

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

AQAR for the year (2015-16)

I. Details of the Institution

1.1 Name of the Institution

Christian College, Chengannur

1.2 Address Line 1

Angadical South

Address Line 2

Alappuzha District

City/Town

Chengannur

State

Kerala

Pin Code

689 122

Institution e-mail address

christiancollege@gmail.com

Contact Nos.

0479 -2452275

Name of the Head of the Institution:

Dr. Achamma Alex

Tel. No. with STD Code:

0479- 2452275

Mobile:

9446755375

Name of the IQAC Co-ordinator:

Dr. John George Athyal

Mobile:

9495184045

IQAC e-mail address:

christiancollege@gmail.com

1.3 NAAC Track ID (For ex. MHC0GN 18879)

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

EC/61/RAR/11 date September 15, 2012.

1.5 Website address:

www.christiancollege.ac.in

Web-link of the AQAR:

www.christiancollege.ac.in

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B+		2005	5 Years
2	2 nd Cycle	A	3.09	2012	5 Years
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

12/06/2002

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011))

- i. AQAR 2014-15 08th December, 2015
- ii. AQAR 2013-14 02nd November, 2014
- iii. AQAR 2012-13 28th November, 2013
- iv. AQAR 2011-12 30th December, 2012

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid GC 2(f) GC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

University of Kerala

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PG programmes Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. Faculty
Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No
If yes, mention the amount For 2013-18

2.13 Seminars and Conferences (only quality related):

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

- Training on SPARK software for Administration
- Quality enhancement in Higher Education

2.14 Significant Activities and contributions made by IQAC

- Computer training to Administrative staff
- Conducted Academic Auditing
- Conducted Result Analysis
- Encouraged departments to organise Social extension Activities
- Incentives for Faculty publishing research articles
- IQAC along with Research committee motivated faculty members to pursue research
- Promoted Departments to upgrade to Research Departments
- Promotion of Regional and National Seminars
- Promotion related matters of Teaching Staff
- Seminar for Teaching and non Teaching staff

2.15 Plan of Action by IQAC/Outcome

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 *

Plan of Action	Achievements
<ul style="list-style-type: none"> • Year Plan • College Calendar • Framing admission committee • Induction programme for the 1st year Degree Students • Orientation programme for staff • Proposals for Major/minor projects/seminars • Academic Audit • Student feedback • Counselling sessions for students • Social extension activities • Publication of student's journal • Memorial lectures • ASAP training programme • Valedictory function of the Golden Jubilee Celebration. 	<ul style="list-style-type: none"> • Each department submitted year plan • College calendar was distributed among students • Admission was conducted as per University guidelines • Arranged Induction programme for the 1st year students and an orientation for staff • 3 ongoing Major projects and 5 Minor projects. 1 major project and 6 minor projects were completed this year. • Dept. of Physics and Dept. of Chemistry organized National Seminars and each department organized regional seminars. • The Dept. of Economics signed an MoU with the National Stock Exchange and Dept. of English entered into a contract with the Government of Kerala to conduct ASAP Training. The post graduate Science departments were jointly selected for the DST-FIST scheme of Govt. of India. • Two external experts were invited to conduct the Academic Audit. • Three counselling sessions were organized for students. • Social Extension activities were carried out by NSS and various departments. A social internship programme for students was effectively organized by the Dept. of English. • Very Rev. A.A.Pylee and Prof. Lily Titus Memorial Lectures were conducted this year. • Valedictory function of the Golden Jubilee Celebration was inaugurated by the Honourable governor of Kerala Justice P. Sathasivamon 17 September 2015. • Articles for the Students' Journal – <i>Cognitio</i> – were selected and submitted the same for ISSN.

