

ANNUAL QUALITY ASSURANCE REPORT (AQAR)

2013-2014

Submitted by IQAC



CATHOLICATE COLLEGE

PATHANAMTHITTA



Submitted to

NAAC

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

DECEMBER 2014

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through 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 will denote the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

AQAR for the year

2013-2014

I. Details of the Institution

1.1. Name of the Institution

CATHOLICATE COLLEGE

1.2. Address Line 1

BASIL HILLS

Address Line 2

MAKKAMKUNNU

City/Town

PATHANAMTHITTA

State

KERALA

Pin Code

689645

Institution e-mail address

catholicatecollege@yahoo.com

Contact Nos.

0468-2325223/2222223

Name of the Head of the Institution:

Dr. Mathew P. Joseph

Tel. No. with STD Code:

0468-2325223

Mobile:

9447188201

Name of the IQAC Co-ordinator:

Dr. Philipose Omman

Mobile:

9446708702

IQAC e-mail address:

iqaccatholicate@gmail.com

1.3. NAAC Track ID(For ex. MHCOGN 18879)

KLCOGN10040

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 the institution's Accreditation Certificate)

EC/39/RA/01 Dated 21/05/2006

1.5. Website address:

www.catholicatecollege.com

Web-link of the AQAR:

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

1.6. Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	Three star		2000	5 Years
2	2 nd Cycle	B ⁺⁺	81.50	2006	5 Years
3	3 rd Cycle				
4	4 th Cycle				

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

01/06/2009

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

2013-2014

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 2009-2010 Submitted to NAAC on (20/07/2014)
- ii. AQAR 2010-2011 Submitted to NAAC on (20/07/2014)
- iii. AQAR 2011-2012 Submitted to NAAC on (20/07/2014)
- iv. AQAR 2012-2013 Submitted to NAAC on (20/07/2014)
- v. AQAR 2013-2014 Submitted to NAAC on (20/07/2014)

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 (Phy. Edu) TEI (Edu) ☒ Engineering ☐ Health Science ☐

Management ☐

Others (Specify)

COMPUTER APPLICATION - BCA
TOURISM - MTA

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

MAHATMA GANDHI UNIVERSITY,
KOTTAYAM

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

Autonomy by State/Central Govt. / University ☐

University with Potential for Excellence ☐ UGC-CPE ☐

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

☒

UGC-Innovative PG programmes

Any other (*Specify*)

ISO 9001-2008

UGC-COP Programmes

2. IQAC Composition and Activities

2.1. No. of Teachers

11

2.2. No. of Administrative/Technical staff

1

2.3. No. of students

NIL

2.4. No. of Management Representatives

2

2.5. No. of Alumni

1

2.6. No. of any other stakeholder and
community representatives

1

2.7. No. of Employers/ Industrialists

NIL

2.8. No. of other External Experts

1

2.9. Total No. of members

17

2.10. No. of IQAC meetings held :

2.11. No. of meetings with various stakeholders:

No.

3

Faculty

4

Non-Teaching Staff

2

Alumni

2

Others

2.12. Has IQAC received any funding from UGC during the year? Yes

☐

No

☐

If yes, mention the amount

Rs 300000/-

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

- Conducts Faculty Development Programmes
- Infrastructure enhancement – Bio science theatre (to familiarise students with the diversity of Flora and Fauna, Fresh water and Marine Water ecosystem), Daniel Mar Philexinos Science Theatre (for promoting scientific skills and interest in the student community towards experimenting science) and Language lab (for the promotion of LSRW namely Listening, Speaking Reading Writing) and Seminar Hall which promotes interactive sessions.
- Entrepreneurship Development Club to groom young entrepreneurs- Training is provided in the manufacturing of paper carry bag, fabric painting, ornament making, artificial flower making, training in compering etc.
- Career Guidance and Placement Assistance
- Promotion of the use of technology in teaching and learning - Interactive board, digital visualizer etc.
- Encourages research and extension activities to enhance the quality of teaching and learning.
- Coaching for competitive exams - UGC -NET, CSIR -NET, Civil Service, Bank Test and PSC exams.
- Legal Literacy Cell, Anti-Drug Activities Cell
- Exposes students to higher learning and research through seminars and workshops
- Student- centric learning – seminars, projects and presentations
- Fosters innovation and creativity in students through exhibitions, group discussions, poster presentations, photography competitions, short film contests etc
- Health club to maintain health and fitness of the staff and students.
- Nourishes eco-aesthetic concerns through the activities of NSS, NCC, Bhoomithrasena Club, Clean Campus Programme, Campus Beautification Committee etc.
- Spiritual support – Activities of St. Basil Association, Campus Ministry, prayer communities of teaching and non-teaching staff.
- Cultural activities and programmes- Drama club, Film club, Symphony music club, writers forum, debate club, quiz club, mock parliament.
- Media exposure- Cultural events, informative and entertainment programmes directed and broadcast on special occasions by Shalom TV and Kairali TV
- Computerisation of administrative wing and the process of admission.
- INFLIBNET and Wi- Fi facilities introduced.

