



SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

CHRISTIAN COLLEGE, CHENGANNUR

ANGADICAL CHENGANNUR 689122 ALAPPUZHA DISTRICT KERALA
689122

www.christiancollege.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Christian College, Chengannur, a Post-graduate minority educational institution established in 1964, is owned and managed by The Malankara Mar Thoma Syrian church. It is a Government Aided college affiliated to The University of Kerala. Laid out in 6 Hectares 58 Ares of land on a pristine hill top on Chengannur - Trivandrum Main Central Road, the institution is easily accessible to all. The institution that offers 9 UG Programmes, 5 PG programmes and research facilities has 12 buildings with 33 classrooms, three research laboratories, 9 UG and PG laboratories, Language laboratory, Media Room, Amelioration Centre, Auditorium, A/C seminar hall, Meditation Centre, hostels for girls and researcher boys, retiring rooms for girls and canteen. It is an institution that has been supported by DST-FIST, SAARD and DBT-STAR grants for academic/research developments. The fully computerized library with high speed broadband connection, INFLIBNET and WEB OPAC; centralized Computer laboratory, digital recording room with provision for MOOC and pre recorded classes, 12 multi station Gymnasium, and the playground that offers space for many games and at times used as helipad for the use of VVIPs are some of the specialities of this institution. The larger enrolment of girls and minority students authenticate the institutional commitment towards equity and inclusion. The student friendly, student-centred, eco-friendly atmosphere of college is committed to mould academically competent, research oriented and socially as well as environmentally committed students with the full support of Parent Teacher Association. The alumni support the academic pursuits of students by instituting scholarships. The Eco Clubs, Entrepreneurial Club, Incubation centre, Career and Guidance Club, Women's Study Unit and Centre for Social Action guarantee the overall development of students.

Vision

The visionaries who chose a pristine hill top for the inception of the institution wished to ensure that every student that leave this institution should achieve *academic excellence*. It is not simply the making of good grades, but it is the development of the God given faculties/ talents for the service to humanity. It must be developed as a lifestyle. To achieve this goal, students should make use of the knowledge they gather during student days to serve God by serving the multitudes around them. Apart from learning the lessons offered to them by teachers, they have to reflect upon them. However, they have to keep in mind that academic excellence alone cannot guarantee success in one's life. For that, the quality of education provided to them should cater to their *character formation*. 2 or 3 years of studying in a class of 40 students will certainly help them to develop broad outlook, industrious nature, diligence, respect for others, selfless nature, patience, forbearance, cooperative mind, hardworking nature, love and care which every human being needs to develop. If the academic terrain gives them the necessary guidance to become good citizens and good human beings, that system succeeds in its endeavour. A student who develops as a good citizen and human being will be *socially committed* and will always *search for the truth* and stand for the truth.

Mission

Families in and around Chengannur that wished to provide Higher education to their children during the 1960s had to send them to distant places when there was not much transportation facility. The initiators of Christian College, who believed that only the right type of education could set humans free from all types of social evils

and contribute to the reformation of society decided to build this institution on a hill top by the side of the Main Central Road in the year 1964. Their earnest wish was to provide higher education of the best quality to young men and women of Central Travancore to promote their overall development. In tune with the vision of the pioneers, the management and staff of this institution strive to strengthen the body, spirit and mind of its students thereby ensuring their empowerment to face the challenges in modern life. The staff motivates their students to take an active participation in academic as well as social extension programmes. The *Centre for Social Action* gives necessary guidance to students to spend a share of their talents/gifts, academic knowledge and time for social cause, especially for those who may need them. The College with the motto, *Our Utmost for the Highest*, aspires to promote the development of its students as good human beings by inculcating human values and upholding truth and human rights.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Well maintained infrastructure facility with good ambience and a clean, eco-friendly campus. Conducive academic atmosphere with well maintained discipline
- Healthy relationship among all the stakeholders
- Members of Faculty with international exposure
- Well furnished hostels
- Inclusive education evidenced by greater enrolment of girls and SC/ST students
- Committed, farsighted Management with dedicated faculty
- High speed internet connectivity
- Facilities for differently abled
- Regular conduct of funded National Seminars and programmes with the financial assistance of UGC, KSCSTE, DST, BRNS, and MNRE
- MoU with Stock Exchange, FINMARK, Government of Kerala, TIES, etc.
- Bridge Courses offered to first year Degree students and two batches of students being ASAP trained every year
- Scholarships and freeships given to students
- Library equipped with LIBSOFT and with INFLIBNET N-LIST access
- One well equipped Research Department with 16 Research Scholars currently doing research work
- Regular training in Sports and Games events that makes students students are regular winners in University meets
- A Counselling Centre that strives for the academic and holistic development of students through counselling sessions enabling them to become emotionally strong and mature individuals
- An environment friendly campus with green initiatives like recycling of used papers, Biogas plant, Rain water harvesting system, sanitary napkin incinerator, and regular programmes to develop environmental awareness on the need to keep the campus as a Plastic Waste free Campus and reduce Carbon footprint
- Observance and celebration of important days like World Environment Day, National Science Day, Orange Day, World Wetland Day, World AIDS Day, Teachers' Day, International Yoga day, Women's Day, etc.
- Functioning of clubs like Birds Club International, Nature Club, Bhoomithra Sena Club and maintenance of a grove of rare plants - Shanthisthal
- Interdisciplinary Student Journal "Spiritus Scientiae" and Inter-collegiate Student Seminar "Festival of Ideas" that bring out the academic excellence and organising capacity in students
- An active and supportive PTA and well organised and enthusiastic Alumni as the most treasured

assets of the college

- ICT enabled classrooms
- Establishment of the Centre for Social Action for extension and out-reach activities
- Setting up of Incubation Centre
- Close proximity to bus stands, railway station, hospitals, fire station, etc.

Institutional Weakness

- Lack of Vocational and self financing Courses
- Relatively poor input status of students
- Potential of faculty members in research activity not fully realised
- Limited facility in Men's Hostel
- Limited tie-ups with industries
- Limited number of linkages and internship programmes
- Four PG departments yet to be upgraded as research centres
- Complexity in mobilizing funds to carry out research projects in Humanities
- Limited role in shaping the syllabus/curriculum of the programmes

Institutional Opportunity

- Possibility to obtain more funds from the UGC and other funding agencies
- Faculty with potential for more research projects and publications
- Possibility to start a student and faculty exchange programme with other universities
- Opportunity for raising funds from the supportive alumni for development projects
- Possibility to produce and utilise more solar power in the campus
- Possibility of starting more Diploma/Certificate programmes
- Possibility of generating e-content by teachers

Institutional Challenge

- Starting more PG courses and Self-financing courses
- Improving overall research output and starting new research centres
- Strengthening remedial/tutorial classes to improve results at the UG level
- Expanding the infrastructure to accommodate more courses/research centres in future
- Establishing academic collaborations with reputable institutions or industries
- Time bound completion of syllabus which is often hampered by the untimely conduct of centralised valuation camps organised by the University
- Delay from the Government authority in sanctioning both teaching and administrative posts
- Lack of funds from funding authorities for conducting national seminars and minor/major research projects

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The College, affiliated to the University of Kerala, offers 1 research, 5 PG and 10 UG programmes. There is a reasonable representation of faculty in the University Board of Studies. Still, institution encourages maximum participation of faculty in curriculum restructuring workshops. Effective curriculum delivery is assured through periodical meetings of department faculty and Heads, day-based time table, orientation programmes for staff and students, invited lectures, workshops, field trips, experiential learning, academic projects, internship programmes, peer teaching, and Certificate courses. The college handbook and work diaries maintained by faculty fortify effective academic work. Lecture classes are supplemented through films/ documentaries, theatre performances, language laboratory and expert views shared through WhatsApp groups. The Induction Programme for newcomers by social workers/counsellors help students to set goals and objectives, think critically and practice ethics and compassion in their chosen discipline. The advanced and slow learners are identified during admission. Bridge course, and separate programmes like Student Support Programme (SSP) and Walk with a Scholar (WWS) are conducted for them. Remedial classes are also given to slow learners. The UG programmes under Choice Based Credit System with open courses and PG programmes with electives offer academic flexibility. All programmes have at least one core course related to issues relevant to gender, environment and sustainability. Students are exposed to various socio-cultural-political problems through debates, seminars, conferences, workshops and mandatory Club activities. Students imbibe values of discipline, patriotism and community service through the NSS and NCC. The mentoring system addresses the needs and strengths of students from the overall perspective of gender equality and human values. The community programmes including blood donation enhance student participation. Value Added courses like Yoga help students face life situations with equanimity. It needs to be mentioned that in reviving the dead “Varattar” and during the flood of 2018, our students and teachers actively supported the district administration. Every year feed backs from stakeholders are collected and consolidated and steps are initiated with regard to the findings. Academic audit is done at the end of every year to identify SWOC, and to decide upon changes to be implemented in the succeeding year.

Teaching-learning and Evaluation

The admissions are carried out by Centralized Online System. The slow/fast learners are identified during admission. The Bridge Course and Mentoring sessions for all; remedial classes, peer teaching and Scholar Support Programme for slow learners; and Enrichment classes and Walk with the Scholar programme for advanced learners, promote students’ development. Additional Skills Acquisition Programme and Short – Term Certificate courses are offered to all. Students participate in social outreach programmes. Career Guidance club organises career enhancement programmes. Industrial visits, Club activities, celebration of important national/international days, compiling of manuscript magazines and cultural, sports, and quiz competitions promote participative learning and skill enhancement. The green initiatives shape socially and environmentally conscious citizens. The peer reviewed students’ journal, visit to pioneering centres of research, seminars and paper presentation competitions organized by students themselves, social/academic extension programmes, online assignments, role play, Whatsapp groups and question banks develop the academic brilliance and organising capacity of students. The Academic Calendar announces dates of tests, publishing of results and uploading of marks after obtaining signature of students. Students who miss the exams or score low due to genuine reasons are given retests; and scribes are provided for differently abled students. The Examination Monitoring Committees collect question papers and ensures the proper conduct of the exams. The Parent – Teacher - Student meetings discuss the progress of students and decide upon the future line of action. Complaints regarding examinations at the college level are handled by the CLMC and DLMC; and those at the University level, duly recommended by the Grievance Redressal Cell, are forwarded to the Controller of Examinations through the Principal. The Work Dairy maintained by faculty, helps them to make up for the loss of working hours. The programme details and outcome are explained to newcomers at the induction

programme. Apart from this, each Department organizes orientation programme for students to give further clarification. The IQAC of the college gathers feedback from teachers, students and alumni regarding the significance and application of the syllabus, they are discussed by faculty, and forwarded to the Board of Studies of each subject for further action.

Research, Innovations and Extension

The research culture of the institution that has improved in the post accreditation period is evinced by the research centre, laboratory facilities with rare equipments, increase in research publications and Ph.D. degree holders, publishing of the Students' Journal, *Spiritus Scientiae* and conduct of workshop on Intellectual Property Rights. Management honours researchers with citations and mementos. The Science departments are DST-FIST, KSCSTE-SARD and DBT-STAR funded. One of the faculty members has been awarded UGC Raman Fellowship and Erasmus Mundus Post doctoral Fellowship, and another has received the Young Scientist awards of KSCSTE and The Mar Thoma Syrian Church. Students are encouraged to undertake projects and publish research papers. The college has a very active incubation centre to promote technical and entrepreneurial skills of students. Students audit the water and energy consumption in campus along with experts in the field which widen their theoretical and practical knowledge. PG students successfully organise paper presentation competitions. Our Students could imbibe parliamentary procedure and put into practice the same by taking part in the 13th National Youth Parliament Competition jointly organised by the College and the HRD Ministry of Government of India. Organic farming, Medicinal garden, and Nakshathravanam (a mini-forest comprising of rare species of plants) whet the research aptitude of Life Science students. ED Club organises training for making paper bags and making of showpieces from waste products. Under the guidance of one of the Physics teachers, preliminary discussions and works for developing water resistant bricks have been initiated. Students too are involved in the said project. Community Extension activities of all Departments are coordinated by Centre for Social Action (CSA). N.S.S., N.C.C., BhoomitraSena, Biodiversity club, Women's Study Unit and other clubs also give importance to community service. "Varattar Rejuvenation" project, service at Pain and Palliative Care Centre, activities with Paraplegic Association and medical help to students, parents and people in the neighbourhood are some of the important projects undertaken. Our institution promotes the use of paper pens, paper bags and cloth bags to save Earth from the threat of plastic.

Infrastructure and Learning Resources

The college campus, laid out in 6 Hectares 58 Ares on a pristine hill top on Chengannur - Trivandrum Main Central Road, is easily accessible to all. The institution has 12 buildings with 33 classrooms, three research laboratories, 9 UG and PG laboratories, Language laboratory, Media Room, Auditorium, A/C seminar hall, Meditation centre, hostels for girls and researcher boys, retiring rooms for girls and canteen. The Display board at the administrative block displays all vital information. All PG Science departments are DST-FIST supported. The computerized library with separate reading space for dailies and journals has 30611 books, 6000 e-journals and 3135000 e-books. Six computers with high speed broadband connection, INFLIBNET and WEB OPAC facilities are provided for users. CCTV cameras, new barcode reader and WEB OPAC software are some of the additions during post accreditation period. The computer laboratory organizes Short Term Certificate Courses and Value added courses. The recording room gives provision for MOOC and pre recorded classes. LCD projectors are used in final year Degree classes for effective transmission of ideas. The Counselling centre functions with 3 trained faculty and external counsellors. The playground offers space for athletics, football, cricket, volleyball and kabbadi. It is also used as helipad for V.V.I.P visits. New Kids Cricket Academy, neighbouring schools and public use these facilities on holidays. The auditorium provides facility for Yoga

classes, shuttle badminton, Wrestling and Judo. There is a 12 multi station gymnasium. Cultural activities are organised in the Auditorium, Open air auditorium, Seminar hall, Audio Visual room and Amelioration Centre. Biogas plants are installed at ladies hostel and canteen for solid waste management and rainwater harvesting is done. The institution has funded for the erection of an electric transformer for its own use. Generator facility is provided to laboratories and administrative block. Steps are initiated for installing 20 KW Solar Panels and excess power will be supplied to grid. Funds are duly allocated and spent for maintenance of infrastructure. When Suggestions and requirements from departments and Principal are forwarded to the Management, the Planning Board is directed to invite quotations and supervise the work.

Student Support and Progression

The institution is bent on providing students with a need based education empowering them with self-discipline, knowledge, right skills, broad outlook and humanitarian concerns. The various merit cum means scholarships funded by State Government, Scholarship for Lakshadweep students, and Fishermen Scholarships are availed by our students. Apart from these, the Alumni and retired /present faculty have instituted endowments on a merit cum means basis. The Management and staff sponsor the hostel expenses of really deserving students and sports students. Christian College Alumni Association has actively functioning Chapters in Kuwait, UAE and Qatar. Their contributions towards the annual student endowments, “home for the homeless” project, Golden Jubilee celebrations, installation of CCTV cameras in the campus, are highly appreciated. During the Great Flood, alumni from various parts of the World made their contributions in the form of provisions, dress materials, medicines and household materials. They have financially supported flood affected families within and outside the campus for starting their lives anew. The Wrestling, Judo and Netball students of the college are University champions and many of them have participated in the National Championship competition. Our students have bagged prizes in the University Youth Festivals. The college ensures membership of students in various administrative bodies of the college and they organise various programmes. The institution has a transparent mechanism in the form of Grievance Redressal cell, Sexual Harassment cell and Anti Ragging cell for timely redress of student grievances. The Career and Guidance Club organises placement drives and job orientation programmes to equip students to face selection tests and interviews. The mentoring and counselling sessions organised for students on a whole, the Bridge Course for all newcomers, the academic help given to slow learners through Student Support Programme and remedial classes; and motivation given to fast learners by Walk With a Scholar programme help students come out in flying colours. ASAP, Entrepreneurial development programmes and Incubation Centre teach professional skills to people. All these help students to carve out a space of their own in this busy World where everyone strives for excellence!

Governance, Leadership and Management

The College, a minority institution owned and managed by The Malankara Mar Thoma Syrian Church, promotes academic excellence, social commitment, building up of strong character and pursuit of truth. The Participatory Governance of college has a Manager – A Bishop of the Church nominated by the Episcopal Synod, and 11 members including Principal and an elected Staff Representative. The administration is highly decentralized, and major role is played by Planning Board, College Council, Heads of Departments, IQAC, Superintendent and other functional committees in assisting Principal in administration and academic programmes. Meetings of the Staff Council, PTA and the Annual Academic Audit by academic experts, help the authorities to improve academic and infrastructure facilities. The Principal reports the decisions of the Staff Council and General Body on academic and non-academic matters to the Governing Council. The decisions of

the Governing Council are implemented under the supervision of the Planning Board / Staff Council. Students are admitted through Online Centralized Allotment. Class-wise PTA meetings evaluate the performance of students, and Staff meetings suggest remedial measures. Apart from the routine self evaluation of the staff, students too evaluate them in their academic and non academic work. Corrective measures are taken in consultation with Principal. The institution maintains transparency at all levels of financial transactions. The transactions checked by Head Accountant, Superintendent and Principal undergo further auditing by auditors of Education department. Funds from MHRD, UGC & RUSA are audited by AG's Office. Project funds are audited by Chartered Accountants and audited statements are forwarded to the concerned office. Management transactions and funds handled by an experienced accountant are monitored and checked by the Treasurer. They are subject to both internal and external auditing by Chartered Accountants, and the audited statements are published before the Sabha PrathinidhiMandalam. Welfare measures are taken up by the Management, Teaching and non teaching associations as per needs. The College ensures that the funds received from Government agencies, alumni, PTA, philanthropists, staff and retired staff are utilised for academic/ research programmes, infrastructure development, scholarships for needy students and as financial aid for deserving staff.