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2.15 Whether the AQAR was placed in statutory body **Yes**

Management Syndicate Any other body

Provide the details of the action taken

Verified the AQAR and approved for submission

Criterion – I Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	1			
PG	5	0		
UG	9	0		
PG Diploma				
Advanced Diploma				
Diploma				
Certificate	4			
Others	7			
Total				
Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS (Framed by University of Kerala)

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	9 (UG) + 5 (PG)
Trimester	
Annual	

1.3 Feedback from stakeholders* Alumni Parents Employers Students

(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

*Please provide an analysis of the feedback in the Annexure

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Syllabus of Degree and PG changes with effect from June 2014

1.5 Any new Department/Centre introduced during the year. If yes, give details.

Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
50	38	10		

2.2 No. of permanent faculty with Ph.D.

22

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
0	14	0	0	0	0	0	0	0	0

2.4 No. of Guest and Visiting faculty and Temporary faculty

14

FIP-2

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	8	16	8
Presented papers	5	15	8
Resource Persons	0	0	8

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- Lecture method was predominantly used but innovative techniques were incorporated in the teaching-learning process.

- Teachers and students utilized the smart classroom facility
 - PG students presented seminars and papers with ICT methods. (The college has an Audio-Visual lab and language laboratory.)
 - Field visits, study tours and group discussions were organized by various departments.
 - **Walk with a Scholar**, a programme to stimulate talented students, functions effectively. Talks by experts and visits to reputed institutions were organized by WWS.
 - Power point presentations, peer teaching, internet assisted classes, group discussions and experimental methods were used in the teaching learning process. Students were motivated to present papers and seminars on certain topics.
 - Selected students were deputed to participate in intercollegiate competitions organized by other educational institutions.
 - Tutorial classes were arranged for the weak students.
 - Student initiative programmes – seminars, quiz/debate competitions, literary competitions were held to enhance the passion of students to explore knowledge.
- 2.7 Total No. of actual teaching days during this academic year
- 2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)
- 2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop
- 2.10 Average percentage of attendance of students:
- 2.11 Course/Programme wise distribution of pass percentage :

B.A./ B.Sc.(CBCSS) Results of VI semester University Examinations April - 2015

(2012 – Admission)

Subject	Total Appeared	Total Pass	Percentage of Pass*
English	37	36	97.29%
History	39	37	94.87%
Economics	42	38	90.47%
Mathematics	28	27	96.4%
Physics	28	28	100%
Chemistry	30	28	93.33%
Botany	31	27	87.09%
Zoology	31	30	96.77%

*Last Semester Pass Percentage

M.A./MS.c Semester IV University Examiantion (2013 - Admission)

Subject	Total	Total Pass	Percentage of Pass
M.Sc. Physics	13	13	100
M.Sc. Analytical Chemistry	11	10	90.90
M.Sc. Zoology *	11	11	100
M.A. Economics	16	12	75
M.A. English	16	11	69

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

- Teacher evaluation by students was conducted at the beginning of the academic year by the IQAC subcommittee. The results were analysed and intimated to the faculty concerned by the Principal.
- Periodical assessment of the teaching learning process was done in the meeting of the heads of the departments convened by the principal.
- PTS meetings were organised on a regular basis to discuss the teaching learning process, and performance of students.
- Monitored the activities of **Walk with a Scholar** and **Student Support Programmes**.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	8
UGC – Faculty Improvement Programme	3
HRD programmes	7
Orientation programmes	4
Faculty exchange programme	
Staff training conducted by the university	4
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	4
Others	6

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	31	3	0	0
Technical Staff	0	1	0	0

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- IQAC monitored and promoted research activities of the college.
- Teachers were encouraged to submit proposals for major/minor project/student projects.
- Incentives for research articles published in journals.
- Dept. of Physics started its functioning as a research department and two students registered as full time research scholars.
- Preparation of a Students' Journal, *Cognitio*, completed and forwarded the same for ISSN.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned (Interdisciplinary)	Submitted
Number	1	3	1	1
Outlay in Rs. Lakhs	5.45	90	21.15	10.738

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	6	7		3
Outlay in Rs. Lakhs	5.41	17.751		5.95

