

ST. XAVIER'S COLLEGE FOR WOMEN
ALUVA-683 101, KERALA



SELF STUDY REPORT

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

For

REACCREDITATION CYCLE IV

April 2017

Reaccredited at A level

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ST. XAVIER'S COLLEGE FOR WOMEN, ALUVA

Aluva - 683 101, Kerala, India

(Nationally Re-Accredited with 'A' Grade and Affiliated to Mahatma Gandhi University, Kottayam)

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26-4-2017

To

The Director
National Assessment and Accreditation Council
P.O. Box No. 1075
Nagarbhavi, Bengaluru
Karnataka. Pin-560072

Respected Sir,

Sub: Submission of Self Study Report for Reaccreditation – Cycle IV

Ref: Track ID KLCOGN10015- Acceptance of LOI dated 25-04-2017

We are extremely happy to inform you that the SSR of our college has been uploaded for reaccreditation. As per the prescribed format of NAAC, we hereby submit the SSR inclusive of the following aspects:

1. Preface and covering letter from the Head of the Institution
2. Executive Summary – The SWOC analysis of the institution
3. Profile of the Institution
4. Criteria-wise analytical report
5. Inputs from each of the Department in the format provided.
6. Post accreditation initiatives
7. Declaration by the Head of the Institution
8. Compliance certificate

Thanking you.

Principal
PRINCIPAL
ST. XAVIER'S COLLEGE FOR WOMEN
ALUVA-683 101, KERALA



PREFACE

St. Xavier's College for Women on the banks of river Periyar has come a long way as an institution of higher learning, since its inception in the year 1964. Over the last five decades it has evolved into an important centre for learning, catering specifically to the needs of minority communities of the state. Recognized by National Minority Commission and functioning under the management of the Congregation of Teresian Carmelites, the college had been accredited with four star status by NAAC in 1999. The institution has grown remarkably through the subsequent re-accreditations in 2006 and 2012 with B⁺⁺ and A grade respectively.

The college celebrated its golden jubilee in 2014 and it was graced by the presence of Dr. A.P.J. Abdul Kalam, the former President of India and Sri. Oommen Chandy, the then Chief Minister of Kerala. It was a year marked by numerous endeavours that asserted the cardinal role of St. Xavier's among its stakeholders with good academic support, responsible community outreach programmes, health care services and meaningful women empowerment activities.

The college assures state-of-the-art academic and co-academic facilities to its students and faculty. The institution is supported by the DST-FIST Programme, DBT Star College Scheme, KSCSTE and ICSSR apart from University Grants Commission. Faculty members with outstanding profiles and academic records including Young Scientist Awards, international exposure and research projects form the major driving force of the institution. Quality based infrastructure facilities, innovative academic programmes and high-tech learning ambience are some of its key features. New platforms in innovative teaching techniques and research are part of the recent initiatives in the institution.

The college is committed in offering its services and expertise to the society through various social outreach programmes like blood and hair donation and construction of houses to the needy. The extension and outreach programmes play a vital role in the holistic growth of the student community and in developing an attitude of social commitment and responsibility. The NSS unit of the institution has bagged several coveted awards instituted by Mahatma Gandhi University and Government of Kerala. An extremely supportive PTA adds to the sheen of our activities. At present, the institution has a strength of 1882 students, 98 teachers, 19 departments, 14 UG programmes, 6 PG programmes, one M. Phil programme and a research centre. The institution offers Degree programmes in Mathematics, Physics, Chemistry, Botany, Zoology, Zoology (Model II), Economics, Malayalam, English Literature, Communication

Studies and Commerce. The institution also offers Post Graduate Programmes in Commerce, Physics, English, Malayalam and Microbiology.

Engaged in constant re-invention of itself, St. Xavier's envisions an intensely research based academic ambience in the campus, with the establishment of more research centres and skill based career oriented programmes catering to the changing demands of the global society and thus developing the institution to a modern learning hub.

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LIST OF ABBREVIATIONS

API	- Academic Performance Indicator
APT	- Academy of Physics Teachers
ASAP	- Additional Skill Acquisition Programme
CBCSS	- Choice Based Credit Semester System
CSS	- Credit Semester System
CTC	- Congregation of Teresian Carmelites
DBT	- Department of Bio-Technology
DDC	- Dewey Decimal Classification
DST-FIST	- Department of Science and Technology- Fund for Improvement of S&T Infrastructure in Universities and Higher Educational Institutions
FDP	- Faculty Development Programme
FLAIR	- Fostering Linkages in Academic Innovation and Research
ICSSR	- Indian Council of Social Science Research
ICT	- Information Communication Technology
IQAC	- Internal Quality Assurance Cell
KSCSTE	- Kerala State Council for Science Technology and Environment
MIS	- Management Information System
MOOC	- Massive Online Open Courses
MoU	- Memorandum of Understanding
NCC	- National Cadet Corps
NPTEL	- National Programme on Technology Enhanced Learning
NME-ICT	- National Mission on Education through ICT
NSS	- National Service Scheme
NVDA	- Non Visual Desktop Access
OHP	- Overhead Projector
OSAX	- Old Students Association of Xavier's
PBAS	- Performance Based Appraisal System
PPT	- PowerPoint
PTA	- Parent Teacher Association
ReLAX	- Retired Lecturers Association of Xavier's
ReNTAX	- Retired Non-teaching staff Association of Xavier's
RPC	- Research Promotion Council
RUSA	- Rashtriya Uchchatar Shiksha Abhiyan
SF	- Self Financing
SPYTiS	- Scheme for Promoting Young Talents in Science
SSP	- Scholar Support Programme
WWS	- Walk With a Scholar

EXECUTIVE SUMMARY

CRITERION 1: CURRICULAR ASPECTS

St. Xavier's College for Women, Aluva strives for empowerment of women through individual and institutional excellence. The vision and mission statements embody these ideas and they are communicated to all the stakeholders. The institution develops and deploys action plans for the effective implementation of the curriculum. The teachers get support from the University and the college management to effectively improve their pedagogical strategies. The institution also takes up initiatives for the effectual delivery of the curriculum provided by the affiliating University. The institutional network interacts with the beneficiaries such as industry, research bodies and the University in the successful operationalization of the curriculum. 16 teaching faculty members are chairperson/members of Board of Studies of University as well as Autonomous Colleges. They take part in the course design of the curriculum and participate in the syllabus restructuring workshop. The institution also ensures that the stated objectives of the curriculum are achieved. In addition to the regular 14 aided courses, the college offers UGC sponsored Add on Courses, Certificate Courses, a number of Skill Courses under ASAP and 7 self-financing courses in the UG, PG and M. Phil level. Students have the freedom to opt for additional degrees from other Universities and open educational systems MOOC. Feedback mechanisms provide insights to be incorporated in matters related to employability, market dynamics, interpersonal skills, entrepreneurial abilities and leadership qualities. These parameters are analyzed and amendments suggested to the University for making relevant changes in the curriculum. The extension activities implemented by various departments ensure awareness on issues like Gender, Climate Change, Environmental Education, Human Rights and ICT. Holistic development of students is enabled at each level by nurturing their potential in curricular as well as co-curricular activities. A student-centered academic environment focusing on excellence through innovative methods and research – a remarkable feature of the institution.

CRITERION II: TEACHING, LEARNING AND EVALUATION

The admissions to various courses are done strictly in adherence to the policies of the government and the affiliating University. The college ensures transparency as well as fairness throughout the process. Due reservations to various categories of students such as SC/ST, sports, arts and differently abled candidates are ensured.

The management quota seats are allotted to students decided by the management. The minority sections of the communities are given preference in the

admission process. Being a women's college, the seats are exclusively allocated to girls. Students from Lakshadweep Islands are also admitted as per government norms.

The teaching-learning evaluation processes are systematically done according to the academic calendar and the examination schedule is prepared well in advance. Due care is taken to conduct the curricular and co-curricular activities of the college without compromising the quality of teaching-learning. The tutorial and mentoring systems of the college assist in analyzing the strengths and weaknesses of the students on a regular basis and ensure proper guidance, timely rectification and improvement. Special support to slow learners is ensured through remedial classes and SSP. Talent nurture programmes such as WWS, RPC sessions, funded projects and various training programmes enrich the advanced learners. Non Visual Desktop Access (NVDA), audio CDs and remedial coaching are some of the support programmes for differently abled students which facilitate an inclusive academic ambience.

Teachers facilitate student centered learning such as interactive, collaborative as well as independent learning among the students. Support systems for teachers to implement the above are provided by the institution. The Wi-Fi enabled campus and the library with INFLIBNET facility ensure access to e-resources thereby facilitating a pro- research ambience.

The greatest strength of the college is the dedicated team of well qualified teachers recruited as per the norms of the University and the Government. At present, the college has 98 teachers on the rolls, out of which 55 are in the grant-in-aid stream, 31 are in the management stream and 12 are guest faculty. Among the permanent faculty, 28 are PhD holders and 12 have MPhil while 15 are UGC-NET/JRF qualified. Teachers are encouraged to participate in refresher courses, orientation programmes and other training programmes to update themselves in their respective disciplines. The quality of teaching is ensured through an efficient feedback mechanism conducted by IQAC.

In accordance with the University examination schedule, the Internal Examination Coordinator in consultation with the Academic Council schedules internal examinations. Adequate measures are taken to ensure fairness and objectivity in the evaluation process. The tentative schedule of examinations is informed to the students well in advance through the academic calendar. The college organizes a centralized internal examination and evaluation. The valued answer scripts are distributed to the students and open house is conducted to ensure transparency. The internal marks of the students are uploaded in the University Exam Management Portal. The teachers participate in the Centralized Valuation Camp of the University to facilitate timely declaration of the examination results. The institution maintains a high

pass percentage at UG and PG levels with 22 University ranks/positions since the last accreditation. The entire teaching–learning and evaluation process in the college is monitored by the IQAC.

CRITERION III: RESEARCH CONSULTANCY AND EXTENSION

Acknowledging the decisive role of research in the higher education scenario, St. Xavier's College for Women is ardently committed to the promotion of research. The Research Promotion Council (RPC) of the college monitors and coordinates research activities viz. organizing seminars, conferences, paper presentations and publication of journals. The Department of Commerce is an approved Research Centre affiliated to Mahatma Gandhi University. Research supervision is undertaken by the faculty of departments like Zoology, Physics and Mathematics as research guides in other institutions. Two research journals are published from the college namely: DISCOURSE- ISSN 2321-0213 and XJORC - ISSN 2347-372X. Faculty members are involved in active research by supervising student research, Major / Minor Projects, publishing books and research papers.

The institution has organized 5 International, 24 National and 12 State/Regional seminars during the last five years. Over 30 eminent scholars have visited the campus in the last five years. 18 faculty members are pursuing Ph.D. 12 members of the faculty were awarded Ph. D. in the last five years. The institution has earmarked 30% of the annual budget for research. One major project, 23 minor projects and 23 student projects were externally funded by various agencies during the last four years. The faculty has 90 publications in International Journals, 79 in National Journals, of which 40 publications are registered in International database.

The students of UG and PG programmes are encouraged to do research oriented projects funded by Kerala State Council for Science, Technology and Environment. The institution has received special grants/funds from industry and other beneficiary agencies like DST, KSCSTE, and ICSSR. The institution has research laboratories like Spectroscopy Lab, Microbiology Lab and Lab for Taxonomic identification of Ants and these are equipped with sophisticated instruments.

The faculty has brought laurels to the institution with their excellent achievements in research. Young Research Award from DST, Young Scientist Award from KSCSTE and Young Statistician Award to name a few. The institution strives to maintain an ambience conducive for research- Wi-Fi enabled campus, spacious library with subscriptions to scholarly journals and online resources (INFLIBNET/NLIST), well equipped computer lab with necessary software, uninterrupted power supply; High-speed broadband internet connectivity, printing, copying and scanning facilities.

The institution endeavours to promote consultancy to facilitate optimum use of available resources. The amount from consultancy is utilized for further development in research. An amount of Rs. 90,730/- is generated from consultancy other than goodwill consultancies for the last five years. Various departments and units like NSS, NCC and Women cell are actively involved in extension activities and outreach programmes beneficial for the local community. Blood donation, Organ donation and Hair donation campaigns are special initiatives of the college to demonstrate its commitment towards the community. The institution received several illustrious awards for extension activities and/contributions to the social/community development. MoUs/collaborative arrangements with national/international institutions, universities and industry have contributed to the development of the institution. The institution has 18 MoUs and numerous agreements with industries/other institutions. Linkages with the industries/ institutions facilitated in preparing curriculums, internship/ On-the-job training for students, faculty exchange, national and international internships, collaborations for extension activities and national/international publications, student placements and meaningful community research projects. Active research, consultancy and extension activities contribute to the holistic development of the institution and its stakeholders.

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

The campus, situated on the banks of river Periyar is replete with all facilities and resources conducive for maintaining and ensuring academic excellence. The institution is equipped with adequate physical infrastructural facilities like classrooms, laboratories, seminar halls, auditorium, library, sports complex, health clinic and hostel enabling a highly student friendly and academic oriented ambience. The Botany and Zoology Museums with its rare collection of specimens and well-equipped multifunctional Physics Lab are a few of the highlights. The Botanical and Bhoomithrasena garden adds greenery to the campus. The institution has an area of 7.5 acres with 3 separate blocks which constitute 11,562.36 sq. metres excluding hostel and staff quarters. The institution adopts recurrent plans in upgrading its infrastructural facilities.

The College Library is a treasure house of knowledge with 60017 books and 165 journals. It is fully automated with Maestro Nuvo software and subscription of INFLIBNET- NLIST supports the e-content resource. The Wi-Fi connectivity enabled campus is equipped with 126 Desktops, 21 laptops, 20 printers and other reprographic services. Power back up is ensured with sufficient number of UPSs. For the uninterrupted power supply, generators are installed. A Co-operative store exists as an additional supporting facility for staff and students.

CRITERION V: STUDENT SUPPORT AND PROGRESSION

The institution bestows immense diligence over the domain of student support to augment the comprehensive development and progression of the student community. The information regarding the facilities and services available to the students are published in the college handbook and on the website. An approximate amount of Rs. 831760/- is distributed to the students every year as institutional scholarships and more than 275 students are benefitted. A great number of students also avail freeships instituted for the deserving students. Financial assistance from the state government, central government and other national agencies is also disbursed to the deserving students regularly. Student support activities of the college are categorized in five heads namely, 'academic', 'co-curricular', 'extra-curricular', 'cultural' and 'career and placements'. The academic support consists of tutorial and mentoring systems, remedial coaching, Add-on Courses, Walk With a Scholar and Scholar Support Programme. Support in co-curricular, cultural and extracurricular activities is provided through the platforms offered by the College Students' Council, Departmental Associations, various clubs, NSS and NCC units, Women's Cell, Physical Education Department and Alumni Association. Extensive support is rendered to enhance the career and placement opportunities of the students by the Placement and Career Guidance Cell, Entrepreneurial Development Club and the Additional Skill Acquisition Programme (ASAP). The institution addresses the stress related issues of its wards through the Counselling Cell that proffers academic, personal, career and psycho-social counselling assistance to the needy. Anti-Ragging Cell, Club for Differently abled students and Grievance Redressal Cell attend to alleviate and surmount the psychological ordeals of the students. Due to the organized and well-coordinated efforts of the various support mechanisms available, not only the students from the SC/ST and OBC communities, economically weaker sections and physically challenged but the slow learners also get an arena to get into the mainstream. Profuse number of UG students pursues PG programmes and many of them are placed in reputed institutions such as WIPRO, Wright International Aviation Pvt. Ltd, Sutherland Global Services and Popular Group. A great number of PG students pursue M. Phil and Ph. D. Most of the students studying in UG and PG classes appear for various competitive examinations like CAT/DAT, JAM and UGC/CSIR- NET/ JRF. During the last five years 34 students qualified the UGC/ CSIR-NET/ JRF, SET examinations and 68 students qualified CAT/DAT examinations. The pass percentage is invariably high at UG and PG levels with 22 University ranks/positions since the last accreditation. The completion rate is excellent and the dropout rate is consistently low for all UG and PG programmes. The College Students Council elected democratically through Parliamentary system is seminal in organizing

and executing the cultural, co-curricular and extra-curricular activities of the college. It plays a pivotal role in the sports and arts activities of the students. Students brought laurels to the college and to the nation by competing in national and international events including the International Conference (Ms. Minu Jose, won Best Poster Award in international Conference and Ms. Sophia Joe represented India in the Miss Deaf World and Europe - 2014). The college drama team has been in the top three lists at the university level arts festivals for the past several years. The college dedicates itself to nurture the leadership qualities of the students by ensuring their involvement in the activities of the Students' Council and various clubs. Students are given membership in various official bodies including IQAC, Research Promotion Council, College Magazine Editorial Board and Library Advisory Committee. The college is rich in publications with printed, manuscript and wall magazines, tabloid, blogs and newsletters. The Campus Radio (Xav Radio) is also a highlight of the college. The institution has an affluent network with the Alumni (OSAX) and former faculty association (ReLAX).

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

The college has a clearly defined organizational structure and it has perspective designs for its development. The management plays a pivotal role in the effective planning and implementation of the teaching-learning process and the student support programmes. The college frames its quality plans and policies in accordance with its vision and mission statements. The management is guided by the principles of democracy, participation and transparency.

The Superior General of the Congregation of Teresian Carmelites is the General Manager of the college. The Governing Body, constituted under her leadership, consists of the Management representative, the Principal, the Vice Principal, the College Council and IQAC. The decentralized planning provides autonomy for each department in its domain area. All statutory and non-statutory bodies, associations, forums and clubs take the lead in the implementation of the decisions. There are regular staff meetings, departmental meetings, Students' Council meetings and PTA meetings to ensure that policy decisions reach all stakeholders and implemented effectively.

The college is committed to protect the interests of all its stakeholders. Duties pertaining to various administrative, academic and extension activities are entrusted to the faculty members as per their caliber and willingness. The college has a Grievance Redressal Cell which promptly attends and resolves grievances from staff, students, parents and alumni.

The institution encourages the faculty to take up research projects and avail FDP for Ph.D./PDF and for pursuing M.Phil. The teachers are provided with ample opportunities to equip themselves with the latest developments in their respective discipline through orientation programmes, refresher courses, workshops, symposiums, training programmes and conferences. The administrative staff are given training on the applications of new software and office procedures.

The teaching and non-teaching staff enjoy the welfare schemes of the State Government and financial assistance provided by the management.

The institution has a Finance Committee which monitors the funds received from different sources viz. UGC, DST, DBT, ICSSR, KSCSTE, Government of Kerala and income from Self Financing Courses. The internal and external audits are conducted regularly for transparency.

The IQAC plays a major role in ensuring the sustenance of quality through effective monitoring and evaluation. The IQAC has contributed in institutionalizing the quality assurance through its democratic and systematic functioning. The external members of IQAC extend significant contribution in formulating its policies. The internal quality assurance mechanisms are in accordance with the common standards of benchmarking and the guidelines of UGC, NAAC, University and the State.

CRITERION VII: INNOVATION AND BEST PRACTICES

The institution is highly cognizant and perseveringly determined in addressing the environmental issues perceptively. The college has taken conscientious measures in the protection, conservation and sustenance of the natural resources. The environment consciousness of the institution is assured by a regular analysis of its eco-friendly initiatives through a 'green audit' initiated by IQAC and executed by the Nature club, Biodiversity club, Bhoomithrasena and Department of Botany. The faculty and students are sensitized towards environmental issues through the regular observation of significant days related to environment conservation. Awareness programmes and eco-sensitive practical sessions worth Rs. 2,04,000 were implemented with the active participation of students, staff and the public. Energy conservation is proffered highest priority and all possible measures are adopted to minimize its consumption. In its pursuit to conserve natural energy resources, the college has installed a 3 KV solar power unit which meets the electricity requirements of the department of Physics and partially supports the power supply in the college office. Energy consumption is optimized by using Fluorescent tubes, CFL and LED bulbs in the college. Initiated by the hands-on training sessions, the students assemble LED bulbs on their own for their domestic use. Issues such as toxic and hazardous waste from the laboratories are addressed effectively. The NSS unit undertakes the disposal of e-waste in collaboration with the Green Kerala

Project. The college has also taken initiative towards rain water harvesting and biogas plant for recycling food waste.

The institution is decidedly desirous of exquisite excellence in academic performance which is evident from the various innovations implemented after the last reaccreditation. MOODLE, MOOC, INFLIBNET, ICT, e-library, online admission, bridge courses, peer group teaching, online student feedback and teachers' diary are some of the new initiatives of the college. Academic fests and Academic week and Library week celebrations are unique to the college which provide platform to the students to enrich their academic pursuits and to interact with eminent personalities. Distinctive focus is given to reinvigorate the advanced learners which is exemplified by the student projects funded by KSCSTE, INSPIRE Fellowship by DST, Walk With a Scholar funded by Higher Education Department. The institution publishes 2 peer reviewed research journals "Discourse" and "XJORC". "Xav Radio", a lunch time radio broadcast is a unique practice of the college. "Solace for Society: Blood Donation and Hair Donation Campaign" has been institutionalized and implemented as one of the best practices of the college. An average of 140 units (49000 ml) of blood is donated every year as an act of altruism and social service. 66 students and 10 teachers contributed their hair for the noble cause of making wigs for the cancer victims in the last two years. These acts of philanthropy and goodwill are profusely encouraged by the institution to sensitize students of the social needs. "Research for Everyone, Everyone for Research", another best practice of the college, is an exceptional and inventive drive to promote research culture in the campus. Initiated under the auspices of IQAC, Research Promotion Council (RPC) has contributed significantly to research activities. The council provides the students an academic space to keep them abreast of latest developments in research. The faculty and students stay in alliance with the college to achieve the heights of glory.