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
Enhancement of the quality of education	<ul style="list-style-type: none">• Systematic teaching in strict adherence to a teaching plan prepared at the beginning of the academic year• Timely completion of portions – Teacher’s diary, adjusted time table etc• Catholicate Centralised Examination Tribunal (CACET) set up for the effective conduct of internal examinations. Two internal examinations are conducted for each semester followed by PTA meeting. Online printing of question papers initiated.• Well-equipped common class rooms to utilise free hours constructively - students are directed to occupy the common class where they are given career guidance, personality development and counselling classes. Motivational films and documentaries are also screened.• Many of our teachers are part of the curriculum restructuring committee.
To motivate faculty and enhance the academic culture	<ul style="list-style-type: none">• UTOCA “Kasheero” award for the best teacher• Organised refresher courses, orientation courses, workshops, summer school programmes, and special research training programmes.• Conducted National and International seminars• Approved University Centre for Ph.D. course work.

	<ul style="list-style-type: none"> Utilized IGNOU (SC1404) centre for different programmes. Minor Research Projects:13 sanctioned Major Research Projects: 1 sanctioned
To upgrade infrastructure	<ul style="list-style-type: none"> Bio science theatre (To familiarise students with the diversity of Flora and Fauna, Fresh water and Marine Water ecosystem) Daniel Mar Philexenos Science theatre and language lab MEMA Ladies hostel inaugurated on December 13, 2013. Diamond Jubilee gate-inaugurated on January 21, 2014 Renovation of volleyball and basketball courts Computer Lab Full fledged language lab, conference hall and digital theatre will all facilities inaugurated on Feb 10, 2014.
To promote student-centric learning	<ul style="list-style-type: none"> ICT enabled teaching Peer teaching, tutorial sessions, field trips and industrial visits Group discussions, debates, projects and seminars A counselling class for the first year degree students was held on 24-02-2014 Scholar support programme for meritorious students of the college was held on 25-02-2014 Additional Skill Acquisition Programme was held on 06-03-2014 Orientation programme for second year degree students was held on 19-06-2013. District Collector

	Sri Pranav Jyothinath inaugurated the function.
To nurture critical thinking, creativity, innovation and scientific temper	<ul style="list-style-type: none"> • Clubs like Debate club, Drama club, Music club, Science club, Vayanakootam etc. • Wall magazines, manuscripts and News letters • College level competitions • Inter collegiate fests, exhibitions, poster competitions etc.
To enhance job skills and ensure placement	<ul style="list-style-type: none"> • Coaching for Civil Service examination, UGC NET, CSIR NET and Bank coaching • Conducting career guidance classes • Organising campus recruitment fairs • Training in soft skills • Job skill training by KITCO (Sponsored by Govt. of Kerala)
To promote entrepreneurial skills	<ul style="list-style-type: none"> • Entrepreneurship Development Club of the college conducts activities like food fest, exhibition and sales of various items produced by the students etc. • Training in cooking, stitching, fabric painting, jewellery making, soap and lotion making. Training in food making under the auspices of N.S.S. and Women cell units of the college • Conducts training in manufacturing paper carry bags and candles under Earn While You Learn Programme (Dept. of Commerce) • The college is an approved centre of ASAP, Govt. of Kerala. Students who have qualified ASAP training become paid trainers offering training to school students.
To encourage sports and games	<ul style="list-style-type: none"> • Fully fledged football court, volleyball court,

	<p>basketball court, badminton and 200-metre track</p> <ul style="list-style-type: none"> • Regular coaching in football, soft ball, volleyball, basketball, badminton and taekwondo ,fencing. • The college hosts state/university competitions • Fully equipped health club and gymnasium • Yoga training classes • Improved infrastructure facilities for indoor and outdoor games. • Free hostel facility for selected sports men and women • Introduced new games which are not common in other colleges (net ball, fencing, Taekwondo) • Special coaching to selected students provided with the help of Sports Council of Kerala and SAI • Awards, sports kits and scholarships for the deserving
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* *Attach the Academic Calendar of the year as Annexure.*

2.15. Whether the AQAR was placed in statutory body Yes No

Management ☒ Syndicate ☐ Any other body ☐

Provide the details of the action taken

The Management (Local Governing Board, Central Governing Board and Educational Agency) approved the plan of action and gave consent to implement them.

