

## The Annual Quality Assurance Report (AQAR) of the IQAC

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

### Part – A

#### AQAR for the year (2016-17)

#### I. Details of the Institution

1.1 Name of the Institution

Christian College, Chengannur

1.2 Address Line 1

Angadical South

Address Line 2

Alappuzha District

City/Town

Chengannur

State

Kerala

Pin Code

689 122

Institution e-mail address

christiancollege@gmail.com

Contact Nos.

0479 -2452275

Name of the Head of the Institution:

Dr. Achamma Alex

Tel. No. with STD Code:

0479- 2452275

9446755375

Mobile:

Name of the IQAC Co-ordinator:

Dr. John George Athyal

Mobile:

9495184045

IQAC e-mail address:

christiancollege@gmail.com

1.3 NAAC Track ID (For ex. MHC0GN 18879)

1.4 NAAC Executive Committee No. & Date:

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

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

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

1.5 Website address:

www.christiancollege.ac.in

Web-link of the AQAR:

www.christiancollege.ac.in

1.6 Accreditation Details

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

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

12/06/2002

**1.8 AQAR for the year (for example 2010-11)**

2016-17

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

- i. **AQAR 2015-16**                      **29<sup>th</sup> November, 2016**
- ii. **AQAR 2014-15**                    **08<sup>th</sup> December, 2015**
- iii. **AQAR 2013-14**                   **02<sup>nd</sup> November, 2014**
- iv. **AQAR 2012-13**                   **28<sup>th</sup> November, 2013**
- v. **AQAR 2011-12**                    **30<sup>th</sup> December, 2012**

**1.10 Institutional Status**

University                                      State  Central  Deemed  Private

Affiliated College                            Yes  No

Constituent College                        Yes  No

Autonomous college of UGC                Yes  No

Regulatory Agency approved Institution    Yes  No

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

Type of Institution    Co-education  Men  Women

Urban  Rural  Tribal

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

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

**1.11 Type of Faculty/Programme**

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

1.12 Name of the Affiliating University (*for the Colleges*)

University of Kerala

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

Autonomy by State/Central Govt. / University

NA

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

Yes

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

## **2. IQAC Composition and Activities**

2.1 No. of Teachers

9

2.2 No. of Administrative/Technical staff

1

2.3 No. of students

2

2.4 No. of Management representatives

1

2.5 No. of Alumni

1

2.6 No. of any other stakeholder and  
community representatives

0

2.7 No. of Employers/ Industrialists

0

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held 8

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

2.12 Has IQAC received any funding from UGC during the year? Yes  No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related):

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- Staff retreat for teaching and non-teaching staff
- Induction programme for the 1st year students
- Intercollegiate and interdepartmental competitions
- Counselling classes for Degree students
- Conducted 5 Regional Seminars
- Incentives for Faculty publishing research articles
- Promoted faculty to pursue more research projects
- Carried out Social extension Activities
- Promotion related matters of Teaching Staff
- Intercollegiate cricket tournament
- Organised Job fair
- Academic Auditing
- Green Auditing

## 2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year \*

Plan of Action	Achievements
<ul style="list-style-type: none"> <li>• To distribute College calendar to staff and students; work diary to teachers</li> <li>• Preparation of year plan; request for year plan from each department</li> <li>• UG and PG admissions</li> <li>• Induction programme for the First year students</li> <li>• Organise class-wise PTS</li> <li>• Arrange NET Coaching</li> <li>• Organise Mentoring sessions</li> <li>• Conduct National/Regional Seminars</li> <li>• Organise atleast 1 International seminar</li> <li>• Increase the no of Publications in research journals</li> <li>• Conduct Academic Audit</li> <li>• Conduct Green Audit</li> <li>• Social Extension Activities</li>   <li>• Counselling sessions for students</li> <li>• Elicit feedback on teaching and learning from students.</li> <li>• Update the College Website</li> </ul>	<ul style="list-style-type: none"> <li>• Distributed College Calendar and Work Diary</li> <li>• Organised Orientation class for Teaching and Non-teaching staff</li> <li>• Year plan prepared</li> <li>• Induction programme for first year students was organised. Responsibility entrusted to Dept. of English</li> <li>• Class-wise PTS meetings were organised by each department</li> <li>• Mentoring sessions were organised systematically</li> <li>• NET Coaching organised by Departments of English and Chemistry</li> <li>• Regional Seminars and Intercollegiate programmes and competitions were held. Student initiative intercollegiate programmes were also arranged</li> <li>• 20 research articles were published</li> <li>• Science Departments (Physics, Chemistry and Zoology) started their preliminary work regarding the International Conference</li> <li>• Academic audit was conducted. Experts from two colleges, Dr. M.K. Baby and Dr. Philipose Oommen were invited for the audit.</li> <li>• A Committee was constituted to conduct Green Audit. Inauguration of Green Auditing was held on Dec.2<sup>nd</sup> 2016.</li>   <li>• Organised many programmes viz,</li> </ul>