THE SWOC ANALYSIS OF THE INSTITUTION

STRENGTH

- Proactive and visionary Management
- Experienced, dynamic and committed faculty
- Service minded administrative and supporting staff
- Industrious and disciplined students
- Updated infrastructure facility
- Expert faculty for E-content development
- Active Research Promotion Council
- Major, minor and student projects funded by UGC, DST, KSCSTE, ICSSR
- DST/FIST recognition
- Recommended for DBT Star College scheme
- Active departmental associations and clubs
- Active and socially sensitized NSS and NCC units
- Student representation from all sections of the society
- Value oriented education
- Scholarships under different schemes for deserving students
- Career oriented add-on courses and soft skill development programmes
- Well-structured mentoring and student support system
- Remedial support to weak students
- Active alumni association (OSAX), PTA and ReLAX (Association of retired teachers)
- Organizing large number of national/international conferences/ seminars/ workshops
- INFLIBNET/NLIST and Wi-Fi enabled campus
- Active Career and Placement Guidance cell
- Spacious library with more than 60017 books and 165 journals
- Hostel facilities for staff and students
- Sports complex and well equipped health club

WEAKNESS

- Space constraints for further infrastructure development
- Deficiency of teaching and non-teaching staff with respect to students enrolled
- Retirement of teaching and non-teaching staff at an early age of 56.

OPPORTUNITIES

- Emerging priority to basic science / social science education and research
- Opportunity for autonomy
- To start more UG and PG courses, Skill Development Programmes and Job Oriented Courses
- Potential for more Research and Extension activities
- To conduct coaching class for competitive examinations

CHALLENGES

- Delay in sanctioning teaching and administrative posts
- Delayed conduct of university examinations and publication of results
- Financial constraints for infrastructure and developmental requirements
- High student teacher ratio undermines the quality of teaching and analysis work
- Difficulty in finding time slots to introduce short term courses.

PROFILE OF THE COLLEGE

1. Name and address of the college:

Name	ST. XAVIER'S COLLEGE FOR WOMEN	
Address	Palace Road, Aluva	
City: Kochi	State: Kerala	PIN: 683101
Website	www.stxaviersaluva.ac.in	
E-mail	college@stxaviersaluva.com	

2. Address for communication:

Designation	Name	Telephone with STD code	Mobile	Fax	Email
Principal	Rev. Sr. Reethamma V.A.	O: 04842623240 R: 04842631201	8547428840	2628840	principal@stxaviersaluva.com
Vice Principal	Rev. Sr. Dr. Geege Joanamma Xavier	O: 04842623240 R: 04842555255	9746481823	2628840	viceprincipal@stxaviersaluva.com
NAAC Steering Committee Coordinator	Dr. Sheena Xavier	O: 04842623240 R: 04842334137	8606815587	2628840	sheenaxavier@stxaviersaluva.com sheena.xavier1@gmail.com
IQAC Coordinator	Dr. Milon Franz	O: 04842623240 R: 04842628989	9400628989	2628840	milonfranz@stxaviersaluva.com

3. Status of the institution

i. Affiliated College	✓
ii. Constituent College	
iii. Any other (Specify)	

4. Type of institution

a. By gender	
i. For Men	
ii. For Women	✓
iii. Co-education	

b. By shift	
i. Regular	✓
ii. Day	
iii. Evening	

5. Is it recognized minority institution

Yes	✓
No	

If yes specify the minority status (Religious/linguistic/ any other) and provide documentary evidence.

Christian Religious Minority. (Certificate attached as Appendix 1)

6. Source of funding

Government	
Grant-in-aid	✓
Self-financing	
Any other	

7. a. Date of establishment of college : 06/07/1964

b. University to which the college is affiliated/or which governs the college(if it is a constituent college):

Mahtama Gandhi University, Kottayam, Kerala

c. Details of UGC recognition

Under section	Date, Month & Year
2(f)	04 – 01 – 1969
12(B)	04 – 01 – 1969
Enclose the Certificate of recognition u/s 2 (f) and 12 (B) of the UGC Act) : Attached as Appendix 2	

d. Details of recognition /approval by statutory/regulatory bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI ETC.) : NIL

8. Does the affiliating University Act provide for conferment of autonomy (as recognized by the UGC) on its affiliated college? :

Yes	✓
No	

If yes, has the college applied for availing the autonomous status? :

Yes	✓*
No	

* The application was approved by the University but not approved by the Government.

9. Is the college recognized?

a. by UGC as a college with potential for Excellence (CPE)

Yes	
No	✓*

*The University had recommended and short listed by UGC

b. for its performance by any other government agency? : Yes.

Name of Agency	Order details
DST-FIST	SR/FST/ College-169/2013 dated November 2013
DBT – Star college scheme	Recommended for support (E - mail dated 11 Feb 2017)

10. Location of the campus and area in sq. metres

Location	Semi-urban
Campus area	7.46 Acres
Built up area	11562.36 sq. metres

11. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in the case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.

Campus facility	Remarks
Auditorium	1800 plus seating capacity
Seminar Hall (9)	200 plus seating capacity – 6 100 plus seating capacity – 2 50 plus seating capacity – 1
Audio visual theatre	30 seating capacity
<u>Sports facilities</u> Play Ground Swimming Pool Gymnasium	Basketball, Volleyball, Badminton, Cricket Net, Kabadi Practice courts Agreement with Periyar Club Health Club
Ladies hostel	St. Ann's Ladies hostel with 175 beds (Library, Study Hall, Reading room, Recreation room, Computer Room with Wi-Fi, Prayer room)
Residential facilities for teaching and non - teaching staff	Staff quarters
Cafeteria/Canteen	Well-furnished canteen
Health Centre	First-aid, Outpatient, Emergency care facility, Ambulance
Health Centre Staff	Qualified Doctor and Nurse – Part Time

Profile of the College

Facilities like banking, post office, book shops	Co-operative store
Transport facilities to cater to the needs of students and staff	2 college buses available for staff and students
Animal House	Fish culture (fish tank -2 Nos)
Biological waste disposal	Biogas plant, vermicompost
Generator	125 KVA which has capacity to support the entire campus
Non-conventional energy usage	3 KV Solar power system
Solid waste management	Incinerator
Waste water management	Waste water pit (2 Nos)
Water Harvesting	20,000 Litres
Other facilities	Internet café, Wi-Fi, MOODLE, Management Information System, Digital Space, Kids centre, Fire Alarm System, CCTV, Prayer room and Public address System.

12. Details of programmes offered by the college (Give data of current academic year)

Programme Level	Name of the Programme/ Course	Duration In Years	Entry Qualification	Medium of instruction	Sanctioned Student Strength	Number of students admitted*
Under-graduate	B.A. English	3	Plus two	English	40	49
	B.A. Malayalam	„	„	Malayalam	40	49
	B.A. Economics	„	„	English	50	62
	B.Sc. Mathematics	„	„	„	40	48
	B.Sc. Physics	„	„	„	32	34
	B.Sc. Chemistry	„	„	„	24	28
	B.Sc. Botany	„	„	„	35	39
	B.Sc. Zoology	„	„	„	35	39
	B.Sc. Zoology (Model II)	„	„	„	24	27
	B.Com	„	„	„	40	51
Post-Graduate	M.A. English	2	UG degree	English	15	19
	M.Sc. Physics	„	B. Sc.	„	12	14
	M.Com. Finance	„	B.Com	„	15	18
	M.A. Malayalam	„	UG degree	Malayalam	15	11
Ph. D.	Commerce	-	PG degree	English	16	11

SELF FINANCING PROGRAMMES						
Under-graduate	B.A. Comm. English	3	Plus two	English	38	36
	B.Com - Computer Applications	„	„	„	40	50
	B.Com -Travel and Tourism	„	„	„	40	38
	B.Com - Finance and Taxation	„	„	„	40	50
Post-Graduate	M.Com -Management	2	B. Com.	„	20	19
	M.Sc. Microbiology	„	B. Sc.	„	20	15
M. Phil	Business Studies	1	M. Com.	„	8	7
CAREER ORIENTED COURSES						
Certificate, Diploma	Food Processing(Cookery) • Certificate • Diploma	One year	Plus two Certificate	English	40 40	12 21
	Fashion Technology • Certificate • Diploma	„	Plus two Certificate	„	60 35	57 32
	Global Trade and Management • Certificate • Diploma	„	Plus two Certificate	„	32 20	24 16
	Human Rights and Duties Education	„	Plus two	„	30	28
	Aptitudinal Development (alternate years)	„	„	„	20	16
	Certificate course in German	„	„	„	25	25
	Certificate course in French	„	„	„	25	25
	Diploma in Computer Application	„	„	„	60	44
Skill Development Courses	ASAP	-	„	„	-	120

*Including marginal increase by the University

13. Does the college offer self-financed programmes?

Yes	✓
No	

If yes, how many?

7

14. New programmes introduced in the college during the last five years if any?

Yes	✓
No	
Number	7

New Programmes

1. Research Programme in Commerce
2. M. Phil in Business Studies (SF)
3. M.A. Malayalam (Aided)
4. M. Com -Management (SF)
5. B.Com-Computer Applications (SF)
6. B.Com-Travel and Tourism (SF)
7. B.Com- Finance and Taxation (SF)

15. List the departments

Faculty	Departments	UG	PG	Research
Science	Physics, Zoology, Botany, Chemistry, Mathematics, Microbiology (SF)	Physics, Zoology (Model I & II), Botany, Chemistry, Mathematics	Physics, Microbiology(SF)	Applied for research center in Physics
Arts	English, Malayalam, Economics, Communicative English (SF)	English, Malayalam, Economics, Communicative English (SF)	English, Malayalam	Applied for research center in English
Commerce	Commerce, Commerce (SF)	Commerce, Commerce (SF)	Commerce, Commerce (SF)	Commerce, Commerce (SF)
Any other (Supporting Departments)	Statistics, Political Science, Biochemistry, Microbiology, Hindi, Sanskrit, Physical Education	-	-	-

16. Number of programmes offered under

a. Annual system	NIL
b. Semester system	21
c. Tri semester system	NIL

17. Number of programmes with

a. <i>Choice based credit semester system</i>	14
b. <i>Inter/Multi-disciplinary system</i>	NIL
c. <i>Any other (PG courses & M. Phil)</i>	7

18. Does the college offer UG and/or PG programmes in Teacher Education? : No

19. Does the college offer UG and/or PG programmes in physical education : No

20. Number of teaching and non-teaching positions in the institution

Positions	Teaching faculty						Non-teaching staff		Technical staff	
	Professor		Associate Professor		Assistant Professor		M	F	M	F
	M	F	M	F	M	F				
Sanctioned by the UGC / University / State Government recruited	-	-	-	10	-	45	3	18	1	-
Yet to recruit						12 [#]		8 ^{\$}		
Sanctioned by the management/society or other authorized bodies recruited	-	-	-	1	-	30	3	4	-	-
Yet to recruit	NIL									

*M-Male, F-female, [#] Guest faculty appointed by government, ^{\$} Staff appointed by Management

21. Qualifications of the teaching staff :

Highest qualification	Professor		Associate Professor		Assistant Professor		TOTAL
	M	F	M	F	M	F	
Permanent teachers							
D.Sc./D.Litt.	-	-	-	-	-	-	-
Ph.D.	-	-	-	6	-	21	27
M.Phil.	-	-	-	6	-	7	13
PG	-	-			-	15	15
Temporary teachers							
Ph.D.	-	-	-	1	-	5	6
M.Phil.	-	-	-	-	-	7	7
PG	-	-	-	-		28	28
Part time teachers							
Ph.D.	-	-	-	-	-	-	-
M.Phil.	-	-	-	-	-	-	-
PG	-	-	-	-	2	-	2

22. Number of Visiting Faculty /Guest Faculty engaged with the College:

6

23. Furnish the number of the students admitted to the college during the last three academic years.

Categories	2014-15	2015-16	2016-17
SC	56	81	86
ST	5	6	5
OBC	89	75	97
General	465	417	512

24. Details on students enrolment in the college during the current academic year:

Type of students	UG	PG	M.Phil.	Ph.D.	Total
Students from the same state where the college is located	590	95	8	-	693
Students from other states of India	4	-	-	-	4
NRI students	3	-	-	-	3
Foreign students	-	-	-	-	-
Total	597	95	8	-	700

25. Dropout rate in UG and PG (average of the last two batches):UG 3.5%PG 0.85%**26. Unit Cost of Education**

(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled)

(a) Including the salary component : Rs. 53,785.12(b) Excluding the salary component : Rs. 6373.83**27. Does the college offer any programme/s in distance education mode (DEP)?**

Yes	
No	✓

28. Provide Teacher-student ratio for each of the programme/course offered

Sl. No.	Programme Level	Name of the Programme/ Course	Teacher Student Ratio
1	Under-graduate	B.A. English	1:50
		B.A. Malayalam	1:16
		B.A. Economics	1:62
		B.Sc. Mathematics	1:48
		B.Sc. Physics	1:14
		B.Sc. Chemistry	1:17
		B.Sc. Botany	1:30
		B.Sc. Zoology (Model I)	1:32
		B.Sc. Zoology (Model II)	1:30
		B.Com	1:17
2	Post-graduate	M.A. English	1:3
		M.Sc. Physics	1:4
		M.Com. Finance	1:4
		M. A. Malayalam	1:3

SELF FINANCING PROGRAMMES			
1	Under-graduate	B.A. Comm. English	1:21
		B.Com - Computer Applications	1:24
		B.Com -Travel and Tourism	1:19
		B.Com - Finance and Taxation	1:13
2	Post-graduate	M.Com –Management	1:3
		M.Sc. Microbiology (SF)	1:6
3	M. Phil	Business Studies	1:2

29. Is the college applying for

Accreditation: Cycle 1 ☐ Cycle 2 ☐ Cycle 3 ☐ Cycle 4 ☒

Re-assessment:

30. Date of accreditation:

Cycle	Date of Accreditation	Accreditation outcome	Result
Cycle 1	09-10-1999	-	Four Star Level
Cycle 2	21-05-2006	81.1	B ⁺⁺
Cycle 3*	05-07-2012	3.08	A

*Copy of accreditation certificate and peer team report enclosed as Appendix-3 & 4

31. Number of working days during the last academic year :

32. Number of teaching days during the last academic year :

(Teaching days means days on which lectures were engaged excluding the examination days)

33. Date of establishment of Internal Quality Assurance Cell (IQAC): 02/06/2006

34. Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC.

Year	Date of Submission
2012-13	15/09/2013
2013-14	11/09/2014
2014-15	11/09/2015
2015-16	21/12/2016

35. Any other relevant data (not covered above) the college would like to include (Do not include explanatory/descriptive information)

CRITERION I: CURRICULAR ASPECTS

1.1 Curriculum Planning and Implementation

1.1.1 State the vision, mission and objectives of the institution, and describe how these are communicated to the students, teachers, staff and other stakeholders.

Vision

St. Xavier's College for Women envisions the empowerment of women through academic excellence and spiritual enlightenment for their educational, social and cultural enhancement.

Mission

The institution provides an ideal academic environment for lifetime learning, nurturing the students as responsible women and resourceful global citizens, committed to national and cultural values.

Objectives:

1. To provide a learner-centered academic environment targeting excellence through innovative teaching methods and research
2. To provide and maintain quality infrastructure for promoting effective academic interactions
3. To collaborate with the best academic centers in the country for effective updating in teaching and research in different knowledge domains
4. To ensure the holistic development of students effectively nurturing their potential in curricular and co-curricular activities
5. To create social and ecological sensitivity for making them responsible citizens of a developing nation

These are communicated to the stakeholders through

- College Calendar
- College Website
- Brochure
- PTA/Alumni meetings
- College Notice Board
- Displayed at significant places in the College
- Orientation Programmes

1.1.2 How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific example(s).

1. Academic Plan

- An academic calendar is prepared at the beginning of each academic year
- Schedule of internal examination, number of working days, functioning of various clubs, holidays, rules and regulations of institution are included in the college calendar.

2. Semester wise action plan

- Each department prepares and submits the action plan
- Statements of the distribution of work load and syllabus are maintained
- Teacher's diary is maintained by individual teacher which records their academic activities
- Heads of the Department verify the diary periodically which is counter-signed by the Principal
- IQAC monitors the quality of all academic programmes

3. Day wise timetable system

- Instead of Monday-Friday pattern, the institution follows 1-5 sequential pattern
- The timetable enables the students to know the exact time and duration of each class
- This system ensures equal distribution of the time available to all days irrespective of the holidays that come in between

4. Student Centric Programmes

- Student projects are chosen and implemented in a time bound manner and with the guidance of the faculty
- Study tours, visit to research institutions, seminars, invited lectures, student support programs and tutorials are offered to the students to enhance the learning process
- Invited lectures and workshops are organized to supplement the latest developments in addition to the prescribed curriculum

1.1.3 What type of support (procedural and practical) do the teachers receive (from the University and/or institution) for effectively translating the curriculum and improving teaching practices?

1. Enrichment Programmes

Refresher Courses, Orientation Programmes, Workshops, Faculty Development Programmes, Seminars, Lecture Series, Short Term Training Programmes and Management Development Programmes are organized by the University/UGC-HRDC/Institution for the teachers to supplement and enhance their knowledge and experience in their respective field. Some of the faculty members attend courses on e-learning and e-content development and short learning objects. The e-contents developed by the teachers are uploaded in the University website. Board of Examinations are constituted by the University through which teachers get proper direction for conducting both theory and practical examinations. Identifying the specific needs from the feedback of the stakeholders, the IQAC organizes seminars, workshops and orientation classes on latest teaching technologies and practices.

2. Infrastructural facilities

- Library with D space
- Research labs
- ICT enabled classrooms
- Computer Lab with Internet facility
- Wi-Fi enabled campus
- Digital Language Lab
- Smart class room and virtual lab
- Science Museums
- Botanical Garden and herbarium

3. Motivational Assistance

The institution motivates the teachers to participate in seminars, workshops, conferences and various training programmes to enrich themselves and their achievements are duly acknowledged.

4. Fostering Linkages in Academic Innovation and Research (FLAIR)

The new initiative wing of the Department of Higher Education, Kerala organizes a number of training programmes every year for enhancing the teaching skills and research

aptitude of young teachers. They also provide opportunity for one month national/international internship in reputed institutions. The institution encourages the faculty members to be the participants of this programme and more than 20% of the faculty had already undergone training.

1.1.4 Specify the initiatives taken up or contribution made by the institution for effective curriculum delivery and transaction on the curriculum provided by the affiliating University or other statutory agency.

1. Tutor system

Each class is under the supervision of a tutor who guides and advises the students in all academic and non-academic activities. The Head of the departments monitor and verify that the curriculum is delivered and effectively implemented.

2. ICT Support

Smart classrooms, Virtual lab, Digital library, Internet/Wi-Fi facility, e-content and Video library are supporting the effective curriculum delivery.

3. Supportive Courses

- As a part of the syllabi, each department offers open courses, which are open to all students of the college
- Bridge courses are offered by various departments
- Add on courses
- Skill development courses under ASAP

4. Day-wise Time Table System

Day-wise 1-5 Sequential Time Table System helps the teachers to complete the syllabus and evaluations on time.

5. Extra Classes

The Institution provides facilities for the teachers to arrange special classes as and when needed.

6. Academic Audit

Academic Audit is conducted each year by the IQAC to evaluate the effectiveness of the curriculum delivery.

7. Remedial Coaching

The departments organize remedial classes for effective delivery of the curriculum to the slow learners.

1.1.5 How does the institution network and interact with beneficiaries such as industry, research bodies and the university in effective operationalization of the curriculum?

- The Institution has signed Memorandum of Understanding with the following industries and organizations for the effective operationalization of the curriculum
 - Red Deer College, Alberto University, Canada
 - ICT Academy of Kerala
 - Additional Skill Acquisition Programme (ASAP), Government of Kerala
 - India Options, Kaloor
 - Higher Education's Consultants An Academy (H.E.C.A)
 - Cochin Business School (CBS), Kakkanad
 - Sourashtra College, Madurai
 - Sapients, Ernakulam
 - Finmark Trainers India Pvt Ltd, Kochi, Kerala
 - Ernakulam Social Service Society
 - Nehru Group of Institutions, Coimbatore
 - Wright International Aviation
 - Fourth Ambit Technologies Pvt Ltd
 - Department of Economics, St. Paul's College, Kalamassery
 - Plan@earth, NGO, Aluva
 - Neo Media Academy, Palarivattom, Cochin
 - The Tax Study Centre, Kaloor, Ernakulam
 - Unibiosys Biotech Research Labs, Cochin, Kerala
- The link with reputed research institutions like STIC, CUSAT, IISER and institutions like Geojith, TIME, Mahindra, KITCO and KIED help the students and faculties to incorporate latest developments in the concerned field
- Frequent interactions with the industrialists and experts are done through various invited lectures under the auspices of various clubs and forums of the college
- Some of the faculty members are chairpersons/ Members of Board of Studies of different disciplines

1.1.6 What are the contributions of the institution and/or its staff members to the development of the curriculum by the University? (Number of staff members/departments represented on the Board of Studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.)

Number of staff members in the Board of Studies: 16

1. Chairman/Members of Board of studies (University)

1. Ms. Lincy Joseph – Chairman, PG English Board of studies, MG University
2. Dr. Milon Franz – Chairman, B. A Communicative English, Board of Studies, MG University
3. Dr. Cicily Pearly Alex – Chairman, PG and UG Board of studies, Physical Education, MG University
4. Ms. Susamma P. P. – Member, PG Physics Board of Studies, MG University
5. Dr. Raji Joseph – Member, PG Commerce Board of Studies and Member of Board of Studies for Add-on Course, MG University.
6. Dr. Vimala P. – Member, PG Commerce Board of Studies, MG University
7. Ms. Beena Varghese – Member, Board of Studies for Add-on programme in Food Processing (Cookery), MG University.
8. Ms. Rani K. A. –Member, UG Commerce Board of Studies, MG University.
9. Dr. Sr. Geegee Joanamma Xavier – Member, Board of Studies for Add-on Course in Fashion Technology, MG University.
10. Dr. Bridget Joseph – Member, UG Hindi Board of Studies, M G University
11. Dr. Milon Franz – Member, Board of Studies, Faculty of Foreign Languages, CUSAT and Member, UG Board of Studies (English), M G University

2. Chairman/Members of Board of Studies (Autonomous)

1. Dr. Cicily Pearly Alex
 - Chairman, UG Board of Studies, St. Albert's College, Ernakulam
 - Member, UG Board of Studies, St. Teresa's College, Ernakulam
 - Member, UG Board of Studies, S. H. College, Thevara.
2. Dr. Sheena Xavier – Member, PG and UG Board of Studies, St. Teresa's College, Ernakulam

3. Dr. Aparna Lakshmanan S- Member, UG Board of Studies of Assumption College, Changanassery.
4. Sr. Sindhu P. J- Member, UG Board of Studies, Fatima Mata National College, Kollam
5. Ms. Maria Paul- Member, UG Board of Studies, MA College, Kothamangalam.