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	6			
PG	11	1	2	
UG	11	1	2	
PG Diploma	NIL			
Advanced Diploma	NIL	1		1
Diploma		1		1
Certificate	1	1		1
Others				
Total	29	2	4	1
Interdisciplinary				6
Innovative				

1.2. (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	27
Trimester	NIL
Annual	NIL

1.3 Feedback from stakeholders* Alumni ☒ Parents ☒ Employers ☒

Students ☒

(On all aspects)

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

**Please provide an analysis of the feedback in the Annexure*

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

Revised by the Board of Studies (PG in 2012 and UG in 2009)

- M. Sc. Physics (Material Science) syllabus updated in 2013

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

Department of Computer Application

Criterion – II

2. Teaching, Learning and Evaluation

2.1. Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
84	59	25	NIL	NIL

2.2. No. of permanent faculty with Ph.D.

44

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
8	18	NIL	NIL	NIL	NIL	NIL	NIL	8	

2.4. No. of Guest and Visiting faculty and Temporary faculty

18	NIL	NIL
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	25	49	17
Presented papers	36	66	NIL
Resource Persons	NIL	3	3

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

- ICT enabled teaching for UG and PG courses
- Bioscience theatre and digital theatre
- Language lab assists in honing the language skills- listening, speaking, reading and writing. Special thrust is given to the teaching of pronunciation of words, familiarising them with both British and American pronunciation. Interactive listening is promoted and responses are corrected towards better performance and excellence.
- Interactive learning boards and Digital visualizers
- Peer learning
- Literary quiz conducted in class rooms to create awareness about authors, ages, literary contributions, history and works.
- Chart making for learning at a glance
- Hands-on learning , seminars, projects and workshops
- To instil an interest in literature and films the learners are shown good films and are requested to present a review thereby familiarising them with all the intricacies of film making.
- Student presentations
- Live performance of folk arts
- Experiential learning – field visits, industrial visits, practical classes, specimen preparation, flora fauna identification
- Bridge courses are introduced to facilitate better transaction and acquisition of the syllabus.
- Intel-Teens Project- Intellectuals and scientists from high-profile institutions are invited for talks and lectures to attract the students to basic and advanced science.

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

180

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

Wi-Fi-enabled online printing of question paper

Catholicate Centralized Examination Tribunal (CACET) – for systematic conduct of internal examinations

2.9 No. of faculty members involved in curriculum Restructuring/revision/ syllabus Development as member of Board of Study/Faculty/ Curriculum Development Workshop.

15

15

15

2.10. Average percentage of attendance of students

91.8%

2.11. Course/ Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A. English	46	23.9	32.6	36.9		93.5
B.A. Malayalam	27	14.8	22.2	55.6		93
B.A. Hindi	13	7.7	23.0	15.4		46
B.A. History	39	2.6	17.9	46.2		67
B.A. Economics	56	1.8	10.7	53.6		66
B.Sc. Mathematics	39	43.6	28.2	10.3		82
B.Sc. Physics	32	40.6	34.3	12.5		88
B.Sc. Chemistry	40	17.5	27.5	22.5		72.5
B.C.A(Unaided)	*					
B.Sc. Botany	32	31.3	31.3	28.1	3.1	96.87
B.Sc. Zoology	31	9.7	22.6	48.4		80.65
B. Com (Aided)	47	4.3	38.2	46.8		91
B.Com(Unaided)	*					*
M.A. English	13		30.7	23.1		53.8
M.A. Malayalam	21	14.3	9.5	33.4	9.5	66.7
M.A. Hindi	9	12.5	55.6	9.9		78
M.A. History	7	0	2	5		100
M.Sc. Mathematics	18	16.6	16.9	5.5		39
M.Sc. Physics (Material Science)	12	21.8	46.8	6.4		75
M.Sc. Physics (Electronics)	11	31.2	45.6	14.2		91
M. Sc. Chemistry (Analytical)	9	11.1	22.2	0		33.33
M.Sc. Chemistry (Polymer)	10	10	10	20		40
M.Sc. Botany	11	18.2	27.3	27.2		72.7
M.Sc. Zoology	12	16.7	8.3	8.3		33.3
M. Com (Aided)	*					*
M. Com (Unaided)	26	3.8	19.3	19.3	3.8	46.2
M.T.A (Unaided)	8		62.5	37.5		100

*B.CA., B.Com. (unaided) and M.Com(aided) programmes commenced during 2013-14.

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

IQAC ensures excellent learning outcome through efficient monitoring of the teaching – learning process.

- Prepares a blueprint for the semester based academic activities in the college.
- Periodical audits are conducted to assess the quality of teaching and learning.
- The teaching-learning process is continuously reviewed by the Principal, the College Council and the Management. Performa detailing the portions allotted and completed is submitted by each teacher to the Principal to ensure the timely completion of syllabus.
- Each department submits an annual report comprising details of academic activities, research and extension activities, innovation in teaching/learning, publications, staff and student achievements, extra and co-curricular activities to the IQAC. The result analysis of each department is submitted to the Principal after each semester.
- Conducts periodical analysis of teacher's diary, attendance of students, library attendance register and issue register.
- Intimates the Management regarding the facilities to be provided for enhancing the quality of teaching – learning.
- Excellence in examinations- Two internal examinations are conducted in each semester and the results are published on the notice board. The progress reports of the students are prepared and presented to the parents during the class PTA meetings. Corrective measures are taken to rectify any lapse on the part of the student.