	<p>home for homeless programme, Noon meal programme, Distribution of food packets in Government hospital, Visit to destitute homes and <i>Social Internship Programme</i>.</p> <ul style="list-style-type: none"> <li>• Organised counselling sessions for Students. Several Clubs initiated programmes promoting communal harmony, environmental awareness and gender equity.</li> <li>• Feedback from students was collected and consolidated report submitted to the Principal for further action.</li> <li>• A committee constituted for upgrading the college website.</li> </ul>
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2.15 Whether the AQAR was placed in statutory body Yes

Management  Syndicate  Any other body

Provide the details of the action taken

The Management verified the AQAR and approved for submission.

## Part – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	1			
PG	5	0		
UG	9	0		
PG Diploma				
Advanced Diploma				
Diploma				





2.4 No. of Guest and Visiting faculty and Temporary faculty

Guest- 15		FIP-2
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	2	12	22
Presented papers	2	10	11
Resource Persons	0	0	5

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

- ICT teaching methodology adopted in classroom teaching: use of power point presentations, virtual dissections and experiments etc.
- Remedial classes arranged for the weak students; pursued with the activities of Scholar Support Programme (SSP) and Walk with a Scholar Programme (WWS)
- PG students present seminars and papers with ICT methods. Field visits (students visited research and other higher learning centres), study tours and group discussions were organized by various departments.
- Media Centre – audio-visual facilities for exposing students to various topics - was inaugurated
- Induction programme for the first year students was organised
- Five add on courses were arranged
- Career guidance and coaching for competitive examinations were held.
- Regular PTS meetings were organised by each department.

2.7 Total No. of actual teaching days during this academic year

191

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Nil

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

2

2.10 Average percentage of attendance of students:

90

2.11 Course/Programme wise distribution of pass percentage :

**(2013 – Admission) UG**

<b>Subject</b>	<b>Total Appeared</b>	<b>Total Pass</b>	<b>Percentage of Pass</b>
Englisih	41	29	71
History	29	10	34.4
Economics	37	18	48.6
Mathematics	26	21	81
Physics	23	20	87
Chemistry	29	19	65.5
Botany	30	15	50
Zoology	31	18	58

**M.A./M.Sc. Results of IV semester University Examination – 2015-16**

<b>Sl. No.</b>	<b>Subject</b>	<b>Total appeared</b>	<b>Total Pass</b>	<b>Percentage of Pass</b>
1	English	16	12	75
2	Economics	19	12	64
3	Physics	13	11	85
4	Analytical Chemistry	15	11	77
5	Zoology	15	14	93.3

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

IQAC actively involved in the teaching learning process of the college. A detailed year plan was prepared in consultation with each department. Work diary was given to each teacher to record the activities of each day. IQAC met the heads of all departments and urged them to organise academic programmes for students and also to ensure good result; also requested them to submit list of

necessary requirements. IQAC also conducted Academic Audit to assess each department based on their performance and achievements.

Feed back from students regarding the teaching learning process was conducted. The committee entrusted with the responsibility, consolidated the data and submitted the report to the Principal for further action.

The results were analysed and intimated to the faculty concerned by the Principal. Periodical assessment of the teaching learning process was done in the meeting of the heads of the departments convened by the principal. PTS meetings were organised on a regular basis to discuss the teaching learning process, and performance of students. The feedback collected from the parents was discussed in the departmental meetings.