3. Course design

1. Dr. Sheena Xavier - Attended the workshop for UG syllabus design at Maharaja's College (Autonomous), Ernakulam and designed two courses for Physics.
2. Ms. Beena Varghese – Designed course for Add-on programme in Food Processing (Cookery), MG University.
3. Ms. Revathy S. – Designed course for Vocational Skill Oriented Training (VSORT in Vermicomposting)-Black Gold-Turning Trash to Cash.
4. Dr. Anu Anto- Attended the workshop for UG syllabus design at Maharaja's College (Autonomous), Ernakulam and designed two courses for Zoology.
5. Ms. Lincy Joseph- Organized workshop for syllabus restructuring and along with other Board members finalized all the courses, especially in charge of designing two courses.
6. Dr. Milon Franz and Ms. Sonia John Markose designed all the courses of B.A. English Literature and Communication Studies (Double Main, M.G. University).

4. Courses designed for B. Voc and Kaushal Kendra (Applications submitted to UGC during 2013-14 and 2014-15)

1. M. Voc in Entrepreneurship and Corporate Excellence
2. M. Voc in Banking & Investments
3. B. Voc in Computer Applications and Software Testing
4. B. Voc in Retail Marketing
5. B. Voc Degree in Professional Writing
6. B. Voc in Modern Fabric Technology & Designing
7. B. Voc in Food Science & Technology

5. Participation in curriculum Restructuring Workshop at Mahatma Gandhi University, Kottayam

1. Dr. Anu Anto, Assistant Professor, Dept. of Zoology
2. Dr. Annie Feby, Assistant Professor, Dept. of Zoology
3. Ms. Lincy Joseph, Associate Professor, Dept. of English
4. Dr. Milon Franz, Associate Professor, Dept. of English
5. Dr. Lima Antony, Assistant Professor, Dept. of English
6. Dr. Mini V.S, Assistant Professor, Dept. of English
7. Ms. Jasmine Gonsalvez, Lecturer, Dept. of English
8. Dr. Aneymol V.S, Assistant Professor, Dept. of Microbiology
9. Dr. Linda Louis, Assistant Professor, Dept. of Biochemistry
10. Dr. Bridget Joseph, Associate Professor, Dept. of Hindi
11. Dr. Sr. Geegee Joanamma Xavier, Dept. of Malayalam
12. Dr. Lilly C. O, Associate Professor, Dept. of Malayalam
13. Ms. Ruby M. Pillai, Guest Lecturer, Dept. of Microbiology (SF)
14. Sr. Betsy Maria K. J., Guest Lecturer, Dept. of Microbiology (SF)

6. Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating university) by it? If 'yes', give details on the process ('Needs Assessment', design, development and planning) and the courses for which the curriculum has been developed.

Yes. The institution has developed the syllabi for seven add on courses as detailed below:

Table 1.1 Needs assessment, design, development and planning of curriculum

Course Title	Department	Need for the Course
Human Rights and Duties Education	Political Science and Economics	To create awareness about the duties and responsibilities among the students
Fashion Technology	Malayalam	To develop the skill and increase employability
Global Trade and Management	Commerce	To increase the Global employability
Food Processing (Cookery)	Chemistry	To develop culinary skills and increase employability
Computer Applications (2008 – 2015)	Physics	To develop computer skills needed for placement and higher studies
Tally (2007 – 2013)	Commerce	To increase the employability
Aptitudinal development	Mathematics	To prepare the students for competitive exams for higher studies and for placement

Design, development and planning of these courses are initiated and implemented by the respective Departments.

1.1.8 How does institution analyze/ensure that the stated objectives of curriculum are achieved in the course of implementation?

The stated objectives of the curriculum are achieved through

- Continuous evaluation, examinations and feedback
- Periodical analysis of the results by the departments
- Regular Parent Teacher interaction and analyzing feedback from parents
- Seminars, debates and quiz competitions organized by different departments, various clubs and forums operating in the institution
- Meticulous monitoring by IQAC

1.2 Academic Flexibility

1.2.1 Specifying the goals and objectives give details of the certificate/diploma/ skill development courses etc., offered by the institution.

The College offers five UGC sponsored Add on courses, two certificate courses and a number of skill enhancement courses under Additional Skill Acquisition Programme (ASAP), Govt. of Kerala. List of courses available to the students under different departments and ASAP are listed below.

1. Add on Courses/Career Oriented Programmes: 9

Table 1.2 Add on Courses/Career Oriented Programmes

Programme	Department	Courses	Student strength	Goals and Objectives
Human Rights And Duties	Political Science and Economics	Certificate	28	To build social responsibility, to inculcate human rights awareness for social living.
Fashion Technology	Malayalam	Certificate, Diploma	39 22	To develop entrepreneurship skills and to provide employability
Global Trade and Management	Commerce	Certificate Diploma	25 10	To familiarize students with international business
Food Processing	Chemistry	Certificate, Diploma	12 21	To develop entrepreneurship skills
Computer Applications	Physics	Certificate, Diploma, Advanced Diploma	38 19 13	To impart computer skills and to increase the employability
Tally	Commerce	Certificate Diploma	30 22	To increase placement opportunities in computerized accounting field
Aptitudinal development	Mathematics	Certificate	16	To prepare students for Aptitude test for higher studies and placement
Tax Practitioner	Commerce (SF)	Certificate	25	To increase the employability in the relevant area.
Diploma in Computer Application	Computer Center	Diploma	60	To impart computer skills and to increase the employability

2. ASAP, Govt. of Kerala - Certificate/Training Programme

Additional Skill Acquisition Programme (ASAP) is a joint initiative of Government of Kerala along with the Higher Education Department and General Education Department, is the harbinger of a new and silent revolution in the educational system aiming at continuous skill enhancement among students.

Goals and Objectives

- To tackle the issue of growing un-employability of human resources in the state
- To help the college students with employability skills in selected areas of industry and service sectors
- To equip the students to meet various challenges in the modern workplace

Programmes

❖ 21 Days Residential Training Program

- 21 Days Residential Training Program is the first initiative of ASAP for recruiting SDEs (Skill Development Executives)
- This program has been conducted for the last 4 consecutive years in the college for the selected final year UG and PG students all across the state
- Sixty students (in 2 batches) are trained each year
- Our college has been one of the best performing training partner institutions since 2013
- Awarded **5 Star Grade** by the State Government during 2014-15 and 2015-16

❖ ASAP Foundation Course

This programme is meant for the first year degree students. The students are given 100 hours training in Communication Skills and 80 hours training in Basic I T Skills. They are also trained in a skill course of their choice during this period.

Number of Skill courses: 14

Table 1.3 ASAP courses and the number of beneficiaries

PROGRAMME	STUDENT STRENGTH
Certified Banking and Finance Professional	14
Certification in Optical Fiber Communication	7
Certificate in Accounting Technicians	20
Certificate in Banking and Finance	4
Junior Correspondent Programme	22
Certificate in Mobile Communication	4
Certification in PC Hardware and Networking	3
Global Business Foundation Skill Course	16
Certificate course in Accessories and Value added Services Sales executives	11
Certificate course in Animator	15
Certificate course in Fitness Trainer	15
Customer Care Executive	8
Equity Dealer	6
Pattern Maker	5

❖ Summer Skill Skool

Summer Skill Skool, designed by ASAP to help the final year needy students who are on the lookout for an immediate job imparts the requisite skills and hands on experience in various domains. These programmes are conducted either in the college or at the skill centres.

▪ Courses conducted in the college : 2

2015: Data Entry Operator (32 students)

2016: Fashion Retail (30 students)

Table 1.4 Programmes/courses conducted at the skill centres

Programme	Student strength
Software Programmer	11
Business Development Executive	16
Lab Chemist	29
Customer Care Executive	4
Baker	6

1.2.2 Does the institution offer programmes that facilitate twinning/dual degree? If 'yes', give details.

The institution does not offer programs that facilitate any twinning/ dual degree.

1.2.3 Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills development, academic mobility, progression to higher studies and improved potential for employability. Issues may cover the following and beyond:

The college offers ten Under Graduate programmes and four Post Graduate programmes which provide the following options:

- UG students have the option of selecting either Malayalam/Hindi/Tamil as their second language
- The final year UG students have the option of selecting an open course from a choice of 11 courses offered by 11 departments of the college
- The University gives an option of selecting a choice based elective course in VI semester
- IV semester PG offers 4 optional courses from a choice of ten
- The students have the option to join any of the Add on Courses/ Certificate/ Skill Enhancement Courses offered

Table 1.5 UG Programmes (10 Nos)

Programme and Core Course	Complementary Courses	Student Strength	
		Sanctioned	Average
BA English	Evolution of Literary Movement' Political Sciences	40	50
BA Malayalam	Sanskrit	40	48
BA Economics	Mathematics, Political Science	50	60
B. Sc Mathematics	Statistics, Physics	40	48
B. Sc Physics	Mathematics, Chemistry/Statistics	32	38
B. Sc Chemistry	Mathematics, Physics	24	28
B. Sc Botany	Chemistry, Zoology	32	39
B.Sc Zoology(Model I)	Chemistry, Botany	32	35
B.Sc Zoology (Model II)	Medical Microbiology, Biochemistry	24	28
B.Com Taxation	Commerce	40	50

Table 1.6. PG Programmes (4 Nos)

Programme	Specialization	Student Strength	
		Sanctioned	Average
MA English	Language and Literature	15	18
MA Malayalam	Language and Literature	15	16
M. Sc Physics	Electronics	12	14
M.Com	Finance	15	17

Table 1.7 Choice Based Course for UG Programmes (9 Nos)

Name of Course	Department	Course objectives
Regional Literature in Translation	English	To get familiarized with the cultural heterogeneity and linguistic plurality of our country
Malayalathile Sthreerachanakal	Malayalam	Social relevance
Human Resource Management	Economics	To impart knowledge about human capital
Plant Genetic Resources Management	Botany	To familiarize students with biodiversity and its conservation
Pharmaceutical Chemistry	Chemistry	To impart knowledge about the relevance of pharmaceutical chemistry in the current scenario
Topology	Mathematics	To equip students for progression to higher studies
Information Technology	Physics	To use the tools available in internet and World Wide Web for a deep study of different subjects
Economic Zoology	Zoology	To enhance self-employment opportunities
Nutrition, Community Health and Sanitation	Zoology	To improve life style through health awareness

Table 1.8 Open Courses (11 Nos)

Name of Course	Department	Student strength
English for Careers	English	17
Madhyamapadanam	Malayalam	37
Foundations of Environmental Economics	Economics	50
Fundamentals of Accounting	Commerce	52
Agri-based Microenterprises	Botany	41
Food Science	Chemistry	30
Applicable Mathematics	Mathematics	46
Amateur Astronomy	Physics	35
Vocational Zoology	Zoology	35
Human Genetics, Nutrition, Community Health and Sanitation	Zoology	28
Physical Health and Life Skill Education	Physical Education	25

1.2.4 Does the institution offer self-financed programmes? If 'yes', list them and indicate how they differ from other programmes, with reference to admission, curriculum, fee structure, teacher qualification, salary etc.

Yes. The following self-financing programmes in subjects of greater demand with higher employability are functioning in the College.

Table 1.9 Self-Financing Programmes (UG, PG and M. Phil : 7 Nos)

Programme	Core and Complementary Courses	Student Strength	
		Sanctioned	Enrolled
BA English literature and Communication Studies	Evolution of Literary Movement, sociology	30	36
B.Com	Computer Application	40	45
B.Com	Travel and Tourism	40	35
B. Com	Finance and Taxation	40	45
M.Com	Management	20	18
M. Sc	Microbiology	20	13
M. Phil	Business Studies	8	8

Admissions for the self-financing programmes are carried out according to the norms of the University. 50% of the seats are filled from the University merit list and the remaining seats by the college based on specific criteria. For M. Phil (Business Studies), selection is based on the entrance test and interview conducted by the college. The curriculum designed by the University are followed. The fee structure and schedule are as per the University and State guidelines. The guest faculty are appointed by the management as per the Government/University norms. Their salary is fixed by the management.

Table 1.10 Fee structure of Self-Financing Programmes

Programme	Fee per semester (in Rs.)
BA Communicative English	9,000/-
B.Com with Finance and Taxation	9,000/-
B.Com with Travel and Tourism	11,250/-
B. Com with Computer Application	11,250/-
M.Com Management	18,750/-
M. Sc. Microbiology	42,000/-
M. Phil in Business Studies	30,750/-

1.2.5 Does the college provide additional skill oriented programmes, relevant to regional and global employment markets? If 'yes' provide details of such programme and the beneficiaries.

Yes. The college provides the following additional skill oriented programmes:

Table 1.11 Additional skill oriented programmes

Regional Employment (4 Nos)	
Programme	Beneficiaries
Add on courses	Selected students from various disciplines
ASAP	Selected students from various disciplines
Training in Mushroom Cultivation	Botany students
Certificate Course in Horticulture Practices	Botany students
Global Employment(4 Nos)	
Certificate Course in German	Staff & students
Certificate Course in French	Staff & students
Collaborative Programme with Red Deer college, Alberta University	B. Sc Zoology (Model II)
Global Trade and Management	Selected students

1.2.6 Does the University provide for the flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose the courses/combination of their choice? If 'yes', how does the institution take advantage of such provision for the benefit of students?

Yes. Students had taken additional degrees from other Universities (Bharathanatyam, Bharathidasan University) and Open Education System like IGNOU and MOOC.

1.3 Curriculum Enrichment

1.3.1 Describe the efforts made by the institution to supplement the University's Curriculum to ensure that the academic programmes and Institution's goals and objectives are integrated?

In accordance with the vision of the college to contribute to women empowerment, a number of Add on courses, certificate courses and skill enhancement courses are offered. Invited lectures and orientation programs are arranged to create awareness on human rights and responsibilities, legal awareness and civic consciousness.

Furthermore,

- Experts from reputed organization/ firms are invited to give talks/ lectures and discussions with the students

- Various industries and companies give the students exposure and firsthand experience through Internship programmes
- The Placement cell provides students a platform to keep in touch with the corporate world by means of how to face interviews, group discussions and placements
- Introduction of various certificate/diploma programmes, seminars and workshops are the initiatives taken by the college to cater to the needs of the dynamic employment market
- Various extracurricular activities and sessions are arranged to promote personality development and confidence building for the students

1.3.2 What are the efforts made by the institution to enrich and organize the curriculum to enhance the experiences of the students so as to cope with the needs of the dynamic employment market?

- Institution collects feedback from the employers and senior students
- The feedback is analyzed and the suggestions are conveyed to the University through members of Board of Studies

1.3.3 Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., into the curriculum?

The extension activities implemented by various departments ensure awareness on issues like Gender, Climate Change, Environmental Education, Human Rights and ICT. The following programmes were offered on these issues along with the curriculum:

Table 1.12 Gender awareness programmes

Programme	Description	Stakeholders
Interactive session	1. Mix. Vijayaraja Mallika, the first declared transgender in Kerala who is also Arali Award Winner instituted by Govt. of Kerala 2. Mix. Sheetal Shyam, Social Activist	Staff and Students of English department
Inter-Collegiate Fashion Show	Mix. Deepthi and Mix. Sheetal Shyam modelled for the fashion show organized by final year English Literature students	Staff and Students of English department and students of neighbouring institutions
Interactive Session on Women Empowerment and Gender issues	Dr. Sunitha Krishnan, Indian Social Activist, Co-founder of Prajwala.	Staff and Students

Table 1.13 Awareness programmes on climate change

Programme	Description	Stakeholders
Paaristhithikam (Funded by Dept. of Environment & Climate Change, Govt. of Kerala)	<ol style="list-style-type: none"> 1. Cleaning drinking water source (Periyar) & Harithavanam, KTDC park 2. Water conservation rally and talk 3. Water auditing 4. Distribution of LED bulbs, cloth bags and paper bags 5. Recycling and up-cycling of paper and cloth bags 6. Setting up of vegetable garden 	Students and residents of Municipal Colony
Observation of Important Days (Funded by KSCSTE)	<ol style="list-style-type: none"> 1. International Ozone Day 2. World Water Day 3. World Wetland Day 4. World Environment Day 5. World Soil Day 	General Public, Staff and students

2. Environmental Education

As per the University curriculum following courses are integrated in the syllabus. By giving due importance to the environmental issues, the institution also organizes awareness programmes.

Table 1.14 Courses on Environmental Education in the curriculum

Programme	Course/Paper
Economics	Foundations of Environmental Economics (Open course)
Botany	Ecology and Environmental science (Core course)
Zoology	Environmental biology, Toxicology and Disaster Management (Core course)
Malayalam	Saakunthalam (Second language- Malayalam drama)
Chemistry	Advanced Organic and Inorganic Chemistry—Chemistry and Agriculture (Complementary Course)
Microbiology	Environmental Microbiology (Complementary Course)
English	Musings in Vital Issues (First language)
Hindi	Sanskritik Virasat (Semester four)

Table 1.15 Environmental awareness programmes

Programme	Description	Stakeholders
Rain water harvesting	Initiative by the Institution to conserve water	Staff and students
Promotion of Organic farming	1. Distribution of saplings, vegetable seeds and seedlings 2. Harvesting of paddy fields in the community organic farming	Staff and students NSS, Tourism club, staff and students of English Department
NEAC (National Environment Awareness Campaign) Funded by MoEF, Govt. of India	1. Biodiversity register preparation 2. Bio-fertilizer and Bio-pesticide preparation and distribution to general public.	General public of Iringol and Aluva
Urja Kiran (Funded by Energy Management Center, Govt. of Kerala and CED)	1. Distribution of LED bulbs 2. Awareness programmes (Walkathon, Street Play)	Physics and Botany Students House wives in the Locality Public in Angamaly Public in Aluva
Bhoomithrasena, Nature Club and Biodiversity Club	1. Lecture series on various environmental issues 2. Visit to Sacred Grooves, Wetlands 3. Competitions and Rallies to create public awareness	General Public, Staff and students
Nisarga (Zoology Club)	Climate change and Environmental awareness programmes	Zoology Students
Go Green (Women Cell)	Plastic free Campaign	Staff and students
Thanaloram (NSS)	Beautification of wasteland	Pedestrians

Table 1.16 Awareness programmes on Human Rights/ICT

Human Rights		
Programme	Description	Stakeholders
Human Rights Forum	Exhibitions & quiz ,Talks/ Seminars	Staff and students
Protest against cruelty to Odisha girl	Rally organized by Women cell	Staff and students
<i>Panthamenthiya pennumgal</i>	Street Play by students	General public
ICT		
1. Virtual Class room and Lab 2. MOODLE 3. MOOC 4. Webinar 5. Audio-visual facility in all departments	1. Interact with eminent persons of foreign Universities 2. Online submission of assignments, quiz and test papers 3. Students can acquire additional degree 4. Seminar through web	Staff and students

Movies/Documentaries Screened		
1. <i>Ente</i> directed by Dr. Sunitha Krishnan 2. <i>Nalu Pennungal</i>	Gender	Staff and Students
1. <i>Water</i> directed by M.C. Jithin 2. <i>Manjana</i> directed by Sivaprasad	Environment	Staff and Students
<i>How old are you?</i>	Organic Farming and Women Empowerment	Staff and students
1. <i>Born Wild</i> 2. <i>God's must be Crazy</i> 3. <i>Beautiful People</i>	Environment	Staff and students

Film club/ Departments have screened and discussed various movies and documentaries to create awareness and sensitization among the student community.

1.3.4 What are the various value-added courses/enrichment programmes offered to ensure holistic development of students?

1. Moral and Ethical Values

- Moral and Catechism classes to ensure the holistic development of the students
- The college begins with morning prayer, thought for the day and National Anthem
- Value based Enrichment Programmes are regularly organized by NSS, NCC, Jesus youth, AICUF and Women cell
- Separate sessions on Value Education are arranged by various departments

2. Employable and Life Skills

- Career Guidance and Placement Cell takes care of nurturing employable skills in the students. Life skill training programmes are given to the students under the auspices of various associations functioning in the college.
- Additional Certificate Courses are provided to the students under ASAP

3. Better Career Options

- Courses offered by ASAP
- Add-on Courses
- Soft skill training programme
- Foundation programme on English proficiency
- Enrichment programmes offered by placement cell

- ❖ Orientation on career opportunities in Aviation by Avion
- ❖ Orientation on group discussion and interview techniques by Career Launcher
- ❖ Seminar on bank test coaching and interview by SIB, TIME
- ❖ Mock Staff Selection Commission test
- ❖ Pre-placement training by CHOPRAS
- ❖ Career orientation programme by Accel IT Academy
- ❖ Orientation on Company Secretary ship by ICSI
- ❖ Personality Development and Legal Awareness classes
- ❖ Workshop on “Group Discussion Strategies” by IMS Consultancy

4. Community Orientation

- The National Service Scheme of the college conducts frequent community related programmes in association with Aluva Municipality/Panchayat and various NGOs
- Most of the departments organize programmes beneficial to the community in association with the NGOs
- NSS volunteered in National Pulse Polio Immunization programme

1.3.5 Citing a few examples enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?

- The feedback on curriculum is collected from the industry, stakeholders, and employers which is conveyed to the University during the Syllabus revision. Examples:
 1. *The Value Added Tax* (IV semester B. Com.) will change to *Sales Tax* in the upcoming revision, as per the suggestion of Dr. Raji Joseph, Member, Board of Studies, M.G. University
 2. The course for PG English entitled *Translation Studies: Aspects and Contexts* was completely restructured in view of the feedback that translations from Spanish, Bengali and other unfamiliar languages are inappropriate. The course was modified as *Translations from Malayalam Literature*.
 3. The lengthy module of PG English syllabus were cut short into manageable portions in the University Syllabus as per the suggestions from the students and teachers of PG English by the Board of Studies.