Institutional Values and Best Practices

The Institution that gives importance to social responsibilities and research culture, exhorts students to "Live Responsibly". The eco friendly campus with around 150 endangered species of trees growing in it, practices 3 R's (Reduce, Reuse and Recycle) — use of self - assembled LED lights, harvested rain water, solar energy, bio-gas, and practises like solid and e-waste disposal, recycling of used papers and reusing of discarded materials. General awareness regarding anti-ragging, road safety, women security, cyber security is imparted to students by experts in respective fields. The Women's Study unit organises gender equity programmes and self defence training to girl students by the wrestling and Judo champions of college. Students are reminded of the rich heritage, culture and traditions of our country by observing days of National/International importance. The institutional vision is materialized by conducting various programmes and support services for the migrant labourers, first generation learners of the socially deprived. Scholarships and free ships, physical infrastructure, skill oriented vocational programmes, certificate courses and women empowerment programmes improve the life standards of students from minority and backward classes. The rapport between staff and students cultivate a congenial teaching/learning atmosphere in the college. Apart from the services of trained teacher-counsellors, students get the help of professional counsellors. An eco friendly terrain, a neat canteen, hygienic sanitation, rest room facilities and pedestrian friendly roads with separate parking facilities are provided for staff and students. The institution is proud to maintain transparency in all academic, administrative, and auxiliary transactions. The regular PTS meetings and merit based online admission in accordance with Government reservation policies and timely audit of all Government- MHRD- Management accounts by the Education Department, AG's Office, and registered Chartered Accountants keep the institution in good stance. The College is proud to announce the effective functioning of a *Centre for Social Action (CSA)* under whose coordination all students in the campus are oriented to be good human beings thereby contributing to the building up of a nation.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	CHRISTIAN COLLEGE, CHENGANNUR
Address	Angadical Chengannur 689122 Alappuzha District Kerala
City	Chengannur
State	Kerala
Pin	689122
Website	www.christiancollege.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Johnson Baby	0479-2452275	9446974398	-	christiancollege@gmail.com
IQAC / CIQA coordinator	John George Athyal	0479-2450375	9495184045	-	johnathyal@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid and Private

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	Yes College Minority Status.pdf
If Yes, Specify minority status	
Religious	Religious Christian Mar Thoma
Linguistic	
Any Other	

Establishment Details				
Date of establishment of the college	21-02-1964			
University to which the college is affiliated/ or which governs the college (if it is a constituent college)				
State	University name	Document		
Kerala	University of Kerala	View Document		
Details of UGC recognition				
Under Section	Date	View Document		
2f of UGC	05-04-1976	View Document		
12B of UGC	05-04-1976	View Document		
Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	Yes autonomydoc_1559015548.pdf
If yes, has the College applied for availing the autonomous status?	No

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	Yes
If yes, name of the agency	The College got four star rating and all Kerala position in conducting the Additional Skill Acquisition Programme of the Government of Kerala
Date of recognition	17-03-2017

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Angadical Chengannur 689122 Alappuzha District Kerala	Semi-urban	16.26	12869

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BSc,Physics	36	Plus Two	English	44	43
UG	BSc,Chemistry	36	Plus Two	English	44	38
UG	BSc,Botany	36	Plus Two	English	44	43
UG	BSc,Zoology	36	Plus Two	English	44	41
UG	BSc,Mathematics	36	Plus Two	English	55	47
UG	BA,Economics	36	Plus Two	English	59	59
UG	BA,History	36	Plus Two	English	45	45
UG	BCom,Commerce	36	Plus Two	English	54	54
UG	BA,English Language And Literature	36	Plus Two	English	59	59
PG	MSc,Physics	24	Graduation	English	13	12
PG	MSc,Chemistry	24	Graduation	English	13	13
PG	MSc,Zoology	24	Graduation	English	12	11
PG	MA,Economics	24	Graduation	English	15	15
PG	MA,English Language And Literature	24	Graduation	English	17	17
Doctoral (Ph.D)	PhD or DPhil,Physics	72	Post Graduation	English	16	14

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				10				57			
Recruited	0	0	0	0	2	8	0	10	18	26	0	44
Yet to Recruit	0				0				13			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				12			
Recruited	0	0	0	0	0	0	0	0	3	9	0	12
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				27
Recruited	20	7	0	27
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				1
Recruited	1	0	0	1
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	1	5	0	12	9	0	27
M.Phil.	0	0	0	1	1	0	1	5	0	8
PG	0	0	0	0	1	0	3	11	0	15

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	1	0	1
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	3	13	0	16

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	0	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
Doctoral (Ph.D)	Male	5	0	0	0	5
	Female	11	0	0	0	11
	Others	0	0	0	0	0
UG	Male	125	0	0	0	125
	Female	303	0	0	0	303
	Others	0	0	0	0	0
PG	Male	7	0	0	0	7
	Female	59	0	0	0	59
	Others	0	0	0	0	0
Certificate / Awareness	Male	20	0	0	0	20
	Female	130	0	0	0	130
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	15	17	17	16
	Female	41	69	55	56
	Others	0	0	0	0
ST	Male	0	2	0	0
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	9	20	19	21
	Female	65	81	84	65
	Others	0	0	0	0
General	Male	50	34	34	38
	Female	136	81	97	117
	Others	0	0	0	0
Others	Male	22	32	37	25
	Female	65	97	95	101
	Others	0	0	0	0
Total		403	433	438	439

3. Extended Profile

3.1 Program

Number of courses offered by the institution across all programs during the last five years

Response: 297

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of programs offered year-wise for last five years

2017-18	2016-17	2015-16	2014-15	2013-14
15	15	15	15	14

3.2 Students

Number of students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1242	1199	1118	1029	993

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
223	223	223	225	204

File Description	Document
Institutional data in prescribed format	View Document

Number of outgoing / final year students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
403	375	322	332	328

File Description	Document
Institutional Data in Prescribed Format	View Document

3.3 Teachers

Number of full time teachers year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
66	65	64	64	60

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of sanctioned posts year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
67	67	65	64	60

File Description	Document
Institutional data in prescribed format	View Document

3.4 Institution

Total number of classrooms and seminar halls

Response: 43

Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
31.80	66.40	105.66	93.07	51.59

Number of computers

Response: 104

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The institution ensures effective curriculum delivery through a well planned and documented process

Response:

The college follows a system of planning and discussion in the implementation of its University designed curriculum through a meeting of the departments at the beginning of the semester.

The College Calendar is scheduled at the beginning of each year in accordance with the University Academic Calendar.

The college since its inception has followed the system of a fixed time table to accommodate core, complimentary and general course papers. A change in this system was introduced in the form of a day-based timetable from 2017 onwards. This is carried out in view of overcoming the loss of classes due to public holidays or unexpected Harthals. The day system has helped immensely in this regard. In the CBCS System, towards the end of the semester, an evaluation of the curriculum in progress is done by the college council and a special time table is designed based on the needs and requirements of individual courses. A select group of the college council is deputed for this purpose.

Programme outcomes and Course outcomes are communicated to students through orientation programmes and also at the individual teaching level. The departments maintain a work compensation diary that documents the hours compensated by teachers for the leave availed by them.

The departments maintain teaching plan, prepared and executed at the teachers' individual level and monitored by the Head of the Department. The departments also maintain work diaries at the teachers' individual level. It records curricular and extracurricular activities at the individual, department and college levels, also monitored by the Head of the Department.

The college organises bridge courses to fill the knowledge gap of freshly joined degree students. The departments also ensure effective curriculum delivery through invited talks and lectures, workshops, field trips and industrial visits; experiential learning through laboratory experiments, academic projects and internship programmes and peer teaching. Student Seminars are held at P.G. and U.G. levels and assignments are completed in a time-bound manner.

Each department has an association which conducts its own invited talks on advancements in the subject and supportive academic programmes like quizzes and debates.

Developments in ICT are made use of in supplementing the lecture classes with films, documentaries, theatre performances and language laboratory. Students are exposed to Nobel Laureate lectures and expert views and You-tube lectures shared through WhatsApp groups formed for this purpose.

The college conducts separate programmes for slow and advanced learners namely, Student Support

Programme (SSP) and Walk with a Scholar(WWS) programmes with added teaching materials. Remedial teaching is also conducted for slow learners at the college level.

Teachers from various departments attend curriculum restructuring workshops and offer suggestions to be incorporated in revised syllabi to the University Board of Studies.

The HoDs of respective departments ensure that curriculum is delivered as per plan and in a timely manner. Corrective measures are suggested and executed at the department level.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 5

1.1.2.1 Number of certificate/diploma programs introduced year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	2	0	0	03

File Description	Document
Minutes of relevant Academic Council/BOS meetings	View Document
Details of the certificate/Diploma programs	View Document
Any additional information	View Document

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 14.11

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
01	02	02	01	03

File Description	Document
Details of participation of teachers in various bodies	View Document
Any additional information	View Document

1.2 Academic Flexibility

1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years	
Response: 95.29	
1.2.1.1 How many new courses are introduced within the last five years	
Response: 283	
File Description	Document
Minutes of relevant Academic Council/BOS meetings.	View Document
Details of the new courses introduced	View Document
Any additional information	View Document

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented	
Response: 93.33	
1.2.2.1 Number of programmes in which CBCS/ Elective course system implemented.	
Response: 14	
File Description	Document
Name of the programs in which CBCS is implemented	View Document
Minutes of relevant Academic Council/BOS meetings.	View Document
Any additional information	View Document

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years
--

Response: 5.8

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
130	77	44	48	35

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	View Document
Any additional information	View Document

1.3 Curriculum Enrichment

1.3.1 Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum

Response:

The university designed syllabus incorporates Environmental Studies (EN 1211.1), History of Human Rights Movement (HY 1551.3), Public Health and Hygiene (ZO 1551.1) and Health & Fitness Education (PE 1551) into its overall structure as these courses are mandatory for all programmes or made available to all students through the Open Course system in the 5th Semester of all programmes. Along with the assignments and field trips that ensure the active involvement of students on topical issues, the institution integrates practical exposure and current debates in these areas through club activities spread over two semesters and Value added courses. The institution has a Nature Club, BhoomithraSena Club, Tourism Club, Red Ribbon Club, Bio Diversity Club, Debating Club, Women's Cell, Botanical and Medicinal Garden and Centre for Social Action . Invited talks and community programmes such as medical camps and blood donation drives are organised that ensure student participation.

The institutional objective of moulding students into socially conscientized, useful citizens with integrity of character is furthered by the mentoring system wherein the faculty advisors address the needs, identifies the lacks and strengths of the students from the overall perspective of gender equality, human values and professional ethics. The mentors spend such sessions with students on a monthly basis and keep a record of the same.

An Induction Programme is arranged for the new students of the institution prior to the commencement of classes in the first year, led by social workers, counsellors or leading personalities of the church who impart values and help students to set goals and objectives, to "Think Critically" and to practice ethics and compassion in their chosen disciplines. Students are made to attend entrepreneurship related talks organised by local bodies and Entrepreneurship Club. The Women's Cell holds programmes, talks and

legal awareness classes, training for self defence for girl students for addressing gender sensitive issues within and outside the institution. In the year 2016-17 the students of the Women's Cell performed a flash mob based on Gender Sensitization. The actively functioning NSS and NCC units of the college ensure that students imbibe values of discipline, patriotism and community service. It needs to be mentioned that during the flood of 2018, the institution served as a relief camp, hosting 2700 flood victims, offering lodging, and food and relief materials systematically with the active support of the students, alumni and teachers.

The institution prioritizes the dispensation of human values, gender, environmental and ethical awareness through the activities of all the above mentioned clubs just as the Yoga classes in its value added course component helps students face life situations with equanimity. The classes begin with a prayer everyday with the involvement of various sections of students. Life skills apart from these are imparted through experiments, field trips and internships. The 'Varattar cleaning' Project, an initiative of the government, spectacularly supported by the students of the institution in 2017, witnessed a day long participation of the entire student community in rejuvenating and cleaning up the encroachment and undergrowth around river Varattar.

File Description	Document
Any Additional Information	View Document
Link for Additional Information	View Document

1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

Response: 7

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 07

File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document
Brochure or any other document relating to value added courses.	View Document

1.3.3 Percentage of students undertaking field projects / internships

Response: 1.61

1.3.3.1 Number of students undertaking field projects or internships

Response: 20	
File Description	Document
List of students enrolled	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

1.4 Feedback System

<p>1.4.1 Structured feedback received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni and 5) Parents for design and review of syllabus-Semester wise/ year-wise</p> <p>A. Any 4 of the above</p> <p>B. Any 3 of the above</p> <p>C. Any 2 of the above</p> <p>D. Any 1 of the above</p> <p>Response: A. Any 4 of the above</p>	
File Description	Document
Any additional information	View Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View Document
URL for stakeholder feedback report	View Document

<p>1.4.2 Feedback processes of the institution may be classified as follows:</p> <p>A. Feedback collected, analysed and action taken and feedback available on website</p> <p>B. Feedback collected, analysed and action has been taken</p> <p>C. Feedback collected and analysed</p> <p>D. Feedback collected</p> <p>Response: A. Feedback collected, analysed and action taken and feedback available on website</p>	
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File Description	Document
Any additional information	View Document
URL for feedback report	View Document

NAAC

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 0.3

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
03	07	03	01	03

File Description

Document

List of students (other states and countries)

[View Document](#)

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 93.51

2.1.2.1 Number of students admitted year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
439	437	433	403	344

2.1.2.2 Number of sanctioned seats year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
446	446	446	449	408

File Description

Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 86.95

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
216	214	210	178	140

File Description

Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

The teacher-in-charge of the first year students collects both the curricular and extracurricular achievements/abilities of students at the time of admission itself. They are asked to enter those details in a proforma prepared for the same. Apart from the previous academic record, the mark obtained in the first continuous evaluation is also taken into consideration to categorize students as advanced and slow learners.

Bridge Course (Christian College Preparatory Workshop-CCPW) is conducted for the first year students by all the departments. A centralized pattern exists to organize the course. In addition to the subject concerned, the syllabus includes numerical and verbal ability exercises.

Remedial classes are offered to the **slow learners** where the topics found difficult to grasp are taken once again by teachers by providing another set of very basic and elaborate notes. **Slow learners** are provided with Analysis of Previous Year Question Paper, Peer Teaching and **Scholar Support Programme (SSP)**, an initiative of the State Government where slow learners from each class are identified and given extra coaching. They are also provided with learning materials.

The advanced learners are given Enrichment classes where the lessons of their choice are subjected to an in-depth and exhaustive discussion. Enrichment classes are also aimed at encouraging the students to come out of their comfort zone, and get into an interactive mode of learning rather than maintaining them in their passive state of being listeners.

The **Walk with a Scholar (WWS)** unit of the college regularly conducts mock entrance exams such as

Joint Admission Test for M.Sc., Central University P.G. Entrance Exams, etc which are open to all interested students of the College. Advanced learners are sent to **WWS** of New Initiatives, Higher Education Council.

The College is closely associated with the **Additional Skills Acquisition Programme**, ASAP, right from the curriculum design and materials production. Advanced learners were chosen to deliver presentation for peer teaching and sent to Inter- collegiate competitions. In addition to lecture method, debates, seminars, discussions, assignments etc. are practiced.

Library resources are offered to students which includes online resources like INFLIBNET.

Short – Term Certificate/ Add-On courses are provided at college level for vocational enhancement of students. Students are given motivation talks, taken on campus visits to centres of National repute, given subject specific lectures etc.

Selected **projects/ research papers** of both UG and PG students are published in the Journal of our College.

Students are divided into groups for **Mentoring** and Teachers are allotted as mentors for each group of mentees.

Extension/ outreach programmes are organized with the participation of students to make them socially committed.

Employability enhancement programmes are organized under the **Career Guidance Cell** of the college for students to set their goals.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.2.2 Student - Full time teacher ratio

Response: 18.82

File Description	Document
Any additional information	View Document

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 1.53

2.2.3.1 Number of differently abled students on rolls

Response: 19

File Description	Document
List of students(differently abled)	View Document
Institutional data in prescribed format	View Document
Any other document submitted by the Institution to a Government agency giving this information	View Document
Any additional information	View Document

2.3 Teaching- Learning Process

2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Response:

The institution takes sufficient endeavours to make its learning process a student centric one, where students are given opportunities to undergo participative learning, to enable them to become independent learners.

Teaching-learning methods adopted by the faculty members include Lecture Method, Interactive Method, **Project-based Learning, Power point presentations**, Group discussion, Quiz, questions and answers discussion based on syllabus. Teachers are guides to students in the process of preparation of projects. All the PG and UG courses have project work in their final semester.

Participative methods: Includes active participation of students through Group Discussion, Quizzes, ICT aided seminar presentations, assignments, debates and Walk with a Scholar programme.

Industrial visits: Institutional visits, Industrial visits and Lab visits are conducted regularly under the auspices of Departments and Walk with a Scholar Programme.

- Various **clubs** provide platform for students to realize their innate potentials. Nature club, Ecotourism Club, Bhoomitrasena clubs etc. are actively functioning among students.

Student Initiative Programmes:

- The **Student seminars** are organized wherein the papers are presented by students on syllabus based topics to enrich their learning experience
- **Daily Newspaper articles** or topics are often the basis for this. They are asked to bring newspaper cuttings related to various topics of study
- Video presentations made by PG Students
- As part of academic extension activities, PG students of Department of English **conduct classes** at Govt. Higher Secondary School, Angadical and organize Hospital Employee Training Programme (HETP)
- **Video recording** of presentations by outstanding students on new topics

Skill Enhancing Programmes:

- Kerala State Council for Science and Technology funded students' projects and SPYTIS-II scheme in science departments. 12 student projects have been sanctioned during the last five years
- Exhibitions, Plays, Students Initiative Seminars etc. are held regularly to bring out their creativity skills
- Participation of students in Additional Skill Acquisition Programme (ASAP)
- To encourage scientific temper among our students, National Science Day is celebrated every year and renowned personalities like Dr. Madhavan Nair, Dr. Radhakrisnan, Former ISRO Chairman are invited as guest speakers

Green Initiatives:

- To make the students environment conscious, several green initiatives as World Wetland day, International ozone day, World Environment day, etc are observed. Cleaning drives are observed as part of Gandhi Jayanthi and Swatch Bharat Programme

Communication:

To provide a platform to students to express their viewpoint, the college magazine under the auspices of College Student Council and Manuscript Magazines, under the auspices of departments have been published

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 92.42

2.3.2.1 Number of teachers using ICT

Response: 61

File Description	Document
List of teachers (using ICT for teaching)	View Document
Any additional information	View Document
Provide link for webpage describing the " LMS/ Academic management system"	View Document

2.3.3 Ratio of students to mentor for academic and stress related issues**Response:** 19.11**2.3.3.1 Number of mentors**

Response: 65

File Description	Document
Any additional information	View Document

2.3.4 Innovation and creativity in teaching-learning**Response:**

In the light of the technological developments, we implement various innovative and creative methods and practices in our teaching-learning process.

Field studies are conducted by taking students for campus tours and other nature study tours. Industrial and Research Lab visits are organised to important industries/factories in our State and Regional Research Institute in order to provide students with a better exposure. WWS unit and all the science departments of our college organize industrial visits for the students concerned.

Festival of Ideas, a student initiative for intercollegiate paper presentation competition by the students of the Departments English and Economics are conducted annually. Selected articles/projects of students are published in the college students' journal.

Academic extension activities like Budget analysis, School teaching programmes and Training programme for Higher Secondary School Teachers in handling sophisticated lab equipments are organized by the Departments.

Daily academic practice like 'Plant of the week', 'Word of the Day', 'Animal of the day' are introduced at various department levels to make students interested in their subjects.

Students are encouraged to make **Power point presentations** while taking seminars. Working models as vermin-compost bed preparations, hydroponics and other charts have been prepared.

Students are asked to do **online assignments**. Students at the P. G. level are required to do at least one such assignment per semester.

The **Science Laboratories** are well-equipped to provide the students with facilities for doing practical experiments.

Virtual teaching is provided making use of internet facilities. **Recorded lectures** from National Institutes are made available in the classrooms.