Students were encouraged to utilise ICT enabled techniques for seminar presentations, preparing assignments, and projects. The college provided five add on courses for improving the employability of students.

IQAC monitors the activities of Scholar Support Programme (SSP) and Walk with a Scholar Programme (WWS).

#### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	4
UGC – Faculty Improvement Programme	2
HRD programmes	
Orientation programmes	0
Faculty exchange programme	
Staff training conducted by the university	2
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	6
Others	5

#### 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled	Number of positions filled temporarily

			during the Year	
Administrative Staff	28	1	0	0
Technical Staff	0	1	0	0

## Criterion – III

### 3. Research, Consultancy and Extension

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

<p>The research committee in the college monitors and promote research in the college.</p> <p>Incentives for research articles published in journals.</p> <p>Promoting faculty to pursue more minor major projects</p> <p>Financial Support from funding agencies for doing postgraduate projects.</p> <p>The Principal investigator has the freedom to utilise the overhead of projects for improving the infrastructure of research labs.</p> <p>Department of Physics has 11 Research Scholars at present.</p> <p>Articles were invited and reviewed for the Students' Journal to be published next year</p> <p>Renovation of Science Laboratories.</p>
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#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	1	0	2
Outlay in Rs. Lakhs		5354800	6000000	

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	2	8	8	1
Outlay in Rs. Lakhs	42500	967000	160000	99300

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	13	6	
Non-Peer Review Journals			
e-Journals			
Conference proceedings		13	

#### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects		UGC, DST		5354800
Minor Projects		UGC		967000
Interdisciplinary Projects		World Bank		0
Industry sponsored				0
Projects sponsored by the University/ College				0
Students research projects <i>(other than compulsory by the University)</i>		KSCSTE		49700
Any other(Specify)		KSBB, SERB, KSCSTE		54500
<b>Total</b>				<b>6426000</b>

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.9 For colleges

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

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number			<b>1</b>		<b>8</b>
Sponsoring agencies			ICFSA		Management

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency  From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
0	0	0	2	0	0	8

3.18 No. of faculty from the Institution who are Ph. D. Guides

and students registered under them

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

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

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level   
National level  International level

3.22 No. of students participated in NCC events:

University level  State level

National level  International level

3.23 No. of Awards won in NSS:

University level  State level   
National level  International level

3.24 No. of Awards won in NCC:

University level  State level   
National level  International level

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text" value="3"/>		
NCC	<input type="text"/>	NSS	<input type="text" value="5"/>	Any other	<input type="text" value="5"/>

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

- Students of DC II English spent 10 days with the inmates of St. Andrew's Pain and Palliative centre as part of the Social Internship Programme.
- Dept. of Economics continued its support to the adopted Upper Primary School.
- Christmas was celebrated with the paraplegics. A sale of paper bags and detergents by the Paraplegic Welfare Society was organised.
- UG Students provided 50 food packets each day to *Mathruka* Pain and Paliative Services at Edanad, Chengannur.
- On December 1st an AIDS awareness campaign rally was organised from College to YMCA junction by the Red Ribbon Club and NSS Volunteers.
- Three of the neighbouring schools brought their students to view the mobile biodiversity exhibition which was arranged in association with Kerala State Biodiversity Board.
- Health Club arranged a Dental Camp for students on 15 and 16 March 2017.
- On 14 February 2107, students participated in the bike rally campaign, *Save Girl Child, Stop Human Trafficking* organised by Nava Jeevan Centre, Mumbai.



- On March 7<sup>th</sup>, students of Women Study Unit and UNAI organised a flash mob at KSRTC bus station to create awareness among people on the need to prevent violence against women.
- *Hair to Care* programme, a hair donation campaign for cancer patients, was organised by the Women Study Unit and Health Club.
- A *Job Fair* was organised by the Career Guidance Cell on 23 Aril 2016. Around 1000 graduates and under graduates took part on it.
- NSS Units of the college conducted a joint campaign with Mulakuzha Grama Panchayat against Dengue fever on 25th June 2106.
- College in association with South Indian Bank, organised a training programme on Net Banking on 20<sup>th</sup> December 2016 for our parents and neighbours.
- Food packets were distributed among the patients of Government Hospital, Chengannur.
- In collaboration with the forest Department of Kerala tree saplings were distributed to students.
- *Santhistal* in association with the Bio-diversity Board, Govt. of Kerala.