1.3.6 How does the institution monitor and evaluate the quality of its enrichment programmes?

- The quality of the enrichment programmes are evaluated at the end of the programme through feedback of participants

- Academic Retrospection: The Heads of the Departments and programme coordinators present the annual report of the activities before the committee constituted by the IQAC.

1.4 Feedback System

1.4.1 What are the contributions of the institution in the design and development of the curriculum prepared by the University?

- Chairperson/members of Board of Studies are actively involved in the design and development of curriculum of the University
- Faculty members take part in the restructuring workshops for syllabus revision

1.4.2 Is there a formal mechanism to obtain feedback from students and stakeholders on Curriculum? If 'yes', how is it communicated to the University and made use internally for curriculum enrichment and introducing changes/new programmes?

Yes. There is a formal mechanism developed by the college to obtain the feedback from students and stakeholders. These are communicated to the University through the Board of studies members during the syllabus revision. These feedbacks are considered when syllabus for supportive/new programmes are finalized.

1.4.3 How many new programmes/courses were introduced by the institution during the last four years? What was the rationale for introducing new courses/programmes?

The institution has introduced 3 UG Programmes, 2 PG Programmes, 1 M. Phil Programme and one Research Center.

UG Programmes	-	B. Com with Computer Application, B. Com with Travel & Tourism and B. Com. with Finance & Taxation
PG Programmes	-	M.A. Malayalam & M. Com Management
M. Phil	-	Business Studies
Research Centre	-	Commerce

Rationale for introducing new programmes

- Increasing demand for Commerce
- Contemporary relevance
- Demand by the Parent Teacher Association
- Greater job prospects
- Options for higher studies
- To inculcate research culture

Any other relevant information regarding curricular aspects which the college would like to include.

- In the syllabus framed by the University, the members of Board of Studies from the college have insisted on including skill oriented components in the curriculum.
- Supportive courses are designed to empower the students in specific areas that require skill development.

CRITERION II:

TEACHING - LEARNING AND EVALUATION

2.1 Student Enrollment and Profile

2.1.1 How does the college ensure publicity and transparency in the admission process?

The admission process is publicized through the newspapers, college notice board, hand book, prospectus, stakeholders meetings, and announcements in parishes.

The admission process of this college is carried out as per the directions of the University and the Government. All important dates related to the admission process are published in the college notice board and website.

The single window system, introduced by the University, has enhanced the transparency of the admission process of UG and PG programmes. The admission to merit seats is done by the University through an online portal (CAP- Centralized Allotment Process). The Community Quota and Management quota admissions are carried out according to the stipulations of the University. The rank list is published on the college notice board and the website. In order to ensure transparency, the candidates are given sufficient time to report discrepancies, if any. The selection memo cards are sent to the candidates and follow-up phone calls are made.

2.1.2 Explain in detail the criteria adopted and process of admission (Ex. (i) merit (ii) common admission test conducted by state agencies and national agencies (iii) combination of merit and entrance test or merit, entrance test and interview (iv) any other) to various programmes of the Institution.

(i) Merit

The admission procedure is meticulously carried out in accordance with the norms of the University and the State Government. The admission committee consisting of Principal, faculty members, administrative staff and management is constituted every year to coordinate the entire admission process. The General merit also includes sports, cultural, and differently abled quotas. Table 2.1 shows the norms followed by the institution to fill the seats for various categories. For self-financing courses, 50% seats are allotted for general merit and 50% for management category.

(ii) Combination of merit, entrance test and interview

For M. Phil. in Business Studies, the selection is made through the entrance test and interview conducted by the college and the details are sent to the University.

Table 2.1 Criteria for admission

Category	Reservation (in %)
SC	15
ST	5
General	40
Community	20
Management	20

2.1.3 Give the minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college and provide a comparison with other colleges of the affiliating university within the city/district.

Table 2.2 Minimum and maximum percentage of marks at entry level (UG)

Programme	2014-15				2015-16			
	Our college		Neighboring college		Our college		Neighboring college	
	Maximum Marks	Minimum Marks	Maximum Marks	Minimum Marks	Maximum Marks	Minimum Marks	Maximum Marks	Minimum Marks
English	95	66	88	60	97	67	85	65
Malayalam	85	60	82	48	92	82	79	47
Economics	92	66	90	51	92	82	93	51
Mathematics	99	62	90	65	96	75	96	59
Physics	98	64	93	55	95	73	95	60
Chemistry	99	66	91	60	96	83	95	61
Zoology	97	75	86	55	93	76	91	55
Botany	90	57	88	50	98	73	85	60
Commerce	96	51	96	61	100	69	96	60
Zoology (Model II)	95	60	NA	NA	95	70	NA	NA
Communicative English	92	61	NA	NA	92	56	NA	NA

Table 2.3 Minimum and maximum percentage of marks at entry level (PG)

Programme	2014-15				2015-16			
	Our college		Neighboring college		Our college		Neighboring college	
	Maximum Marks	Minimum Marks	Maximum Marks	Minimum Marks	Maximum Marks	Minimum Marks	Maximum Marks	Minimum Marks
Commerce	92	57	88	44	95	85	87	50
Physics	93	69	89	62	92	62	89	49
Malayalam	83	70	NA	NA	90	65	80	54
Microbiology	86	59	NA	NA	88	67	NA	NA
English	91	55	NA	NA	90	65	NA	NA

2.1.4 Is there a mechanism in the institution to review the admission process and student profiles annually? If ‘yes’ what is the outcome of such an effort and how has it contributed to the improvement of the process?

Yes. The admission committee with the Principal as the Chairman; discuss, monitor and evaluate the admission procedures. The committee ensures that all the vacancies are filled by deserving students within the time span stipulated by the University. The admission process is reviewed annually by the committee.

The student profile is collected at the time of admission using a proforma. It is reviewed by the faculty in charge of the class and also the head of the department.

Outcome: The admission process is computerized. The college has developed a systematic and meticulous system to facilitate hassle free admission process.

2.1.5 Reflecting on the strategies adopted to increase/improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate/reflect the National commitment to diversity and inclusion

a) SC/ST/OBC/Minority community

20% of the seats are reserved for SC/ST community and 20% for the minority community of Latin Catholics and Anglo Indians in accordance with merit. The

management quota seats are allotted according to the discretion of the management. The minority communities are given preference in the admission process.

b) Women

Being a Women's college, the seats are exclusively for women.

c) Differently abled

The differently abled students are admitted according to the norms of the University.

d) Economically-weaker sections

Preference in admission for the management seats are given to applicants from the economically-weaker sections. This also fulfills the objectives of the college to uplift weaker sections of the society.

e) Any other (specify)

1. Students with cultural talents are admitted under cultural quota
2. Seats are reserved for candidates with outstanding records in sports and games
3. Students from Lakshadweep Islands are given admission as per the Government norms

The transparent and foolproof nature of the policies framed and implemented by the college instil confidence among the stakeholders. The rules regarding reservation are strictly adhered to by the college. The admission policy of the college ensures diversity and inclusion. Profile of students admitted during the last four years is furnished below:

Table 2.4 Student profile

Category	2012-2013	2013-2014	2014-2015	2015-2016
SC/ST	65	65	61	87
OBC	49	57	89	75
Minority	176	130	164	157
Differently abled	7	4	8	5
Sports/Arts	24/14	15/8	14/11	18/6

2.1.6 Provide the following details for various programmes offered by the institution during the last four years and comment on the trends. i.e. reasons for increase / decrease and actions initiated for improvement.

Table 2.5 Demand Ratio in various UG programmes

UG Programmes	Number of applications			Number of students admitted			Demand Ratio		
	2013	2015	2016	2013	2015	2016	2013	2015	2016
Economics	1055	1999	2369	59	64	62	1:18	1:31	1:38
English Language and Literature	1553	2412	2671	50	48	49	1:31	1:50	1:55
Malayalam Language and Literature	711	1196	1362	52	48	49	1:14	1:25	1:28
Botany	1092	1813	2391	40	38	39	1:27	1:48	1:61
Chemistry	1652	2697	3074	29	31	28	1:57	1:87	1:110
Mathematics	1177	1587	1635	51	50	48	1:23	1:32	1:34
Physics	1040	1951	2252	41	40	34	1:25	1:49	1:66
Zoology	1109	1897	2445	38	40	39	1:29	1:47	1:63
Zoology Model II	990	1412	1519	28	27	27	1:35	1:52	1:56
B.Com Finance & Taxation	2301	3724	4013	51	51	51	1:45	1:73	1:79

**2014-data not received from MG University*

Table 2.6 Demand Ratio in various PG programmes

PG Programmes	Number of applications				Number of students admitted				Demand Ratio			
	2013	2014	2015	2016	2013	2014	2015	2016	2013	2014	2015	2016
M. Sc Physics	836	829	606	710	15	15	14	14	1:56	1:55	1:43	1:51
M.Com Finance	792	787	680	732	19	18	17	18	1:42	1:44	1:40	1:41
M.A English	587	580	517	475	19	20	16	19	1:31	1:29	1:32	1:25
M.A Malayalam	-	172	154	129	-	17	16	10	-	1:10	1:10	1:13

- The demand ratio of the UG programmes offered by the college shows a steady increase, highlighting the excellent quality maintained consistently over the years.

2.2 Catering to Student Diversity

2.2.1 How does the institution cater to the needs of differently-abled students and ensure adherence to government policies in this regard?

The college caters to the needs of differently abled students and assists them in achieving academic success and personal success by providing the following:

- Provides extra time and scribe facility to complete examinations
- Individual attention, mentoring and special tutorials
- Computer with Non Visual Desktop Access (NVDA) are provided in the Library for the visually challenged
- Recorded lessons in CDs are provided to the visually impaired students
- Special seats are reserved for differently abled students in the library
- Lift, wheel chair, ramp, special rest rooms and flyover facility
- State level seminar on Advancements in Science and Technology for the Specially Abled Persons funded by KSCSTE

2.2.2 Does the institution assess the students' needs in terms of knowledge and skills before the commencement of the programme? If 'yes', give details on the process.

Yes.

1. Pre-admission Interview

These interviews are held to gauge academic/non-academic strengths and weaknesses of the students.

2. Academic Evaluation

Each department analyses the results of the qualifying examination of students in each subject. This assessment provides information on the students' knowledge and skill gaps.

a. UG Programme

- A test paper based on Plus-two syllabus is conducted and students are divided into three groups. Later, according to individual needs, bridge courses, orientation programmes and skill development programmes are offered for the needy students. The Advanced learners are recommended for WWS programme and the slow learners are given special attention through SSP or remedial classes.

b. PG Programme

- A test paper based on core courses in the UG Programme is conducted to categorize the students. The Advanced learners are advised to attend seminars/ training programmes conducted in and outside the college and the slow learners are given remedial classes/ special attention.

3. Welcome Programme

Students are asked to showcase their talents during the ‘freshers day’ programme organized by the Students’ Council. The college assesses and provides them with appropriate opportunities and training to enhance their skills.

2.2.3 What are the strategies adopted by the institution to bridge the knowledge gap of the enrolled students (Bridge/Remedial/ Add-on/Enrichment Courses, etc.) to enable them to cope with the programme of their choice?

The academic evaluation conducted by the departments helps to identify students in need of special assistance and organize special programmes. The institution has introduced a number of innovative programmes and activities to offer equitable education to all.

1. Bridge Course

Bridge courses are conducted by various departments and the details are given below.

Table 2.7 Bridge courses offered

Sl. No.	Department	Topic	No. of students benefitted
1	Mathematics	Foundation course in Mathematics	48
2	Physics	Essential Mathematics for Physics	7
3	Commerce	Basics of Accounting	9
4	Commerce (SF)	Fundamentals of Accounting	10
5	Malayalam	Fundamentals of Sanskrit	49
6	Microbiology (SF)	Basics in Microbiology	14
7	English	Linguistics	7
8	Hindi	Communicative Hindi	30
9	Botany	Fundamentals of Plant anatomy and micro techniques	38
10	Economics	Fundamentals of Economics	10

2. Orientation Programme

Orientation is given to freshers by the internal and external experts to make them aware of the vision and mission of the college and its values. This facilitates a holistic development towards a socially responsible individual. The programme is extended to the parents as well.

3. Add on Courses

UGC aided Add on courses are offered by various departments. Interested students are recommended to join Add on Courses according to their choice. This facilitates skill development and enhances the employability of the students.

4. Scholar Support Programme

Scholar Support Programme (SSP) is part of the 'New Initiatives in Higher Education' initiated by the Government of Kerala with the objective of imparting additional support to slow learners with the help of an internal mentor. Fifty students benefit from this scheme every year. The target group is identified on the basis of their marks in the qualifying examination. Applications are invited from the students to enroll in the scheme and classes are arranged in the subjects according to their need, after regular class hours.

5. Remedial Coaching

Remedial coaching is given to the average learners. The departments arrange these classes before or after the regular teaching hours or on holidays. The attendance, mark lists and progress of students are recorded every year.

6. Enrichment programmes

Enrichment programmes and talks by experts to deepen the knowledge and understanding of students in various areas of study are organized by all departments. A few are listed below:

Table 2.8 Enrichment Programmes organized

Enrichment Programme	Resource Person
A GPS for your life	Dr. Rajashri K. Menon, General Surgeon Cornwall Community Hospital, Canada
Implantable Pulse Generators and Defibrillators	Dr. Kesavan Potti, Program Manager, Medtronic, Minnessota, U.S.A.
Applied Microbiology -Medical Diagnosis	Dr. Naresh Menon, CEO& Founder of Chromo Logic
Soft Skill Development Programme	Dr. Varun G. Menon, Assistant Professor, SCMS, Kochi
Recent trends in banking sector	Dr. V. M. Xavier, SEBI resource person
Business awareness	Mr. Narayanan Potty, Trainer DIC.
Editors role and duties in Indian	Dr. K.A. Shaji, Senior Correspondent, The

Scenario	Hindu
Dalit Literature and its relevance in the present social scenario	Dr. Janaki Sreedharan, Associate Professor, Calicut University
<i>Kalyanasougandhikam thullal</i> and a demonstration class	Suresh Kaliyath, Kendra Sangeetha Nadaka Acadamy.
Poetry & Feminism	Dr. Amritha, Famous Poet
Conservation of Biodiversity	Sri. M.I. Varghese, (IFS), Retd. Dy. Conservator of Forest
Bioinformatics	Mrs. Shifnamol T.A, Assistant professor, Dept. of Biotechnology
Environmental Friendly Green Tyres for Future	Dr. Rani Joseph, Emiretus Professor, CUSAT
Webinar on Gene based therapies Progress and future Prospects	Oommen Varghese, Associate Profesor, Department of Chemistry, Angstrom Laboratory, Uppsala University, Sweden
Stock indices and Economic conditions	Dr. Thomas Issac, Finance Minister, Kerala State Legislative Assembly
Minority Rights and Development: Overcoming exclusion, discrimination and poverty	Justice Sukumaran, Former Chief Justice of Mumbai High Court , Rtd. Judge of Kerala High Court
Construction using ruler and compass – An application of Algebra to Geometry	Dr. K. N. Raghavan, IMSc., Chennai
Introduction to Stochastic Process	A. Krishnamoorthy, Emeritus Professor
Bioactive compounds from the marine environment	Dr. P. S. Parameswaran, Scientist – in – Charge, National Institute of Oceanography, Regional Centre, Kochi
Go wild for wildlife	Dr. Gigi K. Joseph Assistant Professor, Post Graduate Department of Zoology, Nirmala College, Muvattupuzha
Careers in Digital media	Dr. Sai Prasad, Head of the Department of Communication, COMMITS, Bangalore.
Short film making	Mr. Sridev Namboothiri, Short Film maker

2.2.4 How does the college sensitize its staff and students on issues such as gender, inclusion, environment etc.?

The college is in the forefront of activities aimed at social inclusiveness and environment conservation. Various awareness programmes are conducted on varied topics such as gender awareness, law, equity and equality, health issues and environment under the auspices of National Service Scheme (NSS), Women Cell and clubs functioning in the college. The college is keen on sensitizing students of their rights and they are given classes in self-defense and legal awareness.

The college has taken several steps to inculcate eco-friendly practices among the staff and students. The Biodiversity club, Lotus Nature club, Energy and Environment Conservation Club and Bhoomithrasena envisage activities for conservation and preservation of environment. The institution along with NSS observes World Environmental Day by distributing saplings, reciting green poems and organizing competitions. The Ozone Day, Wetland Day and the World Population Day are duly observed.

The NSS unit of the college is proactive and is at the forefront of organizing campaigns pertaining to environmental issues, social upliftment, and social outreach programmes and women empowerment. As part of the e-consciousness campaign, the NSS unit collected 940 kg of e-waste and handed over to Clean Kerala Company Ltd., Govt. of Kerala.

2.2.5 How does the institution identify and respond to special educational/ learning needs of advanced learners?

The entry level test and continuous evaluations help to identify the advanced learners. The following steps are adopted to cater to the special needs of advanced learners.

1. Student Projects

Students are encouraged to select advanced topics for projects and to do the same in reputed institutions. Under the guidance of RPC advanced learners are encouraged to take up funded projects. Twenty three student projects were funded by KSCSTE during 2012-2016.

2. Paper presentations in National/International seminars

Students are encouraged to present papers in National/ International seminars. 56 students presented papers in different seminars/workshops organized under the auspices of RPC. Further, students have participated and presented papers in seminars conducted outside the college and these are listed below:

Table 2.9 Paper presentations by students

Sl. No.	Name of the Seminar	Students Presented paper	Department	Year
1	IIMMN, Mahatma Gandhi University, Kottayam	Emilin John	Physics	2013
2	UGC Sponsored National Seminar organized by S.S. College, Kalady	Joby L, Taniya Pearl E R	Physics	2015
3	DBT & KSCSTE Sponsored National Seminar conducted at St. Thomas College, Autonomous, Trissur	Jithasree Jayaram	Botany	2015
4	UGC Sponsored National Seminar conducted at Govt. College, Chittoor	Jithasree Jayaram	Botany	2015
5	UGC Sponsored National Seminar organized by M. A. College, Kothamangalam	Karthi Krishna M.R, Mary Tintu, Sherin Ahamed	Physics	2016
6	DST supported International Symposium held at Kochi	Deepa K.R, Sana Fathima P.S Athira Saleevan, Nayana C.P Albina Peter	Zoology	2017

3. Online courses

Advanced learners are also encouraged to register for Massive Open Online Courses (MOOC). Two students completed the certificate programme entitled “The extremes of life microbes and their diversity” offered by KyotoX, an online learning initiative of Kyoto University.

4. Walk With a Scholar

WWS, started in 2014, is funded and supported by Office of the New Initiatives, Directorate of Collegiate Education, Govt. of Kerala. This programme envisages to shape young talents to achieve better goals. The scheme provides them a variety of opportunities and experiences such as personality development classes, visit to esteemed institutions, external mentoring classes by eminent personalities and internal mentoring sessions by the faculty of the college. The eminent personalities who gave external mentoring classes and the topics covered under the auspices of WWS are listed below:

2.10 Programmes organized under the auspices of WWS

Resource Person	Topic
Sri. Vijay Menon Human Life Skill Trainer	Human life skill development
Smt. Beena Kannan CEO of Seematti	Interactive Session on Entrepreneurship Development
Dr. V. M. Santhosh Asso. Professor, Payyannoor College	Positive Thinking
Sri. Yatish Chandra IPS. S.P. Aluva	‘How to Prepare for Civil Service Examinations’
Dr. Jaleel U.C. Scientist OSDD	Scope and Challenges in Open Source Drug Development
Dr. Radha Nair, Director, SCMS	Career guidance
Dr. Babu P.K., Principal, MES college, Mampad	Effective communication
Sri. Sathosh Kurup, CEO ICT academy	ICT tools in education
Sri. Muhammed Hanish IAS	‘How to Prepare for Civil Service Examinations’

5. Training Programmes

Students with good academic records are nominated by the faculty members to participate in various training programmes.

Table 2.11 Training programmes

Year	Institution/ Organization	Programme	Duration	Department	No. of students participated
2012-16	ASAP Government of Kerala	Summer Skill Skool	21 days	English	240
2015-16	Srinivasa Ramanujan Institute for Basic Sciences (SRIBS)	Undergraduate Mathematics Training Camp	10 days	Mathematics	3
2015-16	Center for Biopolymer Science and Technology (CBPST)	Training on Thermogravimetric Analysers	1 day	Chemistry	30
2015-16	Sophisticated Test and Instrumentation Center (STIC)	Training on instrumentation analysis	1 day	Chemistry	30
2016	Cochin International Airport Ltd. (CIAL)	Familiarizing airport function	3 days	Commerce-SF	24

2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc. who may discontinue their studies if some sort of support is not provided)?

- Class in charges maintain personal record of every student
- The continuous evaluation process helps to analyze the academic progress of the students
- The slow learners are encouraged to participate in various programmes designed for them such as Scholar Support Programme, Remedial Coaching and Tutorials
- Economically weaker students are given financial aid through college funds, Staff Association, OSAX, ReLAX and PTA
- Differently abled students are benefitted from programmes like Non Visual Desktop Access (NVDA), audio CDs and remedial coaching
- Additional support is given to Lakshadweep students to overcome the difficulties of language barrier
- A professional counsellor's service is made available on Thursdays
- Peer to peer teaching helps the weak students in overcoming their learning difficulties
- Interaction with the parents/students and personal counselling helps to reduce the risk of dropout

2.3 Teaching-Learning Process

2.3.1 How does the college plan and organize the teaching, learning and evaluation schedules? (Academic calendar, teaching plan, evaluation blueprint etc.)

