**The Annual Quality Assurance Report (AQAR) of the IQAC for 2017-18**

***(For Affiliated/Constituent Colleges)***

# Part – A

#### Data of the Institution

*(data may be captured from IIQA):*

1. Name of the Institution : **St. Xavier’s College ,Vaikom**
   * Name of the Head of the institution : Dr. Rajumon T.Mavunkal
   * Designation : Principal
   * Does the institution function from own campus: Yes
   * Phone no./Alternate phone: : 04829275303/9447697029
   * Financial Status : Grants-in aid/ UGC 2f and 12(B)
   * Name of the Affiliating University : Mahatma Gandhi University
   * Name of the IQAC Co-ordinator : Dr.Tomy Joseph
   * Phone no. : Alternate phone no.
   * Mobile: 9744906955
   * IQAC e-mail address: iqacxaviersvkm@gmail.com
   * Alternate Email address: tomyjoseph4@gmail.com
2. Website address:

Web-link of the AQAR: (Previous Academic Year):

<http://stxavierscollegevaikom.org/cmsweb5/File_downloads/File_10122018132512379.pdf>

1. Whether Academic Calendar prepared during the year? Yes
   * if yes, whether it is uploaded in the Institutional website: Weblink: [www.stxavierscollegevaikom.org](http://www.stxavierscollegevaikom.org)
2. Accreditation Details:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Cycle | Grade | CGPA | Year of  Accreditation | Validity Period | |
| 1st | B | 2.51 | 2014 | from:2014 | to:2019 |
| 2nd |  |  |  | from: | to: |
| 3rd |  |  |  | from: | to: |
| 4th |  |  |  | from: | to: |
| 5th |  |  |  | from: | to: |

Date of Establishment of IQAC: DD/MM/YYYY**: 20/02/2014**

1. Internal Quality Assurance System

|  |  |  |
| --- | --- | --- |
| 5.1 Quality initiatives by IQAC during the year for promoting quality culture | | |
| Item /Title of the quality initiative by  IQAC | Date & duration | Number of  participants/ beneficiaries |
| Merit Day of XIIT | 29.06.2017; 10 AM to 1 PM | 50 |
| Expert Committee Meeting for Collaborative projects | 06.07.2017; 12 Noon to 4.30 PM | 40 |
| Seminar on Cloud Computing | 22.07.2017; 10 AM to 4 PM | 30 |
| Training on Spoken English | 22.07.2017; 10 AM to 4 PM | 40 |
| JCI Training for Fresh students ‘future’ | 27.07.2017; 1.45 to 3.45 PM | 180 |
| Seminar on Climate Change | 04.08.2017; 2 PM to 4 PM | 80 |
| Seminar on population and Economic Development | 17.08.2017; 2.45 to 4.30 PM | 40 |
| Environment Day Celebration | 05.06.2018; 2 PM to 4 PM | 60 |
| International Drug Free Day Orientation | 26.06.2018; 10 AM | 518 |
| ‘Radiance 2018’ Career Orientation | 07.07.2018 ; 9 AM to 1 PM | 150 |
| World Population Day | 24.07.2018; 2.30 to 4.30 PM | 100 |
| Science Exhibition and Experimentation  ZERONE -2018 | Feb 2018 – One day | 280 |

1. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Institution/  Department/Faculty | Scheme | Funding  agency | Year of award with  duration | Amount |
| Department of Chemistry | Seminar on Ozone Layer | KSCSTE | 2017 | Rs.15,000/- |
| Department of Political Science | Seminar on Parliamentary affairs | Institute of Parliamentary affairs Kerala | 2017 | Rs.10,000/- |

1. Whether composition of IQAC as per latest NAAC guidelines: Yes.

\*upload latest notification of formation of IQAC

1. No. of IQAC meetings held during the year: 3

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website…….

Yes

1. Whether IQAC received funding from any of the funding agency to support its activities during the year? No

If yes, mention the amount: Year:

1. Significant contributions made by IQAC during the current year (maximum five bullets)

\*Academic Calendar and Master plan

\*Extension Activities-social responsibility plan

\*Collaborative learning plan-intercollegiate and inter-institutional plan

\*Green campus and Clean campus initiatives

\* Lesson Plans preparation by all teachers on the existing syllabus and monitoring the

completion by principal

1. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

|  |  |
| --- | --- |
| Plan of Action | Achievements/Outcomes |
| Improve the results of all Departments to carry out more intensive teaching and assessments  Initiate collaborative learning through exhibitions/seminars  Enhance research capabilities through FDP/Guide ship/Projects  More intensive participation in sports and other extracurricular activities  Promote a Green and Clean Campus  Promote IT enabled teaching and learning  Evaluation by various stakeholders-Management/Parents/Students | Improvement in overall results  Internal academic calendar for completion of syllabai and assessments made  A number of exhibitions and seminars organized dept wise  Three teachers in FDP, another three nearing completion  All Kerala Kabady and football competitions organized.  Organic Vegetable farm in 2.5 acres with assistance from the Krishi Bhavan,  Classes and assignments to be IT enabled-assignments and valuation online via email.  Feedback from parents and students on a regular basis. |

1. Whether the AQAR was placed before statutory body? Yes

Name of the statutory body: IQAC Date of meeting(s): 08.03.2018

1. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?

**No** Date:

1. Whether institutional data submitted to AISHE:

Yes; Year: 2017-18 Date of Submission: 01.03.2018

1. Does the Institution have Management Information System?

#### No

If yes, give a brief description and a list of modules currently operational. (Maximum 500 words)

# Part-B

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **CRITERION I – CURRICULAR ASPECTS** | | | | | | | | | | | | | | | | | | | | | |
| **1.1 Curriculum Planning and Implementation** | | | | | | | | | | | | | | | | | | | | | |
| 1.1.1 Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | |
| 1.1.2 Certificate/ Diploma Courses introduced during the Academic year | | | | | | | | | | | | | | | | | | | | | |
| Name of the Certificate  Course | Name of the Diploma  Courses | | | Date of introduction and duration | | | | | | | | | focus on employability/ entrepreneurship | | | | | Skill development | | | |
|  | DCA/PDCFA/DSS | | | 15.07.2017 | | | | | | | | | Both employability and entrepreneurship | | | | | ASAP | | | |
| **1.2 Academic Flexibility** | | | | | | | | | | | | | | | | | | | | | |
| 1.2.1 New programmes/courses introduced during the Academic year | | | | | | | | | | | | | | | | | | | | | |
| **Programme with Code** | | | **Date of Introduction** | | | | | | | | | | **Course with Code** | | | | **Date of Introduction** | | | | |
|  | | |  | | | | | | | | | |  | | | |  | | | | |
| 1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at  the affiliated Colleges (if applicable) during the Academic year. | | | | | | | | | | | | | | | | | | | | | |
| Name of Programmes  adopting CBCS | | | | | | **UG** | | **PG** | | | | Date of implementation of  CBCS / Elective Course System | | | | | | | | **UG** | **PG** |
|  | | | | | | 6 | | 1 | | | |  | | | | | | | | 6 | 1 |
| Already adopted (mention the year) | | | | | | | | | | | | | | | | | | | |  |  |
| 1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year | | | | | | | | | | | | | | | | | | | | | |
|  | | Certificate | | | | | | | | Diploma Courses | | | | | | | | | | | |
| No of Students | |  | | | | | | | | 50 | | | | | | | | | | | |
| **1.3 Curriculum Enrichment** | | | | | | | | | | | | | | | | | | | | | |
| 1.3.1 Value-added courses imparting transferable and life skills offered during the year | | | | | | | | | | | | | | | | | | | | | |
| Value added courses | | | | | | | Date of introduction | | | | | | | | | Number of students enrolled | | | | | |
|  | | | | | | |  | | | | | | | | |  | | | | | |
| 1.3.2 Field Projects / Internships under taken during the year | | | | | | | | | | | | | | | | | | | | | |
| Project/Programme Title | | | | | | | | | | | No. of students enrolled for Field Projects / Internships | | | | | | | | | | |
| Political Science and Journalism ( On the Job Training at 5 print media, March to April 2018)  Zoology and Aquaculture, Hands on Training (April 2018)  Chemistry Journalism ( On the Job Training at FACT and Travancore Cements, March to April 2018) | | | | | | | | | | | 28  23  24 | | | | | | | | | | |
| **1.4 Feedback System** | | | | | | | | | | | | | | | | | | | | | |
| 1.4.1 Whether structured feedback received from all the stakeholders. | | | | | | | | | | | | | | | | | | | | | |
| 1) Students | | 2) Teachers | | | | | | | 3) Employers | | | | | | 4) Alumni | | | 5) Parents | | | |
| Yes | | Yes | | | | | | | Yes | | | | | | No | | | Yes | | | |
| 1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the  institution? (maximum 500 words) | | | | | | | | | | | | | | | | | | | | | |
| Feed back has been collected analyzed and a general report presented in Staff meeting : PTA and Management. The major problems of Transport, Sports facilities and drinking water was highlighted. These issues were taken up with the elected representatives, transport department, PTA and management. Career orientation and placement service had to be revamped. | | | | | | | | | | | | | | | | | | | | | |
| **CRITERION II -TEACHING-LEARNING AND EVALUATION** | | | | | | | | | | | | | | | | | | | | | |
| **2.1 Student Enrolment and Profile** | | | | | | | | | | | | | | | | | | | | | |
| **2.1. 1 Demand Ratio during the year** | | | | | | | | | | | | | | | | | | | | | |
| Name of the  Programme | | | | | Number of seats available | | | | | | | | | Number of applications  received | | | | | Students Enrolled | | |
| B. A. Economics | | | | | 48 | | | | | | | | | \* 150 | | | | | 48 | | |
| B.A Political Science | | | | | 30 | | | | | | | | | \* 80 | | | | | 29 | | |
| B.Sc. Chemistry | | | | | 30 | | | | | | | | | \* 50 | | | | | 29 | | |
| B. Sc. Physics | | | | | 36 | | | | | | | | | \* 70 | | | | | 35 | | |
| B. Sc. Zoology | | | | | 30 | | | | | | | | | \* 52 | | | | | 30 | | |
| B. Com. | | | | | 40 | | | | | | | | | \* 130 | | | | | 40 | | |
| PG M. Com. Finance | | | | | 18 | | | | | | | | | \* 28 | | | | | 18 | | |
| Total | | | | | 232 | | | | | | | | | 560 | | | | | 229 | | |