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	NIL
Orientation programmes	10
Faculty exchange programme	NIL
Staff training conducted by the University	3
Staff training conducted by other institutions	9
Summer / Winter schools, Workshops, etc.	5
Others	4

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	18			
Technical Staff	25			

Criterion – III

3. Research, Consultancy and Extension

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

- Procures research grants from UGC, KSCST, DST, DBT as well as other agencies.
- Provides awards like Best Teacher Award, Best Scientist Award and Best Media Person Award.
- Motivates the faculty to pursue research and also to avail the benefits of FDP.
- Encourages faculty members with Doctorate degree to become research guides. Collaborative research is highly encouraged.
- Encourages teachers to participate in National, International and State level seminars.
- Special rooms are allotted for research purpose.
- Provides research facilities like SPSS (research facilitator software) , free Internet, INFLIBNET, research journals, equipment for inter-departmental research etc.
- Assists in procuring funds from FIST, UGC, DST as well as from the management to purchase new equipments.
- Invites eminent resource persons to conduct lectures/ workshops/ seminars on relevant topics.
- Conducts various academic programmes to cultivate research culture and scientific temperament among the student community.
- Encourages PG students to participate in National/International seminars conducted inside and outside the college.
- Gives students opportunities to do their project work in various universities/colleges/industries.

3.2. Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	5	1	Nil
Outlay in Rs. (Lakhs)	Nil	57.898	20.32	Nil

3.3. Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	9	18	8	9
Outlay in Rs. (Lakhs)	7.0	19.94	10.75	7.0

3.4. Details on research publications

	International	National	Others
Peer Review Journals	36	30	4
Non-Peer Review Journals	Nil	Nil.	Nil
e-Journals	--	--	-
Conference proceedings	11	32	10

3.5. Details on Impact factor of publications:

1-3	2	5	14
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(lakh)	Received (lakh)
Major projects	3	UGC, KSCSTE	78.218	39.508
Minor Projects	2	UGC, Coconut development board	28.14	13.551
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)	1	INSPIRE	4.5	1.8
Any other(Specify)				
Total				

3.7. No. of books published i) With ISBN No. 11 Chapters in Edited Books 16
 ii) Without ISBN No. 4

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	1	7	Nil	1	8
Sponsoring agencies	KMA	UGC, Central Hindi Directorate Delhi, ICSSR, Gov. of Kerala		M. G.	Catholicate College

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	Nil
	Granted	Nil
International	Applied	Nil
	Granted	Nil
Commercialised	Applied	Nil
	Granted	Nil

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
	5	2		1		1

3.18. No. of faculty from the Institution who are Ph. D. Guides and students registered under them

14

74

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

8

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

JRF

7

SRF

1

Project Fellows

6

Any other

2

3.21 No. of students Participated in NSS events:

University level

285

State level

Nil

National level

Nil

International level

Nil

3.22 No of students participated in NCC events:

University level

State level

Nil

National level

1

International level

Nil

3.23 No of Awards won in NSS:

University level

1

State level

1

National level

Nil

International level

Nil

3.24 No of Awards won in NCC:

University level

Nil

State level

Nil

National level

Nil

International level

Nil

3.25 No. of Extension activities organized

University forum

Nil

College forum

3

NCC

Nil

NSS

6

Any other

6

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

Sl. No.	Department	Activity
1.	Chemistry	<ul style="list-style-type: none"> Department conducted CHEMSPARK-2013 for school students to generate interest and awareness regarding chemistry. The programme was inaugurated by the Principal Dr. George Varghese and Prof. Elizabeth George, Head of the department of Chemistry presided over the function. The programme included quiz competition, project presentation and demonstration for selected high school students. Twenty students from each school participated and presented projects. Certificates were issued for all participants. Hiroshima Observance Day – Department of Chemistry observed the Hiroshima Day on 5th August 2013. Dr. C.K.K. Nair (Former Dean of BARC, Bombay) and presently the faculty Dean, Department of Nuclear Medicine, Pushpagiri Hospital, Tiruvalla delivered the keynote address.
2.	Hindi	<ul style="list-style-type: none"> Translation of Birth Certificates, Court certificate from Hindi to English & Hindi to Malayalam
3.	Mathematics	<ul style="list-style-type: none"> TALENT SEARCH QUIZ COMPETITION for higher secondary students was conducted on 21st November 2013. From the 20 teams, Good Shepherd Public School and Junior College, Changanacherry bagged the cash prize and ever-rolling Trophy. PSC coaching programme has been started since 18-11-2013
4.	Economics	<ul style="list-style-type: none"> Budget analysis
5.	Zoology	<ul style="list-style-type: none"> Drinking water quality testing in collaboration with Jalasree Harithasala Lab. Blood group detection camp Vermiculture unit ISS Jalasuraksha – Drops are given for purification of drinking water in various houses Apiculture training – Collection and sale of honey
6	Botany	<ul style="list-style-type: none"> Training on Mushroom cultivation for Kudumbasree Units of Pathanamthitta District Environmental Day celebrations- Lecture on Western Ghat conservation Financial aid of Rs 15000/ handed over to bedridden brother of Kum. Rajalekshmi, 2nd year M.SC student.
7.	Commerce	<ul style="list-style-type: none"> Data analysis with SPSS for research scholars.
8.	History	‘Pedal forward” programme to popularise cycle in life for a health and environment.
9.	Malayalam	<ul style="list-style-type: none"> Sahityavedi:- to cultivate literary skills and communicative ability among students, Vayanakkootam:-As part of the state vayanavaram the department organised Vayanakkottam for students and