1. Academic Calendar

The academic committee of the college plans and prepares the academic calendar. It includes the tentative dates of curricular and co-curricular activities of the college.

2. Teaching Plan

According to the academic calendar, teachers prepare a detailed teaching plan including tentative time table for internal test papers, assignments and seminars. The teachers and the students are the beneficiaries of this plan.

3. Evaluation Schedule

The academic calendar gives the tentative dates regarding internal evaluations and its results. As a part of continuous evaluation prior information is given to the students

about the conduct of class tests, term tests, re-tests, open book test, take home test, seminars, quiz, viva-voce, projects and assignments.

2.3.2 How does IQAC contribute to improve the teaching-learning process?

- IQAC collects feedback from students, parents and alumni to ensure improvisation in teaching-learning process
- An internal and external Academic Audit is conducted annually and its suggestions are implemented
- Annual Academic Week gives a platform for students to interact with eminent scholars and scientists.
- Library Week is conducted to acquaint the staff and students with the archives. Book exhibition, book talks (faculty and students) and various literary events for neighbouring institutions are organized.
- Seminars, talks and orientation classes by eminent scholars are organized for the faculty to familiarize them with the innovative teaching methods and technologies
- IQAC collects feedback on the curriculum from alumni, parents and employers
- The information, suggestions and recommendations by IQAC are given due weightage in curriculum planning, policy making and general functioning of the college

2.3.3 How is learning made more student-centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?

The curriculum and scheme of evaluation proposed by the University is highly student-centric and requires presentation of seminars and assignments by students. The college completes all these processes in a time bound manner. The conducive support systems are provided to the faculty for the effective implementation of student-centric learning. The following methods are employed to develop varied skills.

1. Interactive learning

- Mind mapping: Mind maps are used to explain concepts
- ICT enabled teaching methods (PPT, Animations, video, FLASH video, e-books)
- Experiential learning : Nature camp, Role play, Stage performance of poems, dramas and short stories
- Demonstration of Experiments/Instruments
- Discussions and debates on contemporary issues

- Brain storming sessions
- Journal club
- Industrial/Institutional visits and study tours

2. Collaborative learning

- Student moderated discussions
- Game based learning
- Peer to peer teaching
- Collaborative learning with international peers
- Fashion show and skit competitions based on learning concepts
- Exhibitions
- Documentaries and short films
- Practical experience on online stock trading
- Student Tabloid, Student Blog
- Campus Radio
- Advertising campaign
- Event management
- Intradepartmental Teaching- PG students teaching UG students

3. Independent learning

- The college has a fully furnished digitalized library with internet facility
- A research corner is arranged in the library for the students to access research works
- An INFLIBNET/NLIST corner is arranged in the library to facilitate accessing e-resources by the students
- MOODLE is used for the conduct of examinations and submission of assignments
- Open book exam & e-assignment
- MOOC is (Massive Open Online Courses) to supplement class room teaching
- Each one teach one programme
- Seminar presentation using PowerPoint by students
- Rubric preparation by students
- Citizen Science Programme by Zoology students

- Virtual lab developed by Amrita University used by students of Physics and Zoology departments
- The Language lab/ Digital Resource Centre

The faculty are encouraged to attend orientation programmes, refresher courses, faculty development programmes, seminars, workshops and conferences to improve their professional skills. IQAC conducts training programmes for teachers.

2.3.4 How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators?

Following programmes are conducted to nurture critical thinking, creativity and scientific temper among the students.

- External funded projects (KSCSTE, UGC)
- Journal club
- Entrepreneurship programmes (ED Club, Women cell)
- Exhibitions
- Debates
- Quiz competitions
- Observation of days of importance
- Student Tabloid, Student Blog
- Campus Radio
- Advertising campaign
- Short film making
- Seminars and Assignments

In order to nurture creativity and critical thinking, the students are encouraged to take membership in various clubs functioning in the college. Many of the aforesaid clubs are formally registered. The club members meet on every second Fridays to plan and execute their activities. Students are also encouraged to participate in inter-collegiate seminar/quiz/debate competitions. The students participate actively in the University Youth Festival from which they secure a large number of prizes in various cultural and literary items.

2.3.5 What are the technologies and facilities available and used by the faculty for effective teaching? Eg: Virtual laboratories, e-learning - resources from National Programme on Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc.

The following facilities are available in the college which are used by the faculty for effective teaching:

1. Virtual laboratories
2. MOODLE Platform
3. Wi-Fi facility in the campus
4. e-Book Library in various departments
5. e-resources through INFLIBNET
6. e-learning resources (NPTEL, NME-ICT, Khan Academy, Yale University)
7. Projectors and OHPs
8. Smart boards in selected class rooms
9. Language Lab for training in communication skills
10. Mobile applications for assignments and to share questions
11. Webinar
12. Topic based YouTube sessions of eminent academicians

2.3.6 How are the students and faculty exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc.)?

The following strategies are adopted for the purpose:

1. The institution organizes state, national and international level seminars and workshops
2. Expert lectures by all departments
3. Participation in the seminars and workshops organized by other institutions
4. Participation in the summer training programmes organized by various institutions
5. Orientation and refresher courses for faculty members
6. Access to print and e-journals
7. Visits to Industries, Libraries, Academies and Research Institutions

8. Training programmes on ICT skills
9. On-the-job training programmes in industries, research labs and reputed hospitals
10. Hands on training programmes in accounting and capital market

2.3.7 Detail (process and the number of students benefitted) on the academic, personal and psycho-social support and guidance services (professional counseling/mentoring/academic advise) provided to students?

1. Academic

- **Walk With a Scholar (WWS)**

Advanced learners are provided with specialized mentoring programmes under WWS scheme. The programme aims to provide mentoring, visits to institutions of national importance, soft skill training, career guidance etc.

- **Scholar Support Programme (SSP)**

SSP supports the slow learners in their learning process. Study materials and question banks are provided to them free of cost.

- **Additional Skill Acquisition Programme (ASAP)**

This project equips young generation with requisite skills for employability. Various courses are allocated to students based on their aptitude and interest.

2. Psycho-Social Support

- **Mentoring System**

A well-organized mentoring system functions to guide the students in all the academic and non academic activities. Every week, an hour is set apart for mentoring.

- **Counselling**

A Professional counsellor is available in the college every Thursday. Teacher coordinators make necessary arrangements for counselling.

3. Guidance Services

- **Career guidance and Placement cell**

Career guidance and placement cell organizes sessions regarding employability, opportunities related to various courses and other career options available. Placement drives are organized in the campus. Students are also informed about the placement drives organized by other institutions.

Table 2.12 Schemes and number of beneficiaries for academic, personal and psycho-social support and guidance services

Scheme	Objective	Number of Students Benefitted
Mentoring	Guidance to all non-academic activities	All the UG and PG students
Tutorial	Guidance to all academic activities	All the UG and PG students
Counselling	Support to overcome the psychological/ physical/ financial problems of life	150
Walk With a Scholar	Specialized mentoring programmes for advanced learners	90
Scholar Support Programme	Extends support to slow learners	200
Additional Skill Acquisition Programme	Skill development training	518
Career guidance	Career awareness	All the UG and PG students

2.3.8 Provide details of innovative teaching approaches/methods adopted by the faculty during the last four years? What are the efforts made by the institution to encourage the faculty to adopt new and innovative approaches and the impact of such innovative practices on student learning?

The faculty members adopt innovative teaching approaches/methods through the training programmes conducted by IQAC.

Table 2.13 Innovative teaching methods and their impact

Innovative Teaching approaches/ Methods	Impact
Live performances/Role plays	Experiential and Enjoyable learning
Use of e-Resources	Deepens the level of understanding
E-content development	Self-learning platform
Open Book Test Papers	Widens the knowledge base and promotes reading
Peer to peer teaching	Mutual benefit in teaching and learning
Mind mapping	Participation of all students and improved learning
Rubric preparation by students	Awareness on how to present answers
Collaborative assignment with Red Deer College, Canada	International exposure
Short Learning Objects (SLO)	Better understanding of communication concepts
MOODLE Platform	Enhanced learning through ICT
e-assignments	Enhances computer skills and facilitates eco-friendly concept
Take home test paper	Improves self-confidence and effective time management
Live Seminar Video Recording	Ensures self-assessment and self-rectification
Departmental Blogs	Space for discussions on academic topics and current issues
Mobile Applications (Whatsapp)	Teacher-student interaction without space-time limitation
Training on sophisticated instruments	Inventive learning

2.3.9 How are library resources used to augment the teaching- learning process?

1. Independent learning

Students make use of the library facility to prepare notes, assignments and project reports.

2. Research oriented assignments

Assignments related to research topics ensure maximum use of print journals, e-resources like INFLIBNET/NLIST, JSTOR etc.

3. Value added services

- Bibliography compilation, reference review and referral service
- Question papers, syllabi and college reports
- Career oriented sections assist for competitive examinations

4. Resource facilitator

- Peer reviewed journals and e-journals
- Support materials for extra-curricular activities

5. Book bank

- Text books to help students belonging to economically and socially weaker sections of the society

2.3.10 Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If 'yes', elaborate on the challenges encountered and the institutional approaches to overcome these.

Yes. Loss of working days due to hartals and political strikes.

The college adopts the following methods to cope with the challenges in completing the curriculum within the planned time frame and schedule given in the calendar.

- Extended sessions on working days and extra sessions on weekends and holidays

2.3.11 How does the institute monitor and evaluate the quality of teaching learning?

- Feedback is collected from students on various attributes and aspects of teaching with regard to individual faculty. IQAC ensures that corrective measures are taken and suggestions are given for improvement.
- Suggestion boxes are placed at different locations on campus to enable the students to give suggestions on all aspects related to the institution.

- Teachers regularly prepare PBAS
- College Council ensures strict adherence to the academic calendar, teaching plan and examination schedule
- Monthly performance report by the Heads of the departments
- The coordinator of internal examinations monitors the continuous evaluation process
- Class in charges submit the result analysis of the external examinations to the Principal
- IQAC conducts external and internal Academic Audit every year

2.4 Teacher Quality

2.4.1 Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum

Table 2.14 Teacher quality of the institution

Highest Qualification	Professor		Associate Professor		Assistant Professor		Total	
	Male	Female	Male	Female	Male	Female	Male	Female
Permanent Teachers								
Ph.D	Nil	Nil	Nil	6	Nil	21	Nil	27
M.Phil	Nil	Nil	Nil	6	Nil	7	Nil	13
PG	Nil	Nil	Nil	Nil	Nil	15	Nil	15
Temporary Teachers								
Ph.D	Nil	Nil	Nil	1	Nil	5	Nil	6
M.Phil	Nil	Nil	Nil	Nil	Nil	7	Nil	7
PG	Nil	Nil	Nil	Nil	Nil	28	Nil	28
Part-time Teachers								
Ph.D	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
M.Phil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
PG	Nil	Nil	Nil	Nil	Nil	2	Nil	2

The members of the faculty are selected based on the University, Government and UGC norms. The vacancies are advertised in all editions of one National English daily and two Malayalam dailies having wide circulation. All the sanctioned posts are filled immediately with highly qualified teachers.

Temporary teachers are appointed by the college as per the norms of Mahatma Gandhi University and Kerala Government. Such situation arises when a teacher goes on FDP deputation or when the excess teaching hours fall short of the stipulated hours required for sanctioning new posts. Guest faculties are appointed in retirement vacancies until the appointment of permanent staff.

Retention Strategies: The institution encourages the faculty:

1. To pursue Ph. D under Faculty Development Programme (FDP)
2. To take up major and minor research projects
3. To participate in various faculty training programmes, seminars and workshops
4. To access e-journals through INFLIBNET/NLIST

The institution provides access to internet facility through LAN system and Wi-Fi. Management, PTA, Alumni Association (OSAX) and ReLAX appreciate the meritorious achievements of the teachers.

2.4.2 How does the institution cope with the growing demand/ scarcity of qualified senior faculty to teach new programmes/ modern areas (emerging areas) of study being introduced (Biotechnology, IT, Bioinformatics etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.

The institution conducts invited talks by senior faculty members from other institutions and universities. It has made agreements with national and international institutes to train the teachers and students in specialized areas like IT and Biotechnology. It takes efforts to make teachers adept in emerging areas through:

- Refresher courses, seminars, workshops and short term training programmes
- National and international internships and training programmes of FLAIR

The courses run under the emerging areas in the institution have been extremely successful ensuring commendable results in the university exams and 100% placement.

2.4.3 Providing details on staff development programmes during the last four years elaborate on the strategies adopted by the institution in enhancing the teacher quality.

a) Nomination to staff development programmes

Table 2.15 Faculty nomination to Academic Staff Development Programmes

Academic Staff Development Programmes	Number of faculty nominated
Refresher courses	12
Orientation programmes	30
Staff training conducted by the university	7
Staff training conducted by other institutions	98
Summer / winter schools, workshops, etc.	12

b) Faculty Training programmes organized by the institution to empower and enable the use of various tools and technology for improved teaching-learning

➤ **Teaching learning methods/approaches**

Training programmes organized for faculty members are:

- MOODLE by ICT Academy, Kerala (2015, 2016, 2017)
- Student Centric Learning in collaboration with Red Deer College, Canada
- Innovative Teaching - learning methods through ICT
- SPSS and Excel programmes
- Use of smart board and virtual class rooms
- Sophisticated instruments (UV Vis Spectrophotometer, FTIR Spectrometer, Keithley Source meter)
- Holistic education in association with IIT, Chennai.

➤ **Handling new curriculum**

- Training on CBCSS Curriculum
- Training on Research Methodology
- Faculty Development Programme on Contemporary issues in Commerce, Economics and Business

➤ **Content / knowledge management**

- Seminar on e-learning by IQAC
- Training program on e-content development

➤ ***Selection, development and use of enrichment materials***

- Repository of e-books in various departments

➤ ***Assessment***

- National Seminar on Academic and Administrative Auditing
- MOODLE platform for test papers, quiz and assignments

➤ ***Cross cutting issues***

- Lecture series and awareness programmes on issues such as environment, gender, human rights and ICT
- Orientation programme on 'Mentoring'

➤ ***Audio Visual Aids/multimedia***

- Training to prepare SLO and e-content
- ***OER's***
 - Training session on Open Educational Resources
- ***Teaching learning material development, selection and use***
 - Training on preparation for teaching learning materials
 - Training on 'Demystifying Academic Plagiarism' regarding selection and judicious use of online/print resources

Table 2.16 Study material/e-content prepared by faculty members

Name	Department	Study material
Dr. Ansa Alphonsa Antony	Statistics	Complementary Statistics for I B.Sc. Mathematics /Physics
Dr. Mini V.S	English	Prepositions
Dr. Nisha P.	Botany	Core Course Genetics and Plant Breeding for final year B. Sc. Botany
Ms. Jaya Kuruvilla and Ms. Ros Kooren	Botany	Elective paper in Core course- Plant genetic Resource Management
Dr. Aparna Lakshmanan S.	Mathematics	Core Course Real Analysis problem set for final year B. Sc. Mathematics
Dr. Seema K and Ms. Binu Correya	Zoology	Contributed chapters for Text Book entitled Kerala Ecology (Core Course), Published by Zoological Society of Kerala

Ms. Binu Correya, Dr. Annie Feby and Ms. Revathy S	Zoology	Cultura Study material for UG Open Course and Choice Based Core Course in Zoology
Dr. Milon Franz and Ms. Sonia John Markose	English	Core Courses for BA Communicative English
Dr. Milon Franz	English	Three modules for M.A. English- E Patshala, an initiative of MHRD
Dr. Aneymol V.S and Dr. Manjusha K.	Microbiology	Contributed chapters for Text Book entitled Microbiology and Immunology, Published by Zoological Society of Kerala

c) Percentage of faculty

- Invited as resource persons in Workshops / Seminars / Conferences organized by external professional agencies

International : 1.82%

National : 20%

- Participated in external Workshops / Seminars / Conferences recognized by national/ international professional bodies

International : 100%

National : 100%

- Presented papers in Workshops / Seminars / Conferences conducted or recognized by professional agencies

International : 29.09%

National : 54%

2.4.4 What policies/systems are in place to recharge teachers? (eg: providing research grants, study leave, support for research and academic publications teaching experience in other national institutions and specialized programmes industrial engagement etc.)

The institution provides the following:

- Duty leave for teachers for participating in Seminars, Workshops and Training Programmes
- Financial assistance for travelling in connection with invited talks / paper presentations
- The publication of two national peer reviewed multidisciplinary journals

- NOC to pursue Ph.D. under FDP
- Assistance to take up projects. The RPC updates teachers about various funding agencies and schemes available
- Infrastructural facility for research

2.4.5 Give the number of faculty who received awards / recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance/achievement of the faculty.

Number of faculties who received awards/recognitions: 4

- Dr. Sr. Stella K. A. (Department of Chemistry)- FLAIR International Lab Visit Scheme at Sweden, 2015-16
- Dr. Sr. Stella K. A. (Department of Chemistry), Ms. Revathy S. (Department of Zoology) and Dr. Anila N. (Department of Botany)- FLAIR National Internship, 2015-16
- Lt. Dr. Bridget Joseph (Department of Hindi) - Teachers Excellence Award, Kerala.

The college encourages and ensures timely submission of application for Government sponsored programmes such as FLAIR and other professional bodies. Healthy competition is ensured among the faculty members to participate in various seminars/conferences. An academically fulfilling ambience makes sure that the teachers take up excellent quality research through various schemes implemented by the government.

2.4.6 Has the institution introduced evaluation of teachers by the students and external Peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?

Yes. At the end of every academic year, the Internal Quality Assurance Cell (IQAC) takes the feedback of students on teaching. The data is analyzed by the Principal and necessary corrective measures are taken. External peer evaluation is also undertaken.

2.5 Evaluation Process and Reforms

2.5.1 How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?

The awareness about the evaluation process is given to the stakeholders through the college calendar, website, orientation programmes and PTA meetings.

2.5.2 What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?

1. Major evaluation reforms of the university

As per the CBCSS system introduced by the University, there are two stages of student evaluation

- Internal evaluation (test papers, assignments, attendance reports and seminar presentations)
- External evaluation

Centralized valuation camp is conducted by the University for External Valuation

2. Reforms initiated by the institution

- Centralized internal examination and evaluation for all programmes
- The viva-voce for Common Course – ‘Communication Skills’ is conducted in a structured manner
- MOODLE platform is utilized for the submission of e-assignments

2.5.3 How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?

The Internal examination coordinator and the Heads of the Departments ensure the effective implementation and transparency of the evaluation process. The college gives utmost importance to the internal evaluation by preparing an academic plan including the dates of internal examinations, individual seminar and assignments. At the beginning of the academic year, the students are informed about the evaluation process, reforms/changes introduced through the academic calendar. After the valuation, open house is conducted so that parents are aware of the performance of the students. Moreover, the teachers from the institution participate in Centralized Valuation Camps to facilitate timely declaration of the results by the University.

2.5.4 Provide details on the formative and summative assessment approaches adopted to measure student achievement. Cite a few examples which have positively impacted the system.

In 2013, as per the recommendations of Prof. B. Hridayakumari commission, seven point grading system was introduced through which awarding of grades was replaced by awarding of marks for each question. However, notional grading on the basis of marks continues to be indicated for each semester. Overall gradation is based on a seven-point scale and it is awarded only at the end of the academic programme.

The weightage for internal and external evaluations in the new system are 20% and 80% respectively. The separate pass minimum for internal and external is 30% and an aggregate of 40% is required to pass the course.

1. Formative Evaluation

There are three components for internal assessment, viz, attendance, assignment/ seminar/viva and test paper.

- Evaluation of Attendance

Table 2.17 Attendance evaluation scheme

Percentage of attendance	Marks for papers without practical	Marks for papers with practical
$\geq 90\%$	5	3
85 – 89%	4	2
80 – 84%	3	2
75 – 79%	2	1
$< 75\%$	1	1

Assignment : A student has to submit an assignment for each course for semester 1 to semester 4.

Seminar : A student has to present a seminar per course in the semester 5.

Viva : A student must attend a viva per course in the semester 6.

Test paper : The marks obtained for test papers per course per semester is considered

2. Summative Evaluation

After the successful completion of a semester, Semester Grade Point Average (SGPA) of a student in that semester is calculated. For successful completion of a semester, a student should pass all the courses. However, the student is permitted to move to the next semester irrespective of his/her SGPA. The Cumulative Grade Point of a student is calculated at the end of a programme. The CGPA of a student determines the overall academic level of the student in a programme and is the criterion for ranking the students. An overall letter grade for the whole programme shall be awarded to the student based on the value of CGPA using a 7 point scale.

Table 2.18 Grading Scheme based on CGPA

CGPA	Grade	Implication
Above 9	A+	Outstanding
Above 8, but ≤ 9	A	Excellent
Above 7, but ≤ 8	B	Very Good
Above 6, but ≤ 7	C	Good
Above 5, but ≤ 6	D	Satisfactory
Above 4, but ≤ 5	E	Adequate
4 or below	F	Failure

This system gives an incentive to the students for better performance in the coming examinations. The qualitative improvement of students is an example. Even though the

new system has adversely affected the overall pass percentage of the university, the quality of the student at the completion is ensured.

2.5.5 Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightages assigned for the overall development of students (weightage for behavioral aspects, independent learning, communication skills etc.)

The internal evaluation is done through the continuous evaluation based on test papers, seminars, assignments, viva and attendance. Tentative internal mark list is published on the notice board. The final mark list is submitted to the college office by incorporating the necessary changes after considering the grievances of the students. The monthly attendance statement of the students is displayed on the notice board. While evaluating the seminars, weightage is given to factors such as self-confidence, independent learning, and communication skills to ensure the overall development of the students.