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **2.2 Catering to Student Diversity** | | | | | | | | | | | | |
| 2.2.1. Student - Full time teacher ratio (current year data) | | | | | | | | | | | | |
| Year | Number of students enrolled in the institution (UG) | | Number of students enrolled in the institution (PG) | | | Number of full time teachers available in the institution teaching only UG courses | | Number of full time teachers available in the institution teaching only PG courses | | | | Number of teachers teaching both UG  and PG courses |
| 2017 | 570 | | 31 | | | 25 | | 4 | | | | 4 |
| **2.3 Teaching - Learning Process** | | | | | | | | | | | | |
| 2.3.1 Percentage of teachers using ICT for effective teaching with Learning Management Systems  (LMS), E-learning resources etc. (current year data) | | | | | | | | | | | | |
| Number of teachers on roll | | Number of teachers using ICT *(LMS, e-*  *Resources)* | | ICT tools and resources available | | | Number of ICT enabled classrooms | | Number of smart classrooms | | E-resources and  techniques used | |
| 37 | | 37 | | Projector, Computer, Internet etc. | | | 8 | | 3 | | Web based | |
| 2.3.2 Students mentoring system available in the institution? Give details. (maximum 500 words) | | | | | | | | | | | | |
| Class teachers are assigned as mentors to cater to the individual needs of the students. Regular meetings are held with the parents on a regular basis. | | | | | | | | | | | | |
| Number of students enrolled in the institution | | | | | Number of fulltime teachers | | | | | Mentor: Mentee Ratio | | |
| 601 | | | | | 29 | | | | | 1: 20 | | |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **2.4 Teacher Profile and Quality** | | | | | | | | | | | | | | | | |
| **2.4.1 Number of full time teachers appointed during the year** | | | | | | | | | | | | | | | | |
| No. of sanctioned positions | | | No. of filled positions | | | | | Vacant positions | | | | | Positions filled during the current year | | No. of faculty with  Ph. D | |
| 29 | | | 29 | | | | | Nil | | | | | Nil | | 9 | |
|  | | | | | | | | | | | | | | | | |
| **2.4.2 Honors and recognitions received by teachers**  *(received awards, recognition, fellowships at State, National, International level from Government, recognized bodies during the year )* | | | | | | | | | | | | | | | | |
| *Year of award* | | *Name of full time teachers receiving awards from state level, national level, international level* | | | | | | | | | *Designation* | | | *Name of the award, fellowship, received from Government or recognized bodies* | | |
| 2018 April | | Smt. Subi Joseph, | | | | | | | | | Asst. Professor Dept. of Chemistry | | | Best paper award in Global Organic Meet, MG University | | |
|  | | | | | | | | | | | | | | | | |
| **2.5 Evaluation Process and Reforms** | | | | | | | | | | | | | | | | |
| 2.5.1 Number of days from the date of semester-end/ year- end examination till the declaration of  results during the year | | | | | | | | | | | | | | | | |
| Progra  mme Name | Programme Code | | | Semester/ year | | | | | Last date of the last  semester-end/ year- end examination | | | | | Date of declaration of results  of semester-end/ year- end examination | | |
| B.A |  | | |  | | | | |  | | | | |  | | |
| 2.5.2 Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250  words) | | | | | | | | | | | | | | | | |
| Continuous Internal Evaluation to be conducted as per University Norms. Decided to introduce new and varied types of internal evaluation. Focus was given to introduce ICT enabled evaluation methods like on line submission of assignment and their evaluation. One written test to be made compulsory exactly following the University Pattern so that students get an experience as a model exam. Group based evaluations, incremental evaluations etc. to be experimented. | | | | | | | | | | | | | | | | |
| **2.5.3 A**cademic calendar prepared and adhered for conduct of Examination and other related matters  (250 words) | | | | | | | | | | | | | | | | |
| Academic calendar was prepared as part of Academic Master Plan. It included specific dates for completion of the syllabi of each subject for each semester. Dates of internal evaluations were also part of it. The dates were strictly followed except during interruptions by the massive flood, during the academic year. | | | | | | | | | | | | | | | | |
| **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 in website of the institution (to provide the weblink) | | | | | | | | | | | | | | | | |
| Refer to web – [www.stxavierscollegevaikom.org](http://www.stxavierscollegevaikom.org) | | | | | | | | | | | | | | | | |
| 2.6.2 Pass percentage of students | | | | | | | | | | | | | | | | |
| Program me Code | Programme name | | | | | Number of students appeared in the final year examination | | | | | | Number of students passed in  final semester/year examination | | | | Pass Percentage |
|  | B. A. Economics | | | | | 41 | | | | | | 18 | | | | 43.90 |
|  | B.A Political Science | | | | | 28 | | | | | | 5 | | | | 17.85 |
|  | B.Sc. Chemistry | | | | | 28 | | | | | | 15 | | | | 54.00 |
|  | B. Sc. Physics | | | | | 32 | | | | | | 19 | | | | 59.38 |
|  | B. Sc. Zoology | | | | | 23 | | | | | | 12 | | | | 52.17 |
|  | B. Com. | | | | | 37 | | | | | | 28 | | | | 75.68 |
|  | PG M. Com. Finance | | | | | 16 | | | | | | 09 | | | | 56.25 |
| **2.7 Student Satisfaction Survey** | | | | | | | | | | | | | | | | |
| 2.7.1 Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design  the questionnaire) (results and details be provided as weblink) | | | | | | | | | | | | | | | | |
| **CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION** | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | |
| **3.1 Resource Mobilization for Research** | | | | | | | | | | | | | | | | |
| 3.1.1 Research funds sanctioned and received from various agencies, industry and other organizations | | | | | | | | | | | | | | | | |
| Nature of the Project | | | | | Duration | | Name of the funding  Agency | | | Total grant sanctioned | | | | Amount received during the Academic year | | |
| Major projects | | | | |  | |  | | |  | | | |  | | |
| Minor Projects | | | | |  | |  | | |  | | | |  | | |
| Interdisciplinary  Projects | | | | |  | |  | | |  | | | |  | | |
| Industry sponsored  Projects | | | | |  | |  | | |  | | | |  | | |
| Projects sponsored by  the University/ College | | | | |  | |  | | |  | | | |  | | |
| Students Research Projects  *(other than compulsory by the College)* | | | | |  | |  | | |  | | | |  | | |
| International Projects | | | | |  | |  | | |  | | | |  | | |
| Any other(Specify) | | | | |  | |  | | |  | | | |  | | |
| Total | | | | |  | |  | | |  | | | |  | | |
|  | | | | | | | | | | | | | | | | |
| **3.2 Innovation Ecosystem** | | | | | | | | | | | | | | | | |
| 3.2.1 Workshops/Seminars Conducted on Intellectual Property Rights **(IPR)** and Industry-Academia  Innovative practices during the year | | | | | | | | | | | | | | | | |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Title of Workshop/Seminar | | | | | | | | | | | | | | | | | Name of the Dept. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | Date(s) | | | | | | | | | | | | | |
