



MUSLIM COLLEGE OF EDUCATION

No. 1 New Street, Thiruvithamcode, Kanyakumari District, Tamil Nadu, India - 629174.

Affiliated to Tamil Nadu Teachers Education University - Chennai CC:10915.

Recognised by SRC (NCTE) New Delhi

web: www.muslimcollegeofeducation.in email id: muslimcollegeofeducation@gmail.com

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NCTE order No.F.30/NCTE/APSO/001/BEEd/TN/2014/15/42325
F.30/NCTE / APSO/001/BEEd/TN/2014/42325

File
2022.1.1.2(b)

TO WHOMSOEVER IT MAY CONCERN

This is to certify that the following persons are involved in the curriculum planning process.

1. Faculty of the Institution
2. Head/Principal of the Institution
3. Schools including practice teaching schools
4. Employers
5. Experts
6. Students
7. Alumni




Principal
Muslim College of Education
Thiruvithamcode

Courses : B.Ed., & M.Ed



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|-----|-----------------------------------------------------------------------------|---|---------|
| 6. | Dr. Binl
Professor
Muslim College of Education | - | Faculty |
| 7. | Mrs. Majusha
Assistant Professor
Muslim College of Education | - | Faculty |
| 8. | Mrs. Merline Jaya
Associate Professor
Muslim College of Education | - | Faculty |
| 9. | Mrs. Indira
Assistant Professor
Muslim College of Education | - | Faculty |
| 10. | Mrs. Dernojo
Assistant Professor
Muslim College of Education | - | Faculty |
| 11. | Mrs. R. Jaculin subli
Assistant Professor
Muslim College of Education | - | Faculty |
| 12. | Mrs. Raina rose
Assistant Professor
Muslim College of Education | - | Faculty |
| 13. | Ms. Rishma
M.Ed. student
Muslim college of Education | - | Student |
| 14. | Ms. Abinaya
B.Ed. Student
Muslim college of student | - | Student |




Principal
Muslim College of Education
Thiruvithamcode

15. Ms. Jenisha

Alumini

Muslim college of Education

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16. Ms. Sajna

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NOTICE

The college has scheduled a curriculum planning meeting for 04/01/2023. Please ensure that you are present at the meeting. the curriculum planning procedure that took place during the most recent academic year. The curriculum committee members listed below and faculty are requested to attend the event on the specified date.

Pramod.V.S.

Head/Principal of the institution

Smt Kumari Sujatha

Schools including Practice teaching schools

Faculty of the institution

Mrs. Anitha Mary

Employers

Dr.Mohamed Alikhan

Experts

Dr.C.Amose

Students

Miss Abinaya (B.Ed)

Student

Miss Risma (M.Ed)

Alumni

Miss Jenisha



Principal
Muslim College of Education
Thiruvithancode



MUSLIM COLLEGE OF EDUCATION

No. 1 New Street, Thiruvithancode, Kanyakumari District, Tamil Nadu, India - 629174

Affiliated to Tamil Nadu Teachers Education University - Chennai CC10916.

Recognised by SRC (NCTE) New Delhi

web: www.muslimcollegeofeducation.in email id : muslimcollegeofeducation@gmail.com

7596174494, 9442760383

F. No. SRC/NCTE/MSD 8071/R.E./TN/2014-15/ 63319
F. No. SRC/NCTE / KPSO/MSU/M.E/TH/2015/93325

Date 1/6/2022
Page

NOTICE

The college has scheduled a curriculum planning meeting for 07/06/2022. Please ensure that you are present at the meeting. the curriculum planning procedure that took place during the most recent academic year. The curriculum committee members listed below and faculty are requested to attend the event on the specified date.

Pramod.V.S.

Head/Principal of the Institution

Smt Kumari Sujatha

Schools including Practice teaching schools

Faculty of the institution

Mrs. Anitha Mary

Employers

Dr.Mohamed Ali Khan

Experts

Dr.C.Amose

Students

Miss Abinaya (B.Ed)

Student

Miss Risma (M.Ed)

Alumni

Miss Jenisha



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F. No: SRC/NCTE/MSO 8071/JI ED/TN/2014-15/ 82329
F. No: SRC/NCTE/MSO 8071/JI ED/TN/2014-15/ 82329

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AGENDA OF THE MEETING

- Discussion about choice-based credit system syllabus
- Discussion about practicum part of M.Ed programme
- Preparation of Master Time-Table
- Preparation of Academic Calendar
- Fixing of workload of faculty
- Work load of faculty
- Preparation of Course File
- Discussion about Online courses and Self -Study courses