3.4 Details on research publications

	International	National	Others
Peer Review Journals	17	2	
Non-Peer Review Journals		1	
e-Journals	1		
Conference proceedings	5	15	

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Name of the funding Agency	Total grant Sanctioned	Received
Major projects	UGC, DST		1,48,00,000
Minor Projects	UGC		17,75,100
Interdisciplinary Projects	KSCSTE		21,50,000
Industry sponsored			0
Projects sponsored by the University/ College			0
Students research projects (<i>other than compulsory by the University</i>)	KSCSTE		53,000
Any other(Specify)			
Total			1,87,78,100

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges
Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

* Dr. R. Jayakrishnan, Department of Physics

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number		2	6		7
Sponsoring agencies		UGC KSCSTE	Management		Management

3.12 No. of faculty served as experts, chairpersons or resource persons

5

3.13 No. of collaborations

1

International

5

National

10

Any other

3.14 No. of linkages created during this year

2

3.15 Total budget for research for current year in lakhs :

From Funding agency

1,87,78,100

From Management of University/College

41181

Total

18819281

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year

Total	International	National	State	University	Dist	College
0	1	0	1	0	0	8

3.18 No. of faculty from the Institution

5

who are Ph. D. Guides

and students registered under them

2

3.19 No. of Ph.D. awarded by faculty from the Institution

0

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF

0

SRF

Project Fellows

0

Any other

3.21 No. of students Participated in NSS events:

University level

2

State level

12

National level International level

3.22 No. of students participated in NCC events:

University level State level

National level International level

3.23 No. of Awards won in NSS:

University level State level

National level International level

3.24 No. of Awards won in NCC:

University level State level

National level International level

3.25 No. of Extension activities organized

University forum College forum

NCC NSS Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- NSS carried out the major social extension activities
- The Department of Economics continued its financial and academic support to the Government school they adopted.
- Department of English arranged a **social internship programme** for the students. Final year degree students were sent to an old age home for ten days. They assisted the nurses and cooks and spent time with the inmates. It was a memorable experience for them.
- Food packets were distributed among the patients of Government Hospital, Chengannur.
- 'Unarvu', an anti drug programme of Kerala Police was organized by NSS
- NSS volunteers associated themselves with the Pain and Palliative unit and 25 students were imparted training in palliative care services.

- In association with the Kerala State Agricultural Department, organic vegetable cultivation was planned and implemented.
- The Bio-diversity club of the college hosted the 'Pesticide-Free Nature' campaign on 12 Feb. 2016. A street play was also conducted in connection with the campaign.
- The Entrepreneurship club conducted a class on paper bag making.
- In collaboration with the forest Department of Kerala tree saplings were distributed to students.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	17 Acre	0	0	0
Class rooms	38	3	Management	14,94,014
Laboratories	12		Management	
Seminar Halls	2	0		
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	9	0	DST	5727930
Others				

4.2 Computerization of administration and library

- Admissions to UG and PG programmes are online
- Salary claiming and dispersal process is completely online
- Scholarships from various agencies are applied online and disbursed online
- The attendance, internal marks, Assignment, Grades, are all uploaded to the University through internet.
- The details of all the students are digitalised to obtain student database
- The library is fully automated

4.3 Library services:

	Existing	Newly added	Total
	No.	No.	No.
Text Books	29296	249	29545
Reference Books	1752	3	1755
e-Books	97000	38000	135000
Journals	23	3	26
e-Journals	3000		
Digital Database			
CD & Video	131	16	147
Others (specify) Periodicals	23		

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	60	1	7 (VPN line)	9	1	1	9	
Added	16							
Total	76	1	7 (VPN line)	9	1	1	9	

4.5 Computer, Internet access, training to teachers and students and any other programme for technology up- gradation (Networking, e-Governance etc.)

- Non teaching staff was given training in Microsoft office
- Apart from the central computer laboratory, each department has separate computers and students are free to use them for academic purpose.