| Nil | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Title of the  innovation | | | | Name of the  Awardee | | | | | | | | | | | | | | | Awarding  Agency | | | | | | | | | | | | | | | | | | Date of Award | | | | | | | | | | | | | | | | Category | | | | | | | | | | |
| Nil | | | |  | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | |  | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Incubation Centre | | | | | | | | | | | | | | | | Name | | | | | | | | | | | | | | | | | | | | | | | | | | | Sponsored by | | | | | | | | | | | | | | | | | | | | |
| Nil | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Name of the Start-up | | | | | | | | | | | | | | | | Nature of Start-up | | | | | | | | | | | | | | | | | | | | | | | | | | | Date of commencement | | | | | | | | | | | | | | | | | | | | |
| Nil | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **3.3 Research Publications and Awards** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.3.1 Incentive to the teachers who receive recognition/awards | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| State | | | | | | | | | | | | | | | | | National | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | International | | | | | | | | | | | | | | | | |
| Nil | | | | | | | | | | | | | | | | | Nil | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | Nil | | | | | | | | | | | | | | | | |
| 3.3.2 Ph. Ds awarded during the year *(applicable for PG College, Research Center)* | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Name of the Department | | | | | | | | | | | | | | | | | | | | | | No. of Ph. Ds Awarded | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Nil | | | | | | | | | | | | | | | | | | | | | | Nil | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.3.3 Research Publications in the Journals notified on UGC website during the year | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | Department | | | | | | | | | | | | | | | | No. of Publication | | | | | | | | | | | | | | | | | | | | | | Average Impact Factor, if any | | | | | | | | | | | | | | | | | | | | | |
| National | | | | Journalism  Malayalam | | | | | | | | | | | | | | | | One  One | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | |
| Inter national | | | | Chemistry  Commerce  Physics | | | | | | | | | | | | | | | | One  Five  One | | | | | | | | | | | | | | | | | | | | | | Open access  4.5  3.94 | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International  Conference Proceedings per Teacher during the year | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Department | | | | | | | | | | | | | | | | | | | | | | | | | | No. of publication | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Chemistry | | | | | | | | | | | | | | | | | | | | | | | | | | Two | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in  Scopus/ Web of Science or Pub Med/ Indian Citation Index | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Title of the paper | | | Name of the author | | | | | | | | Title of the journal | | | | | | | | | | Year of publication | | | | | | | | | | | | Citation Index | | | | | | | | | | | | | | | Institutional affiliation as mentioned in the publication | | | | | | | | | | | | Number of citations excluding self citations | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Title of the  paper | | Name of the author | | | | | Title of the journal | | | | | | | | | | Year of publication | | | | | | | | | | | | | h-index | | | | | | Number of citations excluding self citations | | | | | | | | | | | | | | | | | | | Institutional affiliation as mentioned in the publication | | | | | | | | |
|  |  | | | | | |  | | | | | | | | | | |  | | | | | | | | | | |  | | | | | |  | | | | | | | | | | | | | | | | | | | | |  | | | | | | | |
| 3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year : | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| No. of Faculty | | | | | | | | International level | | | | | | | | | | | | | | | | | | | | | | | National level | | | | | | | | | | | | | | State level | | | | | | | | | | | | | | | | Local level | | |
| Attended  Seminars/ Workshops | | | | | | | | 2 | | | | | | | | | | | | | | | | | | | | | | | 13 | | | | | | | | | | | | | | 6 | | | | | | | | | | | | | | | | 18 | | |
| Presented papers | | | | | | | | 2 | | | | | | | | | | | | | | | | | | | | | | | 1 | | | | | | | | | | | | | | 0 | | | | | | | | | | | | | | | | 6 | | |
| Resource Persons | | | | | | | | 0 | | | | | | | | | | | | | | | | | | | | | | | 0 | | | | | | | | | | | | | | 4 | | | | | | | | | | | | | | | | 0 | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **3.4 Extension Activities** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.4.1 Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organizations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Title of the Activities | | | | | | | | | | | | | | Organizing unit/ agency/ collaborating agency | | | | | | | | | | | | | | | | | | | | | | | | | | | Number of teachers **co- ordinated** such activities | | | | | | | | | | | | | | | | | | Number of students participated in such activities | | | | |
| 1.Environemnt Day | | | | | | | | | | | | | | Zoology and Chemistry Dept.  Forestry Department, Kerala | | | | | | | | | | | | | | | | | | | | | | | | | | | 10 | | | | | | | | | | | | | | | | | | 100 | | | | |
| 2.Internationa Yoga Day | | | | | | | | | | | | | | NCC and NSS | | | | | | | | | | | | | | | | | | | | | | | | | | | 8 | | | | | | | | | | | | | | | | | | 250 | | | | |
| 3. Campus Cleaning ( Dengi eradication) | | | | | | | | | | | | | | NCC and NSS along with Public Health Centre | | | | | | | | | | | | | | | | | | | | | | | | | | | 12 | | | | | | | | | | | | | | | | | | 150 | | | | |
| 4.Neighbourhood Youth Parliament | | | | | | | | | | | | | | Political Science Department and Department of Parliamentary Affairs | | | | | | | | | | | | | | | | | | | | | | | | | | | 15 | | | | | | | | | | | | | | | | | | 125 | | | | |
| 5.Independance Day Celebrations (College Cleaning) | | | | | | | | | | | | | | NCC, NSS and Parish Community | | | | | | | | | | | | | | | | | | | | | | | | | | | 25 | | | | | | | | | | | | | | | | | | 300 | | | | |
| 6. Blood Donation Camp | | | | | | | | | | | | | | NCC, NSS and DMO Kottayam | | | | | | | | | | | | | | | | | | | | | | | | | | | 6 | | | | | | | | | | | | | | | | | | 40 | | | | |
| 7.Signature Campaign against GST | | | | | | | | | | | | | | Commerce Department | | | | | | | | | | | | | | | | | | | | | | | | | | | 9 | | | | | | | | | | | | | | | | | | 120 | | | | |
| 8. World Population Day | | | | | | | | | | | | | | Department of Political Science, Economics and PHC Edayazham | | | | | | | | | | | | | | | | | | | | | | | | | | | 10 | | | | | | | | | | | | | | | | | | 130 | | | | |
| 9. Entrepreneurship Programme | | | | | | | | | | | | | | Department of Industries and ED Club | | | | | | | | | | | | | | | | | | | | | | | | | | | 12 | | | | | | | | | | | | | | | | | | 150 | | | | |