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P. No. 1000/2023/MSQ/EDUCATION/THIRUVITHANCODE
P. No. 1000/2023/MSQ/EDUCATION/THIRUVITHANCODE

Date: _____
Page No: _____

ACTION TAKEN

- To consider and adopt the Choice Based Credit System syllabus for the M.Ed., Program

Dr. Binni Professor presented the syllabus to be followed for M.Ed., students. The credit points of the theory courses are discussed in the meeting. The committee members suggested that the students are free to select any of the elective subjects from choices given by the university. The committee members recommended the institution for prearrangement of human resources and infrastructure based on the student's choices.

- To consider and discuss the dissertation part of the M.Ed., Programme.

Dr. Bindhu, Professor presented the dissertation part of the M.Ed., Programme. The committee members suggested Research Cell to arrange Research Colloquium for discussing research activities of M.Ed., students for each semester.

- To consider and discuss the practicum part of the M.Ed.

Mrs. Merlin Jeya Associate Professor presented the prcticum part of the M.Ed., degree course such as field visit to co- operative schools and Teacher education institutions and self development, Yoga programme. The committee members recommended allotting the nearby schools/ colleges for the field visit.

- To consider and adopt the regulations and syllabus for II B.Ed., Programme.

Mrs. Manjusha, Assistant Professor presented the syllabus framed by TNTEU for Second year B.Ed., Programme for approval of the committee members. The committee approved the electives to be chosedn by the students.

- To consider and adopt the new Choice Based Credit System syllabus for I B.Ed., programme

Dr. AnithaMary, Assistant Professor presented the new syllbaus to be followed for first year B.Ed. Students. The credit points of the theory and practicum courses are discussed in the meeting.



S.W.
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F. No. SRC/NCTE/AFSO 8671/M.Ed/TH/2014-15/ 62326

F. No. SRC/NCTE/AFSO 8671/M.Ed/TH/2015/62325

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- To consider and approve the list of Internship schools.

The committee members suggested giving two choices of schools nearby the residence of the students for internship training of B.Ed. Students. Assignment of in-charge staff members for various clubs. Co-ordinators are assigned for various clubs.

TO APPROVE VALUE ADDED COURSES.

- The Committee resolved to offer few courses in addition to the previous year courses.
- To consider and discuss about the completion of the MOOC and SWAYAM online courses in compliance with the new syllabus of TNETU

PREPARING THE SCHEDULE FOR COVERING SYLLABUS

- Schedule of the Syllabus was prepared and submitted to the principal for further action. The principal communicated it to the faculty.
- Preparation of Master Time-Table
- Master time table was prepared and submitted to the principal for execution.

PREPARING ACADEMIC CALENDAR

- Academic Calendar was prepared and submitted to the principal for the academic year 2022-2023. It was made available in the website and the college hand book.

FIXING OF WORKLOAD OF FACULTY

- Work load of faculty are fixed and submitted before the principal for necessary arrangements.

PREPARATION OF COURSE FILE

- Course File are prepared by the faculty for the effective transaction of curriculum.
- The delivery of curriculum through a variety of pedagogical methods
- The curriculum is implemented through a variety of pedagogical methods, including group discussions, cooperative learning strategies, peer mentoring, ICT integration, and lecturing. Workshops, seminars, blended learning strategies, guest lectures, and interactions with resource persons.




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Date: _____

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- Providing training in Self- Regulated modes
- The timetable included self-study hours and library referencing, and student instructors were provided with guidance on how to utilise them.
- The student teacher and teacher Educand were required to work independently on assignments, seminars, and projects.

Mr. Irguraja Raja Kumar , Assistant Professor presented the availability of MOOC, SWAYAM and Other courses through online mode. The committee members suggested increasing the computer lab hours to complete the online courses.