4.6 Amount spent on maintenance in lakhs :

i) ICT	45350
ii) Campus Infrastructure and facilities	1525533
iii) Equipments	0
iv) Others	324698
Total :	1895581

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Weak students are identified and proper guidance and training are given to them through Scholar Support Programme and tutorial classes.
- ASAP training programme and activities of Walk with a Scholar programme offer a platform for the talented students. They are guided and motivated by external/internal mentors.
- Financial assistance to economically weaker students in the form of endowments and scholarships.
- Free noon meal programme to all deserving students.
- Availability of the service of professional external counsellor to the students.
- Immediate redressal of individual and common grievances of students and involvement of the Alumni in the promotion of student welfare and provision of study materials to needy students.

5.2 Efforts made by the institution for tracking the progression

- Result Analysis
- Internal assessment
- Periodical Class wise PTS
- Mentors of WWS/SSP and lecturers in charge of classes monitors and assess the performance and progress of students.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
934	145	2	

(b) No. of students outside the state

0

(c) No. of international students

0

Men	No	%	Women	No	%
	239	22		840	78

No	%
840	78

Last Year	This Year
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General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
673	153	3	115	3	947	767	178	3	131	0	1079

Demand ratio Not Available* Dropout % 6.9

* The UG and PG admissions are conducted by the University and no data is available

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Special classes are arranged to postgraduate students for NET examination by the departments English, Economics, Physics, and Chemistry. The career guidance cell of the college arranges orientation programmes and training for students to attend competitive examinations.

5.5 No. of students qualified in these examinations

NET	<input type="text" value="1"/>	SET/SLET	<input type="text" value="4"/>	GATE	<input type="text"/>	CAT	<input type="text"/>
IAS/IPS etc	<input type="text"/>	State PSC	<input type="text" value="3"/>	UPSC	<input type="text"/>	Others	<input type="text"/>

5.6 Details of student counselling and career guidance

The career guidance cell arranged a number of programmes.

The Institute of Cost Accounts of India with Finwise Institute of Management organised a career counselling programme on Cost and Management Accountancy Course (CMA).

An Orientation programme on various career related programmes offered by IGNOU was conducted for third year degree students on 14 December 2015.

A workshop on Employment Enhancement was organised on 28 January 2016.

On 4 February 2016, Speed Wings conducted an industry familiarization programme on "Airline, Cargo and Logistics".

A placement drive was conducted in the campus in association with *Infozia* on 23 April 2016. 8 companies were present.

The Counselling Unit of the college arranged 3 counselling classes for students. Apart from the three trained teachers, the college has an external counsellor arranged by the management. The college has a separate room for counselling and the trained teachers are available for students at noon interval.

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
4	40	1	5

5.8 Details of gender sensitization programmes

26 November was observed solemnly as UN Day for prevention of cruelty against women.

Talks were arranged by the Women’s Study Unit of the college. Eminent personalities, Prof. Lalithamma and Adv. Rachel P. Mathew addressed the students.

Three silent women contributors to the society were honoured during the International Women’s Day celebrations.

A counseling class was also arranged for students.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount Lakhs
Financial support from institution	26	2,26,250
Financial support from government	596	19.01
Financial support from other sources	12	24000
(Kuwait and UAE Alumni Chapters)		
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Seminar: **College/** University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: 1

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

<p>Vision Academic excellence, formation of character, social commitment and search for truth.</p> <p>Mission</p> <ul style="list-style-type: none"> • To provide quality higher education for the overall development of young men and women of Central Travancore, • to empower students and faculty to face the challenges of life in the modern world, • to undertake extension programmes with the active involvement of the community and • to inculcate human values based on Christian principles by upholding human rights and dignity. <p>The vision and mission of the institution are communicated through the college calendar/handbook, display boards, college magazine, newsletters, websites and brochures to all the stake holders of the college.</p>
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6.2 Does the Institution has a Management Information System

No

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

The institution has no freedom to alter the existing curriculum. Four of the teaching staff participated in the curriculum revision discussion organised by the University of Kerala. The College has devised special curriculum for the 1 Computer Courses and 4 Add-on Programmes and got it approved by the Academic Council of the College.