| 10.Cancer Awareness Campaign | | | | | | | | | | | | | | PHC and Departments of Political Science, Economics, Chemistry and Physics | | | | | | | | | | | | | | | | | | | | | | | | | | | 15 | | | | | | | | | | | | | | | | | | 240 | | | | |
| 11.Awareness against Cardio Vascular Disease among college students | | | | | | | | | | | | | | All the Departments | | | | | | | | | | | | | | | | | | | | | | | | | | | 10 | | | | | | | | | | | | | | | | | | 50 | | | | |
| 12.Assessment on Use and Misuse of Technical Gadgets | | | | | | | | | | | | | | All the Departments | | | | | | | | | | | | | | | | | | | | | | | | | | | 10 | | | | | | | | | | | | | | | | | | 50 | | | | |
| 13. Awareness against HIV – AIDS  14. Minority Rights Awareness | | | | | | | | | | | | | | NSS  Political Science, Economics and Commerce along with Kerala State Minorities Development Finance Corporation | | | | | | | | | | | | | | | | | | | | | | | | | | | 10  16 | | | | | | | | | | | | | | | | | | 150  200 | | | | |
| 15.Traditional wear Show (Thanima 2018) | | | | | | | | | | | | | | College Union | | | | | | | | | | | | | | | | | | | | | | | | | | | 20 | | | | | | | | | | | | | | | | | | 30 | | | | |
| 16. Protection of Birds | | | | | | | | | | | | | | College Union & Birds Club Inter National Kottayam | | | | | | | | | | | | | | | | | | | | | | | | | | | 25 | | | | | | | | | | | | | | | | | | 300 | | | | |
| 17.Anti Narcotic Programme (Vimukthi 2018) | | | | | | | | | | | | | | NSS, NCC and Excise Department | | | | | | | | | | | | | | | | | | | | | | | | | | | 15 | | | | | | | | | | | | | | | | | | 250 | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.4.2 Awards and recognition received for extension activities from Government and other recognized  bodies during the year | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Name of the Activity | | | | | | | | | | Award/recognition | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | Awarding bodies | | | | | | | | | | | | | | | | No. of Students  benefited | | | | | | | |
| Nil | | | | | | | | | | Nil | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | Nil | | | | | | | | | | | | | | | | Nil | | | | | | | |
| 3.4.3 Students participating in extension activities with Government Organizations, Non-Government  Organizations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Name of the scheme | | | | | Organizing unit/ agency/ collaborating agency | | | | | | | | | | | | | | | | | | | | | | Name of the activity | | | | | | | | | | | Number of teachers coordinatedsuch activities | | | | | | | | | | | | | | | | Number of students participated in such activities | | | | | | | | | |
| 1.Environemnt Day | | | | | Zoology and Chemistry Dept.  Forestry Department, Kerala | | | | | | | | | | | | | | | | | | | | | | Planting saplings | | | | | | | | | | | 10 | | | | | | | | | | | | | | | | 100 | | | | | | | | | |
| 2.Internationa Yoga Day | | | | | NCC and NSS | | | | | | | | | | | | | | | | | | | | | | Yoga Practice | | | | | | | | | | | 8 | | | | | | | | | | | | | | | | 250 | | | | | | | | | |
| 3. Dengi eradication | | | | | NCC and NSS along with Public Health Centre | | | | | | | | | | | | | | | | | | | | | | Campus Cleaning | | | | | | | | | | | 12 | | | | | | | | | | | | | | | | 150 | | | | | | | | | |
| 4.Neighbourhood Youth Parliament | | | | | Political Science Department and Department of Parliamentary Affairs | | | | | | | | | | | | | | | | | | | | | | Seminar | | | | | | | | | | | 15 | | | | | | | | | | | | | | | | 125 | | | | | | | | | |
| 5.Independance Day Celebrations | | | | | NCC, NSS and Parish Community | | | | | | | | | | | | | | | | | | | | | | College Cleaning | | | | | | | | | | | 25 | | | | | | | | | | | | | | | | 300 | | | | | | | | | |
| 6. Blood Donation Camp | | | | | NCC, NSS and DMO Kottayam | | | | | | | | | | | | | | | | | | | | | | Blood donation | | | | | | | | | | | 6 | | | | | | | | | | | | | | | | 40 | | | | | | | | | |
| 7. World Population Day | | | | | Department of Political Science, Economics and PHC Edayazham | | | | | | | | | | | | | | | | | | | | | | Seminar and campaign | | | | | | | | | | | 10 | | | | | | | | | | | | | | | | 130 | | | | | | | | | |
| 8. Entrepreneurship Development Programme | | | | | Department of Industries and ED Club | | | | | | | | | | | | | | | | | | | | | | Awareness programme | | | | | | | | | | | 12 | | | | | | | | | | | | | | | | 150 | | | | | | | | | |
| 9.Cancer Awareness Campaign | | | | | PHC and Departments of Political Science, Economics, Chemistry and Physics | | | | | | | | | | | | | | | | | | | | | | Cancer Awareness Campaign | | | | | | | | | | | 15 | | | | | | | | | | | | | | | | 240 | | | | | | | | | |
| 10.Awareness against Cardio Vascular Disease among college students | | | | | All the Departments | | | | | | | | | | | | | | | | | | | | | | Seminar and Discussions | | | | | | | | | | | 10 | | | | | | | | | | | | | | | | 50 | | | | | | | | | |
| 11.Assessment on Use and Misuse of Technical Gadgets | | | | | All the Departments | | | | | | | | | | | | | | | | | | | | | | Sample Survey | | | | | | | | | | | 10 | | | | | | | | | | | | | | | | 50 | | | | | | | | | |
| 12. Awareness against HIV – AIDS | | | | | NSS | | | | | | | | | | | | | | | | | | | | | | Awareness campaign | | | | | | | | | | | 10 | | | | | | | | | | | | | | | | 150 | | | | | | | | | |
| 13. Minority Rights Awareness | | | | | Political Science, Economics and Commerce along with Kerala State Minorities Development Finance Corporation | | | | | | | | | | | | | | | | | | | | | | Awareness Seminar | | | | | | | | | | | 16 | | | | | | | | | | | | | | | | 200 | | | | | | | | | |
| 14.Traditional wear Show (Thanima 2018) | | | | | College Union | | | | | | | | | | | | | | | | | | | | | | Traditional beauty contest | | | | | | | | | | | 20 | | | | | | | | | | | | | | | | 30 | | | | | | | | | |
| 15. Protection of Birds | | | | | College Union & Birds Club Inter National Kottayam | | | | | | | | | | | | | | | | | | | | | | Campaign | | | | | | | | | | | 25 | | | | | | | | | | | | | | | | 300 | | | | | | | | | |
| 16.Anti Narcotic Programme (Vimukthi 2018) | | | | | NSS, NCC and Excise Department | | | | | | | | | | | | | | | | | | | | | | Seminar and Campaign | | | | | | | | | | | 15 | | | | | | | | | | | | | | | | 250 | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **3.5 Collaborations** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.5.1 Number of Collaborative activities for research, faculty exchange, student exchange during the  year | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Nature of Activity | | | | | | | | | | | | | Participant | | | | | | | | | | | | | | | | | | | Source of financial support | | | | | | | | | | | | | | | | | | | Duration | | | | | | | | | | | | |
| Collaborative research and projects | | | | | | | | | | | | | Staff and Students | | | | | | | | | | | | | | | | | | | CEREM & Nansen Environmental Research Centre Kochi. | | | | | | | | | | | | | | | | | | | Workshop for 2 days | | | | | | | | | | | | |