Innovative processes adopted by the department in Teaching and Learning include **Demonstration**

method, Brain storming etc.

Uploaded solved previous year question papers are provided along with pdf notes of subject modules in cloud storage (one drive, google drive).

Academic lectures downloaded from You Tube and other digital sources are made available for students in the media centre.

The **peer teaching** model adopted in the degree classes involving advanced learners for teacher supervised topics is found to be very effective. Advanced learners are also encouraged for teaching higher secondary school students in nearby schools.

Role- Play is used in the PG and UG classes, particularly in the teaching of plays.

The department of English published a **question bank** to prepare the PG students to face the NET and the Comprehensive Paper of the University examination.

Study material and videos are shared in **whatsapp groups**. Selected videos are utilized for upcoming batches also.

Guest lectures/Invited talks by National and International figures and student's seminars are arranged by Department Associations.

Students are encouraged to make use of the **Department library facility** for their reference. They are also provided with INFLIBNET facility. In PG classes, lecture videos of well-known experts from prestigious institutes are **streamed online** and students are asked to find similar lecturers.

Language students are given opportunity for **screening short films** and interact with artists and experts.

File Description	Document
Any additional information	View Document

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 98.8

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document
List of the faculty members authenticated by the Head of HEI	View Document
Any additional information	View Document

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 35.7

2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
27	23	22	21	21

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	View Document
Any additional information	View Document

2.4.3 Teaching experience per full time teacher in number of years

Response: 10.03

2.4.3.1 Total experience of full-time teachers

Response: 662

File Description	Document
Any additional information	View Document

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

Response: 3.13

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	01	0	0

File Description	Document
Institutional data in prescribed format	View Document
e-copies of award letters (scanned or soft copy)	View Document
Any additional information	View Document

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 12.64

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
9	9	9	8	6

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	View Document
Any additional information	View Document

2.5 Evaluation Process and Reforms

2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

The college being affiliated to the University of Kerala, designs the process of continuous internal evaluation in accordance with University Academic Calendar.

IQAC prepares an **Academic calendar** according to the University calendar which is endorsed by the Staff Council. In the beginning of an academic year the calendar is distributed among students. The schedule contains the dates of the internal test and evaluation process. The Academic Calendar is circulated among the faculty members and the same is informed to the students.

Before every internal assessment, the meeting of **CLMC** and **Internal Assessment Committee** is

conducted and arrangements for the internal examinations are chalked out and minutes are maintained. The internal examination schedule is prepared and conveyed to students and the same is exhibited on the notice board. Question papers are set at the department level and handed over to the committee, which monitors the fair conduct of exam.

The **results** are published on the notice board within one week. The CE marks are uploaded only after it is signed by the students.

The teacher in charge of each class is entrusted with the responsibility of **uploading the internal marks** into the University Portal.

Those students who could not take the exams due to valid personal inconveniences are allowed a **retest**, (conducted by the department), only after producing a request from the parent duly endorsed by the Principal.

Teachers are allotted **examination invigilation** duty by the committee. On completion of the internal examinations, written answer scripts are handed over to the teachers concerned for valuation.

Once all internal marks have been collected, a **Parent – Teacher - Student (PTS)** meeting is called to intimate parents/guardians of the academic progress of their wards. PTS is arranged for each class every semester apart from the general PTA meeting.

Assignments and class tests are conducted besides the centralized conduct of one Internal Exam per semester under the supervision of the Examination Committee. **Open Book Tests** and **grace marks for assignments based on time stamp** are other reforms implemented by the institution.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

The mechanism of Internal Assessment is organized by the Internal Assessment Committee. Before every internal assessment, the meeting of the Internal Assessment Committee is conducted and the minutes are maintained. Internal Assessments of all the semester examinations are conducted by the Internal Assessment Committee of the College. Question papers are set at the department level and handed over to the committee, which monitors the fair conduct of exam. The invigilation duties for the teachers are allotted by the committee. On completion of the internal examinations, written answer scripts are handed over the concerned teachers for valuation.

Attendance Consolidation: Attendance is consolidated per semester and published in the department notice board. The college has an Attendance Committee which looks into the attendance issues of the

students.

Timely Valuation: The results are published in the notice board within one week. The CE marks are uploaded only after it is signed by the students.

Re-tests: The students who could not take the exams due to personal inconveniences are allowed a retest, (conducted by the department) with the permission of the Principal.

Class Tests: Class tests are conducted by the concerned teacher so as to trigger up the students in their studies.

Student Grievance Cell: Any grievances related to the conduct of examinations or valuation of answer scripts may be reported to the concerned teacher at first level and further to, HOD and Principal. The students can approach the Grievance cell and they can put complaints in Complaint box.

Uploading of Internal Marks in the University Portal: After the signatures of the students are ensured on every sheet, the internal marks per course is uploaded at three levels- Lecturer level, HOD level and Principal level.

Parents-Teachers-Students(PTS) meeting: Once all internal marks have been collected, a Parent – Teacher - Student (PTS) meeting is called to intimate parents/guardians of the academic progress of their wards.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.5.3 Mechanism to deal with examination related grievances is transparent, time-bound and efficient

Response:

Grievance Redressal mechanism: Grievance Redressal mechanism is functioning at three levels, Department level, Principal as Chairman at College level and University level.

Circulation of Notice: Notice is circulated to students for giving information regarding exam registration, remittance of exam fee, date and time table for examinations including supplementary exams etc.

Retests: Request for retest of CE from students, are considered and retest is given for genuine cases.

Letters of Complaint: Letters have been sent to the Controller of Examinations, University, for redressal of out of syllabus questions. Request for postponement of Practical examination of Sixth semester students was taken care of. Representation was given to get full credit to out of syllabus questions. A similar letter

was also sent in the case of the results which were withheld. Violation in question paper guidelines and other communication are forwarded to the Controller of University.

Scribe bank: Assistance is given to differently abled students to find out proper scribes. We have a **scribe bank** providing scribes to those students of our college and neighbouring colleges. The scribe bank is affiliated to 'Koottu', the registered charitable trust initiated by the alumni association of University of Kerala. Our students read and record study materials from the syllabus and send them to 'Koottu' so that it can be provided to blind students.

Valuation: Timely valuation of answer scripts is ensured. Each student is intimated about the format for calculating internal marks and given an opportunity for re-checking and registering their grievances.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

An elaborate and methodical planning with optimum use of the available potential is a prerequisite for the smooth functioning of any institution. The institution adheres to academic calendar to ensure efficiency in its functioning. The academic calendar is planned and prepared in consultation with the IQAC Co-ordinators and department HODs. This is then distributed to the departments. The individual departments prepare an action plan which is inclusive of teaching schedule and teaching plan. Finally, based on the action plan submitted by the departments, the Internal Quality Assurance Cell consolidates the curricular and extracurricular activities of the department. The Internal Examinations of UG and PG are monitored by Committees formed for Continuous Evaluation and Examination and headed by their respective Conveners.

- **Academic Calendar:** Academic Calendar is in synchronization with the university calendar. The Calendar schedules the date of conduct of periodic tests, internals and evaluation, submission of assignments, presentations and other activities. Department year plan and individual teaching plans are prepared at the beginning of every academic year
- **Maintenance of Diary by the Faculty:** Each teacher maintains work diary in which they record their academic and non academic, institutional and university level duties. They also maintain a separate teaching plan wherein they plan their lecture and activity schedules sticking on to the academic calendar. Each faculty member prepares an academic plan for the syllabus assigned in his/her work diary.
- **Conduct of Exams by Internal Examination Cell (IEC):** Committee for Continuous Evaluation and Examination monitors the internal exams for the UG classes, while the Internal Examinations for PG are monitored by PG Programme Monitoring committee. They decide the dates for the examination, get the question papers from the departments and ensure smooth conduct of the examination. The committee plans the exams in accordance with the University schedule.

Publishing of Results: Results are published according to the university norms, where the internal marks are displayed on notice board. Answer sheets are valued and given to students for perusal. They are asked to return the same with their signature on it. Grievances, if any, are addressed promptly. The final marks are uploaded on the university site.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students

Response:

A well structured syllabus and specifications of each course are essential for the effective transmission of knowledge regarding the subject concerned. The Board of Studies (**BoS**) constituted by the University of Kerala, prepares the syllabus taking into consideration the suggestions put forward by teachers. The BoS prepares programme outcomes for each programme to be attained by the learners by the conclusion of each course. The specifications include the in-depth knowledge a learner has to attain in his/her respective field of study, the skills associated with it, the application of the theory imparted in real life situations and scope for further exploration.

The syllabus prepared as such by the BoS is **discussed meticulously by each department** and course outcomes are delineated accordingly keeping in mind the transfer of knowledge to occur which indeed is the efficacy of the course. The POs, PSOs and Cos thus analysed and consolidated by each department are uploaded in the **college website**.

Every year the institution organises **induction programme** for the first year students. Details regarding their first year degree programme and significance of Department Associations and other clubs are made clear to students since all such activities and involvements enable the students to attain the set goal.

Orientation programme for the first year students organised by each department, is a platform for discussion regarding the syllabus – POs, PSOs and Cos. Students are made aware of the various academic avenues possible before them after the successful completion of the course. COs are explained exhaustively by the teachers in the introductory classes of each course. Students are assisted with e-resources and supplementary study materials from the College Library which enable them to accomplish these outcomes. The institution provides space for students to discuss and raise doubts in their field of interest during the **conduct of seminars, peer teaching, paper presentations** etc. which motivates them to attain the outcomes as specified in the syllabus.

The **College Calendar** gives details regarding each programme and course. The IQAC collects **feedback** from teachers and students concerning the syllabus and consolidates the same. The departments inform the

BoS the concerns expressed by the teachers and students about the syllabus for further action.

Apart from the mandatory clubs, the institution organises **Short Term Certificate Courses and Value Added Courses** in such a way that students are enabled to attain the expected outcome.

File Description	Document
COs for all courses (exemplars from Glossary)	View Document
Any additional information	View Document

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

The POs and PSOs for all programmes and COs for each course are in accordance with the one outlined by the University of Kerala. The CO, PO and PSOs designed by the university are carefully discussed and basically planned by the department and teachers concerned. The methods chiefly used to assess whether students have attained the Course Outcomes include the participatory levels of students in curricular/co-curricular activities, marks scored for internal exams, their participation in seminars, their ability to handle assignment topics and their performances in the final examination.

A student's Grade Point (GP) is taken as the benchmark to measure whether the **Course Outcome** has been achieved or not.

- Students with a GP of 9 or above are considered to have achieved all the outcomes of the courses.
- A student with GP between 8 - 9, 7 – 8 and 6 – 7 is deemed to have achieved 85%, 75% and 65% respectively of the course outcome.
- Students with GP between 4 and 6 are deemed to have achieved 50% of the course outcome.
- Students with GP less than 4, do not pass the course.

If a student passes all Semesters, he is ascertained to have achieved the **Programme Outcome**. His/her 'Cumulative Credit Point Average' (CCPA) is taken as the benchmark to measure whether the programme outcome has been achieved or not.

- If a student scores 9 and above, he is taken to have achieved all the outcomes of the programme.
- Those with CCPA less than 4 are considered not to have met the minimum outcome of the programme.

Students in the Science stream have to submit Field Report and Industrial Visit Report to the University based on their Field Visit and Industrial Visit organised by the departments concerned. The report thus submitted is also taken into consideration for assessment.

The IQAC of the college gathers feedback mainly from teachers, students and alumni with regard to the significance and application of the syllabus. The same is discussed in departments and suggestions of

teachers and students are consolidated and forwarded to the Board of Studies of each subject for further action.

Apart from the standard fixed by the University to assess the viability of the syllabus, the institution /department organises class tests, seminars, assignments and paper presentations based on selected topics. The involvement of UG and PG students and their innovative ideas in carrying out the project are observed by the teacher concerned. The mock viva conducted for students by respective department is also an eye opener for both the teacher and student to realize how far they have attained the objectives specified.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.6.3 Average pass percentage of Students

Response: 52.09

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 212

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 407

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.44

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

Response: 232.7

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	21.14	151.82	26.00	33.74

File Description	Document
List of project and grant details	View Document
e-copies of the grant award letters for research projects sponsored by non-government	View Document
Any additional information	View Document

3.1.2 Percentage of teachers recognised as research guides at present

Response: 9.09

3.1.2.1 Number of teachers recognised as research guides

Response: 6

File Description	Document
Any additional information	View Document

3.1.3 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 2.29

3.1.3.1 Number of research projects funded by government and non-government agencies during the last five years

Response: 27

3.1.3.2 Number of full time teachers worked in the institution during the last 5 years

Response: 59

File Description	Document
Supporting document from Funding Agency	View Document
Any additional information	View Document
Funding agency website URL	View Document

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

The Christian College Incubation Centre (CCIC) was formed as an initiative to promote and facilitate knowledge creation, innovation and entrepreneurship activities on and off the campus for the student community.

One week training was provided to selected students for Fabrication, Installation and Programming of an LED display board by “PROXY DEVELOPERS”, Chengannur, a startup venture by B.Tech Students of College of Engineering, Chengannur. The select group of students from Christian College, Chengannur, spent around 60 hours to fabricate and install the LED display board. The students offer servicing and consistent programming updates for the board. One day training was also provided to selected students on Fabrication and Installation of LED tube-lights. Tube lights were prepared by students and they were sold to teachers and students.

Two students were provided with interest free Seed money of Rs. 4000/- each to start an Attire Marketing and Kennel Breeding venture.

College also provides a congenial academic atmosphere for students to learn, discover and transmit the acquired knowledge into real life situations. Energy auditing was conducted in the college with the assistance of students. Students had an opportunity to involve themselves in the auditing process along with experts in the field concerned so that they could widen their knowledge and put into practice the theoretical knowledge they had attained.

Students, especially of the Departments of Science and Commerce are encouraged to conduct their project in various institutions which enabled them to attain an exposure with regard to their subject of study. They are also advised to undertake projects related to social issues. Selected projects of PG students are published in the College Research Journal, *Spiritus Scientiae*. PG students of Department of English and Economics organise Intercollegiate Seminar and Paper presentation competition (*Festival of Ideas*) every year.

Students had an opportunity to be part of the 13th National Youth Parliament Competition which was

organised by the institution in association with the Ministry of Human Resource and Development, Government of India. Students could imbibe parliamentary procedure and put into practice the same. Students, along with their mentor, prepared the script for the mock parliament competition.

Taking into consideration the scarcity of water especially during the summer season, deliberations regarding new methods of rain harvesting were held and implemented accordingly under the auspices of *Bhoomitrasena Club*. Student members and the Convenor of the club took the leadership.

NSS units of the institution initiated agriculture efforts in the college campus. It created awareness among students regarding the environmental benefits of organic agriculture.

In order to instil in the minds of students the relevance of medicinal herbs, a medicinal garden has been set up by the Department of Botany. The Bio-diversity club in association with the Department of Forestry, Govt. of Kerala, has ventured a *Nakshathravanam* and a mini-forest comprising of rare species of plants.

Under the guidance of one of the teachers in the Department of Physics, preliminary discussions and works for developing water resistant bricks have been started. Students too are involved in the said project.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 4

3.2.2.1 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
01	1	0	00	02

File Description	Document
Report of the event	View Document
List of workshops/seminars during the last 5 years	View Document
Any additional information	View Document

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: Yes

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: Yes

File Description	Document
e- copies of the letters of awards	View Document
Any additional information	View Document

3.3.3 Number of Ph.D.s awarded per teacher during the last five years

Response: 0

3.3.3.1 How many Ph.Ds awarded within last five years

3.3.3.2 Number of teachers recognized as guides during the last five years

Response: 6

File Description	Document
URL to the research page on HEI web site	View Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document
Any additional information	View Document

3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years

Response: 0.55

3.3.4.1 Number of research papers in the Journals notified on UGC website during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
13	7	6	2	7

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document
Any additional information	View Document

3.3.5 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

Response: 0

3.3.5.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

File Description	Document
List books and chapters in edited volumes / books published	View Document
Any additional information	View Document

3.4 Extension Activities

3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

During the last five years, students and teachers of Christian College undertook various extension activities that aimed at the holistic development of students and to sensitize them to social issues. The most notable activities were conducted under the auspices of various clubs and student organisations such National Service Scheme Unit (NSS), NCC, Bhoomithrasena Club, Biodiversity club, Centre for Social Action, the Women's Study Unit etc. During 2013-14 World Oceans Day was celebrated. A workshop on *The*

Diversity and Conservation Strategies of Odonates was organized on the World Wildlife Day.

The World Toilet Day was observed on 19th November, 2014. Dr. Bindeshwar Pathak, a social worker, environmentalist and founder of the Sulabh International Social Service Organisation led the open discussion. Students actively took part in the Run Kerala Run programme jointly organized by the Municipality and the Sports Club of the College to promote the World Cup Football Match on 20th January 2015. Students of Bhoomithrasena Club attended a one-day programme titled Pampa Darshan in association with Pampa Parirakshana Samithy on 16-01-2015.

A special programme, 'Walkathon' was organized by the NSS units on 5th June 2015 as part of the World Environment Day celebration. NSS arranged a one-day cancer awareness programme in the college. Dr. Hari Bhaskar, delivered a special talk on the 'Causes and Prevention of Cancer'. NSS arranged a special Open forum on the topic 'Sustainable Development and Environment'.

10 days of social internship programme for Degree Students was organized by the Dept. of English in association with St. Andrew's Pain and Palliative Centre, Chengannur in May 2016. A nature study camp was arranged in the month of August 2016 at Peppara Wildlife Sanctuary, Thiruvananthapuram, with the support of the forest department of Kerala. NSS units organised a heritage exhibition on 08-08-16 to familiarise students with the traditional house hold utensils. NSS volunteers participated in open defecation free Kerala campaign on 03-08-2016. NSS units collected an amount of Rs.16000/- and donated to one of the students for her medical expenses. Flash Mob at KSRTC bus station was organized on 7th March 2017 to create awareness among public on the need to prevent violence against women. A Training Programme on paper bag making was conducted and the bags were supplied to nearby shops on 17th December 2016. Women's study unit conducted Hair donation programme on 8th March 2017 to sensitize students, and society with regard to the ordeals faced by cancer patients.