6.3.2 Teaching and Learning

Each department has been provided with DLP projectors. Students and teachers make use of the facility. Peer teaching is encouraged in the classroom. Feedback regarding the performance of teachers are collected from students and intimated to the teachers concerned confidentially. Systematic arrangement is made by the committee constituted for the same, for the conduct of Remedial classes and mentoring sessions. Different clubs initiate literary activities. Walk with a Scholar (WWS) and Student Support Programmes (SSP) enhance the intuitive learning aspect of students. IQAC monitors the activities of WWS and SSP. The department of English and Economics organise **intercollegiate paper presentation** competition for the students every year. Each department organise invited talks on relevant topics for students. Field trips were arranged this year by WWS and individual departments.

6.3.3 Examination and Evaluation

The college lacks freedom to implement reforms in Examinations. Yet, at the college level, the institution periodically conducts internal evaluation and intimates the result to the parents. Regular PTS meetings are arranged by the departments concerned.

A separate committee organises and monitors the evaluation process. Analysis of result will be done and the same will be discussed by the staff and the Management.

A separate examination hall was set apart for the smooth conduct of university examinations.

6.3.4 Research and Development

The college has a committee to monitor the research activities. It encourages the staff to submit minor/major projects.

The institution has 3 ongoing Major projects and 7 ongoing Minor Projects.

5 of the teachers are recognised as Research Guides.

Incentives are given to teachers for their research publications.

The task of publishing a research journal for college students is nearing its end.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Fully automated library – e-journals and INFLIBNET facility
- A common AV Room, Central Computer Lab., Language Laboratory, AC Seminar Hall, Special Science Laboratories
- Jubilee Block – separate rooms for Zoology laboratory and Commerce classrooms.
- Separate examination Hall.

6.3.6 Human Resource Management

In association with the Mar Thoma Higher Education Commission, special induction programme was arranged for the junior teachers

IQAC encouraged teachers to attend various training programmes/FLAIR/seminars

Faculty members participated in various social activities.

6.3.7 Faculty and Staff recruitment

Based on the norms of the Government of Kerala and University of Kerala

6.3.8 Industry Interaction / Collaboration

- The Department of Economics has signed an MoU with the National Stock Exchange under the Pradhan Mantri Kaushal Vikas Yojana and organised a 5 day “Financial Market Skill Development training Programme” from 27 February to 2 March 2016.
- The Department of English has entered into contract with the Government of Kerala to conduct residential ASAP.
- Two of the teachers of the department of Economics are principal investigators in a joint venture with Gulati Institute.
- One of the teachers of the Department of English has carried out a research project jointly with Indian Institute of Management, Ahmadabad.
- We have entered the sphere of community Development Programme in collaboration with JCI Adoor.

6.3.9 Admission of Students

The institution ensures wide publicity to the admission process through the prospectus and institutional website. The admission details are also put up on the college display board. The University publishes details of admission schedule in its website and in all leading news papers of the State. The PG admission is made online and centralized allotment is made at the university level.

Students are selected for admission purely on the basis of merit in the qualifying examination. The college strictly follows the admission rules prescribed by the University and State Government. As per the existing rules, fifty percent of seats are filled from general merit, twenty percent from SC/ST merit and ten percent from community merit. The remaining twenty percent is earmarked as management quota. Definite criteria are followed for management admissions. Dalits, local candidates, and candidates from socially and economically backward sections are given due consideration. The cut off percentage for PG admission is stipulated as forty five percent for arts subjects and fifty percent for science subjects in the general category. There is no cut off percentage for SC/ST students and two percent relaxation is allowed for SEBC students.