Table 2.19 Components for evaluation of seminar

Components	Weightage
Innovation of Topic	1
Review/Reference	1
Content	3
Presentation	3
Conclusion	2

2.5.6 What are the graduate attributes specified by the college/ affiliating university? How does the college ensure the attainment of these by the students?

The graduate attributes specified by the institution are:

- To create an environment that would foster more opportunities
- To create educated individuals qualified in specialized areas of knowledge
- To conduct undergraduate, postgraduate and research-level programmes in Science, Humanities and Commerce
- To foster research and extension activities directed at the reorganization of existing knowledge and the creation of new knowledge
- To help in the creation and development of human resources that would take up intellectual leadership
- To promote national development by imparting education and culture to girls
- To develop itself into an institution with the highest standards of excellence

The various programmes conducted in the college are monitored and evaluated periodically by Heads of the Departments, College Council and IQAC which ensures the attainment of graduate attributes.

2.5.7 What are the mechanisms for redressal of grievances with reference to evaluation both at the college and University level?

Three level grievance redressal mechanism is functioning in the college

- Tutor level
- Department level
- College level

Further, as per the norms of the University, the college has constituted a Grievance Redressal Committee. It addresses all grievances relating to marks awarded for attendance and the internal assessment grades/marks of the students.

The University has a mechanism to address the grievances with reference to evaluation which allows students to revalue the paper at nominal charges. In case there is a change in marks, the students are issued a fresh mark sheet.

2.6. Student performance and Learning Outcomes

2.6.1 Does the college have clearly stated learning outcomes? If 'yes' give details on how the students and staff are made aware of these?

Yes.

The learning outcomes at the institutional level are laid down in the vision and mission statements of the college and are communicated to the staff and students through college website and college calendar. Students are oriented on the expected general learning outcome in the orientation programme organized at the beginning of every academic programme.

Every academic programme of the college has its specific learning outcomes. Each course has also certain expected outcomes which may include:

1. Providing fundamental knowledge on the subject
2. Promoting analytical skills
3. Developing research aptitude
4. Enhancing employability

2.6.2 Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/programme? Provide an analysis of the students results/ achievements (Programme/course wise for last four years) and explain the differences if any and patterns of achievement across the programmes/courses offered.

The academic progress of each student is monitored by the tutor. The class in charge schedules regular meetings with the parents and assesses the learning, study habits and suggests effective remedial measures.

Table 2.20 Programme wise results for last four years

UG Programme	2012-13	2013-14	2014-15	2015-16
Botany	100	95	100	55.26
Chemistry	96	100	100	73
Commerce	94	100	98	98
English	92.15	93.02	92.15	39.5
Economics	93	92	82	52
Malayalam	85	80	81	33
Mathematics	82.5	82.9	87.2	67.4
Physics	97.1	97.05	84.21	44.7
Zoology (Model I)	100	96	90	52
Zoology (Model II)	100	100	100	61
Com. English (SF)	97.56	75	97.56	68
Commerce (C. A. -SF)	NA*	NA	NA	61.53
Commerce (T & T -SF)	NA	NA	NA	43.75
PG Programme				
Commerce	100	77	63	94
Commerce (SF)	NA	NA	NA	54.5
English	57.89	31.57	32	68.4
Malayalam	NA	NA	69.2	52
Microbiology(SF)	60	85	56	50
Physics	93.3	80	66.7	50

*NA-Not Applicable

A significant trend to be noted in the last year regarding the performance of students is the drop in the pass percentage. The new seven point grading system introduced has resulted in the increase of the quality of the students who successfully complete the programme. Though the number has dropped drastically, the quality has been excellent since then. The college takes up various supportive courses for all the needy students and hopes to make better results in the coming years.

Table 2.21 University examination toppers

Year	Student	Department	Achievement
2013-14	Reshma Mary Zachariah	B. Sc. Zoology	1 st position with A ⁺ grade
	Aisha Riswana	B. Sc. Zoology	2 nd position with A ⁺ grade
	Nisma Hussain	B. Sc. Zoology (Model II)	1 st position with A ⁺ grade
	Minu Elizabeth	B. Sc. Physics	5 th position with A ⁺ grade
	Jismy Thankachan	M. Sc. Microbiology	5 th position
2014-15	Jismol Poullose	M. Sc. Microbiology	1 st position
	Ashita Thomas	B. Sc. Zoology (Model II)	1 st position with A ⁺ grade
2015-16	Anjana Prasad	B. Sc. Zoology (Model II)	1 st position with A ⁺ grade
	Fathima K S	M. Sc. Microbiology	8 th position
	Sobha Paul	M. Sc. Microbiology	10 th position
	Misna Jalal	B. Sc. Chemistry	10 th position with A ⁺ grade
	Minu Elizabeth George	M.A. English	1 st position
	Sandhya U	M.Com.(Finance)	1 st position
	Mary Tracy Karan	M.Com.(Finance)	2 nd position
	Laya K.A.	M.Com.(Finance)	5 th position
2016-17	Sindhu Thomas	M.Phil.(Business Studies)	1 st position
	Sr. Binu K J	M.Phil.(Business Studies)	2 nd position
	Soumya Eapen	M.Phil.(Business Studies)	3 rd position
	Aiswarya Devi S.	M.Phil.(Business Studies)	4 th position
	Reshma S.	M.Phil.(Business Studies)	6 th position
	Bindu P. K.	M.Phil.(Business Studies)	7 th position
	Chinchu P. C.	M.Phil.(Business Studies)	8 th position

2.6.3 How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?

- The college has a well structured academic calendar which insists on conducting the academic activities in a time-bound manner
- Each department conducts staff meeting at regular intervals to ensure the progress of the students.
- Heads of the Departments and the Principal review the feedback of the students and suggest changes/improvements, if necessary.

2.6.4 What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (student placements, entrepreneurship, innovation and research aptitude developed among students etc.) of the courses offered?

1. Student Placements

- The college has an effective career guidance and placement cell
- Training for competitive exams is given by various departments

2. Entrepreneurship

Entrepreneurship Development Club arranges awareness and training programmes to improve the entrepreneurship skill of the students.

- Training programme conducted by KITCO for final year UG students
- Students' project in association with National Insurance Company to promote and market various insurance products

3. Innovation and Research Aptitude Developed Among Students

- a. Student projects funded by KSCSTE
 - i. SPYTiS (Scheme for Promoting Young Talents in Science) for UG students
 - ii. PG student projects
- b. Collaboration with CAGH (Centre for Advancement of Global Health) to develop mathematical model for predicting the distribution of *Aedes aegypti* mosquito and chances of Dengue fever
- c. Successful completion of courses under MOOC
- d. Socio-Economic surveys
- e. Biodiversity assessment of Iringolkavu
- f. Organic Farming
- g. Go Green Project

2.6.5 How does the institution collect and analyze data on student performance and learning outcomes and use it for planning and overcoming barriers of learning?

- The data on the student performance is collected by the tutor and is used for the complete and comprehensive evaluation of the students.
- The analyzed data is presented before the committee constituted by IQAC, during the academic audit.
- The academic audit team reviews the report of the data analysis and valuable suggestions for further planning and corrective measures are given to each department.

2.6.6 How does the institution monitor and ensure the achievement of learning outcomes?

- Result analysis of each semester by tutor
- Continuous monitoring by heads of the departments
- Academic Audit by IQAC

The institution ensures the achievement of the learning outcomes in terms of the enrolment of students to higher studies, professions and research.

2.6.7 Does the institution and individual teachers use assessment/ evaluation outcomes as an indicator for evaluating student performance, achievement of learning objectives and planning? If 'yes' provide details on the process and cite a few examples.

Yes.

The institution evaluates the progress and academic achievement of the students in terms of their performance through internal/external examinations, assignments and seminars. Continuous and summative evaluations are ensured through these mechanisms in each semester. During the Academic Audit, necessary suggestions for improvement are given to departments. Based on them, the departments plan activities for the next year in a successful and efficient manner.

Examples

1. Use of ICT augmented the level of comprehension of the learners
2. The enactment of plays (Malayalam and English) in the curriculum helps the students to conceive the concepts in a better and more effective way

Any other relevant information regarding Teaching-Learning and Evaluation which the college would like to include

- Content upgradation of repository in the digital space
- Enhanced audio-video assistance in learning

CRITERION III:

RESEARCH, CONSULTANCY AND EXTENSION

3.1 Promotion of Research

3.1.1 Does the institution have recognized research center/s of the affiliating University or any other agency/organization?

Yes. The Department of Commerce is an approved Research Center affiliated to Mahatma Gandhi University. The Post Graduate Departments of English and Physics have submitted applications to Mahatma Gandhi University for establishing research centre.

Research work is going on in other departments with the help of research centers of other institutions.

Zoology - Sacred Heart College, Thevara

Mathematics - U.C. College, Aluva

3.1.2 Does the Institution have a research committee to monitor and address the issues of research? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact.

Yes. The institution has a research committee called Research Promotion Council (RPC) to monitor, address the issues and to promote and coordinate research activities. Every year an 18 member council is constituted with the Principal as the chairperson; a co-ordinator; a secretary, a student representative and faculty representatives from each department of the college.

Present Research Promotion Council Members

1. Rev. Sr. Reethamma - Chairperson
2. Dr. Anu Anto - Coordinator
3. Dr. Linda Louis - Secretary
4. Dr. Sr. Stella K. A
5. Ms. K. Lekha
6. Dr. Vimala George
7. Dr. K. Manjusha
8. Dr. Aparna Lakshmanan S
9. Dr. Raji Joseph
10. Dr. Anila N

11. Ms. Maria Paul
12. Dr. Mini V.S
13. Dr. Ansa Alphonsa Antony
14. Ms. Minimole K.
15. Sr. Sindhu P.J
16. Dr. Cicily Pearly Alex
17. Dr. Sybila Pius Fernandez
18. Ms. Sindhu Thomas (Student Representative)

Major recommendations of the committee

1. To organize monthly paper presentation sessions by faculty and students of the College, coordinated by various departments
2. To publish the proceedings of these paper presentation sessions as 'Book of Abstracts'
3. To start peer reviewed multidisciplinary journal
4. To organize International seminars funded by various agencies
5. To encourage and support faculty members to apply for research projects, FDP and to register for Ph. D. and PDF
6. To publish and present the research findings of faculty and students
7. To upload summary of completed projects on the college website
8. To apply for inter-disciplinary projects

Impacts

1. 36 faculty members and 54 students presented their research findings in the paper presentation sessions organized by RPC.
2. Two books of abstracts published
3. A peer reviewed biannual interdisciplinary journal- *Discourse* by RPC and XJORC by the P.G Department of Commerce and Research (SF) published
4. Organized five International and twenty four National Conference/ Seminar/ Workshop
5. One major project, 23 minor projects and 23 student projects sanctioned by various funding agencies during the last four years
6. Eighteen faculty members have registered for Ph. D

7. Fifteen students have uploaded their findings on to citizen science project websites like ebird.org and indiabiodiversity.org
8. Faculty published 90 International and 79 National research papers. Faculty members presented 20 research papers in International and 81 papers in National conferences/seminars. Students published 10 International and 27 National research papers
9. Uploaded summary of the completed projects on the college website

3.1.3 What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes/projects?

➤ **Autonomy to the Principal investigator**

The Institute provides complete autonomy (Financial and other) to the Principal investigator. It encourages the optimum use of the infrastructure and provides other facilities to the investigator. The institute does not interfere in any matters undermining the independence of the principal investigator.

➤ **Timely availability of resources or funds**

Funds towards capacity building are explored and availed. An understanding with nearby institutions facilitates exchange programmes to share resources.

➤ **Adequate infrastructure and human resources**

A reasonable infrastructure for start-up research is available in the college. The UGC development assistance and DST-FIST funds have been utilized for capacity building. There are 33 Ph. D. holders in the college and the young recruits are enthusiastic in pursuing research activities. Neighboring institutions share our infrastructure to meet their needs.

➤ **Time-off, reduced teaching load, special leave etc. to teachers**

- All Government and University approved leaves applicable are utilized by the teaching faculty for research purpose
- Teachers who take part in short term courses on Research Methodology, International/National conferences/seminars/ workshops are given duty leave
- Permanent Faculty avails FDPs, subject to availability of slots
- Research guides can avail of reduced teaching load as per the UGC regulations
- Teachers are permitted to take time off for research related activities with the permission of the Head of the Institution

➤ **Support in terms of technology and information needs**

The campus is Wi-Fi enabled. Internet and computer facility in all departments provide adequate support for research activities. Teachers are encouraged to attend seminars, conferences and symposiums to keep themselves abreast of developments and trends in their respective areas. Teachers and students have access to selected e-resources such as journals and research papers through INFLIBNET/ NLIST.

➤ **Facilitate timely auditing and submission of utilization certificate to the funding authorities.**

The college office is prompt in settling the accounts and furnishing details to the funding agency at the right time. It ensures the timely submission of the work to the concerned authority.

3.1.4 What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?

A concerted effort is made by the research promotion council in developing scientific temper among students. Different Workshops/ National seminars related to Materials Science, Astrophysics, Fine Arts, Folklore and Nature Study were conducted by various departments. Further the following programmes were conducted to develop scientific temper and research culture:

- Talks by eminent scientists and scholars
- Visits to major research labs
- Students encouraged to take up funded projects and participate in Citizen Science projects
- Periodic interactions with experts in various fields
- RPC organizes monthly paper presentation sessions
- The proceedings of these sessions are published as 'Books of Abstracts'
- Students encouraged to present paper/participate in national/ international workshops, symposiums and seminars
- Projects for the UG and PG courses
- Intensive coaching for national level exams for higher studies

3.1.5 Give details of the faculty involvement in active research (Guiding student research, leading Research Projects, engaged in individual/collaborative research activity, etc.)

1. Guiding Student Research

Table 3.1 Details of faculty guiding student research

a) Faculty with PhD Guideship: 6				
Name of the faculty	Name of the student	University of registration	No. of students registered	No. of Ph. D.s awarded
Dr. Aparna Lakshmanan S.	Anu V.	Mahatma Gandhi University	6	Nil
	Jeepamol J. Palathingal			
	Seena Varghese			
	Jismi Varghese			
	Ninu S. Lal			
	Deepa V. G.			
Dr. Raji Joseph	Abitha M. T	Mahatma Gandhi University	8	Nil
	Avani T			
	Neethu P. N			
	Sherin T Abraham			
	Susan Sunny			
	Anna Celine E J			
	Jyothy Mary Mathew			
	Neeraja T S			
Dr. Vimala P	Shereena John	Mahatma Gandhi University	3	Nil
	Swapna R			
	Ranjini R Varma			
Dr. Sybila Pius Fernandez	Bilu Job	Mahatma Gandhi University	7	1
	Resmi R	Bharathiyar University		
	Vijayan Kalleriparambath			
	Aneesh Kumar			
	N. Sangeetha			
	Liance Mathew			
	Padma Nandan			
Dr. Sujatha N V	Lakshmi S Bose	Amrita University	1	1
Dr. Sr. Karmaly K. A	Presty John	Mahatma Gandhi University	5	2
	K. G. Emiliyamma			

	K C Gopi		
	Sumesh S		
	Rabeesh T P		
b) Faculty with M.Phil Guideship: 2			
Name of the faculty	Name of the student	University of registration	
Dr. Sybila Pius Fernandez	Bindu P K	Mahatma Gandhi University	
	Aiswarya Devi S		
	Sr. Binu K J		
	Chinchu P C		
	Reshma S		
	Sindhu Thomas		
	Soumya Eapen		
Dr. Sujatha N V	Poornima B Shenoy	Mahatma Gandhi University	

2. Leading Research Projects (2012-2016)

- Major Project

1

- Minor Projects

23

Table 3.2 List of major and minor research projects

Sl. No.	Name of the Principal Investigator	Funding agency	Title of the Project
1	Dr. Aparna Lakshmanan S.	KSCSTE (Major Project)	Applications of Graph Theory to Networks
2	Ms. Beena Varghese	UGC	Nanofibrillated cellulose from pineapple leaf fibre and its reinforcement potential in PLA
3	Ms. Sheneya Festus	UGC	Charge transfer spectrum of substituted N-Benzyl nitrobenzamide and benzyl nitro benzoate: Experimental and DFT study
4	Ms. Asmy Antony K.A	UGC	Effect of matrix toughening on the properties of fibre reinforced plastics
5	Dr. Geege Joanamma Xavier	UGC	Cultural Memory of south-west coast of Kerala, a study based on the art form of chavittunatakam
6	Ms. Mary Juliet C. D	UGC	Traditional Knowledge of Kerala- A Study based on Ayurveda Tradition

7	Dr. Lilly C O	UGC	Impact and Influence of the West: The Cultural MILIEU OF Christians in the Coastal Region
8	Dr. Aneymol V S	UGC	Isolation, identification and characterization of <i>Actinobacteria</i> isolated from mangroves of Ernakulam district
9	Dr. Linda Louis	UGC	Molecular analysis of <i>Vibrio spp</i> Clonal relationship between clinical and environmental isolates from coastal Kerala
10	Dr. Aparna Lakshmanan S	UGC	Study of various graph parameters under graph products
11	Ms. Vandana Aravindan	UGC	Significance of Wetlands in Sustainable Development with Special Reference to Ernakulam District
12	Ms. Minimole K	UGC	Effectiveness of Continuing Education Programme in Kerala with Special Reference to Ernakulam District
13	Sr. Sindhu P J	Minority Welfare Department, Government of Kerala	Socio Economic exclusion of Religious Minority Communities in Kerala: A study with special reference to Latin Catholics'
14	Ms. Revathy S	UGC	Food & feeding habits of <i>Silago sihama</i> (Forsk. 1775)- a candidate species for mariculture from Cochin Waters
15	Dr. Anu Anto	UGC	The role of Coprophagous Beetle on dung decomposition and enhancement of soil fertility
16	Dr. Sybila Pius Fernandez	UGC	Role of Pain and Palliative Centre in Aluva City
17	Dr. Vimala P	Kerala State Higher Education Council	Higher Education System in Kerala- problems and prospects

18	Dr. Vimala P	UGC	Performance of Education Loan Scheme in Kerala
19	Dr. Raji Joseph	UGC	Economic empowerment of widows through self-employment training, production and marketing initiatives by NGOs in EKM District - A Case Study
20	Ms. Ninu Rose	UGC	Study on Economic Impact of Tourism in Kerala With special reference to Ernakulam District
21	Dr. Saumi Mary M	UGC	Redefining Low Culture: The Cultural Meaning of Indian Popular Cinema
22	Dr. Cicily Pearly Alex	UGC	Body Image perception, Self-esteem and Dietary Practices: Comparison between Women Athletes and Non Women Athletes at College Level
23	Sr. Sindhu P J	ICSSR	Poverty and Exclusion of Backward Minorities in Kerala: A Special Reference to Latin Catholics
24	Ms. Joissy Mathew	UGC	Synthesis and Characterization of CdZnS Thin Films

• **Student Projects (Funded by KSCSTE) : 23**

Table 3.3 List of student projects

Sl. No.	Name of the Principal Investigator	Title of the Project
1	Dr. Aneymol V S	Impact of modernization on canned foods and its pathological importance
2	Dr. Aneymol V S	Study of airborne fungi at solid waste generation site in Ernakulam district
3	Ms. Revathy S	Food & feeding habits of <i>Silago sihama</i> (Forsk. 1775)- a candidate species for mariculture from Cochin Waters
4	Dr. Anu Anto	Impact of Caudal Autonomy on the Behaviour of Indian House Gecko <i>Hemidactylus frenatus</i>
5	Dr. Anu Anto	Effect of Coprophagous Beetles on the decomposition of dung

6	Ms. Saranya S	A comparative study of <i>Megascolex mauritii</i> for improving soil quality in diverse habitats of Muringoor
7	Dr. Sheena Xavier	Structural and Magnetic Characterization of Gadolinium substituted Co-Zn mixed ferrite nanoparticles
8	Dr. Sujatha N.V	Study of Galax Observation from Lockman Hole
9	Dr. Linda Louis	Molecular and Bioinformatic characterization of <i>Bacillus thuringiensis</i>
10	Dr. Manjusha K	An investigation on the antimicrobial activity of ferrite nanoparticles
11	Dr. Stella K. A.	Comparative study on natural and synthetic tooth pastes
12	Dr. Aparna Lakshmanan S.	Soil suitability evaluation and crop selection using fuzzy set
13	Dr. Aneymol V S	Isolation and identification of Actinobacteria - Mangrove ecosystem of Vypin
14	Ms. Sheneya Festus	Study on the effect of temperature and salinity on the water absorption capacity of sodium polyacrylate
15	Ms. Asmy Antony K. A.	Leaf extract mediated green synthesis of silver nanoparticles from medicinal plants their comparison & characterization
16	Dr. Aparna Lakshmanan S.	Reciprocity among residents of Madhavapuram colony - A Case study
17	Ms. Lathadevi P K	Silver nanowire polymer composite films
18	Dr. Anu Anto	Diagnosis of gastrointestinal parasites in captive snakes using coprological methods
19	Ms. Revathy S	A Study on the ecological role & significance of millipedes on the decaying of leaf litter
20	Dr. Nisha P	Invitro antidiabetic studies of alpha amylase and glycosidase inhibitory activities of selected plants of the family Nyctaginaceae
21	Dr. Seema K	Effect of citronella extract on the developmental stages of <i>Aedes aegypti</i>
22	Dr. Newly Joseph	Study on the antimicrobial activity of natural mouthwashes
23	Dr. Sheena Xavier	Magnetic Characterization of Rare earth doped Ferrite Nanoparticles for Biomedical Applications

3. Individual/Collaborative Research Activity: 9**Table 3.4 Details of faculty involved in collaborative research**

Sl. No.	Individual/Collaborative Research	Collaborating Individual/Institution	Outcome of Collaboration
1	Dr. Aparna Lakshmanan S.	1. Csilla Bujtas, Dept. of Computer Science & System Technology, University of Pannonia, Hungary 2. Tuza Zsolt Hungarian Academy of Sciences Budapest, Hungary 3. Tao-Ming Wang, Institute of Applied Mathematics, Tunghai University, Taiwan	Four publications in Peer Reviewed International Journal
2	Dr. Sujatha N. V.	1. Dr Jayant Murthy, Indian Institute of Astrophysics, Bangalore 2. Dr. K. Narayanankutty, Amrita Vishwa Vidyapeetham, Amritapuri Campus	Five publications in Peer Reviewed International Journal
3	Dr. Nisha P	Dr. Joby Paul, Dept of Botany, St Thomas College, Thrissur	One publication in Peer Reviewed International Journal
4	Dr. Anila N.	Dr. Daris P. Simon CFTRI, Mysore	Three publications in Peer Reviewed International Journal
5	Dr. Sheena Xavier	Dr. Thomas Varghese, Nirmala College, Muvattupuzha	One publication in Peer Reviewed International Journal
6	Dr. Anu Anto	Dr. Vinod K.V., Dr. Shaju Thomas, Dr. Jiji K. Joseph, Nirmala College, Muvattupuzha	Three National Collaborative Research Papers
		State Museum & Zoo Thrissur and Thiruvananthapuram	Student Project

7	Dr. Baby Divya	Dr. Raul Bettencourt, Scientist, Genetics & Immunology Laboratory, University of Azores, Portugal	One International Collaborative Research Paper
8	Dr. Seema K	Dr. Sugathan Salim Ali Wild life Sanctuary, Thattekkadu	One National Collaborative Research Paper
9	Dr. K Manjusha	Dr. I. S. Bright Singh, Co- ordinator, National Centre for Aquatic Animal Health, CUSAT.	One publication in Peer Reviewed International Journal

3.1.6 Give details of workshops/ training programmes/ sensitization programmes conducted/ organized by the institution with focus on capacity building in terms of research and imbibing research culture among the staff and students.