| Outreach programme | | | | | | | | | | | | | III B. Sc. Physics & III B.Sc. Chemistry | | | | | | | | | | | | | | | | | | | Indian Institute of Remote Sensing | | | | | | | | | | | | | | | | | | | Six months | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.5.2 Linkages with institutions/industries for internship, on-the-job training, project work, sharing of  research facilities etc. during the year | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Nature of linkage | | | | | | Title of the linkage | | | | | | | | | | | | | | | | | | | Name of the partnering institution/ industry  /research lab with contact  details | | | | | | | | | | | | | | | | | | | | | | | | Duration  **(From-To)** | | | | | | | | | | | | | participant | |
| On the Job Training | | | | | | Political Science and Journalism ( On the Job Training at 5 print media | | | | | | | | | | | | | | | | | | | Deepika, Desabhimani, Kaumudi, Janayugam and Mangalam Daily | | | | | | | | | | | | | | | | | | | | | | | | March to April 2018 | | | | | | | | | | | | | 28 | |
| On the Job Training | | | | | | Chemistry | | | | | | | | | | | | | | | | | | | FACT and Travancore Cements | | | | | | | | | | | | | | | | | | | | | | | | April 2018 | | | | | | | | | | | | | 23 | |
| Hands on Training | | | | | | Zoology and Aquaculture | | | | | | | | | | | | | | | | | | | National Institute of Fisheries | | | | | | | | | | | | | | | | | | | | | | | | April 2018 | | | | | | | | | | | | | 24 | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.5.3 MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Organisation | | | | | | | | | | | | Date of MoU  signed | | | | | | | | | | | | | | | | Purpose and  Activities | | | | | | | | | | | | | | | | Number of students/teachers participated  under MoUs | | | | | | | | | | | | | | | | | | | |
| ISRO-IIRS | | | | | | | | | | | | 30.08.2017 | | | | | | | | | | | | | | | | Outreach programme | | | | | | | | | | | | | | | | 74 | | | | | | | | | | | | | | | | | | | |
| BSNL | | | | | | | | | | | | 27.10.2017 | | | | | | | | | | | | | | | | Erection of Tower and provision of Internet facility | | | | | | | | | | | | | | | | NA | | | | | | | | | | | | | | | | | | | |
| **CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **4.1 Physical Facilities** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4.1.1 Budget allocation, excluding salary for infrastructure augmentation during the year | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Budget allocated for infrastructure  augmentation | | | | | | | | | | | | | | | | | | | | | | | Budget utilized for infrastructure development | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Rs. 26,50,000 | | | | | | | | | | | | | | | | | | | | | | | Rs. 26,30,000 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4.1.2 Details of augmentation in infrastructure facilities during the year | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Facilities | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | Existing | | | | | | | | | | | | | | | | | | | Newly added | | | | | |
| Campus area | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 4013.76 sq.m | | | | | | | | | | | | | | | | | | | Nil | | | | | |
| Class rooms | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 24 | | | | | | | | | | | | | | | | | | | - | | | | | |
| Laboratories | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 04 | | | | | | | | | | | | | | | | | | | - | | | | | |
| Seminar Halls | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 04 | | | | | | | | | | | | | | | | | | | - | | | | | |
| Classrooms with LCD facilities | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 06 | | | | | | | | | | | | | | | | | | | - | | | | | |
| Classrooms with Wi-Fi/ LAN | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | - | | | | | | | | | | | | | | | | | | | - | | | | | |
| Seminar halls with ICT facilities | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 03 | | | | | | | | | | | | | | | | | | | - | | | | | |
| Video Centre | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 01 | | | | | | | | | | | | | | | | | | | - | | | | | |
| No. of important equipments purchased (≥ 1-0 lakh)  during the current year. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | Nil | | | | | | | | | | | | | | | | | | |  | | | | | |
| Value of the equipment purchased during the year (Rs .in Lakhs) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | Nil | | | | | | | | | | | | | | | | | | |  | | | | | |
| Others (AMC) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | Nil | | | | | | | | | | | | | | | | | | | Rs.3,50,000/- | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **4.2 Library as a Learning Resource** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4.2.1 Library is automated {Integrated Library Management System -ILMS} | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Name of the ILMS  software | | | | | | | | | Nature of automation (fully  or partially) | | | | | | | | | | | | | | | | | | | | | | | | | Version | | | | | | | | | | | | | | | | | | Year of automation | | | | | | | | | | | |
| Book Magic | | | | | | | | | Fully | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | 2013 | | | | | | | | | | | |
| 4.2.1 Library Services: | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | Existing | | | | | | | | | | | | | | | | | | | Newly added | | | | | | | | | | | | | | | | | | | | | | | Total | | | | | | |
|  | | | | | | | | | | | | | | | No. | | | | | | | | | Value | | | | | | | | | | No. | | | | | | | | | | | | Value | | | | | | | | | | | No. | | | | | | Value |
| Text Books | | | | | | | | | | | | | | | 14100 | | | | | | | | | 2,00,00,000 | | | | | | | | | | 300 | | | | | | | | | | | | 60,000 | | | | | | | | | | | 14400 | | | | | | 2,00,60,000 |
| Reference Books | | | | | | | | | | | | | | | 500 | | | | | | | | | 6,00,000 | | | | | | | | | |  | | | | | | | | | | | |  | | | | | | | | | | | 500 | | | | | | 6,00,000 |
| e-Books | | | | | | | | | | | | | | |  | | | | | | | | |  | | | | | | | | | |  | | | | | | | | | | | |  | | | | | | | | | | |  | | | | | |  |
| Journals | | | | | | | | | | | | | | | 18 | | | | | | | | |  | | | | | | | | | |  | | | | | | | | | | | |  | | | | | | | | | | | 18 | | | | | |  |
| E - Journals | | | | | | | | | | | | | | |  | | | | | | | | |  | | | | | | | | | |  | | | | | | | | | | | |  | | | | | | | | | | |  | | | | | |  |
| Digital Database | | | | | | | | | | | | | | |  | | | | | | | | |  | | | | | | | | | |  | | | | | | | | | | | |  | | | | | | | | | | |  | | | | | |  |
| CD & Video | | | | | | | | | | | | | | | 30 | | | | | | | | | 30000 | | | | | | | | | |  | | | | | | | | | | | |  | | | | | | | | | | | 30 | | | | | | 30000 |
| Library automation | | | | | | | | | | | | | | |  | | | | | | | | |  | | | | | | | | | |  | | | | | | | | | | | |  | | | | | | | | | | |  | | | | | |  |
| Weeding (Hard & Soft) | | | | | | | | | | | | | | |  | | | | | | | | |  | | | | | | | | | |  | | | | | | | | | | | |  | | | | | | | | | | |  | | | | | |  |
| Others (specify) | | | | | | | | | | | | | | |  | | | | | | | | |  | | | | | | | | | |  | | | | | | | | | | | |  | | | | | | | | | | |  | | | | | |  |