		<p>teachers . This encourages reading habit among students and teachers. Several books of famous writers were discussed in this programme</p> <ul style="list-style-type: none"> • Bhasha varacharanam:-The Department celebrated Keralappiravi and Bhashavaracharanam from November 1-7 with different activities like debate, essay writing, Poetry recitation, Classical language seminar etc. • Kavya keli and P. Bhaskaran Kaviparichayam brought together many famous Malayalam poets and, their literary works were discussed- 06-01-2014 •
10.	Physical Education	<ul style="list-style-type: none"> • Health programmes are conducted
11.	Physics	<ul style="list-style-type: none"> • SCIENCE EXPO-2014, an extension programme for school students. • Students and teachers collected an amount of Rs.45, 000/- as charity for heart surgery.
12.	English	<ul style="list-style-type: none"> • Earth Day celebrations • Served as a master trainer in English Language skills for teachers of Higher Secondary school.
13	Syriac	<ul style="list-style-type: none"> • In order to help and promote better understanding in Syriac, the preparation of making a reverse dictionary is nearing completion. Such a dictionary is the first of its kind in the language.
14	Social Service League	<ul style="list-style-type: none"> • Inaugurated Mar Eusebius Memorial Kidney Foundation by the Woman of the Year Dayabhai on 19-02-2014.
15	NSS	<ul style="list-style-type: none"> • A blood donation camp was held on 14-06-2013 which was inaugurated by Dr. Gray Ithack, DMO, Pathanamthitta. • A job oriented course on fabric painting, jewellery making and hand embroidery has been held from 13-08-2013 • An essay writing competition was held on 03-10-2013 for the students of the college • In connection with the Gandhi Jayanthi celebrations, an interdepartmental quiz competition was conducted by the NSS of the college
16	St. Basil	<ul style="list-style-type: none"> • A noon-meal day programme to the marginalised people of the Pathanamthitta town was held under the auspices of St. Basil Association on 10-09-2013 • Used newspapers and books collection was held on 08-10-2013 by the St. Basil association for helping financially backward student of the college

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	22 acres	1.5 acres	Management	23.5
Class rooms	138	2	Management	140
Laboratories	19	1	Management, UGC	20
Seminar Halls	2	3	Management, UGC	5
No. of important equipments purchased (≥ 1 -0 lakh) during the current year.		38	UGC Major project, FIST	38
Value of the equipment purchased during the year (Rs. in Lakhs)		26.5	UGC Major project, FIST, Management Development fund	26.5
Others Yoga and Health centre Media centre Guest House IQAC Office Room Video Production Centre Media Centre				

4.2 Computerization of administration and library

Administrative works are computerised. Issue and collection of books are done through Barcode system.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	78102	1471089.67/-	398	108892/-	78500	1579981.67/-
Reference Books	2487	124701/-	143	95,898/-	2630	220599/-
e-Books (INFLIBNET)	97000					5000/-
Journals	83		11	2014/-	94	2014/-
e-Journals(INFLIBNET)	6000					5000/-
Digital Database						

CD & Video	32	10168/-	9	4304/-	41	14,472/-
Others (specify)	LCD1	30000/-			1	30000/-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	82	8	4	1	2			
Added	44	1	Wi-Fi access to all computers					
Total	124	9		1	2			

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

- DTP –training to students organised by Dept.of Hindi
- Computers and internet connection are made available to students for their project work and training in computer application is given to students for other academic purposes.
- New computers are purchased and INFLIBNET and Wi-Fi facilities are made available.
- Modernization of digital library with the introduction of new software.
- ICT awareness programme to teachers and students.