During 2017-18, NSS units of Christian College along with all other students and teachers actively participated in the Varattar rejuvenation project. Wheelchairs were handed over to paraplegic friends by the Centre for Social Action (CSA) on 20th Dec. 2017. Christmas was celebrated with the inmates of *Thejus*, a school for differently abled children by CSA on 20th Dec. 2017. A session on Human Trafficking was led by Mr. Anson Thomas, CNN- IBN Real Hero's award recipient, who works for the upliftment of women in red street areas in Mumbai, on February 14, 2018.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 4

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	0	1	1

File Description	Document
Number of awards for extension activities in last 5 years	View Document
e-copy of the award letters	View Document
Any additional information	View Document

3.4.3 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years

Response: 16

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
01	04	02	05	04

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	View Document
Any additional information	View Document

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 61.75

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-

wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
854	807	736	570	511

File Description	Document
Report of the event	View Document
Average percentage of students participating in extension activities with Govt or NGO etc	View Document
Any additional information	View Document

3.5 Collaboration

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 10

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
4	3	1	2	0

File Description	Document
Number of Collaborative activities for research, faculty etc	View Document
Copies of collaboration	View Document
Any additional information	View Document

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 6

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other

universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2017-18	2016-17	2015-16	2014-15	2013-14
4	00	1	1	0

File Description	Document
e-copies of the MoUs with institution/ industry/ corporate house	View Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document
Any additional information	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

The college campus is laid out in an area of 6 hectares 58 ares on a pristine hill top on Chengannur-Pandalam-Trivandrum Main Central Road that renders it easily accessible to all. The institution has 12 buildings that also include the administrative block. There are 33 classrooms, three research laboratories and 9 UG & PG laboratories. The college has a totally computerized library with a collection of 30611 books and 6000 e-journals and 3135000 e-books. There are separate sections for career guidance, journals, reference and rare books. INFLIBNET facility is provided to all the students and teachers of the college. A centralized computer laboratory actively functions in the college, which apart from conducting the courses as per syllabus, also organizes Short Term Certificate Courses and a Value added course to impart training in computer to students. All the final year Degree classrooms are furnished with LCD projectors for the effective transmission of ideas. The College also has a counseling centre. A Display board has been established at the main administrative block which displays all information regarding the working days. The PG departments of Physics, Chemistry and Zoology are DST-FIST supported.

An auditorium which can accommodate upto 1500 students and an Audio visual room which can accommodate upto 200 students is available where seminars and major functions of the college are conducted. The Department of English has a language laboratory that enables the students to attain mastery over English language and it also has a Media Room where screening of movies, video lectures etc. are held. The Department of Botany has an Instrumentation Room, where projects and other research activities are carried out. The Department of Economics has an Amelioration Centre, which functions as an Audio Visual Room and Computer Centre where students are allowed to carry out their project assignments. The department also offers computer training programme for their students. The Department of History has a Museum where artifacts of historical value are displayed. All departments have individual library with a good collection of books and Book Banks, the use of which can be made by students.

The college has a well furnished AC Seminar Hall where seminars and major academic meetings of the college are held. A transformer has been purchased by the institution as per the rules and regulations of Kerala State Electricity Board for the sole purpose of the college. Purified drinking water facility is available to students. The College provides reprographic facilities for the benefits of students, teachers and research scholars.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

4.1.2 The institution has adequate facilities for sports, games (indoor, outdoor),gymnasium, yoga centre etc., and cultural activities

Response:

S.no.	Facility	Year	Area
1.	Football Court	1964	100 x 65 m
2.	Cricket Pitch (Concrete)	2008	44 yard x 3 yard
3.	Cricket Pitch (Practice Net)(turf)	2008	44 yard x 3 yard
4.	8 lane 200 meters track field	1964	
5.	Volleyball court	2010	100 x 65 m
6.	Kabaddi court	1964	13 m x 10 m
7.	Badminton Court-Indoor (auditorium)	1982	6 m x 13 m
8.	Wrestling and Judo	2014	20 mat
9.	Yoga centre	2008	30 x 20 sq feet
10.	12 station gymnasium	2006	15m x 15m
11.	Dressing room for boys and girls and Store House	2005	3.5 m x 3.5 m
12.	Composite Raised High Jump Pit and Long Jump Pit	2010	7m x 4m

For Cultural Activities:

S.no.	Facility	Year	Area
1.	Auditorium	1982	41.7 m x 9.1m or 380 m ²
2.	Audio visual room	2009	~ 500 m ²

3.	New AC Seminar hall	2012	~ 700 m2
4.	Open air auditorium	2012	~ 160m2,,
5.	Gandhi Square	2011	(~ 80m2)

File Description		Document
Any additional information		View Document
Link for Additional Information		View Document

4.1.3 Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc

Response: 25.58

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 11

File Description		Document
Number of classrooms and seminar halls with ICT enabled facilities		View Document
any additional information		View Document
Link for additional information which is optional		View Document

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 41.85

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
1.933	38.10	56.63	73.89	6.61

File Description	Document
Details of budget allocation, excluding salary during the last five years	View Document
Audited utilization statements	View Document
Any additional information	View Document

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS)

Response:

Christian College Library aims at providing access to its printed resources as well as electronic resources, mainly for the use of the faculty and students of this college. The college library is fully automated where 90 users, both teachers and students, can be seated at a time. The library is equipped **with six computers with high speed broadband connection**. The Library Advisory Committee comprising of the librarian and 5 faculty members representing both Arts and Science departments, takes important decisions crucial for the smooth functioning of the library. Students and faculty have free access to these facilities **from 8:30 am to 4:30pm**. The library has a wide and appreciable repository of books, journals, periodicals, newspapers, CDs, rare books, e-resources, bound back-volumes of journals, previous years question papers and CD- ROM Database. We have 30611 books, 6000 e-journals, 31, 35,000 e-books and 95 scholarly journals and magazines, both national and international. Documents are classified according to the Dewey decimal classification and the catalogue search service is done through the computerized OPAC (Online Public Access Catalogue) interface of the library management software, LIBSOFT. The stock verification is done using a module of the same software, LIBSTOCK. Specialized service provided by the library includes reference and referral services, Reservation of books, display of new books and journals, photocopying facility, internet browsing user education (Know Your Library programme), internet browsing, INFLIBNET N-LIST programme. The **staff and students are allotted separate ID and passwords** for the use of **INFLIBNET** facility which ensures **24 hour accessibility**.

Special sections of books have been earmarked for Net Coaching, Civil Service examination, Career Guidance, UGC Minor Projects, New arrivals etc. The circulation of books is done using Barcoded ID cards.

Installation of CCTV in and around the library, a new barcode reader, installation of WEB OPAC software (users can search for the library collection from their homes and even from their mobiles) are the major initiatives introduced in the library during the past five years. A Library day is celebrated every year by conducting various competitions like reading, essay writing, Quiz etc. Link search facility is provided to students in the library link of the college facility. All matters related to the library are communicated to its users through Notice Board, Display Stand and LCD.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

Sl. No.	BOOK /MANUSCRIPT	NAME OF AUTHOR	Y PUR
1	Physiological Ecology: A series of Monographs, Texts and Treatises ; Vol. 1	T.T. Kozlowski	
2	Introduction to Orchids	A.Abraham, P. Vatsala	
3	Plant Anatomy	Katherine Esao	
4	Principle s of Plant Breeding	R.W. Allart	
5	Theoretical chemistry	Samuel Gladstone	
6	Silence	Shusaku Endo	
7	Edmund Burke Selections with Essays by Hazlitt Arnold	A.M. D. Hughes	
8	General Psychology	G.D. Boaz	
9	Ashtanga Hridayam		
10	A University Course of Invertebrate Zoology	H.C.Nigam	
11	The Invertebrates: Protozoa through Ctenophora	Hyman (1940)	
12	Puranic Encyclopaedia	Vettom Mani	
13	Linear fractional programming - Theory , Methods , Applications and software (Applied Optimisation)	Eric B.Bajalinov	
14	Ramacharitham	P.V. Krishnan Nayar	
15	Malayalam Lexical (8 Vol)		
16	A Treatise on Heat	M.N. Saha & B. N. Srivastava	
17	Statics	Goodman & Warner	

18	A Text Book of Thermodynamics	Dr. S.K. Sachdev
19	Sourcebook on atomic energy	Samuel Gladstone
20	Electricity and Magnetism	Fewkes & John Yarwood
21	Navayuga Bhasha Nigandu IIIrd Edition	R Narayana Panicker
22	Sanskrita – malayala nighandu (m)	Sankaran Namboothiripad, Kanippayoor
23	Amarakosam (M)	T C Parameswaran Moosad
24	English Social history: A survey of six countries Chaucer to Queen Victoria	Trevelyan , G M
25	Textbook of Physiology	K M Bykov
26	Works of William Shakespeare , Volume 10: Titus Andronicus Pericles, Poems Sonnets	Shakespeare, William ; Henry Cuningham
27	Development of the Theatre: A study of Theatrical Art from the beginnings to the present day	Nicoll, Allardyce

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

4.2.3 Does the institution have the following:

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: A. Any 4 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	View Document
Any additional information	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 1.21

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0.353	0.701	0.56	3.15	1.27

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document
Audited statements of accounts	View Document
Any additional information	View Document

4.2.5 Availability of remote access to e-resources of the library

Response: Yes

File Description	Document
Any additional information	View Document

4.2.6 Percentage per day usage of library by teachers and students

Response: 7.95

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 104

File Description	Document
Any additional information	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

The College has always endeavoured to make the campus IT-oriented to keep in tune with the demands of modern times. IT has been incorporated into the college activities for enhancing the quality of teaching, learning and evaluation processes, and also for rendering the administrative processes more user friendly, efficient and transparent. The College office is partially automated with Centralised Database and Management Information System. The day to day activities of the college is managed with the help of a Campus Management Software called Online TCS. The TCS is accessible in mobile devices as android app. While there is a centralized computer lab accessible to Students and teachers, a new computer lab with approximately 100 computers is under construction. The College has two seminar halls with IT facilities.

All departments are networked through unlimited broad band internet connection. The faculty rooms of the departments are connected with Local Area Network (Wi-fi). The Connection has been upgraded with Optical fibre Cable (OFC) in 07/12/2016. The library follows Open Access System where students and teachers have access to resources of INFLIBNET in the General Library. The Library uses the software LIBSOFT for book cataloguing and issuing. The departments of Physics, Zoology, Economics and English have their own computer labs which are utilized for their projects and lab work. Departments are self sufficient with their own Computers, Printers, Smart classrooms with Smartboard, LCD Projector and internet connection. Auditorium and Seminar Halls are well equipped with LCD Projector and ICT Tools.

Computer studies in our college provide certificate programmes as short term courses in MS Office, DTP Applications and Value Added Course in Advanced Computing. These courses are taken by students along with their regular programmes.

The College has an active website that provides all necessary information needed. In order to maintain seamless connectivity, the IT facility is revamped at regular intervals.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

4.3.2 Student - Computer ratio

Response: 14.61

File Description	Document
Any additional information	View Document

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)**>=50 MBPS****35-50 MBPS****20-35 MBPS****5-20 MBPS****Response:** >=50 MBPS

File Description	Document
Any additional information	View Document

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)**Response:** Yes

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	View Document
Any additional information	View Document
Link to photographs	View Document

4.4 Maintenance of Campus Infrastructure**4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years****Response:** 17.17

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
8.93334	7.85327	13.27977	7.11035	13.258

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document
Audited statements of accounts.	View Document
Any additional information	View Document

4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Response:

Sufficient resources have been allocated for the maintenance of the infrastructure. The suggestions and requirements from the departments and Principal are put forward to the Management. The task is then entrusted to the Planning Board which takes initiatives for inviting the quotation for infrastructure.

Physical and Academic facilities:

The college puts effort in both maintaining its existing facilities as well as upgrading its infrastructure from time to time. A new Golden Jubilee Block has been constructed that houses the classes for newly introduced B.Com courses and PG programme in Zoology. Research labs were upgraded for the Research Department of Physics. The stadium is also used as helipad for V.V.I.P visits. The infrastructure facilities are also given for holding competitions or events by various external agencies like schools, clubs and organizations of the church. PG students from various institutions carry out their project works in the research laboratories of the institution.

Classrooms:

All final Degree classes are upgraded with LCD facilities and yearly maintenance of classrooms, furniture and electric equipments are made. Classrooms have also been rented from time to time for Government Exams as per request.

Computer:

A teacher in charge has been assigned the task of maintaining the computer lab. The maintenance of the computers is done by him. On the basis of agreement with an external agency, Technopoint, proposals are given to Management. Periodical Inspection by the technical staff of Technopoint ensures the smooth running of the computer lab.

Laboratory:

Laboratories are properly maintained by each department. Stock verification is done by the faculty and Lab assistants in charge of it. Equipments are purchased as per the requirements and decisions of the respective department. Funds obtained as Over Head Charges from Major Projects of UGC and State/ Central Projects are utilized for the upkeep of specified equipments and laboratory upgradation.

Library:

The Librarian along with his team of Library assistants ensures the smooth functioning of the library by taking care of its requirements and timely maintenance. The Library Advisory Committee plays an active role in taking major decisions for the library. The Library was automated using Integrated Library Management Software. OPAC system for book search has been devised and updated. Books, Journals and other Library facilities are purchased or updated as per the advice of the Library Advisory Committee. Stock Verification is done once in 3 years using software LIBSTOCK and the library is fully automated,

Sports Facilities:

The Director of Physical Education is the in-charge of all sports good in the college. All sports goods are kept safely in a room solely set apart for the same. Students are supposed to utilize the gymnasium in the specified time allotted to them. Courts are maintained from time to time and common facilities as Auditorium, Ground, Seminar Halls, Audio-Visual Rooms are used for all activities. Playground is also given to the members of the Cricket Academy, Chengannur who regularly use the college stadium for practice.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 63.5

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
862	787	641	612	652

File Description	Document
Upload self attested letter with the list of students sanctioned scholarships	View Document
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	View Document
Any additional information	View Document

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 9.85

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
110	107	103	114	111

File Description	Document
Any additional information	View Document

5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses
7. Yoga and meditation
8. Personal Counselling

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

Response: A. 7 or more of the above

File Description	Document
Details of capability enhancement and development schemes	View Document
Any additional information	View Document
Link to Institutional website	View Document

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 20.81

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
236	424	383	105	52

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document
Any additional information	View Document

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years**Response:** 17.19

5.1.5.1 Number of students attending VET year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
189	240	256	167	115

File Description**Document**

Details of the students benefited by VET

[View Document](#)

Any additional information

[View Document](#)**5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases****Response:** Yes**File Description****Document**

Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee

[View Document](#)

Details of student grievances including sexual harassment and ragging cases

[View Document](#)

Any additional information

[View Document](#)**5.2 Student Progression****5.2.1 Average percentage of placement of outgoing students during the last five years****Response:** 11.1

5.2.1.1 Number of outgoing students placed year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
19	28	42	53	47

File Description	Document
Self attested list of students placed	View Document
Details of student placement during the last five years	View Document
Any additional information	View Document

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 26.8

5.2.2.1 Number of outgoing students progressing to higher education

Response: 108

File Description	Document
Upload supporting data for student/alumni	View Document
Details of student progression to higher education	View Document
Any additional information	View Document

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 34.74

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
31	9	3	5	5

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
54	25	22	20	12

File Description	Document
Upload supporting data for the same	View Document
Number of students qualifying in state/ national/ international level examinations during the last five years	View Document
Any additional information	View Document

5.3 Student Participation and Activities

5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national / international level (award for a team event should be counted as one) during the last five years.

Response: 4

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
03	00	00	01	00

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	View Document
e-copies of award letters and certificates	View Document
Any additional information	View Document

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

Student Council aims to nurture and develop the leadership and organisational skills of students. By organising various activities of the student community, the student council serve as a medium to learn the different aspects of self-government. The College Union or student council consists of members elected by means of parliamentary election procedure as per the guidelines of Lyngdoh Committee and University of Kerala. As per the instruction, two representatives from each UG and one from each PG class are elected. These representatives elect the office bearers for the College Union. The various posts of the College Union include Chairman, Vice Chairperson, General Secretary, Arts Club Secretary, Magazine Editor,

University Union Councillors, Lady Representatives, Class Representatives and Sports Club Secretary. The Principal nominates a member of the staff as the Staff Advisor to guide the students.

Apart from organising events of social, political, cultural and environmental significance, the Union acts as a voice of the student community. They organise debates, arts fest, sports day, Kerala Day, Onam and Christmas celebrations, observation of various days and other student enhancement events. Regular meetings of the Union members witness healthy exchange of ideas which helps to inculcate a democratic spirit in the students. College Arts Day and Sports Day are conducted every year under the leadership of Arts Club Secretary and Sports Secretary respectively. Magazine Editor is instrumental in bringing out the College magazine. The College Council takes the initiative in identifying students for University Youth Festival and various cultural and Sports competitions.

Representatives of students are members in various official committees of the College, including IQAC. In addition to the Convenor of each club, students are members of various committees like, Student Affairs and Grievance Redressal Cell, Anti-ragging Committee, Anti-ragging Squad, NSS Advisory Board, Men's and Women's Hostel Advisory Board and various clubs which actively function in the college. Students are free to raise their concerns and suggestions in these committees and clubs. Department wise Association Activities are carried out by students. Each association has its own student office bearers. The College NSS units function under the direction of the Student Volunteer Secretaries. They chalk out the plan in consultation with NSS Staff Advisor. Junior NCC officer assists the NCC Officer of the college in carrying out parades and programmes. Each Department organizes student initiative programmes like Literary Competitions, Paper presentation Competitions, Budget Analysis etc. which in fact helps the students to develop leadership abilities.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 13.8

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
13	14	08	20	14

File Description	Document
Report of the event	View Document
Number of sports and cultural activities / competitions organised per year	View Document
Any additional information	View Document

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

The Alumni Association of Christian College, Chengannur is the reflection of its past, representation of its present and a link to its future. Christian College, Chengannur has an effective alumni network which is a significant stakeholder by its active participation in the institution's developmental activities. The association supports the institution and contributes to its institutional, academic and infrastructural development. Alumni have made substantial financial contributions from time to time which have enabled the institution to undertake initiatives that would otherwise have not been possible.

The alumni association of Christian College is one of the biggest benefactors contributing towards various developmental activities of the institution. The association has undertaken **charity work and was the main contributor during the recent Flood.** The **Amelioration Centre** of Department of Economics was constructed with the financial assistance of the former students of the Department. The association was also the major contributor of **Jubilee Main Block.**

The Association has different chapters in various countries of the world - the **UAE, Kuwait, Qatar and US.** Every year the chapters with the help of the institution identify the deserving and needy students and provide them with **scholarships.** The **Kuwait Chapter was instrumental in constructing a house for one of the students of the institution.** The Chapters have also financially supported the **sports activities** of the institution. The Association also conducts various **cultural competitions** and winners are awarded with cash prizes.

Alumni get in touch with students and share their expertise and best practices in a given field. They also play an active role in voluntary programs like **mentoring students in their areas of expertise.** The College has a UNAI Chapter which was initiated by our alumnus Saji Thomas, working in United Nations. Alumni like Mr. Aby John (Forensic Department of Dubai), Late Adv. K.K.Ramachandran Nair (former M.L.A.), Mr. Saji Cherian, M.L.A., Mr. R. Rajesh, M.L.A. Sri. Ginu Zachariah (PSC Member), Dr. Rajoo Krishnan (Director of New Initiatives of Govt. of Kerala), Sri. Alexander Daniel, IPS (former DGP, BSF) have addressed the students during the last five years. Six of the teaching staff are former students of this institution.