Table 3.5 International seminar/workshop organized (5 Nos)

Sl. No.	Name of Seminar/Workshop/ Programmes	Coordinator	Department	Funding Agency
1	Academic Writing in the Digital Environment : A New Perspective	Sr. Sindhu P.J	Economics	Self-Funded
2	Financial Literacy: A Supreme Tool in Accelerating the Corporate Social Responsibility in Financial Institution	Dr. Sybila Pius Fernandez	Commerce (SF)	Self-Funded
3	Envision: A Holistic View on Empowering Women	Dr. Resmi Varghese	Mathematics / NSS	Co-funded by Department of Lifelong Learning and Extension, Mahatma Gandhi University
4	Immune Response in Health and Disease	Dr. Aneymol V. S	Microbiology	Co-funded by KSCSTE
5	International FDP in Contemporary Issues in Commerce and Economics	Dr. Sybila Pius Fernandez and Sr Sindhu P.J	Commerce (SF), Economics	Self-Funded

Table 3.6 National seminars/workshops organized (24 Nos)

Sl. No.	Name of the Workshop/ Programmes	Coordinator	Department to which the fund is sanctioned	Funding agency	Amount Sanctioned (Rs/-)
1	Hindi aur Malayalam Ki Samakaleen Kahaniyom mem Krishak Jeevan: Ek Tulnatmak Adhyan	K. Lekha	Hindi	UGC	1,30,000/-
2	Graph Theory and its Applications	Dr. Aparna Lakshmanan S.	Mathematics	UGC	1,50,000/-
3	Immune disorders and recent trends in Diagnostics	Dr. Aneymol V. S	Microbiology	Self-funded	-
4	Science Academies' Lecture workshop on Frontiers in Nanoscience and Technology	Dr. Linda Louis	Biochemistry	Science Academy	1,23,000/-
5	Knowledge Tradition of Kerala	Dr. Geege Jonamma Xavier	Malayalam	UGC	1,00,000/-
6	Literary historiography: Cultural and political dimension	Ms. Nikitha Xavier	Malayalam	UGC	85,000/-
7	Research Methodology	Dr. Sybila Pius Fernandez	Commerce (SF)	Self-funded	-
8	Financial Inclusions	Dr. Raji Joseph	Commerce	UGC	60,000/-
9	Research Methodology: Data Analysis using SPSS	Ms. Ninu Rose	Commerce	UGC	1,35,000/-
10	Literature and Environment: Deep Ecological perspectives	Dr. Lima Antony	English	UGC	1,05,000/-
11	Media and Culture: Creations & Transcreations	Dr. Milon Franz	English	UGC	55,000/-

12	Integrating Taxonomy to DNA Barcoding	Dr. Anu Anto	Zoology	UGC	1,10,000/-
13	Recent Trends in Physics and Research	Dr. Sujatha N.V	Physics	UGC	90,000/-
14	Computational Chemistry and its applications	Ms. Sheneya Festus	Chemistry	UGC	1,45,000/-
15	Vivekananda on women equality- Contributions of a major thinker	Dr. Nisha P.	Botany	UGC	1,00,000/-
16	Women in Science	Dr. Aparna Lakshmanan S.	Mathematics Physics Chemistry Botany Zoology Microbiology	Self-Funded	-
17	Media Workshop	Dr. Geege Joanamma Xavier	Malayalam	Kerala Media Academy	2,10,000/-
18	Derivatives – Concepts into Practice	Dr. Raji Joseph, Ms. Shereena John	Commerce	Self-funded	-
19	Dimension of Exclusion and Discrimination: The experience of Minorities and Indigenous people in India	Ms. Minimole K, Sr. Sindhu P.J	Economics and Political Science	ICSSR, Southern Regional Centre, Hyderabad	40,000/-
20	Blood and Organ Donation: Scientific & Motivational Aspects	Dr. Resmi Varghese	Mathematics / NSS	Self-funded	-
21	Radiations	Dr. Sujatha N. V	Physics	APT	-
22	Faculty Development Programme	Dr. Sybila Pius Fernandez	Commere (SF)	Self Funded	-
23	Research Methodology	Dr. Sybila Pius Fernandez	Commere (SF)	Self Funded	-
24	Nanomaterials and its Advances in Chemical and Life Sciences	Dr. Sr. Stella K. A.	Chemistry	KSCSTE	25000/-

Table 3.7 List of State / Regional seminars and workshops (12 Nos)

Sl No.	Name of the Workshop/Programmes	Coordinator	Department to which the fund is sanctioned	Funding agency	Amount Sanctioned (Rs/-)
1	Microbial Techniques & Principles	Dr. Aneymol V.S	Microbiology	KSCSTE	25,000/-
2	Intellectual Property Rights	Dr. Aneymol V.S	Microbiology	KSCSTE and Patent Information Centre	34,000/-
3	Sujal-Nalla Vellam- Nalla Naadinu	Dr. Aneymol V.S	Microbiology	KSCSTE	35,000/-
4	Intellectual Property Rights	Dr. Aneymol V.S	Microbiology	KSCSTE and Patent Information Centre	54,000/-
5	Genetically modified Crops & Food Security- Issues & Prospects	Ms. Revathy S	Zoology	KSCSTE	20,000/-
6	Chemistry of light science and its applications	Dr. Newly Joseph	Chemistry	KSCSTE	10000/-
7	Madhava Mathematics Competition Problems	Dr. Aparna Lakshmanan S.	Mathematics	Self-Funded	-
8	Mushroom cultivation	Ms. Jaya Kuruvilla	Botany	Self-Funded	-
9	Organic farming	Dr. Nisha P.	Botany	Self-Funded	-
10	Gandhi Marg	Dr. Saumi Mary M	English	Co funded by Dept. of Life Long Learning & Extension, M. G University	-
11	Madhava Mathematics Competition Problems	Dr. Aparna Lakshmanan S.	Mathematics	Self-Funded	-
12	Advancements in Science and Technology for the Specially Abled Persons	Dr. Aneymol	Microbiology/ Zoology	KSCSTE	20,000/-
13	Conceptualizing & Cartooning for Social Issues- Health & Hygiene	Dr. Resmi Varghese	NSS	Self-Funded	-
14	Energy Conservation & Management	Dr. Resmi Varghese	NSS	Self-Funded	-

3.1.7 Provide details of prioritized research areas and the expertise available with the institution.

Table 3.8 Research expertise available with the institution

<i>Name</i>	<i>Area of research</i>	<i>Department</i>
Dr. Aparna Lakshmanan S.	Graph Theory	Mathematics
Dr. Resmi Varghese	Stochastic Models	
Dr. Ansa Alphonsa Antony	Reliability Theory	Statistics
Dr. Sujatha N.V.	Astronomy and Astrophysics	Physics
Dr. Sheena Xavier	Nanomagnetic Materials and its Applications	
Dr. Vimala George	Materials Science	
Ms. Joissy Mathew	Thin Films for Photovoltaic Applications	
Dr. Newly Joseph	Polymer Chemistry	Chemistry
Dr. Sr. Stella K. A.	Material Science	
Ms. Beena Varghese	Polymer Chemistry	
Ms. Sheneya Festus	Computational Chemistry	
Ms. Asmy Antony K. A.	Polymer Chemistry	
Dr. Seema K	Wetland Avifauna	Zoology
Dr. Baby Divya	Marine Microbiology	
Dr. Annie Feby	Marine Microbiology	
Dr. Anu Anto	Ecology of Dung Beetles	
Ms. Revathy S	Reproductive biology of Fishes	
Ms. Jaya Kuruvilla	Phytochemistry	Botany
Dr. Anila N	Algal Bio-technology	
Dr. Nisha P	Pteridophyte/Angiosperm Taxonomy	
Dr. Linda Louis	Microbial Genetics	Biochemistry
Dr. Aneymol V. S.	Medical Microbiology	Microbiology
Dr. K. Manjusha	Bioactive compounds from Microbes	
Dr. Lilly C. O.	Cultural Studies	Malayalam
Dr. Sr. Geege Joanamma Xavier	Cultural Studies	
Ms. Nikitha Xavier	Literary Criticism	
Ms. Maria Paul	Grammar and Linguistics	
Dr. Milon Franz	Post Colonialism	English
Dr. Lima Antony	Indian Aesthetics	

Dr. Mini V. S.	British Drama	
Dr. Saumi Mary M	Cultural Studies	
Dr. Liss Marie Das	Women's Writings	
Ms. Camilla Diana	Transgender Studies	
Ms. Sheeba V. Rajan	British Raj Fiction	
Ms. Renjitha Reghunath	Fiction	
Lt. Dr. Bridget Joseph K	Hindi Novel and Short Story	Hindi
Ms. K. Lekha	Hindi Drama	
Ms. Vandana Aravindan	Environmental Economics	Economics
Sr. Sindhu P. J.	Development Economics	Economics
Ms. Minimole K.	Educational Literacy	Political Science
Dr. Vimala P.	Banking	Commerce
Dr. Raji Joseph	Banking	
Dr. Mercy Varghese	Self-help group	
Ms. Ninu Rose	Housing Loan	
Ms. Shereena John	District Industries Center	
Ms. Bilu Job	Financial Literacy Center	
Dr. Sybila Pius Fernandez	Finance	Commerce

3.1.8 Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?

The institution encourages departments to invite eminent resource persons for the following:

- International seminars and workshops
- National seminars, Lecture and workshops
- State level workshops and seminars
- Collaborations/ MoUs
- Departments' Association activities
- Academic week activities
- Activities of Film club, Nature club and Bhoomithrasena
- Video conferencing with resource persons abroad
- Webinar
- Walk With a Scholar/Scholar Support Programme of Higher Education Department, Kerala
- Science exhibition in collaboration with ISRO

3.1.9 What percentage of the faculty has utilized Sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?

Since there is no provision for Sabbatical Leave for college teachers in Kerala, UGC's Faculty Development Programme is promoted to pursue research. 7 faculty members have already benefited from leave for their research work. The deputation period facilitates them to advance their research work substantially. These researchers, in return have taken initiatives to consolidate the research culture in the college. Their expertise and resourcefulness come very handy for the college to launch different initiatives. The quality of UG/PG projects have improved remarkably.

Table 3.9 List of faculty availed leave for FDP

Sl. No.	Name of the Faculty	Department	Period of Deputation (Ph. D)
1	Dr. Lilly C.O	Malayalam	2011-2013
2	Dr. Sheena Xavier	Physics	2011-2014
3	Dr. Mini V. S	English	2012-2014
4	Ms. Vandana Aravindan	Economics	2016-2018
5	Ms. Revathy S	Zoology	2016-2018
6	Ms. Jaya Kuruvilla	Botany	2017-2019
7	Ms. Maria Paul	Malayalam	2017-2019

Moreover, some teachers were granted leave to visit foreign countries to participate/ present papers in Conference / Internship programme.

Table 3.10 List of faculty availed special leave

Participation in International Programme			
Sl. No.	Name of the Faculty	Department	Programme
1	Dr. Aparna Lakshmanan S.	Mathematics	Invited talk 1. Invited Speaker at Indo-Taiwan Conference organized by National Chiao Tung University, Taiwan 2. Invited Speaker for the Symposium at Tunghai University, Taiwan
2	Dr. Sr. Stella K.A.	Chemistry	Lab Visit Scheme at Angstrom Laboratory, Uppsala University, Sweden as part of FLAIR Programme
3	Dr. Sheena Xavier	Physics	Presented paper in the 3 rd Nanotoday conference at Biopolis, Singapore.

Participation in National level programme			
1	Dr. Anila N	Botany	FLAIR Internship (National)
2	Ms. Revathy	Zoology	FLAIR Internship (National)
3	Dr. Sr. Stella K.A.	Chemistry	FLAIR Internship (National)
4	Dr. Resmi Varghese	Mathematics	India Pilot- Active Citizen Facilitator Workshop
5	Ms. Asmi Antony K. A.	Chemistry	India Pilot- Active Citizen Facilitator Workshop
6	Dr. Resmi Varghese	Mathematics	National Integration Camp
7	Dr. Saumi Mary M.	English	National Level Consultation Programme on SAARC Youth Charter organized by UN Population Fund

3.1.10 Provide details of the initiatives taken up by the institution in creating awareness/advocating/transfer of relative findings of research of the institution and elsewhere to students and community (lab to land)

The institute encourages teachers to share their research findings with students and teachers of other institutions and community. The details of which are shown below.

Table 3.11 Faculty as resource person in awareness programmes

Sl. No.	Name of the faculty	Number of Institutions visited /Community
1	Dr. Aparna Lakshmanan S.	9
2	Dr. Sheena Xavier	2
3	Dr. Sujatha N. V	2
4	Dr. Sybila Pius Fernandez	2
5	Dr. Linda Louis	3
6	Dr. Nisha P.	3
7	Dr. Newly Joseph	1
8.	Dr. Aneymol V S	1
9	Sr. Sindhu P J	1
10	Dr. Seema K	1
11	Dr. Anila N	1

- Awareness on energy conservation, health care issues, cleanliness, gender issues are given to students and nearby communities in Aluva Municipality.
- Translations, Editing / Proof reading, water quality testing, community development programmes are done by various departments, NSS, Women cell and clubs.
- Nature camps, Medicinal, Agriculture and Horticulture exhibition
- The biodiversity assessment at Iringolkavu conducted by Botany department has attracted the attention of national media
- Institute encourages M. Phil. students to share their findings with the students of other institutions

- Meaningful community research projects have been taken up in Collaboration with Centre for Advancement of Global Health (CAGH) in developing a mathematical model for predicting the distribution of *Aedes aegypti* mosquito. Data generated out of the project uploaded to national database.
- Citizen Science Programmes - Students upload sightings on birds, invasive alien species etc. to the national database
- Collaboration with State Museums and Zoos at Thrissur and Thiruvananthapuram for the student project entitled “Gastrointestinal parasites in captive snakes using coprological methods” is helpful for the Zoo keepers, as the need for accurate diagnosis of gastro intestinal endoparasite infections in reptiles is essential for the well-being of the captive reptiles.
- Taxonomic identification of Formicidae specimens is done in the Zoology Research Lab especially from the biodiversity hotspots of Western Ghats. This helps in the documentation of lesser known taxa of these hotspot areas thus contributing to documentation of biodiversity of these taxas.

3.2 Resource Mobilization for Research

3.2.1 What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization.

Percentage of the total budget earmarked for research= 30%

The institution has earmarked 30% for research and during the tenure 23% has been utilized for the same. The following table shows the year wise utilization and allocation of funds.

Table 3.12 Allocation and utilization of funds for research (in lakhs)

Major Heads of Expenditure	2012-13		2013-14		2014-15		2015-16	
	Financial Allocation	Actual Expenditure	Financial Allocation	Actual Expenditure	Financial Allocation	Actual Expenditure	Financial Allocation	Actual Expenditure
Research equipment and instruments	1.50	1.499	2.75	2.785	56.75	56.708	31.302	7.749
Construction/Extension and Renovation of building	1.00	1.00	0.525	0.522	8.240	8.161	7.720	0.212
Computers and accessories	1.15	1.15	2.750	2.754	1.516	1.637	2.082	2.083
Books / journals/ Maintenance	0.750	0.752	2.30	2.325	3.65	3.662	4.10	1.10

3.2.2 Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?

The College does not permit allocation of funds as seed money for research to faculty. However the institution does provide infrastructure facilities like research laboratory and ICT to facilitate research.

3.2.3 What are the financial provisions made available to support student research projects by students?

The institution assists student research by providing infrastructure, lab facility, subsidized rate of printing and photocopies. The students of UG and PG programmes are encouraged to do research oriented projects funded by Kerala State Council for Science Technology and Environment (KSCSTE). Departments encourage students to attend seminars/workshops and present their research work. The financial assistance for the same is provided by the respective department.

Table 3.13 Funding for student projects from KSCSTE

Year	Institution/ Organization	Name of the Project	Amount Sanctioned (Rs.)	Department	No. of students
2012 -13	KSCSTE	UG Student Project Scheme	10000/-	Microbiology	2
2014 –15	KSCSTE	PG Student Project Scheme	6000/-	Physics	2
			6000/-	Physics	2
		UG Student Project Scheme	8000/-	Zoology	1
2015 –16	KSCSTE	UG Student Project Scheme (SPYTiS)	10000/-	Zoology	1
			10000/-	Zoology	1
			10000/-	Zoology	1
			10000/-	Microbiology	1
2016 –17	KSCSTE	PG Student Project Scheme	10000/-	Physics	3
		UG Student Project Scheme (SPYTiS)	6000/-	Mathematics	2
			8000/-	Mathematics	2
			8000/-	Chemistry	2
			10000/-	Chemistry	2
			10000/-	Chemistry	2
			10000/-	Chemistry	2
			10000/-	Microbiology	3
			10000/-	Microbiology	3

			10000/-	Biochemistry	3
			10000/-	Physics	1
			10000/-	Zoology	1
			10000/-	Zoology	2
			10000/-	Zoology	2
			10000/-	Botany	1

Table 3.14 Financial assistance to students for seminar participation/presentation

Sl. No.	Name of the Seminar	Students participated and Presented paper	Department	Year
1	IIMMN, Mahatma Gandhi University, Kottayam	Emilin John	Physics	2013
2	UGC Sponsored National Seminar organized by S.S. College, Kalady	Joby L, Taniya Pearl E R	Physics	2015
3	UGC Sponsored National Seminar conducted at St. Thomas College, Autonomous, Trissur	Jithasree Jayaram	Botany	2015
4	UGC Sponsored National Seminar conducted at Govt. College, Chittoor	Jithasree Jayaram	Botany	2015
5	DST supported International Symposium held at Kochi	Deepa K.R, Sana Fathima P.S Athira Saleevan, Nayana C.P Albina Peter	Zoology	2017
6	UGC Sponsored National Seminar organized by M. A. College, Kothamangalam	Karthi Krishna M.R, Mary Tintu, Sherin Ahamed	Physics	2016
7	National Seminar Organized by School of Management Studies, CUSAT, Kochi	Sindhu Thomas Chinchu P C Reshma S	Commerce (SF)	2016
8	UGC Sponsored National Seminar Organized by Sreesankara Vidhyapeedam College, Perumbavoor	Bindu P K		
9	UGC Sponsored National Seminar Organized by PG Department of Commerce. St. Paul's College, Kalamassery	Aiswarya Devi S Sr. Binu K J Soumya Eapen Bindu P K		

3.2.4 How does the various departments/ units/ staff of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavors and challenges faced in organizing interdisciplinary research.

- Research Promotion Council encourages inter-disciplinary research activities
- Departments involved in inter-disciplinary research share laboratory, equipment, journals and expertise
- Successful inter-disciplinary projects for PG and UG students executed in the following departments:
 - ✓ Physics and Microbiology
 - ✓ Microbiology and Botany
 - ✓ Microbiology and Zoology
 - ✓ Botany and Biochemistry
 - ✓ Mathematics and Biochemistry
 - ✓ Political Science and Statistics
 - ✓ English, Malayalam and Hindi
- Challenge: No allocated time slot due to the absence of such provisions in curriculum

3.2.5 How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?

- All the facilities like general library, research lab, computer lab, Wi-Fi, internet facility, INFLIBNET/NLIST, computing facilities, equipment are available to staff and students.
- Language lab is made available to interested students and faculty
- The research facilities are availed by the students during their academic project under the supervision of the teachers concerned
- Laboratories maintain the registers keeping tab of the use of equipment, computers and sophisticated instruments

3.2.6 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If 'yes' give details.

Yes. The institution has received special grants/finances from the industry and other beneficiary agency for developing research facility. The details of which are shown below.

Table 3.15 Special grants from the industry/beneficiary agency

Funding Agency	Amount Sanctioned	Amount Received
DST	90 Lakhs	57.5 Lakhs
DBT	55 Lakhs	-
KSCSTE	12.35 Lakhs	4.44 Lakhs
PTA	19.6 Lakhs	19.6 Lakhs
OSAX (Alumni Association)	1.1 Lakhs	1.1 Lakhs
Federal Bank, Aluva	Rs.20,000/-	Rs.20,000/-
Canara Bank, Aluva	Rs.10,000/-	Rs.10,000/-

3.2.7 Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organizations. Provide details of ongoing and completed projects and grants received during the last four years.