4.6 Amount spent on maintenance in lakhs:

i) ICT	325000
ii) Campus Infrastructure and facilities	10,00,000
iii) Equipments	23,55,000/-
iv) Others	20,000/-
Total:	3,700,000/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Through notice board
- Through college handbook
- Through letter correspondence
- Through circulars
- Conducts Orientation Programme at the beginning of the year
- Parent teacher meetings
- Website
- Prospectus
- Announcements via PA system

5.2 Efforts made by the institution for tracking the progression

- Periodic PTA meetings
- Monthly test papers
- Evening test papers
- Internal Assessment test I, II
- Mentoring, Counseling, Guidance programmes
- Alumnae feedback
- Employer feedback
- Student feedback
- Parents feedback
- Self-appraisal

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1492	377	74	

(b) No. of students outside the state

1

(c) No. of international students

0

Men

Women

No	%
548	29.32

No	%
1321	70.67

Last Year	This Year
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General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1441	122	7	106	4	1680	1614	119	5	125	6	1869

Demand Ratio:

Following the University Centralized Allotment (CAP)

Dropout %:

1.72

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

- Coaching is given to students to excel in competitive examinations like JEST, GATE, NET, SET and APT.
- Open access to library facilities for former students preparing for competitive examinations
- PSC and UPSC coaching classes
- Bank coaching classes
- Civil Service coaching classes
- Soft Skill Enhancement Programme like ASAP

No. of students beneficiaries

126

5.5 No. of students qualified in these examinations

NET

17

SET/SLET

-

GATE

2

CAT

5

IAS/IPS etc

-

State PSC

-

UPSC

-

Others

11

5.6 Details of student counseling and career guidance

- The institution attends to the personal, emotional, psycho-social needs and problems of the students
- Sophia counseling centre in the college
- Publicizing job opportunities and educational programmes on the notice board as well as through Public Address system.
- Facility for Online application for government and other jobs
- Campus recruitment and placement services
- Scholar support programme (SSP)- sponsored by Govt. of Kerala
- Separate career guidance classes were organised for Degree and PG
- Students were sent to other institutions to attend job fairs

No. of students beneficiaries

329

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
11	64	18	2

5.8 Details of gender sensitization programmes

- Women cell in the college ensures a free and safe climate for women students
- A talk on Adolescence and Health issues was conducted
- Women's Day was observed under the auspices of Women's Cell
- Soft skill development programme

5.9 Students Activities

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

State/ University level

52

National level

7

International level

1

No. of students participated in cultural events

State/ University level

8

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
Financial support from institution	82	16000
Financial support from government	17	PMS and CCS Scholarships, 92000
Financial support from other sources	7	-
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ 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:

- Upgraded toilet facilities for girl students
- Incinerators and vending machines provided in the college and hostel
- New class rooms
- Availability of purified hot and cold water in the college and in 3 student's hostels.
- Noon meal programme for poor students
- Maintenance and timely upgradations done in all waiting rooms

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: To create an educated enlightened society for a brave new world.

Mission: Academic excellence for better society; perseverance for better growth.

6.2 Does the Institution have a Management Information System

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

6.3.1 Curriculum Development

- Regular participation of faculty members in curriculum modification and syllabus revision.
- Association programmes
- Tutorial classes
- Celebration of various commemorative days
- Internal exams
- Use of ICT in teaching and learning
- Visit to research stations
- Certificate programmes
- Communicative programme in the morning commemorating the relevance of days.

6.3.2 Teaching and Learning complaint

- The college has adopted various measures to upgrade the quality of the teaching-learning process.
- Use of ICT in teaching and learning
- Remedial coaching classes and tutorial
- Quiz, Debates and Discussions
- Innovative methods like Science theatres, Language labs, Film review, Vayanakkootam etc.
- Peer-teaching
- Bridge courses and enrichment courses

6.3.3 Examination and Evaluation

- Continuous evaluation through monthly test papers
- Regular evening test papers
- Assignments and Projects
- Internal examinations twice a semester and strict evaluation methods
- Pre-final examination
- Model viva voce and practical exams
- Progress reports

6.3.4 Research and Development

- General Instrumentation facility for Research Departments
- Research guides – 31
- Research students – 74
- Major Projects (on-going) – 3
- Minor Projects (on-going) – 20
- Completed Projects – 14
- International and National Seminars – 08
- Faculties with Ph.D. – 44
- Faculties doing Ph.D. – 12
- Research oriented lectures by renowned scientists and men of eminence.
- Students were sent to present papers in competitions and seminars
- Registration to collaborate with Index Herbarium, New York Botanic Gardens in progress
- Research oriented publications in rated journals are given awards

3.5 Library, ICT and physical infrastructure / instrumentation

- Periodically updated College library with bar coding, INFLIBNET resources
- Well updated departmental libraries
- Implementation of ICT effectively
- Computer labs
- Well-equipped instrumentation laboratories in science departments
- General instrumentation facility.
- Multi digital science theatres with interactive boards
- Language lab, conference hall and digitized seminar halls
- Eco aesthetic modernization of Botanical garden
- Addition and modernization of equipments in research laboratories