Meetings of the association are held thrice a year. Every year on the Deepavali Day the association organizes an **Annual Meet** to bring all the alumni from the different parts of the world closer under the umbrella of Christian College. The association has conducted a Grand Meet named GURUVANDANAM

to acknowledge the service rendered by the former teaching staff of the institution. This memorable meet provided nostalgic platform for strengthening the friendly relations of Alumni all over the world.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

5.4.2 Alumni contribution during the last five years(INR in Lakhs)

? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 Lakhs

Response: ? 5 Lakhs

File Description	Document
Any additional information	View Document
Alumni association audited statements	View Document

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 69

5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
11	11	21	15	11

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years	View Document
Any additional information	View Document
Report of the event	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

Christian College, Chengannur is owned and managed by the Malankara Mar Thoma Syrian Church and is affiliated to the University of Kerala. The college stands for the educational, social and intellectual development of the society as a whole, while fulfilling its role as a minority Christian institution to address the socio economic and educational needs of the people of Central Travancore. The college in line with its vision and mission, aims for academic excellence, social commitment, building of strong character and the pursuit of truth. The governance of the institution has always strived for fulfilling the above mission. The college believes in Participatory Governance, and takes pride in a Management which has a well knit Hierarchy. The highest authority of the institution is the Manager, who heads the Governing Council, along with other members, including the College Principal and a Staff Representative, elected by the college faculty. The Principal is the Head of the Academic and Administrative wings of the college and is assisted by IQAC, Staff Council, HoDs and the office superintendent. Department Staff meetings and General Body meetings of staff, conducted at regular intervals, review the progress of students in general, and discuss the corrective measures that need to be adopted whenever necessary. The decisions made by the Staff Council and General Body on academic and non-academic matters are reported to the Governing Council by the Principal. An active interface between the Student Council and the Staff help the authorities to formulate plans for improving and enhancing the existing infrastructure facilities.

During the past years, Government of Kerala had the policy of not sanctioning new courses to any private aided colleges.

Recently due to a change in policy, the college was sanctioned two new courses: one PG course in Zoology and a UG course in B.Com; and raised the Physics department to the level of Research Department. Apart from this, outstanding students, both in academic and sports, are acknowledged. Research is encouraged among the faculty members and the college funds the seminars at college level. Moreover the college promotes ICT enabled teaching, conducts mock test for various competitive exams and the progress of such initiatives from time to time are monitored by IQAC. The retired faculty are encouraged by the management to set up endowment awards for deserving students and thereby ensure their continuity in the academic progress of the institute.

Various clubs have been established to help students realize their roles and duties in society. A Centre for Social Action was established to inculcate the value of social commitment in students.

The college endeavours to achieve the holistic development of students and strives to inculcate sound moral characters in them through counselling sessions, yoga training, Walk with a Scholar programme, mentoring, visit to charity institutions and encourages blood donations and participation in rescue activities.

The college aspires to create a class of students committed to nation building in line with the mission, vision and objectives of the institution.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.1.2 The institution practices decentralization and participative management

Response:

The democratic idea of providing operational autonomy to all academic departments and associations forms the central principle of the *modus operandi* of the institutional governance. As an example to elucidate the statement the functioning of the **sports committee** is taken into consideration.

Sports Committee is formed of the Sports Director, representatives of student council, students, members of teaching staff and non teaching staff, who meet at regular intervals to lay out their strategies and prepare roadmaps to attain the same. It was decided to take a serious cognizance of the matter by chalking out activities in the sports section thereby providing an added exposure to students.

The Physical Education Department put forward the proposal based on the above meetings, before the **governing council** to introduce new sports activities as **Wrestling and Judo** for students. A coach was engaged for giving required training to the interested students. The requirements of the two events are met with the financial assistance from the Management.

The efforts bore fruits when the students started bagging prizes in various events and tournaments. While the number of prizes won in 2014-15 at inters zonal/state level was only 2; it rose to a whopping 28 awards in wrestling and Judo, both at state /inter zonal levels during the year 2016-17. The performance was maintained in the subsequent years also with 24 awards during 2017-18. The result achieved evinces the united efforts put in by the college at all levels, irrespective of hierarchy.

The Annual Sports Day too involves every section of the college, right from the grassroot level till the topmost authority; viz, the students, non teaching Staff, Teaching Community and the Management.

The Sports Committee comprises of the Staff Convener, the Sports Secretary, House-in-charges, (who are teachers of the departments concerned) and House Captains of the four houses.

The Houses are constituted by clubbing the departments. The Sports Convener nominates the house-in-charge and the Sports Secretary is nominated by the Student Council. The House-in-charge convenes the meetings of the respective Houses and captains are selected by students of respective houses. The House captains convene the meetings of their houses and select students for the various sports events chalked out by the sports convenor.

The teachers are assigned duties as judges for various events where they are assisted by non-teaching staff of the College. The funding of the sports day is fully done by the Management and a certain amount is allotted to each house. The students undertake the task of preparing the ground for the sports day that includes laying of the tracks and other arrangements for different events. Temporary pavilions are erected

for teachers and four Houses.

Sports Committee monitors the entire programme on the Sports Day while the discipline on the ground is maintained by teachers. The winners are awarded with medals and the winning team gets the Principal's Trophy.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

The major recommendations during the second cycle of accreditation by NAAC in the year 2012 were related to overcoming the space constraints and increasing the number of programmes. As part of academic quality improvement they suggested the addition of new programmes and buildings. The planning board made a proposal and submitted it to the governing council. The governing council approved the proposal and in the Jubilee meeting held on 7.12.2012 the Management laid down the strategy to apply for new courses and improve the space availability. Eventually, the College obtained sanction from the Higher Education Department, Government of Kerala to start two new courses, one PG course i.e. M. Sc. Zoology and one UG course, i.e. B. Com. with Computer application. Provisional affiliation to the two courses was granted by the Vice Chancellor with an intake of 12 students for M Sc. Zoology and 40 for B Com with Computer application.

To accommodate the new courses, construction of a new building named Golden Jubilee Block was envisaged. The foundation stone of the Golden Jubilee Block was laid on 1st January 2014 and it was completed within three years. The Golden Jubilee Block, which is appended to the main building, is equipped with three spacious classrooms in the ground floor for B Com; two M Sc. Zoology Labs and one classroom on the first floor and three spacious rooms in the second floor, which have greatly contributed to the overall development of the institution.

Upgradation of Zoology Lab and Physics Research Lab was done using the Funds approved by DST - FIST grant.

As per the order of the Government the classes for M. Sc. Zoology started during the academic year 2013-14 and B.Com. classes started in 2014-15.

Efforts are going on for the appointment of permanent faculty for the newly approved courses. As a milestone in the academic improvement of the college, the Department of Physics was upgraded to a research centre in 2014.

File Description	Document
Any additional information	View Document
Strategic Plan and deployment documents on the website	View Document
Link for Additional Information	View Document

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

The Bishop of Mar Thoma Syrian Church nominated by the Episcopal Synod serves as the Manager of the College and he is the highest authority in the organizational structure.

The Governing Council of the College has the absolute authority over general management of the college. Headed by the Manager himself as its President and the Principal as its secretary, it also has an elected representative of the teaching staff along with the members appointed by the Manager in accordance with the bye-law of the governing council. Governing Council, the apex body in all decision making processes, meet at least thrice in a year to review and analyse the academic as well as administrative functioning of the college.

The Principal, who is appointed by the manager, is instrumental in implementing the directives of the governing council in accordance with the norms and guidelines stipulated by Government, UGC, University and other regulatory agencies. The Principal frequently consults the staff council in all matters of importance. The staff council, which supports the Principal in the day to day administration of the college, is a statutory body which consists of the Principal, the Heads of Departments and three elected representatives from the teaching faculty. A staff executive committee is separately constituted for teaching and non-teaching staff whose decisions are discussed in the general staff meeting for approval. The College administration is highly decentralized where power is disseminated to various boards, clubs and committees functioning in the college. A major role is played by Planning Board, College Council, Heads of Departments, IQAC and other functional committees in assisting the Principal in college administration.

The smallest unit of function in the college administration is the Department which is led by the Head of the Department, who usually is the senior most faculty of the department. The HoD coordinates various activities of the department including submission of various reports to the Principal and the IQAC. Lecturers in charge are assigned to each class and entrusted with the task of consolidating the attendance, preparing internal marks and continuous evaluation reports.

The College supports various committees and clubs actively functioning in the college with Principal as the President. The IQAC functions effectively to help the Principal to enhance and sustain a culture of quality and excellence in the institution. Anti-ragging, Disciplinary and Ethics committee maintain the institutional discipline. PTA plays its role in the College welfare and improvement of facilities. Grievance Redressal cell and Internal Complaints Committee for prevention of sexual harassment of women at workplace have been constituted in the institution to settle the grievances of both the students and staff if any. SC/ST

monitoring cell also carries out its function by taking care of the needs of the students belonging to that category.

The appointment and promotion of staff are governed by the prevailing procedures and service rules as stipulated by the UGC/University/Government.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.2.3 Implementation of e-governance in areas of operation

1. Planning and Development
2. Administration
3. Finance and Accounts
4. Student Admission and Support
5. Examination

- A. All 5 of the above
- B. Any 4 of the above
- C. Any 3 of the above
- D. Any 2 of the above

Response: C. Any 3 of the above

File Description	Document
Screen shots of user interfaces	View Document
ERP Document	View Document
Details of implementation of e-governance in areas of operation Planning and Development, Administration etc	View Document

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

Recognizing the relevance of environment friendly practices, the college initiated various green initiatives

under the auspices of the Biodiversity Club. As per the suggestion proposed by the Governing Board in its meeting held on 17.01.2013, it was decided to make the campus green, to inculcate eco-friendly attitude among students and to create biodiversity awareness in the community.

The college council following the Governing Board Meeting made a decision to materialize the biodiversity conservation plans and authorised the convenor of the Biodiversity Club to propose a plan of action in this regard. A Biodiversity Club was constituted with the assistance from Kerala State Biodiversity Board (KSBB).

KSBB extended its support to establish a man-made forest ecosystem namely *Shanthisthal* for making a forest grove with RET (Rare, Endangered and Threatened) species. With the consent of the Management, an agreement was made on 18th March, 2014 by the Manager, Christian College, Chengannur and the Member Secretary representing Kerala State Biodiversity Board to create a grove of RET plant species with the participation of student volunteers of Biodiversity Club. Both parties agreed in the Memorandum of Understanding to preserve the RET species through various programmes and develop dense vegetative thickets in due course which should, though in a small manner, be able to mitigate the environmental deterioration, global warming and facilitate carbon sequestration from the atmosphere. The *Shanthisthal* of the biodiversity club would act as a natural laboratory for floristic and biodiversity studies in course of time. The *Shanthisthal* is monitored by Kerala State Biodiversity Board to ensure that it is utilised for which it is established and for the benefits of the future generation.

The Biodiversity club since its inception observes various environmental important days by organising seminars, workshops, documentary screening, poster exhibition, nature walks, forest trekking camps, bird and butterfly watching trials. In 2015, a campaign and awareness programme to rejuvenate the River Varattar was organised by walking 12 km stretch along the banks of the tributary. The whole college took part in the Varattar rejuvenation programme in 2017 which was aided by the Government of Kerala. A campaign was also organised against the river Achenkovil-Vypar interlinking project. Every year, in association with the BhoomitraSena club of the college, Biodiversity club observes the World Environment Day by initiating novel programmes like green football - a friendly football match between students and teachers. The volunteers of the club participated in the protest organised by the people of Mulakuzha Panchayat, to protect midland land mountains. Street Plays and surreal drama sessions were organised during the last three years. Nature Camp, Wild life safari, Biodiversity seminar, preparation and distribution of paper bags etc are the other programmes carried out by the Club.

Proposal for financial assistance from KSBB is prepared by student convenors of the club. Every year, statement of accounts and annual report are forwarded to KSBB for their approval.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.3 Faculty Empowerment Strategies

6.3.1 The institution has effective welfare measures for teaching and non-teaching staff

Response:

The college has various welfare measures for the physical and mental well being of its staff. To bring in oneness and unity among the staff, the following initiatives are in practice.

- **Staff Association-** College has a Staff Association which mobilizes fund by collecting an annual subscription fee from all the regular teachers. Special needs of the teaching or non-teaching community are brought to the notice of the members by the staff secretary during the association meeting (staff meeting minutes).
- **Staff Tour:** Every year a one day tour is arranged for both the teaching staff and the non- teaching staff.
- **Staff Retreat:** Staff Retreat is conducted for both teaching and non-teaching staff at the beginning of each academic year for a positive start.
- **Honouring of Staff:** Teachers acquiring higher academic qualifications and those winning awards are honoured by the staff association.

Every Staff member who publishes a paper in the previous year is honoured with a memento on the college day.

Staff members are also honoured with a gold coin at the time of retirement

- **Financial Assistance:** The College advances salary to the regular and government guest faculty till they start drawing their salary from the Government.

The Departments also extend financial support to their non-teaching staff.

- **Duty leave:** The College encourages teachers to sharpen their academic acumen by granting them duty leave to attend various Training Programmes /Orientation/ Refresher courses/ Workshops and Seminars subject to the existing Government rules.

The college extends support and assistance to the faculty for pursuing Doctoral and Post-doctoral studies. The college offers conducive atmosphere for the faculty to attend National and International Conferences.

The staff can avail casual leave, medical leave, maternity leave, paternity leave and special casual leaves as per Government norms.

- **Welfare Schemes:** The staff is also privy to various Government schemes and privileges like gratuity, pension , Provident fund, GIS, GPAIS etc
- **Celebrations:** To bring in a sense of oneness among the staff, festivals like Onam, Christmas etc are celebrated
- **Facilities:** The teachers have access to free internet connection. Separate car parking facility is provided for staff members

Availability of Hostel facility for teaching staff

Availability of Badminton court, Table tennis Court and Gymnasium

Library facility and laboratory facilities for undertaking research

Counselling centre and staff Recreation room

Canteen facility

Security cabin and Uniform for security

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

6.3.2.1 Number of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc during the last five years	View Document
Any additional information	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 9

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
5	10	12	10	8

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centres).	View Document
Reports of Academic Staff College or similar centers	View Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document
Any additional information	View Document

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

Response: 19.55

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
13	11	15	22	02

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers).	View Document
IQAC report summary	View Document
Details of teachers attending professional development programs during the last five years	View Document
Any additional information	View Document

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

The following methods are followed by the institution to evaluate the teachers:

A.) Teacher's evaluation by students-i.) The students perform the first tier of evaluating their teachers. An evaluation questionnaire is distributed among the students and their evaluation is recorded, consolidated and reported by the committee constituted by the IQAC to the Principal. The parameters evaluated in the rating include the knowledge base of the teacher, regularity in taking class and completion of syllabus, communication skill, sincerity and commitment of the teacher, teacher's ability to integrate course material with perspective and the accessibility of the teacher in and out of the classes. The confidentiality of the evaluation is maintained. The Principal analyses the evaluation reports and meets the teachers in person to give proper feedback and suggest corrective measures.

ii) Every Teacher is bound to furnish his/her self appraisal form every year. This activity brings to light the involvement of the teacher in the administrative and co-curricular activities. It also evaluates their contribution to the field of Research by assessing their participation/ presentation of papers in seminars and conferences, publication of articles in journals and involvement in extension activities. The duly filled self appraisal forms are handed over to the HoD who transfers it to the IQAC, which after consolidation is handed over to the Principal. Thus, this entire exercise aims at being introspection for each individual, by virtue of which, he/she can identify his or her weak area and devise plans to strengthen them.

iii) A diary has been provided to each teacher to mark the classes engaged, the topics taken, and time taken for preparation, assignments, test papers, evaluation and other duties. This daily assessment mechanism enables the teacher to keep an updated information about his/ her academic performance and can assess his regularity in completing the destined portions in synchronization with the university time table.

B.) Appraisal of non teaching staff by principal – Principal and the office superintendent constantly monitor the performance of the Non-teaching staff and suggest corrective measures. Appraisal forms are duly filled by the principal/ superintendent regarding the performance of each non-teaching staff. Periodic meetings are held for their assessment and supervision.

File Description	Document
Any additional information	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The statement of accounts are handled and prepared meticulously and transparently by the Institution. Scrutinization and verification of the financial data is done by the Head Accountant and this is further verified by the Office Superintendent and Principal for financial accuracy. The annual financial statement which includes all the receipts and expenditure is prepared at the end of every financial year. It is then sent to the Accountant General and to the authorities in the Department of Education for the final auditing. After the completion of the specified period of any UGC or Government sponsored scheme, all the files relating to the period are submitted to the External Auditor, who is a qualified Chartered Accountant for verification and auditing of accounts. If any omissions or errors are reported, by the Chartered accountant, they are corrected in accordance with his direction and the final reports and certificates are issued by him.

There are periodical visits from the audit section of Department of Education to the college that inspects all the files relating to the rules and regulations, financial matters of all schemes that the college has availed of and all the receipts and payments in the college.

The financial Administrator in the college is the treasurer who maintains the daily financial transactions on behalf of the Management. The day-to-day income and expenditure is operated by the college Treasurer in tune with the Principal. All the yearly statements of accounts and audited reports are placed before the College Governing Council. The income and expenditure of the college is in accordance with the annual budget. Both Internal and External Auditors are appointed by the church. The Internal Auditor is appointed by the Metropolitan's Audit Bureau who does the verification of Receipts and Payment accounts. External Auditors are appointed by the Sabha Council, the highest administrative body of the church. They prepare the balance sheet of the college and forward Form 10BB to the Central Government every year.

The auditors put forward certain suggestions which are tabled before the governing council for consideration and are put into implementation if so decided.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

Response: 261.22

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
25.38	48.315	67.96253	78.27646	41.28654

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	View Document
Any additional information	View Document
Annual statements of accounts	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

The various funding agencies of the college are:

- PTA funds
- Scholarships and Endowments
- Financial support from Management
- Contribution from Alumni
- Assistance from Government Departments like Kerala State Women's Development Corporation Ltd., Kerala State Aids Control Society, Excise Department, Science and Engineering Research Board, Kerala State Council for Science Technology and Environment, Kerala State Higher Education Council, Bio Diversity Board, Department of Environment and Climate Change, ICSBAM, National Human Rights Commission, NSS Suchitwa Mission Fund, Ministry of Science and Technology (FIST), University Grants Commission (UGC), Board of Research on Nuclear Studies (BRNS), Indian National Science Academy (INSA), Selective Augmentation of Research and Development - KSCSTE
- Assistance from Philanthropists
- Contribution from the Staff

The following systems look into the effective and efficient use of financial resources:

- The Governing Body
- Building Committee
- Planning and Purchase Committee
- Library Committee
- Annual Financial Auditing
- Bank Accounts for distribution of scholarships
- Annual Budget
- Staff Council

Fund utilization methods:

- PTA funds are utilized mainly for college building maintenance and to meet the day today expenses of the college
- Contributions from teachers are provided to support financially backward students and for social extension activities
- Contributions from Alumni are utilized to institute Scholarships, Endowments, to procure furniture, Digital Display Board, for the establishment of Amelioration Centre etc.
- Funds from The Kerala State Women's Development Corporation Ltd. are utilized for conducting various programs of Women's Cell
- Funds from Kerala State Aids Control Society are used for organizing programs of Red Ribbon Club
- Funds from Kerala State Higher Education Council are used to conduct classes of SSP and WWS
- Funds from Kerala State Council for Science, Technology and Environment are utilized for organizing International Seminar and for supporting Students' Projects by Science Departments
- Funds provided by Biodiversity Board, Department of Environment and Climate Change and Suchitwa Mission Fund are utilized for conducting programs of Nature Club, Biodiversity Club and Bhoomithrasena Club

- Funds from FIST are utilized for the development of infrastructure facilities for research
- National Human Rights Commission fund is used for organizing Seminars and Workshops
- The funds sanctioned by agencies under Central ministries are monitored through the public finance management system portal

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Response:

Student Research Journal

IQAC took an initiative to bring out a multidisciplinary journal exclusively for PG students to give them a platform to publish their findings based on their project work

A committee was constituted for the same with IQAC Co-ordinators as the convenors and one teacher from each PG department. An advisory board was also constituted comprising of external experts in their respective fields. It was decided to register the journal with RNI. As the first step, the title of the journal was confirmed. It was decided to christen it as '*Spiritus Scientiae*'. The Projects were selected by the teachers of the department. The first Volume included research abstracts of PG and UG students of all departments. The second volume on same lines has been published. The funding for the publication of the College Journal is provided by the Management.