#### 4. Infrastructure and Learning Resources

##### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	17 Acre		0	0
Class rooms	38			
Laboratories	13			
Seminar Halls	2			
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	1 5		Management KSCSTE	1,26,000/-
Value of the equipment purchased during the year (Rs. in Lakhs)			KSCSTE	5300000
Others				

##### 4.2 Computerization of administration and library

- The attendance, Internal marks, Assignment, Grades, are all uploaded to the University through internet.
- Scholarships from various agencies are applied online and disbursed online
- Salary claiming and dispersal process is completely online
- The library is fully automated
- The automation of the administrative wing is initiated and in progress.
- Admissions to UG and PG programmes are online

#### 4.3 Library services:

	Existing	Newly added	Total
	No.	No.	No.
Text Books	29546	774	30320
Reference Books	1749	16	1765
e-Books	125000	0	125000
Journals	21	8	29
e-Journals			6000
Digital Database	1		1
CD & Video	126	4	130
Others (specify) Periodicals	37	3	40

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	65	1	7 (VPN line)	9	1	1	9	
Added	0							
Total	65	1	7 (VPN line)	9	1	1	9	

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

- WiFi facility in all departments
- Computer laboratory provides two certificate courses for students
- All departments are provided with computers and students are permitted to do their project work in their department apart from the central computer laboratory.

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT

102915

ii) Campus Infrastructure and facilities

3997376

iii) Equipments

126000

iv) Others

225000

**Total:**

4523651

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Financial assistance to economically weaker students in the form of endowments and scholarships.
- Free noon meal programme to all deserving students.
- Availability of the service of professional external counsellor to the students.
- Immediate redressal of individual and common grievances of students and involvement of the Alumni in the promotion of student welfare and provision of study materials to needy students.
- Mentoring sessions for students.
- Remedial classes and actively functioning SSP and WWS
- Coaching for competitive examinations.

#### 5.2 Efforts made by the institution for tracking the progression

- Result Analysis
- Internal assessment and regular PTS meetings
- Lecturers in charge and Mentors of WWS monitor the performance of students and provide them with timely advice.
- Cumulative progress report to assess their continuous development in academic as well as co-curricular aspect.

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1026	130	11	

(b) No. of students outside the state

1

(c) No. of international students

0

No	%
271	23.44

No	%

Men 885 76.56 Women

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
767	178	3	131	0	1079	663	175	2	316	3	1156

Demand ratio Not Available\*

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

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

Special classes are arranged to postgraduate students for NET examination.

Career Guidance Cell organizes coaching classes for competitive examinations

5.5 No. of students qualified in these examinations

NET	1	SET/SLET	4	GATE		CAT	
IAS/IPS etc		State PSC	3	UPSC		Others	

5.6 Details of student counselling and career guidance

**A Career Guidance and Placement Cell** which has a separate office in the College, facilitates placement of outgoing students and organises coaching classes for students.

- A Job Fair was organised by the Club in association with WALKERS-INFOZIA on 23 April 2016.
- A model Management Aptitude test sponsored by TIME was conducted for final year B.A/B.Sc students on 19 January 2017.
- Facilitated the participation of final year B.Sc Mathematics and Physics students in the *Infosys Campus Recruitment 2017*.
- A career profile evaluation test was conducted for the final year students by Guiders Education to identify their career interest on 8 February 2017.
- A Guidance programme on practical auditing by Globesta, Ernakulam was conducted on 21 February 2017.
- A seminar on Job opportunities in Banking sector was organised for DC III students.

**The Counselling Unit** is actively functioning in the College under the charge of three professionally trained faculties. Apart from these personal sessions, general counselling sessions for students were also arranged. Two sessions on *Effective Parenting* were conducted for the parents. Rev.Dr. T.J. Joshua and Smt. Mariamma led the sessions on July 7<sup>th</sup> and November 19<sup>th</sup> respectively.