- Effective and efficient utilization of human resource for the development of departmental activities and community extension activities
- Various committees and clubs comprising of the staff coordinate different activities throughout the year in the college.
- Works under the guidance of the Principal to ensure smooth functioning of the institution

- Well qualified faculty and staff recruited as per requirement
- Faculty recruitment as per Kerala Government Service Rules and UGC regulations
- Management recruits Guest faculty as per demand

6.3.8 Industry Interaction / Collaboration

The college promotes academic and research collaboration through industrial visits and project works in industries

- Collaboration with institutes like RGCB (Thiruvananthapuram), Rubber Board (Kottayam), FACT (Ernakulam) etc. for research and project works.
- Industrial visits are conducted every year for M.Sc. and B.Sc. students as part of the curriculum which helps to improve the understanding and thereby the performance and intellectual output of the students.
- M.Sc. students from the Department of Botany are sent to various industries like A.K Flavours & Aromatics Ltd. for their project work

6.3.9 Admission of Students

- Centralized admission process to UG and PG programs
- Admission in keeping with rules and regulations of MG University
- Selection of candidates to Management quota is decided by a committee and is based on merit.
- Due consideration is given to poor and marginalized

6.4 Welfare schemes for

Teaching	PF, SLI, GIS, GPAIS, ESI, Loan facility, Hostel Accommodation, common good fund by the employees cooperative bank
Non-teaching	PF, SLI, GIS, GPAIS, ESI, Loan facility, Hostel Accommodation, common good fund by the employees cooperative bank
Students	Merit Scholarship, PTA endowments, KPCR fee concessions, Noon meal programs, Medical Insurance, Student aid fund, National Loan Scholarship, Post metric scholarship, scholarship for physically handicapped, Suvarna Jubilee scholarship, CH Muhammed Koya scholarship, Post graduate scholarship for single girl child

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done

Yes

☒

No

☐

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	ISO 9001-2008	Yes	IQAC, Management
Administrative	Yes	DD office AG office ISO 9001-2008	Yes	Private chartered accountants

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?

NA

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

NA

6.11 Activities and support from the Alumni Association

- Awards for Best teacher, Media person and Scientist are given.
- Contribution to Heart Foundation
- The College Alumni is actively involved in the smooth functioning and development of the college.
- Various endowments are arranged for students by various Alumni chapters like Kuwait and Dubai chapters.
- Provide educational assistance to financially backward students.
- Alumni meetings are held yearly and the members support the college by providing the

6.12 Activities and support from the Parent – Teacher Association

- PTA meetings for each class are held at least twice every semester and ensure the active involvement of parents in the improvement of their wards.
- Suggestions are put forward from their part for the better functioning of the college.
- Cash prizes for best students in each class.
- Cash prizes for outstanding students in co-curricular activities.
- Endowments and scholarships are also arranged for financially weak students.
- PTA feedback is taken on all aspects.
- Supporting and helping the college authorities for the smooth functioning of the college.

6.13 Development programmes for support staff

- Residential Orientation Programmes organized by MOC management for newly appointed teachers.
- Orientation Programmes organized by the college for newly appointed teachers.
- Participation of faculty members in Refresher Courses and Orientation Programmes conducted by Academic Staff Colleges.
- Participation of faculty in syllabus oriented workshops
- Staff tour
- Motivation for research oriented programmes

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

- Planting of tree saplings as part of Environment Day celebrations in association with NSS and Bhoomithrasena club.
- Vermicompost units were maintained and motivational programs were arranged for students to make them aware of the importance of Nature conservation.
- Students were assigned group activities like vermicomposting and composting using biobin and thereby minimized the amount of wastes in the premises.
- Garden-maintenance activities undertaken by the students.
- Plastic-free campaign in association with NSS and Bhoomithrasena club.
- Rain water harvesting system in the campus.
- Resolve to avoid flex boards in seminars and other programs.
- Green Campus awareness programmes and Green audit.
- Innovative method of decoration with potted flower plants and preparation of bouquet with locally available flowers and leaves instead of artificial ones.

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.

- Recognition to students for their outstanding performance in curricular and extra-curricular activities.
- Department-wise association activities: regular meetings, talks, debates, quiz competition, cultural programmes etc.
- Botanical garden maintenance and caring of plants with the help of students.
- Students were assigned group activities like vermicomposting and composting using biobin, aquarium management, gardening, 'plant of the week' program etc.
- Vermi compost units are maintained and motivational programs are arranged to students to make them aware of the importance in Nature conservation.
- Incinerators and vending machines set up in the college for girl students to ensure sanitation.
- Creating environmental awareness by celebrating Ozone Day, World Earth Day, and Environmental Day etc.
- Awareness program on World AIDS Day, Blood donation camps and blood group detection in connection with Blood Donation Day. Red Ribbon Club, Bhoomithrasena Club, Nature Club etc.
- Morning Prayer and Communicative Program to inculcate spiritual values and inspire the students and also the National Anthem at the end of the day to impart the spirit of national integrity.
- Observance of Hiroshima day, Women's Day and other days of national importance for creating social responsibility and national integration.