OMR for Objective Tests

The second contribution by IQAC is the purchase of OMR. As part of the review of the performances of the teachers, a feedback was collected from the students every year to assess the performances of teachers. A committee was constituted which was entrusted with the task. The response sheets collected from students were given false numbers. The consolidation process was done manually and it was a laborious task. The IQAC decided to purchase software to make the consolidation process easier when compared with the earlier one, and a software with an OMR reader was purchased.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

Response:

The IQAC and Staff Council take earnest effort in analysing the result and measures for improvements that are suggested. The college has implemented **mentoring system** where each class is divided into convenient groups consisting of 15-20 students and a mentor is assigned to each group. The mentor-in-charge monitors the progress of students. Students are encouraged to participate in intercollegiate curricular/co-curricular competitions. All such activities of the departments strengthen students academically and non-academically and they are assessed every year at the time of academic audit apart from the periodic non-formal assessment by the Principal and IQAC at the meetings convened by them.

The committee constituted by the IQAC, administers students' **feedback** on the performance of teachers. The information thus gathered is consolidated by the same committee and the confidential report of each teacher is handed over to the Principal for further action. IQAC confirms the participation of teachers in orientation and refresher programmes apart from the academic programmes organised by the college. IQAC has motivated teachers to participate in International/ National seminars, publish papers in reputed journals and to carry out major/minor/KSCSTE sponsored student research projects. Those teachers who publish papers in reputed journals, award winners and those who are awarded with Ph.D are duly acknowledged by the Management and College Community. Such measures adopted by the IQAC, have in fact created a positive impact on the teaching learning process.

Academic Audit

The institution has taken some solid measures to review the teaching- learning processes. Since 2013, the college has been promptly conducting Academic Audit under the leadership of IQAC. External experts are invited for the same. A proforma that consists of questions pertaining to the seven criteria mentioned by NAAC is given to each department prior to Academic Audit. The proforma thus prepared by IQAC is forwarded to the HoDs who in collaborations and discussions with their faculty members fill it and email the same to the IQAC along with the hard copies. On the day of the audit, each department presents its appraisal report with the aid of power point and it is followed by an interaction with the faculty members. After an elaborate discussion with departments and IQAC Coordinators, auditors submit their opinions and suggestions as feedback report to the IQAC and circulate the same to the department Heads for their perusal and discussion. Thereafter, the IQAC convenes a meeting of the department heads to discuss the feedback report, and to put forward measures for improvement. IQAC is thus instrumental in implementing qualitative improvements in the teaching learning process.

Parent Teacher Students (PTS) Meetings

The next step taken by IQAC for review process is the conduct of Open House or PTS meetings organised by the individual department apart from the Parents Teachers Association Meetings organised by the College. Once in each semester, the department convenes open house meetings to keep the parents updated about the performance of their wards. Open house meetings thus held, also provide a platform for parents and teachers to interact with each other that enables the teachers to acquire a deeper knowledge about the students. Parents are also asked to record their opinion regarding the institution, facilities provided and teaching. Academic calendar and Exam schedule are also made known to the parents through these PTS

meetings. The results of both the internal and external examinations of the students are made known to the parents. Serious behavioural problems of students are informed to parents and the course of action is discussed with them by the teacher-in-charge and the HoD. Advanced learners are encouraged to be the members of Walk with a Scholar Programme (WWS) where they get a platform to discover and exploit their potentialities. Slow learners are advised to participate in the classes organised by the Scholar Support Programme (SSP). All such Student Support Programmes initiated by the College are informed to the parents. Special Counselling is given to students if so requested by the parents. General Body meetings are also conducted from which executive members are selected.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 10.8

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
16	16	10	04	08

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	View Document
Any additional information	View Document
IQAC link	View Document

6.5.4 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification
5. NBA or any other quality audit

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: B. Any 3 of the above

File Description	Document
e-copies of the accreditations and certifications	View Document
Details of Quality assurance initiatives of the institution	View Document
Any additional information	View Document
Annual reports of institution	View Document

6.5.5 Incremental improvements made during the preceding five years (*in case of first cycle*) Post accreditation quality initiatives (*second and subsequent cycles*)

Response:

CURRICULAR ASPECTS

- Two new programmes – B.Com with Computer Applications and M.Sc. Zoology were introduced
- Day based time table was introduced
- Thirteen certificate programmes and thirteen value added programmes were conducted during the last five years
- Academic plan was prepared based on the year plan submitted by each department and the academic calendar of the University
- Better participation of teachers in various academic/administrative bodies of Universities and other higher education institutions

TEACHING LEARNING EVALUATION

- Organized Additional Skill Acquisition Programme (ASAP)
- Initiated WWS and SSP
- Bridge course was conducted for the first year degree students
- Academic and Administrative Audit was conducted during the last five years
- Student Centred Teaching- Learning process – ICT enabled teaching
- Organised seminars including an International Seminar
- Increased the number of field projects carried out by students
- On line student attendance

RESEARCH, INNOVATION AND EXTENSION

- 42 Research Projects funded during last five years by Government and Non- Government agencies.
- 7 Research Guides.
- 37 Research papers in UGC approved journals.
- 120 books and chapters in edited volumes/books published and papers in national/ international conference proceedings
- Total Grant for Research projects- 254.2 lakhs
- Installation of Incubation Centre
- Rain Water harvesting
- Published the selected projects of students in *Spiritus Scientiae*
- Enhanced the number of MoUs and linkages
- Centre for Social Extension Activity

INFRASTRUCTURE AND LEARNING RESOURCES

- Installation of Web OPAC and LIBSTOCK
- Centralized Database System and Campus Management Software - Online TCS
- Construction of a New Computer Lab, Golden Jubilee Block and Examination Hall
- Up gradation of Zoology Lab and Physics Research Lab
- Final Degree classes upgraded with LCD facilities

- Instrumentation Room for Department of Botany
- Amelioration Centre for Department of Economics
- Purified Drinking Water Facility
- Purchase of transformer for uninterrupted electric supply for college
- Ramps and railings for divyanggan students
- Installation of 20KW Solar panels initiated
- Construction of lawn benches
- Secure footpath for pedestrians
- Media Centre for Department of English
- Rain Water Harvesting system
- Sanitary Napkin Incinerator in College and Ladies hostel

STUDENT SUPPORT AND PROGRESSION

- Management Freeships and Noon Meal Scheme
- Formation of UNAI, ASPIRE Chapter
- Alumni Chapters in UAE, Kuwait, Qatar and USA
- Organized more Placement drives and Career orientation programmes
- Students' Council
- Functioning of various clubs
- VET like preparation of LED Bulbs, Ware House Supervisor, Computer Training Programmes, paper carry bags etc.
- Conducted the 13th National Youth Mock Parliament
- Extensive participation in University Arts Festival
- Participation of students in National events for wrestling, judo and kabadi

GOVERNANCE AND LEADERSHIP

- Adopted environment friendly practices to make the campus green.
- Established 'Shanthisthal', a man-made forest ecosystem in association with the Kerala State Bio diversity Board
- Initiated steps to procure ISSN Number for a Multidisciplinary Research Journal '*Spiritus Scientiae*', 2 volumes of which have been released.
- Purchased OMR for the consolidation of students feedback
- Initiated Wrestling and Judo, the sports which produced University Champions.
- Welfare measures for staff – incentives for teachers for publishing papers and receiving awards, financial assistance to deserving non-teaching staff etc.

INSTITUTION VALUES AND BEST PRACTICES

- Green Initiatives: active involvement of Bio-diversity Club and BhoomitraSena Club
- Green Audit, Bio-gas plant, re-cycling of used papers.
- Student Initiatives: Annual Inter-Collegiate Paper Presentation Competition, Annual budget viewing, Science exhibition, Archaeological exhibition, Eco- friendly paintings at the college entrance and at the college canteen.
- Good Samaritan Fund
- Centre for Social Action to co-ordinate social extension programmes

File Description	Document
Any additional information	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 7

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
01	00	02	01	03

File Description	Document
Report of the event	View Document
List of gender equity promotion programs organized by the institution	View Document
Any additional information	View Document

7.1.2

1. Institution shows gender sensitivity in providing facilities such as:

1. Safety and Security
2. Counselling
3. Common Room

Response:

The vision of the institution is to produce responsible, socially committed, intellectually competent men and women to confront the challenges of the present century. Gender equity initiatives help students to access and enjoy equality in everything: resources, opportunities and even in achieving rewards. Students enjoy the warmth and harmony of co-education. The institution provides and assures various facilities and care to promote gender equity along with a sense of security. The rapport between staff and students cultivate a congenial working/learning atmosphere in the college.

1. Safety and Security

- Surveillance Camera - Surveillance cameras are placed at various points to ensure safety of students.
- Security Personnel - The security personnel at the entrance restricts unauthorized intruders.
- The College has a compound wall to ensure safety and security.

- The services of police personnel are available if requested by the college authority.
- Organizes programmes of Police Personnel, Lawyers and Counsellors to provide general awareness regarding anti-ragging, road safety, women security, cyber security and drug abuse among students.
- Self defence mechanism classes were organized exclusively for girl students under the auspices of Women's Study Unit.
- In academic as well as non-academic trips from the college, authorities ensure that a lady teacher accompanies the students as a guardian
- Department of Physical education gives training programs in Judo, Wrestling and Net ball for both the genders.
- The college provides hostel facility for both girls and boys. Women's Hostel Advisory Committee and Men's Hostel Advisory Committee monitor the functioning of respective hostels.
- The Student Affairs and Grievance Redressal Cell, Anti-Ragging Committee and Anti-Ragging squad and Women's cell play a vital role in ensuring gender equity
- The college provides a grievance box for students to raise their grievances.

1. Counseling

The institution has a Counseling Centre. The Counseling Cell provides guidance to the needy students on personal and academic matters. The class teacher or mentor identifies the students who need counseling and directs them to the counselor. The college has three trained counselors. Apart from the services rendered by the trained teachers, the institution seeks the help of professional counselors. The Management has also assigned a trained person as both Chaplain and Counselor.

Classes are also conducted by eminent trained counselors for the following thrust areas like responsible parenting, goal setting and stress management, problems of teenage and how to handle life struggles.

1. Common Room

The college has provided common space for socialization. Good hygienic sanitation and rest room facilities are provided. The Ladies Rest Room is well ventilated with washrooms, mirrors, sanitary napkin vending machines, incinerator for destroying soiled napkins, first aid kit and facilities to take rest. The service of a lady attendant is also available in the rest room. The College Office has a common room for the staff to meet and dine together. The college also has a staff recreation room where teaching faculty assemble at their leisure time for repose.

File Description	Document
Any additional information	View Document

7.1.3 Alternate Energy initiatives such as:

1. Percentage of annual power requirement of the Institution met by the renewable energy sources

Response: 0

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)	
7.1.3.2 Total annual power requirement (in KWH)	
Response: 142020	
File Description	Document
Details of power requirement of the Institution met by renewable energy sources	View Document
Any additional information	View Document
Link for Additional Information	View Document

7.1.4 Percentage of annual lighting power requirements met through LED bulbs	
Response: 2.99	
7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)	
Response: 1461.6	
7.1.4.2 Annual lighting power requirement (in KWH)	
Response: 48925	
File Description	Document
Details of lighting power requirements met through LED bulbs	View Document
Any additional information	View Document

<p>7.1.5 Waste Management steps including:</p> <ul style="list-style-type: none"> • Solid waste management • Liquid waste management • E-waste management <p>Response:</p> <p>Waste management process is done collectively by the management, staff and students in our college. The college management along with clubs like NCC, NSS and Bhoomitrasena accomplish the mission of reducing waste. The institution practices the 3Rs (Reduce, Reuse and Recycle) along with ‘avoid usage’ and treat or dispose the materials that are hazardous to the environment. Used papers are forwarded to the Paper Recycling Unit of Government of Kerala. Every attempt has been made to make the campus, a plastic free campus. Plastic flex for programmes is replaced by cloth flex. Programmes like “Trash to Treasure” were organized which served as a platform for students to display their innovative ideas about the different ways in which solid waste materials can be reused. They were encouraged to collect solid</p>

waste from the campus and reuse them to make valuable things. An incinerator is installed in the ladies' rest room which provides a sanitized and technical disposal of waste. As part of the eco-friendly practice, the college uses white boards and LED Display Board to display the forthcoming programs and activities. Online submissions of assignments are promoted to reduce the generation of paper waste. Plastics or other non-recyclable waste is disposed to scrap dealers or to the Municipal waste collectors. Bio gas plant is installed in the ladies hostel. Separate bins are kept to collect bio-degradable and recyclable waste.

Liquid waste

The Department of Chemistry adheres to Green Chemistry synthesis and micro scale analysis while organizing their practical sessions. This practice lessens the amount of hazardous substance, pollutant, or contaminant entering any waste stream. It persuades students to reduce the consumption of chemicals and pollution. Chemical Waste generated in the lab is collected in separate pit. The pH of the waste water is verified once in a month and neutralised before it is disposed.

E-waste management

Electrical and electronic items are put to optimum use and life of the electronic goods is extended by proper maintenance. Special attention is given to purchase systems with longer guarantee period. Proper utilization of electronic devices and their timely repair also help in reducing e-waste. The College has collaborated with Techno Point, Chengannur, for the maintenance of electronic equipments.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

The water shortage experienced by the college during 2017 summer season, made the Bhoomithrasena Club to think of a solution. Dr. Balakrishnan Nair, Retired Pathologist, Medical College, Kozhikode gave technical advice for the construction of a Rooftop Multiple Fibre Tank method of rainwater harvesting. The Bhoomithrasena club modified the system to suit the special requirements of the institution. As the roof of the main building was already covered with corrugated aluminium sheet, it was not possible to use the original water harvesting project devised by Dr. Balakrishnan Nair, the chief resource person of the project. Hence the filter setting was improved with the addition of two layers of vetiver grass for effective filtration. This was arranged with the help of student volunteers of the Entrepreneurship Centre. Four fiber tanks having a capacity of 2000 litres each were connected to the main supply system with special valves.

After implementing the system with some slight modification, the college didn't face water scarcity during the summer period in 2018. Periodic cleaning of the basin filter and channels ensured good supply of pure

water. Rain water collected on the top of the building is supplied to various parts of the college with the pressure of gravity. The harvesting system mainly includes a storage tank; conduits for ensuring an uninterrupted flow of water from roof to the filter unit, and a foul-water flush out unit. The installation of the whole system was completed with a slopping 150-sq.ft terrace and a plastic tank of about 1,000-litre capacity.

The water in these storage tanks can be used during the time of water shortage. This was especially helpful during the time of the flood in 2018 August, when a rehabilitation camp with 2700 members was functioning in our college. The college has an intention to promote this method of rainwater harvesting among the public in the near future.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

7.1.7 Green Practices

- **Students, staff using**
 - a) **Bicycles**
 - b) **Public Transport**
 - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

Response:

Use of Public Transport

Since the college is situated by the side of the MC Road, majority of the students depend on public transport for conveyance. Around 50 per cent of staff use public transport and also adopt car-pooling system favouring low carbon emission. Less than 3 per cent of the students use motor bikes.

Pedestrian friendly Roads

Pavements are provided for safe walking. The vehicles of students are not permitted in the college campus. Separate parking facilities are provided for safe parking of the vehicles of staff and students.

Initiatives for minimizing the use of paper-

- Most of the information is conveyed through Public Addressing System.
- A Digital Display Board is placed at the entrance to display major activities. White boards are used to write and display important information to the students.
- Communication among the teachers and office is done through SMS, Whatsapp group and emails.
- Initiatives have been taken by the institution to recycle the used paper. Paper is collected and

handed over to the Paper Recycling Unit of Konni Elephant Sanctuary, an initiative of Government of Kerala. The recycled products in the form of hardbound files and paper files are returned to the institution.

- Departments encourage students to submit online assignments. They are provided with internet facility in the Central Computer Laboratory and departments concerned.

Green landscaping

The college is situated on a hill top with pristine beauty. The institution maintains an eco friendly campus which is packed with a variety of trees and gardens. A botanical garden registered with bio diversity board is maintained in the Department of Botany. The department also maintains a medicinal plant garden. Trees are planted around the playground of the college. BhoomitraSena Club of the college initiated a butterfly garden where rare species of butterflies are found. An orchard with fruit trees and new potted plants are maintained in the campus. *Shanthistal*, a joint venture of Kerala State Biodiversity Board and Christian College Biodiversity Club is an attempt to protect and conserve rare, endangered and threatened plant species. It would act as a natural laboratory for floristic and biodiversity studies in course of time. *Shanthistal* is expected to become a safe refuge for rare species of birds, amphibians and reptiles. About 170 plants of different species have been planted by the club volunteers and are constantly taken care of on Saturdays. Under the initiative of NCC with regard to Tree Plantation Drive 2017 and Social Service and Community Development, plant seedlings were planted in the campus on 15th August 2017.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 5.6

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
7.7247	0.158	0.6365	0.47071	1.21990

File Description	Document
Green audit report	View Document
Details of expenditure on green initiatives and waste management during the last five years	View Document
Any additional information	View Document

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

Response: C. At least 4 of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document
Any additional information	View Document
link to photos and videos of facilities for Divyangjan	View Document

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 8

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
02	01	01	03	01

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	View Document
Any additional information	View Document

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 28

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
8	7	6	3	4

File Description	Document
Report of the event	View Document
Any additional information	View Document

7.1.12

Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Response: Yes

File Description	Document
Any additional information	View Document
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	View Document

7.1.13 Display of core values in the institution and on its website

Response: Yes	
File Description	Document
Any additional information	View Document
Provide URL of website that displays core values	View Document

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations	
Response: Yes	
File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	View Document
Any additional information	View Document

7.1.15 The institution offers a course on Human Values and professional ethics	
Response: Yes	
File Description	Document
Any additional information	View Document
Provide link to Courses on Human Values and professional ethics on Institutional website	View Document

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions	
Response: Yes	
File Description	Document
Any additional information	View Document
Provide URL of supporting documents to prove institution functions as per professional code	View Document

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years	
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Response: 23

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
06	09	06	01	01

File Description	Document
List of activities conducted for promotion of universal values	View Document
Any additional information	View Document

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

- **Republic Day:**
 - The college celebrates Republic Day every year. NCC cadets render effective leadership.
- **Gandhi Jayanthi Celebrations**
 - Gandhi Jayanthi is observed in a befitting manner every year.
- **Teacher's Day**
 - Every year our college celebrates Teacher's Day as a mark of paying respect to Dr. S. Radhakrishnan. Students of various departments arrange programmes to show their respect to their teachers.
- **National Science Day**
 - Every year the college in collaboration with Kerala State Council for Science Technology and Environment (KSCSTE) celebrates the National Science Day. Eminent personalities like Dr.G.Madhavan, former ISRO Chairman, Dr. P. Radhakrishnan, were resource persons.

- **National Yoga Day**

- National Yoga Day is celebrated every year. Mr. Sujith V., International Yoga trainer led the Yoga training class on 21-06-2017. All the staff members and students actively participated in the Yoga class and training.

- **State Reorganization Day**

- State Re organisation Day (1st November) is celebrated every year under the auspices of Department of Malayalam on 1st November.

- **National Unity Day**

- An NCC parade was conducted on 27th October 2014 in connection with the birthday of **Sardhar Vallabhai Patel**, the Iron Man of India, who played a great role in unifying the country.

- **World Students Day**

- The Department of Zoology organized a workshop ON 27 TH July 2015 paying tribute to **Dr. A. P. J. Abdul Kalam**, the great personality who inspired the youth. A short biography, rare life story pictures and inspiring quotes were presented from the life of the Abdul Kalam.

- **Constitution Day**

- The Christian College under the initiative of the Walk with a Scholar Programme observed the Constitutional Day in the College on 26th November, 2015.

- **National Voters Day**

- National Voters Day was observed on 12 January 2016. The Career Guidance Club organized a quiz competition for students.

- **National Bird Watching Day**

- National Bird Watching Day was observed on 12th November 2017 as a tribute to Dr. Salim Ali by II-year MSc. Students of Zoology

- **National Pollution Prevention Day**

- National Pollution Prevention Day was observed under the auspices of BhoomithraSena Club on

04-Dec-2017.

- **National Youth Day**

- The college library organized an essay writing competition on the outlook and ideology of **Swami Vivekanandan** on 18th December 2017 in commemoration of his visit to Kerala in 1892.

- **Mother Tongue Day**

- Under the guidance of the Dept. of Malayalam, mother tongue day was celebrated on 23 February 2018.

- **Children's Day**

- The Y's Men Chengannur organised a literary competition for children as part of Children's day celebration on 14 th November 2018.

- **Onam Festival**

- Every year the College celebrates Onam under the auspices of NSS Units. Various competitions are conducted and winners are given prizes.

- **Holi Festival**

- Every year students celebrates the Holi festival.

File Description	Document
Any additional information	View Document

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

As Christian College, Chengannur is a single management institution with minority status, the administration and policy decision of the college is done by an executive body headed by the patron and Manager of the College, the supreme head of the Mar Thoma Church. The other members of the executive body are elected by the Sabha Prathinidhi Mandalam-the full council of the church. The Principal of the college serves as Secretary to the council, and apart from the Principal there is an elected representative of

the staff in the executive body or governing council. The Treasurer of the College is elected from the Governing Council. The Financial matters are handled by the Treasurer and the Principal. Financial accounts are audited internally and externally by Chartered Accountants appointed by the church and the reports are published in the Annual Report of the Sabha pratinidhi Mandalam. Government transactions are handled by the Section Clerk, Head Accountant, Junior Superintendent and Principal, and they are checked and verified by the office of the Deputy Director of Collegiate Education, Treasury officer and Accountant General's office in Thiruvanthapuram. UGC, KSCSTE and DST funds are audited by registered Chartered Accounts and they undergo the scrutiny of Deputy Director of Collegiate Education and AG's office. The financial assistance is acquired through plan fund allotment, UGC and RUSA and the financial apportioning is done in a fair, transparent manner at the time of college council meeting. The college level Planning board and Purchase Committee closely monitor financial activities. Financial undertakings are done through e-tender mechanism which allows for completely open transactions. Recruitment of full time teachers is done as per the rules of UGC and Government of Kerala. Selection of contract, part-time and guest lecturers is done following the norms of Govt. of Kerala. The college staff council is the ultimate decision taking body regarding academics and non academic matters in college. Admission is an online process which is strictly on the basis of merit in accordance with the Government reservation policies. Suggestions regarding schedule, syllabi, evaluation process are forwarded by the Department Level Monitoring Committee (DLMC) to College Level Monitoring Committee (CLMC) in the case of UG courses and to PG Monitoring Committee, in the case of PG courses. After discussions within the College Staff Council, decisions are taken in the case of local issues and those related to the university are forwarded to the university office. Students are made aware of the internal examination and continuous evaluation procedures. The CE mark list is displayed on the notice board of each department and students are asked to put their signature against their CE marks. Students have the freedom to register complaints, if any, to the department concerned. Periodic PTS sessions are arranged by departments apart from the general PTA meetings. Student representatives are nominated to various committees and clubs by the principal. The college students' council is entrusted with the task of organizing extracurricular activities under the guidance of a Staff Advisor.

File Description	Document
Any additional information	View Document

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

1. *Make and Leave a Green Haven for Tomorrow: to inspire future generations by following a Green protocol through live and participatory projects*

2. *Objectives/intended outcome of the best practice and what are the underlying principles or concepts of this practice (in about 100 words)*

True to the college motto, "Our Utmost for the Highest", the college believes in grooming students who are well-versed in the scientific concepts of environmental protection and believe in "Living Responsibly".

This is done by following the tenets of nature conservation in their day-to-day life and becoming “Agents of Change” who are able to educate and motivate the public about the need for nature conservation. With this objective in mind, the college initiated the “Make and Leave a Green Haven for Tomorrow” programme.

3. What were the contextual features or challenging issues that needed to be addressed in designing and implementing this practice (in about 150 words?)

The college is situated in Chengannur which is full of wetlands and has an elevation of 23 feet with Pampa and Achenkovil Rivers which are non perennial. There are numerous historical heritage sites like Pandavan Para which are situated in ecologically sensitive and fragile zones. The particular topography of Chengannur results in water scarcity during summer months and floods during rainy season leading to sinking of borewells and subsequent erosion of fertile top soil, which makes cultivation challenging and difficult. The college doesn't use any borewell as a matter of principle and draws water from an environmentally-safe water pit which is fed by nearby wetlands. Rain water pits are also dug for recharging water table. *Shanthisthal* developed in the college has transformed the barren hilltop into a lush green patch which today abounds in various fauna with a diversity of birds, butterflies, spiders and ants.

4. Describe the practice and its uniqueness in the context of India higher education. What were the constraints/limitations, if any, faced (in about 400 words)

The assault on environment has reached an irreversible point where unless the youth are equipped to handle environment conservation, there would be no future. As a step in that direction, the college has given its students a chance to understand the basic tenets of eco-conservation, initiating the “Make and Leave a Green Haven for Tomorrow” programme. The programme focuses on encouraging students to ingrain eco-values by practicing and living a life of “Living Responsibly”. In this case, our biggest inspiration is Mahatma Gandhi, the father of our nation whose simple message “My life is my Message” inspires the students of the college.

Implementing the programme had its own share of issues like raising funds for engaging the services of an excavator, labour for fixing the pipes for watering the plants in *Shanthisthal* and the maintenance of the college water pit. As part of the programme, the college implemented the rainwater harvesting scheme which helped reduce the consumption of water and electricity thereby reducing the institution's carbon footprint. Since time was a constraint in the present semester system it was quite difficult to carry out the designed programmes and complete them within the stipulated time.

5. Provide evidence of success such as performance against targets and bench marks, review results. What do these results indicate?

The college is situated in Chengannur which has a hot summer and it experiences great water scarcity. In the past the college had to depend on water tankers to supplement its drinking water supply, especially by the beginning of summer. With the implementation of “Make and Leave A Green Haven for Tomorrow” programme, the college has been able to do away with spending money on water tankers and there has been a significant reduction in the college's electricity bills (use of water pump) and the area around the college enjoys a cooler atmosphere than surrounding areas. Various clubs related to Bio-diversity Club initiated a myriad of programmes which made the campus eco-friendly one. The well near the wet land was restructured, rain water harvesting unit was implemented, rare species of trees were planted, college campus was beautified, plastic banners were replaced by cloth banners and awareness programmes for

students and community were organized.

6. Please add any other information that may be relevant for adopting/implementing the best practice in other institutions in about 150 words.

The various eco clubs functioning in the college – Bio diversity Club, BhoomitraSena Club, Nature Cub, NSS – join their heads and minds together to carry out the programmes which in turn enable the students to imbibe a nature friendly mind set. Teachers in charge of these clubs along with student volunteers take initiatives to arrange programmes. Bhoomitrasena club members are instrumental in setting up the rain water harvesting unit in the college. Shanthisthal, is an attempt of the Biodiversity Club of the college where rare species of plants are planted under the leadership of the staff advisor assigned to the Club. Every attempt is being taken to make the campus a plastic waste free one. Nature Club has organized various nature camps providing students an opportunity to visit national parks which in turn inculcated in students a love for nature. Students are involved in various community services related to ecology.

7. Any other information regarding institutional values and best practices which the institution would like to include (Optional)

2. Describe at least **two** institutional best practices (Format given below) (30)

1. Title of the practice – The title should capture the keywords that describe the practice

Preparing the Youth for Tomorrow by Taking on Today

2. Objectives/intended outcome of the best practice and what are the underlying principles or concepts of this practice (in about 100 words)

Christian College, ever since its inception, has focused on formation of character of its students. With this objective in mind, the *Preparing the Youth for Tomorrow by Taking on Today* was implemented. The programme aims to prepare students by empowering them to face the challenges of life by exposing them to various facets of the modern world at present. Under this initiative, different departments have designed tailor-made programmes to suit their specific discipline and needs. Certain departments wanted to focus on students' communication skills and organization skills while others wanted to develop analytical skills, promote interest in their subject and further general awareness.

3. What were the contextual features or challenging issues that needed to be addressed in designing and implementing this practice (in about 150 words?)

The delay on the part of the University in completing the admission process, the impoverished background of majority of the students, the abrupt timing of University exams, the inability to have the requisite working days, and other factors beyond anyone's control- have made the implementation of the above mentioned program quite challenging. As a result, the departments have been forced to adopt radical measures by designing and implementing tailor-made programmes that can groom their students while handholding them through difficult stages of adolescence when they are the most impressionable.

4. Describe the practice and its uniqueness in the context of India higher education. What were the constraints/limitations, if any, faced (in about 400 words)

Many students coming from impoverished economic conditions and backward social sections find it difficult to come up in their academics and they remain as passive learners in the classroom. These programmes are crucial in encouraging students to open up and become motivated to take up challenges of life during the adolescence which is a difficult phase in their lives. The departments take it as a challenge to assign responsibilities to their students to organize programmes on their own. Taking into consideration the principles of co-operative learning and advantages of synergy, students are made the centre of teaching-learning process. They go beyond the curriculum when given an opportunity for creative deliberations. Thus they come up with ideas and suggestions and implement those ideas appropriately. Time constraint is a problem and they have to organize programmes within the busy academic schedule of the semester system. Finding financial support is another challenge for them. They seek the help of alumni and philanthropists for the same.

5. Provide evidence of success such as performance against targets and bench marks, review results. What do these results indicate?

The “Preparing the Youth for Tomorrow by Taking on Today” programme has inspired many students to undertake difficult challenges even with minimal resources. It has been a source of inspiration for many students to pursue higher education by developing their self-esteem and to develop a faith in their latent abilities. The programme develops humanitarian motives in students when they are exposed to situations that fire their imagination to rise to the occasion in order to protect human rights and to uphold human dignity.

6. Please add any other information that may be relevant for adopting/implementing the best practice in other institutions in about 150 words.

The “Preparing the Youth for Tomorrow by Taking on Today” programme can be classified into two: Academic Extension and Social Extension. Academic extension focuses on developing students’ domain knowledge while Social Extension focuses on Life skills. Departments of English, Botany and Zoology have implemented a “Word-of-the-Day”, “Plant of the Week”, and “Animal of the Week” programmes respectively in order to generate a healthy interest in the subject among the students.

7. Any other information regarding institutional values and best practices which the institution would like to include (Optional)

The Department of English introduced a student initiative programme to familiarise students with new words, the contextual usage and also an understanding of the meaning and phonetic script of the new words. A file is maintained to record the work of the students. Teachers go through the work of the students and provide corrections if necessary. A white board is kept outside the department to exhibit the words. **Festival of ideas** is a students’ initiative of the Department of English and organised by the P.G. students. It brings together students and research scholars from different universities. In connection with the seminar, eminent personalities like Shashi Tharoor, John Paul, Sheethal Shyam etc have delivered keynote addresses. Papers are presented by students and research scholars and the best papers are awarded cash prizes. The students of Departments of Botany and Zoology have arranged programmes like “Plant of the Week”, and “Animal of the Week”. Department of Economics organizes Annual Inter-Collegiate Paper Presentation Competition that gives a platform to interact with peers from other colleges/universities and acquire new ideas of skills. “Quiznomia”, a student initiative helps the students to gain confidence to conduct programmes and acquire knowledge. Annual budget viewing and analysis help students to think analytically.

The second year mentees under WWS, annually organize a quiz programme called *Mystic Mantra* where teams from different departments participate. Science exhibition, archaeological exhibition etc give new vibes for academic extension programs conducted by students. To commemorate the birth anniversary of Shakespeare, the degree students of the Department of English staged the play; *As You Like It*. Students of various departments have published manuscript magazines which provide a platform for them to exhibit their literary talents.

As part of Social Extension activities, students prepare food packets in their homes and distribute them among the needy in and around Chengannur. Students of the Department of Economics took the initiative of constructing a play ground for the students of EALP School, Angadical. Students of various departments, as part of their association activities, have visited a number of destitute homes and spent time with the inmates giving them a sense of togetherness and we-feeling.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

The activities of Christian College, Chengannur right from its inception has been built on the pillars of Christian virtues of love, truth, charity, siblinghood and reaching out to the needy. As our vision focuses on social commitment and formation of character, the college has its own mission to undertake the extension programmes for the community and also inculcate human values based on sound values and principles. The College focuses on inculcating the values which make the students spiritually committed and socially relevant and instilling attitudes for developing the 'good life' in individuals and society, thereby orienting students for the building up of nation. So the activities are designed and executed in such a way that the students of the college be empowered through the process of education and reach out to society at large. The various departments of the college have been organising programmes and projects for the fulfilment of this goal. To coordinate such activities of the departments, an umbrella organisation, **Centre for Social Action (CSA)** was formed in the year 2017. CSA could thus mobilise the resources in the college and also from the well wishers and Alumni of the College thereby extending the activities which were once undertaken by the individual departments.

CSA has been formed with the following objectives

- To identify and support the needy and the deserving in the college community.
- To organize programmes, implement projects and mobilize resources for the upliftment of the less privileged in the community.
- To extend solidarity to the exploited and the socially excluded.

To identify and support the needy and the deserving in the college community

College community extends all possible help to support the needy and the deserving in the college community. Since most of the family members of this college are from socially and financially poor background, we uphold the noble values and initiate plan of action in times of emergencies. In order to cater the needs of deserving non teaching staff and students, the college initiated a *Good Samaritan Fund*, which is a collection from the teaching staff apart from the collection by students and well wishers. The institution has given financial assistance to students who suffered from ailments and also to non teaching staff and their family members in case of emergencies. During the 2018 floods our college had been functioning as a relief centre and provided financial aid for the affected staff and students. Every year the college offers assistance to students for buying books, for the payment of hostel fees, free noon meal, medical aid, granting financial aid for the construction and renovation of houses. CSA ensures and monitors such activities.

To organize programmes, implement projects, mobilize resources for the upliftment of the less privileged in the community

To spread out the message of love and siblinghood to the local community, CSA undertakes various programmes. The college community had an opportunity to interact with the paraplegic and distribute wheel chairs to them. A sale of the products prepared by the paraplegic community of Chengannur was arranged in college for two years and the entire college community supported them by purchasing the environment friendly products made by them. Christmas is celebrated with the paraplegic friends, the special invitees for the Christmas programme. The college community, especially students could empathetically respond to their needs and promote their source of livelihood. They are invited to college by CSA to train students in preparing paper bags and paper pens.

As part of the social extension, a lower primary school, EMLP School, Angadical, which is near to college and lacks sufficient infrastructure facilities, was adopted. Department of Economics took the initiative to provide physical facilities for the school. A playground was constructed for them in their campus and the students of the department beautified the school premises. Every year the teachers and students of the department visit the students of the school, conduct programmes and distribute reading materials.

To identify with the less privileged, students of various departments visit destitute homes, hospitals and schools for mentally challenged every year. Food packets prepared by students in their homes are distributed to the inmates of destitute homes. The Department of English arranges social internship programme for their second year degree students for duration of 10 days every year at St. Andrews Pain and Palliative Centre, Puthencavu, which gives an opportunity for students to imbibe values like empathy and social living.

As part of the Science Popularization Programme, different clubs of the college joined together and put forward a project with the title, *Ente Naadu-Nammude Naadu*, with the objectives of giving awareness to students and parents about disposal of waste materials thereby reducing waste produce, to give sufficient practice for handling the waste and to ensure participation in recycling and disposal schemes. The institution carries out the programme in association with the Grama Panchayat, Thiruvanvandur.

To extend solidarity to the exploited and the socially excluded

The college community is concerned about issues related to the marginalized class. Teachers and students

have expressed their solidarity to HIV positive patients, transgender, oppressed women etc. Representatives of the above said categories were invited to college, offering a platform for students to listen to them about the ordeals they had to face in their lives. Students undertake various projects related to the marginalized class like fishermen, tribals, domestic workers and unorganized workers. Students and teachers from our college took part in the campaign for the acquisition of land for the Adivasi communities. Students of our college participated in the bike rally organized by the Navajeevan Centre, Mumbai, with the slogan, *Against Human trafficking, Protecting Girl Child*, was given a warm reception in the college. The institution also took the initiative of reviving *Varattar*, a project of the State Government, to renew and restore the immaculate beauty of the river. As a result of the initiative, inhabitants living on the banks of the river were benefitted.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

5. CONCLUSION

Additional Information :

From **August 17 to 29 August 2018**, our college and its premises were opened to people rescued from flooded areas. We served as the collection cum distribution centre for distribution of food, various items of provision and medicines to around 2700 people residing in our camp as well as neighbouring rescue centres. The Chief Minister, many of the State Ministers, Opposition Leader, National leaders like Sri. Rahul Gandhi, B.J.P. State President, MPs, MLAs, and Cine actors visited the camp supervised by us. Our Staff, Management, students and Alumni offered their services continuously round the clock. Some of our teachers were engaged in the rescue operations along with the military force. Provisions, Consumable food items, baby food, stationary, dress items, mats and chappals were donated by our friends, well-wishers and alumni for the inmates in our camp. We have spent an amount of Rs. 1, 12,179/- for constructing green toilets, as rent for cooking utensils, and as remuneration for cooks and watchman. We were able to donate 1.5 tonnes of Bleaching Powder to Chengannur Municipality. 14 members of our Non- teaching staff and 10 Teaching Staff members were affected by flood. We also supplied food, stationary kits and dresses to the Non-Teaching staff who have incurred terrible loss. The Teaching Staff Association raised Rs. 1,50,000/- and distributed to the Non-Teaching members who were affected by flood. Teaching Staff donated Rs. 2,39,140/- and Non- Teaching Staff donated Rs. 26,630/- to Chief Minister's Distress Relief Fund from their salary. Our students have donated Rs. 30,255/- which was handed at a meeting convened by University of Kerala. Our students cooperated immensely with the Flood Relief Project of Govt. of Kerala by digitally entering the list of recipients of flood relief amount of Thiruvandoor Panchayat, and by testing the purity of drinking water in neighbouring villages.

Our Wrestling and Net ball teams have won Championships of the University of Kerala and many of the team members represented the University in Inter-University, State and National Championship matches.

Concluding Remarks :

Christian College was established in the year 1964 with a stated Vision and Mission. The visionaries behind the genesis of this college aimed at providing an educational institution par excellence for the children of Central Travancore who could go nowhere else seeking education. The fact that this institution is bent on providing equal opportunity to the less advantaged in society is proven by the truth that majority of the students who join this institution come from families with financial constraints, and around 70% of the student population comprises of women. The college was re accredited with A Grade in 2012 and since that day, it has taken earnest steps to bring quality initiatives in all possible avenues Two new programmes were introduced and Department of Physics has been raised to a research department. DST- FIST and SAARD grants for the PG Science Departments, DBT-STAR grant to UG science departments, KSCSTE funded Student projects, MoUs, numerous extension and outreach programmes including the service offered during the Great Flood, new buildings, examination halls, computer laboratory, Studio floor for E-content development, many Career guidance programmes and placement drives in association with Government of Kerala, National/ University achievements in Sports and cultural activities, prestigious Post doctoral fellowships and recognitions of faculty members and several green initiatives are the major initiatives witnessed by the institution in the post accreditation period. In spite of all these initiatives, the institution still believes what the famous American poet, Robert Frost has stated: "... miles to go before...sleep/ And miles to go before... sleep". In the near future the objective of the institution is to execute a strategic plan that could raise its position as a centre of excellence!

NAAC

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.1.2	<p>Number of certificate/diploma program introduced during the last five years</p> <p>1.1.2.1. Number of certificate/diploma programs introduced year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>2</td> <td>0</td> <td>1</td> <td>10</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>2</td> <td>0</td> <td>0</td> <td>03</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	0	2	0	1	10	2017-18	2016-17	2015-16	2014-15	2013-14	0	2	0	0	03
2017-18	2016-17	2015-16	2014-15	2013-14																	
0	2	0	1	10																	
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0	2	0	0	03																	
1.1.3	<p>Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years</p> <p>1.1.3.1. Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>21</td> <td>15</td> <td>13</td> <td>13</td> <td>9</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>01</td> <td>02</td> <td>02</td> <td>01</td> <td>03</td> </tr> </tbody> </table> <p>Remark : The following are not eligible. Dr. Vinoy Thomas Visiting Faculty, Sultan Qaboos University, Oman Shalini Rachel Varghese Pre-valuation Board of Examiners, M.A. English, Member, Board of Question paper setters, SB Colle Changanacherry and Dr. Sophia K.Philip as Nodal Officer, University of Kerala. Dr. Johnson Baby is Member, BoS, Zoology, University of Kerala in 2014-15 and does not count for 2015-16 or 2016-17. However in 2015-16 he is counted as Chairman, BoS, CMS College, Kottayam (but not for 2016-17 as Chairman, S1 & S4 B.Sc. Zoology, University of Kerala). "</p>	2017-18	2016-17	2015-16	2014-15	2013-14	21	15	13	13	9	2017-18	2016-17	2015-16	2014-15	2013-14	01	02	02	01	03
2017-18	2016-17	2015-16	2014-15	2013-14																	
21	15	13	13	9																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
01	02	02	01	03																	
1.2.1	<p>Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years</p> <p>1.2.1.1. How many new courses are introduced within the last five years</p> <p>Answer before DVV Verification : 369</p>																				

	Answer after DVV Verification: 283																				
1.2.2	<p>Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented</p> <p>1.2.2.1. Number of programmes in which CBCS/ Elective course system implemented. Answer before DVV Verification : 474 Answer after DVV Verification: 14</p>																				
1.2.3	<p>Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years</p> <p>1.2.3.1. Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>248</td> <td>181</td> <td>199</td> <td>202</td> <td>183</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>130</td> <td>77</td> <td>44</td> <td>48</td> <td>35</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	248	181	199	202	183	2017-18	2016-17	2015-16	2014-15	2013-14	130	77	44	48	35
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248	181	199	202	183																	
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130	77	44	48	35																	
1.3.2	<p>Number of value added courses imparting transferable and life skills offered during the last five years</p> <p>1.3.2.1. Number of value-added courses imparting transferable and life skills offered during the last five years Answer before DVV Verification : 25 Answer after DVV Verification: 07</p>																				
1.3.3	<p>Percentage of students undertaking field projects / internships</p> <p>1.3.3.1. Number of students undertaking field projects or internships Answer before DVV Verification : 331 Answer after DVV Verification: 20</p>																				
2.1.1	<p>Average percentage of students from other States and Countries during the last five years</p> <p>2.1.1.1. Number of students from other states and countries year-wise during the last five years Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>3</td> <td>7</td> <td>4</td> <td>4</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	2	3	7	4	4	2017-18	2016-17	2015-16	2014-15	2013-14					
2017-18	2016-17	2015-16	2014-15	2013-14																	
2	3	7	4	4																	
2017-18	2016-17	2015-16	2014-15	2013-14																	

03	07	03	01	03
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Remark : As per the HEI statement in response dialogue box and the data attached with the Metric in response.

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

2.1.3.1. Number of actual students admitted from the reserved categories year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
158	177	189	130	123

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
216	214	210	178	140

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

2.2.3.1. Number of differently abled students on rolls

Answer before DVV Verification : 19

Answer after DVV Verification: 19

2.3.3 Ratio of students to mentor for academic and stress related issues

2.3.3.1. Number of mentors

Answer before DVV Verification : 66

Answer after DVV Verification: 65

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

2.4.2.1. Number of full time teachers with Ph.D. year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
30	29	25	23	24

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
27	23	22	21	21

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National,

International level from Government, recognised bodies during the last five years

2.4.4.1. Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	2	2	3

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	01	0	0

Remark : The HEI link generated sublink http://www.christiancollege.in/wp-content/uploads/bsk-pdf-manager/2019/08/2_4_4_1.pdf generates the following message. This page could not be found! We are sorry. But the page you are looking for is not available. Perhaps you can try a new search.

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

3.1.1.1. Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
16.40060	57.62	112.581	32.25	35.3455

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
0	21.14	151.82	26.00	33.74

3.1.3 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

3.1.3.1. Number of research projects funded by government and non-government agencies during the last five years

Answer before DVV Verification : 46

Answer after DVV Verification: 27

3.1.3.2. Number of full time teachers worked in the institution during the last 5 years

Answer before DVV Verification : 59

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

3.2.2.1. Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
3	1	0	3	1

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
01	1	0	00	02

Remark : The HEI has included History of Travancore with special reference to Archeological studies which is not IPR related topic. As per the HEI data as in Excel format and the reports as attached in response.

3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years

3.3.4.1. Number of research papers in the Journals notified on UGC website during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
14	6	6	3	7

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
13	7	6	2	7

3.3.5 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

3.3.5.1. Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
13	19	15	33	38

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

Remark : None of the HEI claimed publications ISBN/ISSN could be confirmed. As per the data provided, ISBN/ISSN details, Date and the conference. None of publications are valid. The HEI data as attached with the Metric could not be validated.

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

3.4.2.1. Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
6	5	4	2	3

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	0	1	1

3.4.3 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years

3.4.3.1. Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
9	26	16	26	21

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
01	04	02	05	04

Remark : As per the HEI statement in response dialogue box and the data attached with the Metric in response. The HEI has the following programs that are eligible. Awareness Programme: Observance of Worlds Aids Day Anti Plastic Rally: Hands on Training on Traffic Rules Caring Hands - Home for Homeless Flood Relief fund- Jammu and Kashmir Awareness Programme – Antidrug and blood donation campaign Unarvu: Special anti-drug programme Medical Camp: Ayurveda Medical Camp organised by NSS in association with District Ayurvedic Hospital, Chengannur. Paristhidhi Yatra Caring the Poor- Food for the poor Medical Camp at Kotta Varattar Rejuvenation Project Caring Hands Programme - Visit to Pain and Palliative Care Centre. Awareness Programme: AIDS Awareness on Blood donation: Blood Donors' Day Caring the Poor :Food for the hungry. The other programs are not through NSS/NCC/RRC/YRC. The HEI contemplation of some other clubs of college being actively carrying out various action and awareness programs with the

guidance and support of the respective agencies . These clubs may aim to inculcate the values such as social harmony, collective responsibility, better citizenship and environmental conservation among the students and the public but as per the Metric these activities are considered only in 3.4.4. So the major programmes of these clubs are also included under extension activities. As per the instruction, signed reports with photographs/ brochures/ news paper reports are attached herewith.

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

3.4.4.1. Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
1063	1199	1118	1029	993

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
854	807	736	570	511

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

3.5.1.1. Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
28	18	4	3	2

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
4	3	1	2	0

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

3.5.2.1. Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

Answer before DVV Verification:

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2017-18	2016-17	2015-16	2014-15	2013-14
4	7	7	5	2

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
4	00	1	1	0

4.1.3 Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc

4.1.3.1. Number of classrooms and seminar halls with ICT facilities

Answer before DVV Verification : 14

Answer after DVV Verification: 11

Remark : As per the HEI statement in response dialogue box and the data attached with the Metric in response. The HEI has claimed Library and reading rooms as Class Rooms. Computer Lab may have an LCD but is not a class room. However when computers are installed in a class room it qualifies as ICT enabled. Language/ English Labs have been counted as class rooms. As per the HEI data.

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

4.2.4.1. Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
.50375	.7625	.55725	3.24676	13.7491

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
0.353	0.701	0.56	3.15	1.27

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

Answer before DVV Verification : ≥ 50 MBPS

Answer After DVV Verification: ≥ 50 MBPS

5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations

2. Career counselling

3. Soft skill development

4. Remedial coaching

5. Language lab

6. Bridge courses

7. Yoga and meditation

8. Personal Counselling

Answer before DVV Verification : A. 7 or more of the above

Answer After DVV Verification: A. 7 or more of the above

5.3.1	<p>Number of awards/medals for outstanding performance in sports/cultural activities at national / international level (award for a team event should be counted as one) during the last five years.</p> <p>5.3.1.1. Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 1025 1046 1160"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>11</td> <td>11</td> <td>21</td> <td>15</td> <td>11</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 1238 1046 1373"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>03</td> <td>00</td> <td>00</td> <td>01</td> <td>00</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	11	11	21	15	11	2017-18	2016-17	2015-16	2014-15	2013-14	03	00	00	01	00
2017-18	2016-17	2015-16	2014-15	2013-14																	
11	11	21	15	11																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
03	00	00	01	00																	
5.3.3	<p>Average number of sports and cultural activities/ competitions organised at the institution level per year</p> <p>5.3.3.1. Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 1653 1046 1787"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>52</td> <td>47</td> <td>66</td> <td>43</td> <td>34</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 1865 1046 2000"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>13</td> <td>14</td> <td>08</td> <td>20</td> <td>14</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	52	47	66	43	34	2017-18	2016-17	2015-16	2014-15	2013-14	13	14	08	20	14
2017-18	2016-17	2015-16	2014-15	2013-14																	
52	47	66	43	34																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
13	14	08	20	14																	
6.3.3	Average number of professional development /administrative training programs organized by the																				

institution for teaching and non teaching staff during the last five years

6.3.3.1. Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
6	13	14	13	9

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
5	10	12	10	8

Remark : As per the HEI statement in the response dialogue box and the data attached with the Metric in response.

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

6.3.4.1. Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
21	14	20	28	18

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
13	11	15	22	02

Remark : The HEI has 11 entries where the same teacher has claimed more than once in a year. Only certificate of Ms Nirmala Verghese and Dr Abhilash for participation in 2013-14 is eligible. The others are fro 2013-13. The HEI has attached claimed participation of 2012-13 (one of 2011 as well) in 2013-14.

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

6.5.3.1. Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
43	33	33	20	18

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
16	16	10	04	08

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

7.1.1.1. Number of gender equity promotion programs organized by the institution year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
25	21	24	9	8

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
01	00	02	01	03

Remark : The HEI had attached large number of unrelated activities such as Nature Education Camp, Yoga Day, World Aid's Day etc. The HEI did not provided any description of the activities and its relevance to the theme of the Metric. The HEI was advised to provide supporting documents with photographs of the activities specific to gender equity promotion programs organized by the institution. Copy of the circular/brochure/ Report of the program conducted to be attached. The HEI has not attached any report in the response to the query on the Metric. There are no photographs neither attached nor referred to be on the website of the college. Celebration of Women's day without the theme of gender equity promotion cannot be counted. The topics of the activities (guest lectures) have not been included. The HEI did not provide details of Open forum on Sthreeyum Thozhilum Open forum on Sthreeyum Thozhil Niyamangalum. The guest lectures do not qualify as gender equity promotion program unless the theme is set as gender equity promotion. Only programs on gender equity/promotion can be considered. The HEI has not attached the requested detailed program report with photographs (date and caption) for each program. Copy of the circular/brochure/ Report of the program conducted has NOT been attached.

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

7.1.4.1. Annual lighting power requirement met through LED bulbs (in KWH)

Answer before DVV Verification : 1461.6

Answer after DVV Verification: 1461.6

7.1.4.2. Annual lighting power requirement (in KWH)

Answer before DVV Verification : 3917.04

Answer after DVV Verification: 48925

Remark : As per the HEI statement in response dialogue box and the data attached with the Metric in response.

7.1.9	<p>Differently abled (Divyangjan) Friendliness Resources available in the institution:</p> <ol style="list-style-type: none"> 1. Physical facilities 2. Provision for lift 3. Ramp / Rails 4. Braille Software/facilities 5. Rest Rooms 6. Scribes for examination 7. Special skill development for differently abled students 8. Any other similar facility (Specify) <p>Answer before DVV Verification : C. At least 4 of the above Answer After DVV Verification: C. At least 4 of the above</p>																				
7.1.10	<p>Number of Specific initiatives to address locational advantages and disadvantages during the last five years 7.1.10.1. Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 824 1046 958"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>19</td> <td>13</td> <td>17</td> <td>7</td> <td>8</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 1039 1046 1173"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>02</td> <td>01</td> <td>01</td> <td>03</td> <td>01</td> </tr> </tbody> </table> <p>Remark : As per the HEI data attached with the Metric providing support to its claim.</p>	2017-18	2016-17	2015-16	2014-15	2013-14	19	13	17	7	8	2017-18	2016-17	2015-16	2014-15	2013-14	02	01	01	03	01
2017-18	2016-17	2015-16	2014-15	2013-14																	
19	13	17	7	8																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
02	01	01	03	01																	
7.1.11	<p>Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)</p> <p>7.1.11.1. Number of initiatives taken to engage with and contribute to local community year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 1532 1046 1666"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>11</td> <td>22</td> <td>11</td> <td>7</td> <td>7</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 1747 1046 1881"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>8</td> <td>7</td> <td>6</td> <td>3</td> <td>4</td> </tr> </tbody> </table> <p>Remark : As per the HEI data attached with the Metric in response. The number of initiatives taken to engage with and contribute to local community during the last five years. Some of the reports are in Malyalam.</p>	2017-18	2016-17	2015-16	2014-15	2013-14	11	22	11	7	7	2017-18	2016-17	2015-16	2014-15	2013-14	8	7	6	3	4
2017-18	2016-17	2015-16	2014-15	2013-14																	
11	22	11	7	7																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
8	7	6	3	4																	

7.1.17	<p>Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years</p> <p>7.1.17.1. Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="306 510 1046 645"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>18</td> <td>25</td> <td>27</td> <td>13</td> <td>7</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="306 721 1046 855"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>06</td> <td>09</td> <td>06</td> <td>01</td> <td>01</td> </tr> </tbody> </table> <p>Remark : As per the HEI data attached with the Metric in response. All the activities as claimed have been analyzed and considered. The HEI has included an event which has been claimed in 7.1.11 Visit to Snehadhara: Home for destitute is claimed in 7.1.11 and 7.1.17 in 2013-14 while in 3.4.3 it is claimed in 2018</p>	2017-18	2016-17	2015-16	2014-15	2013-14	18	25	27	13	7	2017-18	2016-17	2015-16	2014-15	2013-14	06	09	06	01	01
2017-18	2016-17	2015-16	2014-15	2013-14																	
18	25	27	13	7																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
06	09	06	01	01																	

2.Extended Profile Deviations

ID	Extended Questions																				
1.1	<p>Number of courses offered by the institution across all programs during the last five years</p> <p>Answer before DVV Verification : 505</p> <p>Answer after DVV Verification : 297</p>																				
1.2	<p>Number of programs offered year-wise for last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="197 1496 986 1608"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>505</td> <td>505</td> <td>505</td> <td>505</td> <td>468</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1" data-bbox="197 1684 986 1796"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>15</td> <td>15</td> <td>15</td> <td>15</td> <td>14</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	505	505	505	505	468	2017-18	2016-17	2015-16	2014-15	2013-14	15	15	15	15	14
2017-18	2016-17	2015-16	2014-15	2013-14																	
505	505	505	505	468																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
15	15	15	15	14																	
2.2	<p>Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="197 1998 986 2087"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14															
2017-18	2016-17	2015-16	2014-15	2013-14																	

206	265	294	265	206
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Answer After DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
223	223	223	225	204

2.3 Number of outgoing / final year students year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
228	221	136	235	241

Answer After DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
403	375	322	332	328

3.2 Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
31.80348	66.40029	105.65531	93.07371	59.59448

Answer After DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
31.80	66.40	105.66	93.07	51.59

3.3 Number of computers

Answer before DVV Verification : 85

Answer after DVV Verification : 104