No. of students benefitted: 227

### 5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
3	60	6	14

### 5.8 Details of gender sensitization programmes

- Women’s Study Unit (WSU) and UNAI observed *Orange Day* – the International Day for elimination of violence against women on 25 November 2016. The members arranged a thumb print campaign to register the need to eliminate all violence against women.
- A training on Employability Enhancement was organized on 20<sup>th</sup> January 2017.
- Members of WSU participated in the bike rally campaign, Save Girl Child, Stop Human Trafficking organized by Nava Jeevan Centre, Mumbai on 14 February 2017.
- Organised Flash Mobs on 4 November 2016 and 7 March 2017 to create an awareness among people on the need to prevent violence against women.
- A talk by Ms. Sona Thampi was organized on 8 March 2017 to celebrate the International Women’s Day.

### 5.9 Students Activities

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

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

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

Sports: State/ University level  National level  International level

Cultural: State/ University level

National level

International level

#### 5.10 Scholarships and Financial Support

	Number of Students	Amount Lakhs
Financial support from institution	26	36583
Financial support from government	736	2750755
Financial support from other sources ( <b>Kuwait and UAE Alumni Chapters</b> )	12	18000/
Number of students who received International/ National recognitions	-	-

#### 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

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

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: 4

## Criterion – VI

### **6. Governance, Leadership and Management**

#### 6.1 State the Vision and Mission of the institution

##### **Vision**

Academic excellence, formation of character, social commitment and search for truth.

##### **Mission**

- To provide quality higher education for the overall development of young men and women of Central Travancore,
- to empower students and faculty to face the challenges of life in the modern world,
- to undertake extension programmes with the active involvement of the community and
- to inculcate human values based on Christian principles by upholding human rights and dignity.

The vision and mission of the institution are communicated through the college calendar/handbook, display boards, college magazine, newsletters, websites and brochures to all the stake holders of the college.

6.2 Does the Institution has a Management Information System

No

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

#### **6.3.1 Curriculum Development**

The institution has no freedom to alter the existing curriculum. The College continues 4 Computer Courses and 5 Add-on Programmes based on the special curriculum prepared and approved by the Academic Council of the College.

#### **6.3.2 Teaching and Learning**

Students and teachers make use of the ICT facility supplied to each department. Peer teaching is encouraged in the classroom. Feedback regarding the performance of teachers are collected from students and intimated to the teachers concerned confidentially. Systematic arrangement is made by the committee constituted for the same, for the conduct of Remedial classes and mentoring sessions. Different clubs initiate literary activities. The department of English and Economics organise **intercollegiate paper presentation** competition for the students every year. IQAC monitors the activities of SSP and WWS.

#### **6.3.3 Examination and Evaluation**

The college lacks freedom to implement reforms in Examinations. Yet, at the college level, the institution periodically conducts internal evaluation and intimates the result to the parents. Regular PTS meetings are arranged by the departments concerned. A separate committee organises and monitors the evaluation process. Analysis of result will be done and the same will be discussed by the staff and the Management.

#### **6.3.4 Research and Development**

The college has a committee to monitor the research activities. It encourages the staff to submit minor/major projects. Inorder to inculcate research aptitude among PG students, the IQAC has decided to publish a Students' Research Journal and all the preliminary works for its publication have been completed (waiting for the RNI registration certificate) 5 of the teachers are recognised Research Guides. 11 research scholars are enrolled in the Research Centre of the Dept. of Physics. Incentives are given to teachers for their research publications.

### **6.3.5 Library, ICT and physical infrastructure / instrumentation**

- Fully automated library – e-journals and INFLIBNET facility
- A common AV Room, Central Computer Lab., Language Laboratory, AC Seminar Hall, Special Science Laboratories and Media Centre

### **6.3.6 Human Resource Management**

- Orientation sessions for teaching and non teaching staff
- Encourage staff members to attend various training programmes
- Students are given opportunity to undertake part time jobs in the college
- Faculty members participating in various social activities.

### **6.3.7 Faculty and Staff recruitment**

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

### **6.3.8 Industry Interaction / Collaboration**

We could sign MoUs with TIES (Tropical Institute of Ecological Studies) to train our staff and students to conduct water, ecology and energy auditing; and ASAP of the Government of Kerala to conduct job oriented Summer Training for the job of Ware House Supervisor.

### **6.3.9 Admission of Students**

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

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



6.4 Welfare schemes for

Teaching	1
Non teaching	1
Students	3

6.5 Total corpus fund generated

4523651

6.6 Whether annual financial audit has been done

Yes

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

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

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes

Yes

No

For PG Programmes

Yes

No

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

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

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

NA

- The UAE Chapter of our alumni donated an amount of Rs. 2, 00,000/ in **February 2017** for our developmental programmes.

#### 6.11 Activities and support from the Alumni Association

- Annual Alumni Meet
- Annual Competitions for students
- Scholarship for students by the UAE and Kuwait Alumni Chapters
- Support for infrastructure development
- The Kuwait Chapter has sponsored a house for one of our students
- Sponsored the construction of the II Floor of the Golden Jubilee Block

#### 6.12 Activities and support from the Parent – Teacher Association

- Actively participate in the functioning of the college
- A counseling session on *Effective Parenting* was arranged for all members of PTA
- Support for infrastructure development

#### 6.13 Development programmes for support staff

Orientation class for teaching and non-teaching staff.

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

- The activities of the Club “ELA” (Eco Local Club) began with the observation of the World Environment Day on **5 June**.
- The Shanthisthal— the forest ecosystem in the campus is one of the prestigious conservation activity undertaken by the club in the successive years. A various varieties of 150 trees of rare, endangered and threatened species are planted and taken care by the Biodiversity Club.
- A ‘Biodiversity Chariot’ highlighting the rich biodiversity of Kerala was received in our college on **12 December 2016**.
- Green Auditing on Energy, Water and Biodiversity under the technical assistance from Tropical Institute of Ecological Sciences, Kottayam.
- A large variety of plants, Medicinal Garden and Butterfly Garden

## Criterion – VII

### 7. Innovations and Best Practices

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

- The Mirror- A platform for students to express their creativity and talents
- Students' Seminar – *Festival of Ideas*
- *Social Internship programme for Students*

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

- Distributed College Calendar and Work Diary
- Organised Orientation class for Teaching and Non-teaching staff
- Year plan prepared
- Induction programme for first year students was organised. Responsibility entrusted to Dept. of English
- Class-wise PTS meetings were organised by each department
- Mentoring sessions were organised systematically
- NET Coaching organised by Departments of English and Chemistry
- Regional Seminars and Intercollegiate programmes and competitions were held. Student initiative intercollegiate programmes were also arranged
- 21 research articles were published
- Science Departments (Physics, Chemistry and Zoology) started their preliminary work regarding the International Conference
- Academic audit was conducted. Experts from two colleges, Dr. M.K. Baby and Dr. Philipose Oommen were invited for the audit.
- A Committee was constituted to conduct Green Audit. Inauguration of Green Auditing was held on Dec.2<sup>nd</sup> 2016.
- Organised many programmes viz, home for homeless programme, Noon meal programme, Distribution of food packets in Government hospital, Visit to destitute homes and *Social Internship Programme*.
- Organised counselling sessions for Students. Several Clubs initiated programmes promoting communal harmony, environmental awareness and gender equity.
- Feedback from students was collected and consolidated report submitted to the Principal for further action.
- A committee constituted for upgrading the college website.
- Noon meal programme

**7.3 Give two Best Practices of the institution**

- 1. Social internship Programme
- 2. Free Noon meal programme for deserving students

7.4 Co

- Every year new saplings are planted
- Arranged talks and poster exhibitions to promote environmental awareness

7.5 Whether environmental audit was conducted? Yes

7.6 Any other relevant information the institution wishes to add.

8. Pla

- International/National Conferences
- Increase the no of Research Articles
- Enhance the number of Invited talks by experts
- Training classes for Non Teaching staff in computer and soft skills
- Conference by IQAC on Quality in Higher Education
- Social Extension activities
- New collaborative research programmes
- Installation of Centre for Social Action
- Renovation of Computer Lab

Name JOHN GEORGE ATHYAL

Name Dr. Achamma Alex



Signature of the Coordinator, IQAC



Signature of the Chairperson, IQAC

**PRINCIPAL**  
**CHRISTIAN COLLEGE**  
**CHENGANNUR**