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

Systematic and timely action has been taken to implement the plan of action chalked out at the beginning of the year

- Periodic verification of time table, monitoring and verifying the completion of portions at the departmental level, college council and Principal's level. Special classes are arranged for the completion of portions. Remedial and Tutorial classes are arranged for weak students.
- Award functions are organized for Teachers and students.
- Encourage teachers to undertake Major and Minor projects
- Major infrastructure works undertaken to complete Science theatre, Language Lab, Diamond Jubilee gate, MEMA ladies hostel.
- For the promotion of student centric learning – ICT enabled facilities were provided, field trips and industrial visits were organized for UG and PG.
- Various clubs are constituted and special training given to students for their overall achievements.
- Coaching classes for UGC NET, CSIR, Bank coaching and Civil Service organized.
- Systematic introduction of ASAP and other programmes for the promotion of Entrepreneurial skills.
- Action initiated to renovate all stadiums and indoor courts
- Plans for a new health club with modern equipment approved

7.5 Whether environmental audit was conducted?

Yes



No

☐

- Observance of environment day
- Seminars and discussion on current environmental issues
- Polymer plastic waste disposal awareness programme
- Soil analysis, Water analysis and filtration
- Tree saplings were planted as part of Environment Day celebrations in association with NSS.
- Vermicompost units were maintained and motivational programs were arranged for students to make them aware of the importance of nature conservation.
- Biobin installation and plastic-free campaign in association with NSS and Bhoomithrasena club.
- Introduced laboratory waste disposal system.
- Eco-friendly initiative for minimizing paper wastage.
- Discussions on Biodiversity conservation in Western Ghats and Gadgil Report.
- Seminar on Biodiversity Conservation at Pampa River basin.
- Growing of indoor plants.
- Seminars and discussion on current environmental issues
- An inter department Biodiversity quiz completion BLUMIA
- NSS unit of the college participated in the SABARIMALA cleaning programme on 08-11-2013
- Under auspices of Department of Botany, a seminar on “Biodiversity and its conservation” was held on 22-11-2013. An interdepartmental Biodiversity Quiz was also conducted.
- Nature Club of the college conducted a lecture on “Kasthurirangan Report” on 05-12-2013
- Received the first appreciation award by the Kerala State Government to the Bhoomithrasena Club of our college on 06-02-2014 for outstanding performance.
- Environmental awareness programme was held on 05-06-2013 for the school-college students in the Pathanamthitta district. In association with the programme, a seminar on “Pollution and its impacts on the nature” was also held.

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

Strengths:

- Community extension programmes through NSS and St.Basil association.
- Good academic ambience.
- Effective leadership and co-ordination of staff and students by the Principal.
- Adequate infrastructure.
- Well-qualified and dedicated faculty.
- Effective support of PTA and Alumni
- Education at low cost.
- Add-on courses and certificate courses.
- Coaching classes for various competitive examinations.
- Enthusiastic students.
- Peer-group study
- IGNOU Study Centre (SC 1404) provide 26 courses
- Various Scholarships to a large number of students
- Placement and career guidance

Weaknesses:

- Lack of adequate transportation facilities
- Lack of quarters for faculty within the campus

Opportunities:

- Strategic location in the heart of Pathanamthitta Town.
- Research and career oriented programs.
- Strategic alliances with national research and industrial centres.
- Social acceptance of the institution.

Threats:

- Delayed declaration of results hinder the further progress of students
- Free education within the context of increasing trends of e-learning.

8.Plans of institution for next year

- NAAC Reaccreditation
- Collaborative learning and research through ICT with other Universities
- Establishment of new lab facilities in science departments.
- New class rooms to be constructed for MBA and MCA COURSES for which sanction has been accorded by the University
- MoU with industrial organizations
- Renovation of green house and establishment of Fern house and germplasm collection of Zingiberaceae
- Establishment of Butterfly garden, Ornamental fish culture and apiculture.
- Exhibition, Seminars, Lecture series
- intercollegiate and Interdepartmental competitions
- We expect the starting of M.Phil. in Malayalam and Zoology, MA in Economics, MBA and MCA for which application is submitted to the University and Government for approval.
- Introduction of new certificate courses.
- Strengthening of interdisciplinary research activities
- New Major and Minor research projects from external agencies.
- Construction of swimming pool and flood lighted volley ball basketball court
- Girls' Sports Hostel and Multipurpose gymnasium, Softball Sports Academy, 'Talent Search Program' for outstanding sports persons
- Extend literacy support to downtrodden communities
- Starting of new Research Centre in English and Chemistry are being applied to the University.

Name _____

Name _____

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC