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **4.3 IT Infrastructure** | | | | | | | | | | | | |
| 4.3.1 Technology Up gradation (overall) | | | | | | | | | | | | |
|  | Total Comp uters | | Compu ter Labs | Internet | Browsing Centres | | Computer  Centres | Office | Departments | | Available band width (MGBPS) | Others |
| Existing | 54 | | 03 |  | 02 | | 04 | 01 | 07 | |  |  |
| Added |  | |  |  |  | | 01 |  |  | |  |  |
| Total | 54 | |  |  |  | |  |  |  | |  |  |
|  | | | | | | | | | | | | |
| 4.3.2 Bandwidth available of internet connection in the Institution (Leased line) | | | | | | | | | | | | |
| 10 MBPS (Office ) + 2 MBPS (Computer Institute, XIIT) | | | | | | | | | | | | |
| 4.3.3 Facility for e-content | | | | | | | | | | | | |
| Name of the e-content development facility | | | | | | Provide the link of the videos and media centre and  recording facility | | | | | | |
|  | | | | | |  | | | | | | |
|  | | | | | | | | | | | | |
| 4.3.4 E-content developed by teachers such as: e-PG-Pathshala, CEC (under e-PG-Pathshala CEC (Under  Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc | | | | | | | | | | | | |
| Name of the  teacher | | Name of the module | | | | Platform on which  module is developed | | | | Date of launching e -  content | | |
|  | |  | | | |  | | | |  | | |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **4.4 Maintenance of Campus Infrastructure** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4.4.1 Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Assigned budget on academic facilities | | | | | | | | | Expenditure incurred on maintenance of  academic facilities | | | | | | | | | | | | | | | | | Assigned budget on physical facilities | | | | | | | | | | | | | | | | | Expenditure incurred on maintenance of physical facilities | | | | | | | | | | | | | | | |
| Rs.5,70,620/- | | | | | | | | | Rs.5,70,620/- | | | | | | | | | | | | | | | | Rs.9,00,000/- | | | | | | | | | | | | | | | | | | | Rs.8,40,000/- | | | | | | | | | | | | | | |
| 4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. *(maximum 500 words)* (information to be  available in institutional Website, provide link) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **CRITERION V - STUDENT SUPPORT AND PROGRESSION** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **5.1 Student Support** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5.1.1 Scholarships and Financial Support | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | Name /Title of the  scheme | | | | | | | | | | | | | | | | | | | | | | | Number of  students | | | | | | | | | Amount in Rupees | | | | | | | | | | | | | | | | | | |
| Financial support  from State Government | | | | | | | | |  | | --- | | Suvarna Jubilee Merit Scholarship | | Post Metric Scholarship | | CH Muhammad Coya Scholarship | | Higher Edn. Scholarship | | Snehapoorvam | | Fee Concession (Institution Fees) | | Stipend from Harijan Welfare Department to SC ,ST and OEC Students | | Seminar organised by Department of Political Science and Journalism ( Sponsored by the Institute of Parliamentary affirs, Kerala) | | | | | | | | | | | | | | | | | | | | | | | | |  |  | | --- | --- | | 3 | 60000 | | 16 | 160000 | | 2 | 10000 | | 1 | 10000 | | 10 | 100000 | | 249 | 772334 | | 158 | Directly Credited to Students Account | |  | 25000 | | | | | | | | | | |  | | --- | | 60000 | | 160000 | | 10000 | | 10000 | | 100000 | | 772334 | | Directly Credited to Students Account | | 25000 | | | | | | | | | | | | | | | | | | | |
| Financial support from other sources | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| a) National | | | | | | | | |  | | | | | | | | | | | | | | |  | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | |
| b) International | | | | | | | | |  | | | | | | | | | | | | | | |  | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5.1.2 Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counseling and  Mentoring etc., | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Name of the capability  enhancement scheme | | | | | | | | | | | | Date of  implementation | | | | | | | | | | | | | | | | | Number of students  enrolled | | | | | | | | | | | | Agencies involved | | | | | | | | | | | | | | | | | |
| 1. Communicative English | | | | | | | | | | | | 15th July & 22nd July 2017 | | | | | | | | | | | | | | | | | 40 | | | | | | | | | | | | Walk With the Scholar, Smart skills Academy Ernakulam. | | | | | | | | | | | | | | | | | |
| 1. Cloud Computing | | | | | | | | | | | | 22.7.2017 | | | | | | | | | | | | | | | | | 36 | | | | | | | | | | | | RUTRONIX | | | | | | | | | | | | | | | | | |
| 1. Career Guidance | | | | | | | | | | | | 27.7.2017 | | | | | | | | | | | | | | | | | 100 | | | | | | | | | | | | JCI Vaikom | | | | | | | | | | | | | | | | | |
| 1. Organic Cultivation | | | | | | | | | | | | 9.1.2018 | | | | | | | | | | | | | | | | | 60 | | | | | | | | | | | | Agriculture Department | | | | | | | | | | | | | | | | | |
| 1. Capital Market | | | | | | | | | | | | 25.1.2018 | | | | | | | | | | | | | | | | | 120 | | | | | | | | | | | | Geojith Financial Services Kochi | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5.1.3 Students benefited by guidance for competitive examinations and career counselling offered by the  institution during the year | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Year | Name of the scheme | | | | | | | | | Number of benefited students by Guidance for Competitive examination | | | | | | | | | | | | | | | | | Number of benefited students by Career Counselling activities | | | | | | | | | | | | Number of students who have passed in the competitive exam | | | | | | | | | | | | | | | | Number of students placed | | | |
| 2017-18 | Goal Setting | | | | | | | | | 60 | | | | | | | | | | | | | | | | | 80 | | | | | | | | | | | | 32 | | | | | | | | | | | | | | | | 24 | | | |
| C V Preparation | | | | | | | | | 50 | | | | | | | | | | | | | | | | | 60 | | | | | | | | | | | | 32 | | | | | | | | | | | | | | | | 24 | | | |
| Group Discussion and Debate | | | | | | | | | 70 | | | | | | | | | | | | | | | | | 65 | | | | | | | | | | | | 32 | | | | | | | | | | | | | | | | 24 | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5.1.4 Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual  harassment and ragging cases during the year | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total grievances received | | | | | | | | | | | | | | | | No. of grievances redressed | | | | | | | | | | | | | | | | | | | | Average number of days for grievance  redressal | | | | | | | | | | | | | | | | | | | | | | |
| Nil | | | | | | | | | | | | | | | | Nil | | | | | | | | | | | | | | | | | | | | Nil | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **5.2 Student Progression** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5.2.1 Details of campus placement during the year | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **On campus** | | | | | | | | | | | | | | | | | | | | | | | **Off Campus** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Name of Organizations Visited | | | | | Number of Students  Participate d | | | | | | | | | Number of Students Placed | | | | | | | | | Name of Organizations Visited | | | | | | | | | | | | | Number of Students Participated | | | | | | | | | | | | | | | | Number of Students Placed | | | | | | |
| Nil | | | | | Nil | | | | | | | | | Nil | | | | | | | | |  | | | | | | | | | | | | |  | | | | | | | | | | | | | | | |  | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5.2.2 Student progression to higher education in percentage during the year | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Year | | | Number of students enrolling into higher education | | | | | | | | | | | | | | | | Programme graduated from | | | | | | | | | | | | | Department graduated from | | | | | | | | | | | | | Name of institution joined | | | | | | | | | | Name of Programme admitted to | | | |
| 2017-18 | | | 30 | | | | | | | | | | | | | | | | B.A. Economics  B.A. Political Science  B.Sc. Physics  B.Sc. Chemistry  B.Sc. Zoology  B. Com | | | | | | | | | | | | | Economics  Political Science  Physics  Chemistry  Zoology  B. Com | | | | | | | | | | | | | D.B. College Thalayolaparambu  K.E. College Mannanam  S.H. College Thevara  KUFOS, CUSAT  MGUniversity  Meida Academy  Lakshya  Govt. College Nattakom  B. K. College Amalagiri | | | | | | | | | | M. Sc.  M. Com.  M. A.  M. C. J  C. M. A  C. A | | | |
| 5.2.3Students qualifying in state/ national/ international level examinations during the year (eg:  NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Items | | | | | | | | | | | | | | | | | | | | No. of Students selected/  qualifying | | | | | | | | | | | | | | | | | | | | | | | | | | Registration number/roll  number for the exam | | | | | | | | | | | | |
| NET | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | |
| SET | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | |
| SLET | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | |
| GATE | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | |
| GMAT | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | |
| CAT | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | |
| GRE | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | |
| TOFEL | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | |
| Civil Services | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | |
| State Government Services | | | | | | | | | | | | | | | | | | | | 20 | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | |
| Any Other | | | | | | | | | | | | | | | | | | | | 12 | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5.2.4 Sports and cultural activities / competitions organised at the institution level during the year | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Activity | | | | | | Level | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | Participants | | | | | | | | | | | | | | | | | | | | | | | |
| Kabadi Competition  Football Competition | | | | | | State  State | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 120  150 | | | | | | | | | | | | | | | | | | | | | | | |
| **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) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Year | | | Name of the award/  medal | | | | | | | | | | | | National/  International | | | | | | | | | | | | | | Sports | | | | Cultural | | | | | | | | | | | | | | | Student ID  number | | | | | | Name of the  student | | | | | |
| 2017 | | | Essay Competition A Grade | | | | | | | | | | | | University | | | | | | | | | | | | | |  | | | | Youth Festival | | | | | | | | | | | | | | | 11860 | | | | | | Devika Muraleedharan | | | | | |
| 2018 | | | II and III Prize | | | | | | | | | | | | National | | | | | | | | | | | | | |  | | | | BIOMYRIAD (Gensis -2K18) | | | | | | | | | | | | | | | - | | | | | | B.Sc Zoology and Aquaculture Students | | | | | |
| 5.3.2 Activity of Student Council & representation of students on academic & administrative  bodies/committees of the institution (maximum 500 words) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| The elected college union is a statutory body of the student community under the control of University. They have important role in the conduct of different academic and administrative activities of the college benefiting the student community. They conduct college Union Inauguration, Arts club inauguration, College day, Onam festival Celebrations, Christmas Celebrations and sports day. They also take initiatives to prepare students for University Youth Festival. They organize a Fresher’s Day with the help of teachers to identify the talents of newly joined students, every year. They used to collect contributions from the students, teachers and Office staff to help poor students and community members. They have membership in different bodies like anti – narcotic club, magazine committee, library advisory committee etc. They take active initiatives in blood donation with the help of NCC and NSS. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **5.3 Alumni Engagement** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500  words): No. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5.3.2 No. ofenrolled Alumni: 400 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5.3.3 Alumni contribution during the year (in Rupees) **: 1,00,000/-** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5.3.4 Meetings/activities organized by Alumni Association **: Annual Meet** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **6.1 Institutional Vision and Leadership** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6.1.1 Mention two practices of decentralization and participative management during the last year  (maximum 500 words) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| College Union has been entrusted with the administration and management of State level competitions of Kabadi and Foot ball. They also participated in enrolling students for general elections. Students leaders in each class monitor the collection of Fees and submission of application for examinations. Major events like College Day, Arts day , Sports Day are organized by the students. The college union is also entrusted the task of training the students for University Fest. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6.1.2 Does the institution have a Management Information System (MIS)?  Yes/No/Partial: No. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **6.2 Strategy Development and Deployment** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100  words each**):** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| * Curriculum Development   Representatives from each Department were involved in the restructuring of University Curriculum. Contributions were made as core committee chairman, members, Board of studies member, Academic Committee member, Faculty member etc. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| * Teaching and Learning   A major thrust was given in introducing ICT in teaching and learning. Classes were based on web based, e-learning materials. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| * Examination and Evaluation   Examination and evaluation were strictly followed in accordance with the University Guidelines. Continuous evaluation and group based evaluations were also introduced. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| * Research and Development   Dr. Bijumon CC was awarded Ph.D. Three Faculty members received FDP assistance. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| * Library, ICT and Physical Infrastructure / Instrumentation   The IT lab has been continuously used to impart training to staff and students. All the students are registered for an Add on course in computer. Library is fully automated. New books have been added as the new curriculum is introduced by the University. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| * Human Resource Management   Training is given to the staff to enhance skills and productivity. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| * Industry Interaction / Collaboration   New collaboration initiatives have been undertaken | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| * Admission of Students   Admission purely based on the Centralized Allotment Process of MG University. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6.2.2 : Implementation of e-governance in areas of operations: | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| * Planning and Development   Master plan and Departmental plans prepared. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| * Administration   Automated software “e-solutions” used in Administration. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| * Finance and Accounts   Automated software “e-solutions” used in Finance and Accountings | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| * Student Admission and Support   Online application and processing. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| * Examination   Question Paper online distribution. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **6.3 Faculty Empowerment Strategies** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6.3.1 Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Year | | | | Name of teacher | | | | | | | | | | | | | Name of conference/ workshop attended for which financial support  provided | | | | | | | | | | | | | | | | | | Name of the professional body for which membership fee is provided | | | | | | | | | | | | | | | | | | | | | | Amount of support | | | |
| 2017 | | | | Sharika T | | | | | | | | | | | | | Malaysia Polymer International Conference (MPIC 2017) | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | Rs.25,000/- | | | |
| 2018 | | | | Dr. Rajumon T. Mavunkal | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | Academy of Physics Teachers | | | | | | | | | | | | | | | | | | | | | | Rs.1,000/- | | | |
| 6.3.2 Number of professional development / administrative training programmes organized by the College  for teaching and non teaching staff during the year | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Year | | | | Title of the professional development programme  organised for teaching staff | | | | | | | | | Title of the administrative training programme organised for non-teaching staff | | | | | | | | | | | | | | | | | | | | | Dates (from-to) | | | | | | | | No. of participants (Teaching staff) | | | | | | | | | | | | | | No. of participants (Non- teaching staff) | | | | |
| 2017 | | | | Leadership Workshop  Dr. C. Thomas Abraham, HR Consultant | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | July 16-17 | | | | | | | | 35 | | | | | | | | | | | | | | 15 | | | | |
| 6.3.3 No. of teachers attending professional development programmes, viz., Orientation Programme,  Refresher Course, Short Term Course, Faculty Development Programmes during the year | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Title of the professional development  programme | | | | | | | | | | | | | | | | | | | | | | | | | Number of teachers who attended | | | | | | | | | | | | | | | | | | | | | | | | | Date and Duration  (from – to) | | | | | | | | | | |
| Orientation | | | | | | | | | | | | | | | | | | | | | | | | | Rekha A G  Roy Mathew  Ancy Davis V.  Parvathi Chandran | | | | | | | | | | | | | | | | | | | | | | | | | 22.1.2017 – 19.12.2017  15.12.2017 – 11.1.2018  18.1.2018 – 16.2.2018  Sep 2017 | | | | | | | | | | |
| Refresher | | | | | | | | | | | | | | | | | | | | | | | | | Dr. Sarita Ramachandran  Sijo Mathew  Parvathi Chandran | | | | | | | | | | | | | | | | | | | | | | | | | Nov to Dec. 2017  10.1.2018 to 30.1.2018  28.03. to April 2018 | | | | | | | | | | |
| FDP | | | | | | | | | | | | | | | | | | | | | | | | | Subi Joseph  Saju Daniel  Rajalakshmi T | | | | | | | | | | | | | | | | | | | | | | | | | Sep 2015 to Sep 2018  Jan 2016 to Jan 2018  2017 | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6.3.4 Faculty and Staff recruitment (no. for permanent/fulltime recruitment): | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Teaching | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | Non-teaching | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Permanent | | | | | | | | | | | Fulltime | | | | | | | | | | | | | | | | | | | Permanent | | | | | | | | | | | | | | | | | | | | | Fulltime/temporary | | | | | | | | | |
