates with Statistics/Applied Statistics should have studied



		Mathematics as one of the subjects. Bachelors in Engineering or Bachelor's in Technology with 55% marks/grade.
3.	Physical Science	B.Sc. Degree with Physics/ B.Sc Physics with Computer Application/B.Sc. Chemistry with Mathematics and Computer Application/B.Sc Polymer Chemistry/B.Sc.Geology/ B.Sc. Petrochemicals/B.Sc. Bio Chemistry/ B.Sc. Industrial Chemistry/B.Sc. BioPhysics/B.Sc. Applied Physics, B.Sc Electronics, with 50% marks/grade altogether/50% Marks/grade for Part-III alone or M.Sc. Degree with Physics/ Chemistry/Polymer Chemistry /Geology/Petrochemicals/Biochemistry /Industrial Chemistry/ Biophysics/ Applied Physics with 50% marks/grade or M.Sc Photonics (integrated) from CUSAT with 50% marks/grade. Bachelors in Engineering or Bachelor's in Technology with 55% marks/grade.
4.	Social Science	B. A. Degree with History/Islamic History/ Arabic and Islamic History double main, B.A Public Administration, BA Malayalam and Sociology Double main/ BA Arabic and History Double main/ BA Arabic and Islamic History Double main/ BA Hindi and History Double main/ BA English and History Double main with 50% marks/grade altogether/50% Marks/grade for Part-III alone or B.A/B.Sc. Degree with Geography/Politics/Economics/Economics with Developmental Economics/Economic with Foreign Trade/Economics with Islamic Finance/ Sociology/Psychology/ Philosophy/West Asian Studies/ with 50% marks/grade altogether/50% Marks/grade for Part-III alone or M.A/M.Sc. Degree in History/Islamic History/Geography/ Politics/



		Economics/ Sociology/ Psychology/ Philosophy/ West Asian Studies/ Public Administration with 50% marks/grade. MSW from non-social science stream with 50 % marks/grade in aggregate in the post-graduation (MSW). M.A Journalism and Mass Communication with 50% marks/grade.
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- **Examination form fees payment:**

Exam fees is received by institute account section and paid to university on behalf of students. Nodal officer cross verify the payments and generate reports. If any problem occurs in examination form payment system, then it is solved by nodal officer by contacting University.

- **Summary & Time Table**

University send Hall tickets/Name List and Summary of Examination, which is then generated through online examination portal (<https://collegeportal.uoc.ac.in>). Office distributes hall tickets to the students. In the mean period, University declares schedule for practical /oral and theory examination which is then informed to all departments.

- **Evaluation Procedure**

The evaluation patterns are divided into three parts:

- Internal evaluation
- Practical evaluation
- External evaluation



[Handwritten Signature]
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MENTORING POLICY

The institute has adopted the mentoring system with the following objectives:

- To provide guidance and support to students
- To improve student – teacher relationship.
- To improve overall performance of the students.
- To help students in discovering various options for their career and future.

Each mentor/teaching faculty is assigned as guardian for 6-10 mentees/students. The mentors are instructed to take meeting weekly with the mentees to continuously assess, monitor, counsel and give possible guidance to the mentees. Mentors shall counsel the students on the following points:

- Daily attendance
- Academic Performance
- Extra and Co-curricular performance
- Career Development and Personal development including communication and soft skills
- Interpersonal relationship and social responsibilities

During counselling sessions, mentors are expected to be co-operative and kind towards the students to gain their full confidence. Mentors shall maintain the confidentiality about the personal information shared by the students. Mentors should recommend students for co-curricular and extracurricular activities as and when required to the respective head.




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RESEARCH POLICY

The institute is committed towards achieving and maintaining the standards of integrity and fairness in the conduct of research by both its staff and research students.

The institute seeks to build and sustain a rich research environment by striving to:

- Encourage scientific temper, research culture and aptitude.
- Provide a foundation for inculcating creative thinking and scientific approach in all domains of sciences thereby promoting an interdisciplinary approach for research.
- Foster an environment conducive by promoting and fascinating research activities.
- Practice high standards of ethics in research inputs process and out.
- Create a platform of dissemination of research findings.
- Facilitate resource mobilization and capacity building to facilitate high quality research.

Guidelines for the promotion of Research Activities

1. The faculty and students should participate in research activities to improve their technical skills and knowledge.
2. In house training activities should be conducted periodically to provide opportunities for skill up-gradation amongst the faculty and students.
3. Institution will provide financial support for research related activities and practices.
4. The faculty should be encouraged to undertake research projects with emphasis on interdisciplinary / multi-disciplinary approach.




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IT POLICY

All members of the Institute community have responsibility to protect its resources for which they have access or Custodianship. Members of the Institute community are accountable for their access to and use of its resources. The Institute recognizes that students, faculty and staff have reasonable expectations of privacy in their uses of Information Technology Resources. However, rights to privacy are constrained in the institute environment because, the institute owns and supplies these Information Technology Resources to its faculty, staff and students fundamentally for the purpose of accomplishing its academic missions, the Information Technology Resources contains many closely shared environments and resources and the rights of other users must be taken into account. Legal and ethical restrictions apply. Individuals may have access to unconstrained use through private or commercial systems located at their residence or elsewhere. Resources or systems owned and maintained by the Institute for the benefit of the academic community are primarily intended for use for the Institute, not personal or business communications.

This Policy applies to everyone who accesses Institute Information Technology Resources, whether affiliated with the Institute or not, whether on campus or from remote locations, including but not limited to students, faculty, staff, contractors, consultants, temporary employees, guests, and volunteers. By accessing Institute Information Technology Resources, the user agrees to comply with this Policy.

"It shall be the responsibility of the principal to provide adequate protection and confidentiality of all corporate data and proprietary software systems, whether held centrally, on local storage media, or remotely, to ensure the continued availability of data and programs to all authorized members of staff, and to ensure the integrity of all data and configuration controls."




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ENERGY POLICY

Preamble

In order to decrease the energy intensity and increase energy efficiency for sustainable development, the Energy Conservation Act, 2001 was passed. It is imperative in the modern period to give attention to ecology, energy, and the environment. Energy is crucial for the growth of an organization as well as the country. In our organization, energy management is prudent and reasonable. Our aim is to manage energy use without compromising the stakeholders' basic needs. The foundation of our energy management strategy is stakeholder awareness of conservation. In addition to raising awareness, the policy outlines concrete steps for preserving it. The energy policy of the campus now focuses on the future use of non-conventional energy resources through enhanced technological inputs and support by larger public agencies.

The Institution Energy conservation club is to manage all its activities as to ensure that consumption of energy is reduced to practical minimum.

Scope of the policy

The policies and initiatives for the conservation of the energy, environment and green campus activities will develop a positive attitude towards the energy conservation and will create challenge for protecting our resources amongst the prospective teachers. Being the future nation builders of the society, the student teachers are expected to disseminate the same to the young generations of the schools through various activities.




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Objectives

The following objectives will lead to the implementation of institutions Energy Policy.

1. To make student teachers understand the importance of environment and its problem areas.
2. To protect and conserve ecological systems and resources within and outside the campus
3. To work with local community to enhance the environment protection practices and energy conservation strategies among the rural community
4. Improvement of energy efficiency to reduce energy consumption and cost
5. Minimise the energy consumption by use of day light and natural ventilation

Energy optimisation plan

The policies and initiative for the conservation of energy environment and green campus activities are implemented by the collaborative effort of Grama panchayat of Meenangadi Nature club, energy club of the institution

1. Replacement of the existing conventional lighting with cost effective LED lights
2. Well-designed building to maximise the use of natural lights and ventilation
3. Preference to outdoor games, outdoor yoga etc
4. Every year energy awareness programs like Energy education and workshops
5. Directions for students for the proper utilisation of the electronic devices in the institution
6. Ensures all the institutional electronics are turned off when not in use
7. Encourage students, faculty, and staff to report energy -wasting habits
8. Promote energy saving behaviours
9. Encourage sustainable transportation: Promote carpooling, public transportation etc
10. Reduce e wastage to maximum with proper maintains, before moving on to replace and recycle stage
11. Use of sustainable non-conventional energy sources like roof top solar panel, bio gas plant etc
12. Educate students, faculty, and staff on energy-saving practices




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Review and Revision:

This policy will be reviewed and revised annually or as needed.

By implementing this policy, the college can reduce its energy consumption, promote sustainability, and contribute to a cleaner environment.



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GRIEVANCE REDRESSAL COMMITTEE MECHANISM

The cell functions to look into the grievances lodged by any student. Students may approach the cell to voice their grievances regarding academic matters, health services, library and other services. Any form of discontent or dissatisfaction on the part of the students can be informed to the cell. The Grievance cell also looks into matters of harassment. Anyone with a genuine grievance may approach the Co-ordinator or member of the Students Grievance cell. Grievances may also be sent through e-mail through the institutional website. The cell then redresses the grievances promptly and judiciously. As a result of this mechanism, the institute has a pleasant ambient atmosphere and good work culture with in-built goodwill and mutual understanding among the students.

Objectives

The main objective of the Grievance Cell is to promote and maintain a conducive and harmonious educational environment in the institution. The Students' Grievance Cell is constituted for the redressal of the problems reported by the students of the college. This is with the following objectives:

- To record students' complaints and solve problems related to academic resources and personal grievances freely and frankly without any fear of victimization.
- To keep a healthy working atmosphere amongst staff, students and parents.
- To keep the dignity of the college high by ensuring conflict free atmosphere in the college by promoting good student-student relationship and student-teacher relationship.




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- To ensure effective solution to the student grievances with an impartial and fair approach.
- To advise students of the college to respect each other and be patient whenever any occasion of conflict arises.
- To advise all the students to refrain from stirring up students against other students, teachers and college administration.

Ragging in any form is strictly prohibited in and outside the institution. Any violation of ragging and disciplinary rules should be urgently brought to the notice of the principal. Ragging complaints will be handled as per ragging rules. Women harassment complaints will be handled as per government guidelines by respective sections.

Scope

Complaint Box has been installed in the college campus in which the students, who want to remain anonymous can put their grievances and suggestions for improving the academic/administration in the college.

The person concerned can personally approach any member of the cell and can send e-mail or write an application and submit to cell coordinators for grievances of any sort.

The cases will be attended promptly on receipt of grievances from the students.

The cell will review all cases and will act formally accordingly as per the management policy.

The cell will give a report to the authority about the cases attended to and the number of pending cases, if any, which require direction and guidance from the higher authorities.

Exclusions

The grievance redressal cell shall not entertain the following issues:

- Decisions of the executive council, academic council, board of studies and other administrative or academic committees constituted by the university.
- Decisions with regard to award of scholarship, fee concessions, medals etc.
- Decisions made by the university with regard to disciplinary matters and misconduct.
- Decisions of the university about admissions in any courses offered by the institute.
- Decisions by competent authority on assessment and examination results.





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GREEN POLICY

Preamble

Wayanad is situated in the Western Ghats, having unique geography, climate, and natural resources make it a bio diverse and culturally rich region in Kerala. As an ecologically and geographically vulnerable area, the community have responsible to preserve the biodiversity and practice sustainable waste management system.

St Gregorios Teacher Training College has a clear policy on waste management. Activities of Nature club and SUPW are very dynamic in keeping the campus clean and green. Waste management is one of the prominent features of daily campus administration where a concerted effort by the faculty and student community is clearly evident to achieve the target. On a broad scale the 3R's principles (Reduce, Re-use, Re-cycle) are adhered to maintain an Environment-friendly Campus, to develop practical approaches for waste management and to prepare global citizens (student teachers) with a positive outlook. St Gregorios Teacher Training College aims to make the campus Green by adopting the green campus ' strategy. The ecofriendly waste management initiative mirrors the principle of green campus and it endeavours to extend learning beyond the classroom and to develop responsible attitude and commitment- my waste my responsibility- both in the college and community at large.

Objectives

- To Promote sustainable practices
- To provide a platform for students to participate in nature friendly activities
- To give awareness about reducing the quantity of waste
- To classify waste into different types and sort it systematically





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- To promote sustainable waste management by creating awareness through 3R's principles like Remove, Reduce, , Re-use.
- To deploy eco-friendly technologies for cleaning and sanitation
- To implement green protocol in connection with 'Swatch Bharath Abhyan'
- To organize awareness programmes for students and staff to reduce pollution and manage waste properly.
- To protect biodiversity through Green Campus Clean Campus techniques like Agriculture, Planting new trees, Vegetable Garden, Medicinal Garden etc.
- To provide students the opportunity to explore and to glint the nature through sustainable waste management techniques
- To foster a culture of environmental responsibility among students, staff and the community
- To implement Green Technologies for reducing waste by promoting electric car for reducing fuel consumption, incinerator for burning bio solid waste and moving to solar power plant etc

Key Principles

1. Energy Efficiency:
 - Use energy-efficient lighting and equipment.
 - Switch off lights, fans, and equipment when not in use.
2. Water Conservation:
 - Fix leaks promptly.
 - Use water-efficient fixtures.
3. Waste Management:
 - Segregate waste into recyclable, biodegradable, and non-biodegradable.
 - Reduce and reuse paper, plastic, and glass.
 - Compost biodegradable waste.
4. Transportation:
 - Encourage carpooling, cycling, and walking.
 - Promote use of public transport.
5. Green Spaces:
 - Maintain and expand green areas on campus.
 - Plant native species and trees.




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6. Sustainable Practices:

- Reduce paper usage through digital documentation.
- Use eco-friendly products.

7. Education and Awareness: Integrate environmental education into the curriculum.

- Conduct workshops, campaigns, and events to promote sustainability.

Responsibilities:

1. College Administration: Implement and monitor green policy.
2. Staff and Students: Participate in green initiatives and report suggestions.
3. Nature Club: Oversee policy implementation and suggest improvements.

Review and Revision:

This policy will be reviewed and revised annually or as needed.

By implementing this Green Policy, St. Gregorios Teacher Training College aims to minimize its environmental footprint, promote sustainable practices, and inspire future generations of teachers and leaders to prioritize environmental responsibility.




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**St. GREGORIOS TEACHER TRAINING COLLEGE,
MEENANGADI**

Meenangadi P.O. Wayanad, Kerala, 673577, Affiliated to University of Calicut, Recognized
by NCTE and ISO Certified

ADMINISTRATIVE SETUP

1. President/Patron

HG. Dr. Sthephanose Geevarghese Metropolitan

2. Secretary/Manager

K.J. Johnson

3. Treasurer

Fr. Baby Aliyas

4. Executive Committee

- Vice-President
- Joint Secretary
- Concurrent Auditor
- PRO

5. Board of Directors

6. General Body

7. Principal

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- Teaching staff
- Non-teaching staff



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APPOINTMENT PROCEDURE

Appointment of Teachers shall be made by the college by direct recruitment on the basis of merit and suitability.

Qualifications

The qualifications prescribed for the post of Assistant Professor for various programmes shall be those as prescribed by the UGC Regulations applicable to teachers and colleges affiliated to the university. However, in the absence of eligible candidates Master's degree with sixty percent of marks in Specialisation and education can be considered as a minimum qualification. No teacher shall be eligible for appointment as such, whether permanent or probationary, unless he/she possesses the qualifications as mentioned above.

Selection Committee

The following members shall be included in The Selection Committee:

- Manager
- Principal
- Subject Experts

Mode of appointment

Teachers will have a probationary period of one year for the first time when they are appointed. After that, if the performance is satisfactory, they appointed as permanent.



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