6.4 Welfare schemes for

Teaching	1
Non teaching	1
Students	3

6.5 Total corpus fund generated

Rs. 1915250

6.6 Whether annual financial audit has been done

Yes

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	External Experts	Yes	Departments
Administrative			Internal	Governing Council

6.8 Does the University declares results within 30 days? **The results are published by the University**

For UG Programmes

Yes

No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

The examination procedure is fully determined by the University norms and the affiliated college has no flexibility in initiating any examination reforms.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

NA

6.11 Activities and support from the Alumni Association

- Annual Alumni Meet
- Annual Competitions for students
- Scholarship for students by the UAE and Kuwait Alumni Chapters
- Support for infrastructure development

6.12 Activities and support from the Parent – Teacher Association

- Actively participate in the functioning of the college
- Support for infrastructure development
- Welfare programme for students
- Class wise PTS are conducted in all semesters for degree classes.

6.13 Development programmes for support staff

Soft skill development and computer skill enhancement programmes for support staff.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- 2 gardens – exotic fruit trees and Nakshtavanam –were set up
- The medicinal garden was expanded to include 30 more species of plants
- Campus beautification
- *Pesticide-free Nature* campaign conducted on 12 February 2016.
- NSS units in association with the Kerala State Agriculture Department started organic vegetable cultivation in the college campus.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

1. The details of students are digitalised and the database is prepared
2. **Social Internship Programme** – students were sent to a destitute home nearby the college during summer vacation. They stayed with the inmates for 10 days. It served as an eye opener for them.
3. **Programmes initiated by students** – Programmes organised by the students help improve their personality.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- Orientation classes for first year UG students
- Various clubs functioned effectively as planned during the beginning of the academic year.
- Organised Invited Talks
- Student Initiative Programmes – Intercollegiate paper presentation competition and publication of magazines
- Gender sensitization programmes
- Intercollegiate shuttle tournament for Staff
- Orientation programme for staff
- 3 Major, 7 minor projects and 2 National seminars
- Conducted Academic Audit and the feedback given to each departments
- Student feedback about faculty is consolidated and given to teachers concerned
- Conducted Counselling sessions for students
- Conducted ASAP training programme

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

- Noon-meal scheme for students.
- Student support scholarships to deserving students by the alumni and various departments of the college.

7.4 Contribution to environmental awareness / protection

- World Environment day was celebrated by organising a **Green Football Match**
- Important days like, **The International Day of Tigers, World Elephant Day, Ozone Day** etc were observed.

- A 3 day nature education camp was organised at Neyyar Wildlife Sanctuary from January 24-26, 2016.
- Essay writing competitions and screening of documentaries on wild life
- A street play, *Mannum Manassum*, was conducted on 15 February 2016.
- Every year new saplings are planted

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (For example SWOT Analysis)

Strength

- Good ambience with and eco friendly campus
- Well maintained infrastructure facilities
- Good discipline and conducive academic atmosphere
- Healthy relationship among all the stakeholders
- Committed management and faculty

Weakness

- Relatively poor results at the UG level.
- Potential of faculty members in research activities not fully realised
- Limited available space
- Inadequate ICT experience of nonteaching staff.

Opportunity

- Possibility to obtain more funds from the UGC and other funding agencies
- Scope for improving sports and cultural activities
- Opportunity for raising funds from the alumni
- Scope for starting consultancy services

Threats

- Lack of fundamental knowledge and skills of incoming students
- Reluctance of pursuing academic or research career by students
- Meagre research outcome from teachers
- Excessive workload for teaching staff

Plans of institution for next year

- More National Conferences
- Increase no of published Research Articles
- Publishing an interdisciplinary Research Journal with ISSN Number
- Invited talks by experts
- Training classes for Non Teaching staff in computer and soft skills
- Green Auditing
- Conference by IQAC on Quality in Higher Education
- Rain water harvesting
- Social Extension activities
- New collaborative research programmes

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Name Dr. Achamma Alex



Signature of the Coordinator, IQAC



Signature of the Chairperson, IQAC

**PRINCIPAL
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