| 0 | | | | | | | | | | | 9 | | | | | | | | | | | | | | | | | | | 0 | | | | | | | | | | | | | | | | | | | | | 3 | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6.3.5 Welfare schemes for | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Teaching | | | | | | | | | | | | | | | | | | Co-operative Society, Staff Club, Onam-Christmas Celebrations, Staff Tour & Multi Jim | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Non teaching | | | | | | | | | | | | | | | | | | Co-operative Society, Staff Club & Multi Jim | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Students | | | | | | | | | | | | | | | | | | Onam- Christnas Celebrations ,Multi Jim & Health Services | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **6.4 Financial Management and Resource Mobilization** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6.4.1 Institution conducts internal and external financial audits regularly  Institution conducts regular internal and external audit. Internal audit is done by P V Chacko & Company. External audit done by Department of Collegiate Education and Accountant General of State. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6.4.2 Funds / Grants received from management, non-government bodies, individuals, philanthropies  during the year(not covered in Criterion III) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Name of the non government funding agencies/ individuals | | | | | | | | | | | | | | | | | | | | | | Funds/ Grants received in Rs. | | | | | | | | | | | | | | | | | | | | | | | | | | | Purpose | | | | | | | | | | | |
| Management | | | | | | | | | | | | | | | | | | | | | | Rs.20,00,000/- | | | | | | | | | | | | | | | | | | | | | | | | | | | Fencing and Campus beautification | | | | | | | | | | |
| Endowments by retired teachers | | | | | | | | | | | | | | | | | | | | | | Rs.1,00,000/- | | | | | | | | | | | | | | | | | | | | | | | | | | | Cash awards | | | | | | | | | | |
| Agriculture department | | | | | | | | | | | | | | | | | | | | | | Rs.50,000/- | | | | | | | | | | | | | | | | | | | | | | | | | | | Vegetable cultivation | | | | | | | | | | |
| 6.4.2 Total corpus fund generated : Rs.30,00,000/- | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **6.5 Internal Quality Assurance System** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6.5.1 Whether Academic and Administrative Audit (AAA) has been done? | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Audit Type | | | | | | | External | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | Internal | | | | | | | | | | | |
|  | | | | | | | Yes/No | | | | | | | | | | | | | | | | | | | | | Agency | | | | | | | | | | | | | | | | | | | | Yes/No | | | | | | | | | | Authorit  y | |
| Academic | | | | | | | No | | | | | | | | | | | | | | | | | | | | | NA | | | | | | | | | | | | | | | | | | | | No | | | | | | | | | | NA | |
| Administrative | | | | | | | No | | | | | | | | | | | | | | | | | | | | | NA | | | | | | | | | | | | | | | | | | | | No | | | | | | | | | | NA | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6.5.2 Activities and support from the Parent – Teacher Association (at least three)   1. Purchase of books 2. Construction of cars and two wheeler parking sheds 3. Onam and Christmas fests. 4. Coaching for different Sports items 5. Advancing for salaries for Guest Lecturers 6. Advancing for NSS extension activities 7. Advancing for career augmentation | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6.5.3 Development programmes for support staff (at least three)   1. IT Training 2. Arts and cultural programmes 3. Leadership and motivation training | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6.5.4 Post Accreditation initiative(s) (mention at least three)   1. Improve the results of all Departments to carry out more intensive teaching and assessments 2. Promote a Green and Clean Campus 3. Promote IT enabled teaching and learning 4. Evaluation by various stakeholders-Management/Parents/Students | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **6.5.5**   1. Submission of Data for AISHE portal : Yes 2. Participation in NIRF : No 3. ISO Certification : No 4. NBA or any other quality audit : No | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6.5.6 Number of Quality Initiatives undertaken during the year | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Year | | Name of quality initiative by  IQAC | | | | | | | | | | | | | | | | | | | Date of conducting  activity | | | | | | | | | | | | | | | | Duration (from-----to--  ----) | | | | | | | | | | | | | | | | Number of  participants | | | | | | |
| 2017-18 | | Expert Committee Meeting for Collaborative projects | | | | | | | | | | | | | | | | | | | 06.07.2017 | | | | | | | | | | | | | | | | 12 Noon to 4.30 PM | | | | | | | | | | | | | | | | 40 | | | | | | |
| 2017-18 | | Seminar on Cloud Computing | | | | | | | | | | | | | | | | | | | 22.07.2017 | | | | | | | | | | | | | | | | 10 AM to 4 PM | | | | | | | | | | | | | | | | 30 | | | | | | |
| 2017-18 | | Training on Spoken English | | | | | | | | | | | | | | | | | | | 22.07.2017 | | | | | | | | | | | | | | | | 10 AM to 4 PM | | | | | | | | | | | | | | | | 40 | | | | | | |
| 2017-18 | | JCI Training for Fresh students ‘future’ | | | | | | | | | | | | | | | | | | | 27.07.2017 | | | | | | | | | | | | | | | | 1.45 to 3.45 PM | | | | | | | | | | | | | | | | 180 | | | | | | |
| 2017-18 | | Seminar on Climate Change | | | | | | | | | | | | | | | | | | | 04.08.2017 | | | | | | | | | | | | | | | | 2 PM to 4 PM | | | | | | | | | | | | | | | | 80 | | | | | | |
| 2017-18 | | Seminar on population and Economic Development | | | | | | | | | | | | | | | | | | | 17.08.2017 | | | | | | | | | | | | | | | | 2.45 to 4.30 PM | | | | | | | | | | | | | | | | 40 | | | | | | |
| 2017-18 | | Environment Day Celebration | | | | | | | | | | | | | | | | | | | 05.06.2018 | | | | | | | | | | | | | | | | 2 PM to 4 PM | | | | | | | | | | | | | | | | 60 | | | | | | |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES** | | | | | | | | | | | | | | |
| **7.1 - Institutional Values and Social Responsibilities** | | | | | | | | | | | | | | |
| 7.1.1 Gender Equity (Number of gender equity promotion programmes organized by the institution during the year) | | | | | | | | | | | | | | |
| Title of the Programme | | | | | Period (from-to) | | | | | Participants | | | | |
|  | | | | |  | | | | | Female | | | Male | |
| Thanima 2018 | | | | | 10.1.2018 | | | | | 30 | | |  | |
|  | | | | | | | | | | | | | | |
| 7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as: Percentage of power requirement of the College met by the renewable energy sources | | | | | | | | | | | | | | |
| 1. Vegetable Cultivation 2. Environment day celebration | | | | | | | | | | | | | | |
| 7.1.3 Differently abled (Divyangjan) friendliness | | | | | | | | | | | | | | |
| Items Facilities | | | | | | | Yes/No | | | | | No. of Beneficiaries | | |
| Physical facilities | | | | | | | Nil | | | | | Nil | | |
| Provision for lift | | | | | | | Nil | | | | | Nil | | |
| Ramp/ Rails | | | | | | | Nil | | | | | Nil | | |
| Braille Software/facilities | | | | | | | Nil | | | | | Nil | | |
| Rest Rooms | | | | | | | Nil | | | | | Nil | | |
| Scribes for examination | | | | | | | Yes | | | | | 6 | | |
| Special skill development for differently abled students | | | | | | | Nil | | | | | Nil | | |
| Any other similar facility | | | | | | | Nil | | | | | Nil | | |
|  | | | | | | | | | | | | | | |
| 7.1.4 Inclusion and Situatedness | | | | | | | | | | | | | | |
| Enlist most important initiatives taken to address locational advantages and disadvantages during the year | | | | | | | | | | | | | | |
| Year | Number of initiatives to address locational advantages and  disadvantages | | Number of initiatives taken to engage with and contribute to local  community | | | Date and duration of the initiative | | Name of the initiative | | | Issues addressed | | | Number of participating students and staff |
| 2017 | 4 | | 4 | | | One day | | Environment Day | | | Zoology and Chemistry Dept.  Forestry Department, Kerala | | | 100 |
| 2017 |  | |  | | | One day | | International Yoga Day | | | NCC and NSS | | | 250 |
| 2017 |  | |  | | | One day | | Campus Cleaning ( Dengi eradication) | | | NCC and NSS along with Public Health Centre | | | 150 |
| 2017 |  | |  | | | One day | | Independence Day Celebrations (College Cleaning) | | | NCC, NSS and Parish Community | | | 300 |
| 2017 |  | |  | | | One day | | Blood Donation Camp | | | NCC, NSS and DMO Kottayam | | | 40 |
| 2017 |  | |  | | | One day | | World Population Day | | | Department of Political Science, Economics and PHC Edayazham | | | 130 |
| 2017 |  | |  | | | One day | | Cancer Awareness Campaign | | | PHC and Departments of Political Science, Economics, Chemistry and Physics | | | 240 |
|  | | | | | | | | | | | | | | |
| 7.1.5 Human Values and Professional Ethics | | | | | | | | | | | | | | |
| Code of conduct (handbooks) for various stakeholders | | | | | | | | | | | | | | |
| Title | | Date of Publication | | | | | | | Follow up (maximum 100 words each) | | | | | |
| Academic Calendar and Hand book | | August 2017 | | | | | | | Distributed to each students. The academic calendar is strictly followed. | | | | | |
|  | | | | | | | | | | | | | | |
| 7.1.6 Activities conducted for promotion of universal Values and Ethics | | | | | | | | | | | | | | |
| Activity | | | | Duration (from-------to-------) | | | | | | | | Number of participants | | |
| First Friday Holy Mass | | | | Every First Friday | | | | | | | | 80 | | |
| Value Education | | | | Once in a Month | | | | | | | | 200 | | |
|  | | | |  | | | | | | | |  | | |
|  | | | | | | | | | | | | | | |