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NCTE order No.FSRD/NCTE/MSO.8673/8.06/1702614-1U.80329
FSRD/NCTE / MSO9883/MSO/1702615/5325

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The _____
Principal

Date of the Meetings for in house curriculum planning during the 1 year

Year	Date	Categories of persons attended	Main issues	Action decision taken
2022 - 2023	07.04.2022	Faculty of the Institution - 8 : Dr.Binita, Dr. Binitha, Mrs. Merin Jeya, Mrs. Marijuma, Dr. Anitha Mary	1. To consider and adopt the Choice Based Credit System syllabus for the M.Ed., Programme.	Dr. Binita Professor presented the syllabus to be followed for M.Ed., students. The credit points of the theory courses are discussed in the meeting. The committee members suggested that the students are free to select any of the elective subjects from choices given by the university. The committee members recommended the initiation for arrangements of human resources and infrastructure based on the student's choices.
			2. To consider and discuss the dissertation part of the M.Ed., Programme.	Dr. Binitha Assistant Professor presented the dissertation part of the M.Ed., programme. The committee members suggested Research Cell to arrange Research Colloquium for discussing research activities of M.Ed., students for each semester.
			3. To consider and discuss the practicum part of the M.Ed., Programme.	Mrs. Merin Jeya Associate Professor presented the practicum part of the M.Ed., degree course such as field visit to co-operative schools and Teacher education institutions and self development, Yoga programme. The committee members recommended allowing the nearby schools/ colleges for the field visit.
		Principal of the Institution - 1: Dr. V.S. Ponnad	4. To consider and adopt the regulations and syllabus for B.Ed., Programme.	Mrs. Marijuma, Assistant Professor presented the syllabus framed by TNTEU for Second year B.Ed., Programme for approval of the committee members. The committee approved the electives to be chosen by the students.
		Head Mistress - 1 : Mrs. Kumari Sujatha	5. To consider and adopt the new Choice Based Credit System syllabus for 1 B.Ed., programme.	Dr. Anitha Mary, Assistant Professor presented the new syllabus to be followed for first year B.Ed. Students. The credit points of the theory and practicum courses are discussed in the meeting.
		Employer - 1 Mr. Mohammed Ali Khan	6. To consider and approve the list of Internship schools.	The committee members suggested giving two choices of schools nearby the residence of the students for internship training of B.Ed. Students.
		Expert - 1 Dr. Anwar	7. Assignment of in-charge staff members for various clubs.	Coordinators are assigned for various clubs.
		Students 2 : 1. Mrs. Adithya 2. Disha	8. To approve value added courses.	The Committee resolved to offer few courses in addition of the previous year courses.
		Alumni 3 : Mrs. Sahini Mrs. Mary Jiji	9. To consider and discuss about the completion of the MOOC and SWAYAM online courses in compliance with the new syllabus of TNTEU	Mr. Ignace Raja Kijmai, Assistant Professor presented the availability of MOOC, SWAYAM and Other courses through online mode. The committee members suggested increasing the computer lab hours to complete the online courses.
		Faculty of the Institution - 8 : Dr.Binita, Dr. Binitha, Mrs. Merin Jeya, Mrs. Marijuma, Dr. Anitha Mary	1. To consider and adopt the Choice Based Credit System syllabus for M.Ed., Programme I and IV semester.	Dr. S. Binita Professor presented the syllabus framed by TNTEU for M.Ed., Programme for approval of the committee members. The credit points of the theory and practicum courses are approved in the meeting. The committee offered two electives out of four subjects to be chosen by the students. Also Professor explained about psychology practical which is added to syllabus.



Principal

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B.Ed., & M.Ed

04-01-23	Principal of the Institution - 1: Dr. V.S. Ponnud	2. To consider and discuss the dissertation part of the M.Ed. Programme.	Dr. Bindu, Assistant Professor presented the dissertation part of the M.Ed. Programme. The committee members suggested Research Cell to arrange Research Colloquium for discussing research proposal for I M.Ed., and Mark was for II M.Ed. Students.
	Head Mistress - 1: Mrs. Kurnali Sathya	3. To consider and discuss the practicum part of the M.Ed. Programme.	Mrs. Mani Jeya Assistant Professor presented the practicum part of the M.Ed., degree course such as Psychology practical, field visit to Teacher education institutions, Hands on training and academic writing.
	Employer - 1: Mohammed Ali Khan Expert - 1: Dr. Anuja	4. To consider and adopt the new Choice Based Credit System Syllabus	Mrs. Manjula, Assistant Professor presented the new syllabus to be followed for first year (II Semester) students. The credit points of the theory and Practicum courses are discussed in the meeting.
	Students 2: Mrs. Adithya 2: Dishi	5. To discuss about self study courses.	5. The Progress of the course and timely submission of assignments were discussed.
	Alumni 2: Mrs. Sathi Mrs. Mary Jiji	6. To discuss about the activities of club & committees.	6. Review of clubs and committees activities for the betterment of curriculum.




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