Research Promotion Council of the college takes initiatives for timely submission of the proposals for Minor and Major research projects. The grants received from UGC towards Minor and Major research projects are tabulated below.

Table 3.16 (a) Details of grants received for research projects

Nature of the Project	Duration Year From To	Title of the project	Total Grant (Lakhs)		Total grant received till date
			Sanctioned	Received	
Minor projects (UGC)	2013-15	Significance of Wetlands in Sustainable Development with Special Reference to Ernakulam District	1.15	1.15	1.15
	2013-15	Effectiveness of Continuing Education Programme in Kerala with Special Reference to Ernakulam District	1.03	1.03	1.03
	2013-15	Role of Pain and Palliative Centre in Aluva City	1.15	1.15	1.15
	2013-15	Redefining Low Culture: The Cultural Meaning of Indian Popular Cinema	1.4	1.4	1.4
	2013-15	Cultural Memory of south-west coast of Kerala, a study based on the art form of chavittunatakam	0.5	0.5	0.5
	2013-15	Traditional Knowledge of Kerala- A Study based on Ayurveda Tradition	0.75	0.75	0.75
	2014-16	Nanofibrillated cellulose from pineapple leaf fibre and its reinforcement potential in PLA	3.1	2.35	2.35

	2014-16	Charge transfer spectrum of substituted N-Benzyl nitrobenzamide and benzyl nitro benzoate: Experimental and DFT study	3.0	2.35	2.35
	2014-16	Effect of matrix toughening on the properties of fibre reinforced plastics	3.6	2.9	2.9
	2014-16	Synthesis and Characterization of CdZnS Thin Films	1.6	1.55	1.55
	2014-16	Study of various graph parameters under graph products	1.5	1.0	1.0
	2014-16	Isolation, identification and characterization of <i>Actinobacteria</i> isolated from mangroves of Ernakulum district.	2.0	1.55	1.55
	2014-16	The role of Coprophagous Beetle on dung decomposition and enhancement of soil fertility	0.7	0.55	0.55
	2014-16	Performance of Education Loan Scheme in Kerala	0.85	0.675	0.675
	2014-16	Economic empowerment of widows through self-employment training, production and marketing initiatives by NGOs in EKM District - A Case Study	0.9	0.7	0.7
	2015-17	Molecular analysis of <i>Vibrio</i> spp Clonal relationship between clinical and environmental isolates from coastal Kerala	4.4	3.7	3.7
	2015-17	Food & feeding habits of <i>Silago sihama</i> (Forsk. 1775)- a candidate species for mariculture from Cochin Waters	3.0	2.45	2.45
	2015-17	Study on Economic Impact of Tourism in Kerala With special reference to Ernakulam District	1.2	0.9	0.9
	2015-17	Impact and Influence of the West: The Cultural MILIEU OF Christians in the Coastal Region	1.35	0.8	0.8
Major projects (KSCSTE)	2015-18	Applications of Graph Theory to Networks	10.23	3.74	3.74

Table 3.16 (b) Details of grants received for research projects

Nature of the Project	Duration Year From To	Title of the project	Total Grant (Rs.)		Total grant received till date
			Sanctioned	Received	
	2013-14	Study of airborne fungi at solid waste generation site in Ernakulam district	10,000	10,000	10,000
	2014-15	Food & feeding habits of <i>Silago sihama</i> (Forsk. 1775)- a candidate species for mariculture from Cochin Waters	8000	8000	8000

Student research projects (KSCSTE)	2015-16	Impact of modernization on canned foods and its pathological importance	10,000	10,000	10,000
		Structural and Magnetic Characterization of Gadolinium substituted Co-Zn mixed ferrite nanoparticles	6000	6000	6000
		Study of Galax Observation from Lockman Hole	6000	6000	6000
		Impact of Caudal Autotomy on the Behaviour of Indian House Gecko <i>Hemidactylus frenatus</i>	10,000	10,000	10,000
		Effect of Coprophagous Beetles on the decomposition of dung	10,000	10,000	10,000
		A comparative study of <i>Megascolex mauritii</i> for improving soil quality in diverse habitats of Muringoor	10,000	10,000	10,000
	2016 - 17	Molecular and Bioinformatic characterization of <i>Bacillus thuringensis</i>	10,000	10,000	10,000
		An investigation on the antimicrobial activity of ferrite nanoparticles	10,000	10,000	10,000
		Comparative study on natural and synthetic tooth pastes	10,000	10,000	10,000
		Soil suitability evaluation and crop selection using fuzzy set	8,000	8,000	8,000
		Isolation and identification of Actino bacteria - Mangrove ecosystem of Vypin	10,000	10,000	10,000
		Study on the effect of temperature and salinity on the water absorption capacity of sodium polyacrylate	8,000	8,000	8,000
		Leaf extract mediated green synthesis of silver nanoparticles from medicinal plants their comparison & characterization	10,000	10,000	10,000
		Reciprocity among residents of madhavapuram colony - A Case study	6,000	6,000	6,000
		Silver nanowire polymer composite films	10,000	10,000	10,000
		Diagnosis of gastrointestinal parasites in captive snakes using coprological methods	10,000	10,000	10,000
		A Study on the ecological role & significance of millipedes on the decaying of leaf litter	10,000	10,000	10,000
		Invitro antidiabetic studies of alpha amylase and glycosidase inhibitory	10,000	10,000	10,000

		activities of selected plants of the family Nyctaginaceae			
		Effect of citronella extract on the developmental stages of <i>Aedes aegypti</i>	10,000	10,000	10,000
		Study on the antimicrobial activity of natural mouthwashes	10,000	10,000	10,000
		Magnetic Characterization of Rare earth doped Ferrite Nanoparticles for Biomedical Applications	10,000	10,000	10,000
Project funded by KSHEC	2014-15	Higher Education System in Kerala- problems and prospects funded by Kerala State Higher Education Council	1,00,000	1,00,000	1,00,000
Project funded by Govt. of Kerala	2014-15	Socio Economic exclusion of Religious Minority Communities in Kerala: A study with special reference to Latin Catholics' funded by Minority Welfare Development Department, Government of Kerala	1,00,000	1,00,000	1,00,000

3.3 Research Facilities

3.3.1 What are the research facilities available to the students and research scholars within the campus?

The following facilities are available within the campus for research scholars.

• Research labs with sophisticated instruments

- ❖ Spectroscopy Lab
- ❖ Microbiology Lab
- ❖ Lab for Taxonomic identification of Ants (Zoology Research lab)

Table 3.17 Research facilities in the campus

Sl. No.	Instrument Facility	Purpose
1	UV-Vis Spectrophotometer (Schimadzu- 2400)	Optical Characterization -(185~900 nm and 220 to 1400 nm with ISR-2600Plus)
2	FTIR Spectrometer	Optical Characterization- (350 cm ⁻¹ to 8300 cm ⁻¹)
3	Keithley Source Meter	DC Electrical characterization
4	Thin Film Coating Unit	Prepare Thin Film by Vacuum Evaporation
5	Spectrophotometer	Quantification of Plant Pigments
6	Deep Freezing unit	Storage of Specimens
6	Stereo Zoom Microscopes with Camera Lucida and CMOS Camera	Taxonomic identification of specimens, making Illustrations and capturing photographs

- Wi-Fi enabled campus
- Spacious library with subscription to INFLIBNET/NLIST to access scholarly journals and resources
- Software to test the plagiarism
- High-speed broadband internet connectivity, printing, copying and scanning facilities
- Residential facilities for research scholars

3.3.2 What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?

The institution takes initiative to find various funding agencies for the creation and upgradation of the infrastructure facilities. Accordingly, the institution has received funds through DST-FIST programme and also got approval for the star college scheme of the DBT. Further, the following steps are taken by the institution to get funds for creating new infrastructural facilities.

- The RPC has resolved to direct the potential faculty members to apply for minor/major research projects of UGC/other funding agencies
- Information regarding different research funding agencies is gathered and disseminated by RPC
- Infrastructural facilities are created and upgraded with the financial support of Management, PTA, Alumni (OSAX), ReLAX and other benefactors
- Faculty members voluntarily contributes for upgradation of infrastructural facilities
- The amount sanctioned from projects for equipment and books improve the infrastructural facilities

3.3.3 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities? If 'yes', what are the instruments/facilities created during the last four years?

Yes.

1. DST - FIST Programme- SR/FST/College-169/2013 dated November 2013.

- Sanctioned Rs. 90 Lakhs for the period 2014-2019
- Rs. 57.50 Lakhs released as First instalment in 2014
- Facilities/Instruments procured under this scheme
 1. FTIR Spectrometer
 2. UV-Vis Spectrophotometer
 3. Keithley Source Meter
 4. Dip coating unit
 5. Fume hood, Furnace, Hot air Oven etc.

6. PG Computer lab with 10 Computers and Printer
 7. Instruments for UG and PG Lab
2. DBT – Star College Scheme
- Sanctioned Rs. 55 Lakhs for the period 2017-2020
3. PTA – Financial support to furnish Dr. A.P.J. Abdul Kalam Memorial Seminar Hall
- 3.3.4 What are the research facilities made available to the students and research scholars outside the campus / other research laboratories?**

Research scholars and students of the following institutions are encouraged to use the facilities available on our campus.

Table 3.18 Extension of institutional research facilities

Research Facility	Department	Institution benefitted
Leica Camera Lucida Stereo Zoom Microscope	Zoology	Universities/Colleges all over Kerala
Software (LaTex, TexAid) Facility for Doctoral Students	Mathematics	1. Union Christian College, Aluva 2. St. Peter's College, Kolencherry 3. Govt. P. M. College, Chalakkudy 4. DIST, Angamaly 5. SNM College, Maliankara 6. Sree Krishna College, Guruvayur 7. Al-Ameen College, Edathala
Microbial culture collection	Microbiology	1. M. A. College, Kothamangalam 2. Sreesankara College, Kalady 3. M.E.S Edathala 4. MES Marampilly 5. Morning Star College, Angamaly
Microbial Sensitivity Testing	Microbiology	Rajagiri School, Kalamassery S.H College, Thevara
Thermal conductivity studies using Lee's Disc	Physics	1. SNGIST, Kadayirippu 2. FISAT, Angamaly
Computational Facility for Doctoral Research	Physics	Amrita Vidyapeedam
Computational Facility for M. Phil Project	Physics	S. H. Thevara
Computational Facility for UG Project	Physics	Union Christian College, Aluva
Research Archives and Book collection in Research library	English	Union Christian College, Aluva SNM College, Maliankara Cochin College, Ernakulam
Reference for research	Central Library	Carmalgiro Seminary Mangalapuzha Seminary

3.3.5 Provide details on the library/ information resource center or any other facilities available specifically for the researchers?

- Reference books, back volumes of Journals, Study materials and INFLIBNET/ NLIST
- Lounge area for research scholars, computers with internet connectivity and reprographic facility in the library
- Digital library with archives of reports of major/minor projects and publications of staff and students
- The campus is Wi-Fi enabled
- Research facilities available in the departments exclusively for researchers
 - Research rooms
 - Computer lab
 - Software
 - e-resources
 - Specialized Research Labs
 - Equipment /Instruments
 - Library

3.3.6 What are the collaborative research facilities developed/ created by the research institutes in the college? For ex. Laboratories, library, instruments, computers, new technology etc.

Collaborative research facilities available in the college:

- Sophisticated instruments purchased under the DST-FIST Scheme
- Computational facilities
- e-learning facilities
- Library provides inter lending facility with the Carmaligiri seminary and other institutes

3.4 Research Publications and Awards

3.4.1 Highlight the major research achievements of the staff and students in terms of a) Patents obtained and filed (process and product)

Dr. Anila N. of Department of Botany had filed for patent for her invention on 'An Improved Medium Composition and a Process for Enhanced Lutein Production from Microalgae' Application No. 3120/DEL/2011 dated 02/11/2011.

b) Research studies or surveys benefiting the community for improving the services

- Biodiversity register preparation of sacred groove Iringol Kavu, by Botany students
- Study of water quality of samples by Chemistry and Microbiology departments
- Eco-friendly mouth wash preparation by students of Chemistry department for distribution in the locality and amongst students
- Health check-up organized by Microbiology department for the members of the adopted colony
- Survey conducted by Political Science & Statistics Department on “Sthree Suraksha” in the vicinity of the college

c) Research inputs contributing to new initiatives and social development

- Biodiversity assessment of Iringolkavu helped the community
- Survey of distribution of *Aedes aegypti* mosquito in association with CAGH
- Participation in Citizen Science Programmes in documenting of various animal groups
- Collaboration with State Museums and Zoos at Thrissur and Thiruvananthapuram for accurate diagnosis of gastro intestinal endoparasite infections in snakes
- Taxonomic identification of Formicidae from the biodiversity hotspots of Western Ghats
- Heritage and cultural studies by Language departments – study of the life and culture of the Latin Catholics in Kochi islands in select Malayalam literature; study of the ancient art form of Chavittunatakam.
- Study of water quality of samples
- ***Xaverian Accelerated Literacy Programme (XALP)*** in association with District Literacy Mission to train students to serve as trainers for teaching 7th standard equivalency classes of the Literacy Mission in their own panchayats.

3.4.2 Does the Institute publish or partner in publication of research journal(s)? If ‘yes’, indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?

Yes, the institution do publish two research journals.

1. DISCOURSE- ISSN 2321-0213

Editorial Board Members

1. Rev. Sr. Reethamma- Chairperson
2. Dr. Anu Anto – Chief Editor
3. Dr. Linda Louis- Assistant Professor, Department of Biochemistry
4. Dr. Sr. Stella K. A.- Assistant Professor, Department of Chemistry
5. Ms. K. Lekha - Assistant Professor, Department of Hindi
6. Dr. Vimala George - Assistant Professor, Department of Physics
7. Dr. K Manjusha - Assistant Professor, Department of Microbiology
8. Dr. Aparna Lakshmanan - Assistant Professor, Department of Mathematics
9. Dr. Raji Joseph – Associate Professor, Department of Commerce
10. Dr. Anila N.- Assistant Professor, Department of Botany
11. Ms. Maria Paul- Assistant Professor, Department of Malayalam
12. Dr. Mini V.S.- Assistant Professor, Department of English
13. Dr. Ansa Alphonsa Antony - Assistant Professor, Department of Statistics
14. Ms. Minimole K.- Assistant Professor, Department of Political Science
15. Sr. Sindhu P.J.- Assistant Professor, Department of Economics
16. Dr. Cicily Pearly Alex- Associate Professor, Department of Physical Education
17. Dr. Sybila Pius Fernandez - Associate Professor, Department of Commerce(SF)

Publication Policies

- Discourse is a peer refereed biannual interdisciplinary journal
- The aim of the journal is to disseminate information in the field of science and humanities
- Contributions are in the form of research articles, review articles and short communications
- Discourse invites all academicians/researchers to place order for the journal by paying an amount of Rs.1000/- per volume
- Every year 2 issues of the Journal (September and March) are published
- Provide the manuscripts one month prior to the month of publication (February and August)

2. XJORC - ISSN 2347-372X

Editorial Board Members

Editorial Advisory Board : Sr. Reethamma V A, Principal

Chief Editor : Dr. Sybila Pius Fernandez

Editorial Board:

1. Dr. Leelamma, Associate Professor (Retd)
2. Dr. Helany, Director and Head of the Department of Commerce (SF), St Peter's College, Kolenchery
3. Ms. Mary David, Assistant Professor, P G Department of Commerce and Research (SF)
4. Ms. Jomsy Jerin, Assistant Professor, P G Department of Commerce and Research(SF)
5. Ms. Anjali R, Assistant Professor, P G Department of Commerce and Research(SF)
6. Ms. Radhika V R, Assistant Professor, P G Department of Commerce and Research(SF)
7. Dr. Thomas Sebastian C, P G Faculty, John Paul Memorial Arts and Science College, Kanchiyar, Idukki.
8. Dr. G Tulaseedharan, MMNSS College, Kottayam
9. Dr. Ghireesh Kumar, Associate Professor and Research Guide, Nirmala College, Muvattupuzha

Publication policies

- XJORC is a peer refereed biannual interdisciplinary journal.
- The aim of the journal is to disseminate information in the field of Commerce, banking and management.
- Contributions are in the form of research articles, review articles and short communications
- XJORC invites all academicians/researchers to place order for the journal by paying an amount of Rs.1000/- per volume
- Every year 2 issues of the Journal (January and July) are published
- Provide the manuscripts one month prior to the month of publication (January and July)

3.4.3 Give details of publications by the faculty and students:

a) Publication per faculty

Table 3.19 Publications of faculty in Science

Name of faculty	No. of publications during 2012 –16	SNIP	SJR	Impact factor	Citation index	h-index
Dr. Sujatha N. V.	11	0.3-1.53	0.339-3.266	0.654 - 7.5	186	9
Dr. Sheena Xavier	27	0.295-1.393	0.264-1.006	0.47 - 2.716	157	7
Dr. Apama Lakshmanan S.	5	0.55 – 1.19	0.238 -0.908	0.354 – 0.722	55	4
Dr. Anu Anto	5	-	-	-	65	3
Dr. Baby Divya	2	1.14	1.311	3.05	32	3
Dr. Linda Louis	4	0.125 – 0.504	0.235 – 0.787	0.458 – 3.508	18	3
Dr. Nisha P.	4	0.85	0.483	0.84	14	3
Dr. Anila N.	5	0.9 – 1.4	0.9 – 1.7	2.5 – 5.1	38	2
Dr. Vimala George	3	-	-	1.339	13	1
Dr. K. Manjusha	5	0.69	0.525	1.864	2	1
Dr. Newly Joseph	4	1.09		1.57	32	
Dr. Sr. Karmaly K A	10	-	-	-	-	-
Ms. Revathy S.	8	-	-	-	-	-
Ms. Asmy Antony K A	2	-	-	2.07	-	-
Dr. Sr. Stella K A	2			-		
Dr. Sr. Benedict Mary A	2	-	-	-	-	-
Dr. Aneymol V. S.	2	0.278- 0.643	0.193 - 0.329	0.18 - 5.121	-	-
Dr. Seema K	1	-	-	-	-	-
Dr. Annie Feby	1	-	-	-	-	-
Dr. Resmi Varghese	1	-	-	-	-	-
Ms. Joissy Mathew	1	-	-	-	-	-

Table 3.20 Publications of faculty in Arts and Commerce

Name of Faculty	No. of publications during 2012 – 16	Impact factor
Ms. Sheeba V. Rajan	14	0.765-5.93
Dr. Milon Franz	11	3 - 4
Dr. Saumi Mary M.	4	2.9 – 3.6
Dr. Liss Marie Das	3	0.746 - 1.67

Ms. Shereena John	2	3.996
Ms. Renjitha Reghunath	2	4.3
Dr. Sybila Pius Fernandez	22	-
Dr. Lima Antony	6	-
Dr. Mini V.S.	5	-
Ms. K. Lekha	5	-
Ms. Camilla Diana B.H.	5	-
Dr. Geege Joanamma Xavier	4	-
Dr. Raji Joseph	4	-
Dr. Mercy Varghese	2	-
Ms. Bilu Job	2	-
Ms. Nikitha Xavier	2	-
Ms. Sruthy Francis	2	-
Dr. Vimala P	2	-
Sr. Sindhu P. J.	1	-
Dr. Cicily Pearly Alex	1	-
Dr. Lilly C. O	1	-
Ms. Ninu Rose	1	-
Ms. Minimole K	1	-
Sr. Reethamma V. A.	1	-
Ms. Vandana Aravindan	1	-

b) Number of papers Published by faculty and students in peer reviewed journals (National / International)

Table 3.21 Publications of faculty and students in peer reviewed journals

	International journals	National journals
Faculty	90	79
Students	10	27

c) Publications listed in International Database

Table 3.22 Publications listed in International Database

	Total No. of Publications listed in International Database
Faculty	40
Students	-

- * **Monograph** : 1
- * **Chapter in Books** : 40
- * **Books Edited** : 11

Table 3.23 Books with ISBN/ISSN numbers

Name of book	Name of Faculty	Publishing details
<i>Nakshathrangalundakunnath</i>	Dr. Milon Franz	978-81-928126-4-9 Progress Publications, Calicut.
<i>Kazhavattaom</i>		978 -93-847865-0-2 DC Books, Kottayam
<i>Amma Thressia- Kerathile Nattarivukal</i>	Dr. Geege Joanamma Xavier	Teresian Carmelite Publications, Edappally, 2016
<i>Handbook of Economic Zoology</i>	Ms. Revathy S	ISBN-13:9781539527473 Witness, Creative space, USA.
<i>Indian Economy In the Globalized World</i>	Dr. Sybila Pius Fernandez	ISBN-81-7708-127-6
<i>Pennezhuthile Pachathuruthual</i>	Dr. Gayathree K. P	Fabian Books, Mavelikkara, 2016, ISBN 8187333864
<i>Envision: A Holistic view on Empowering Women</i>	Dr. Resmi Varghese, Ms. Asmi Antony K.A	ISBN: 978-93-5207-519-5 Authors Press, New Delhi
<i>Nizhalnatakam</i>	Swapna C. Kombath	ISBN 978-81-926592-3-3 Kerala Lalithakala Academy, Thrissur
<i>Chalikunna lokathinu pinnil</i>		978-93-80992-27-3 Rainbow Books
<i>Blood and Organ Donation: Scientific & Motivational Aspects</i>	Dr. Resmi Varghese, Ms. Asmy Antony K.A.	ISBN: 978-93-5207-546-1 Authors Press, New Delhi

3.4.4 Provide details (if any) of

a) Research awards received by the faculty

- Young research award from DST- Dr. Sujatha N.V.
- Young Scientist Award from KSCSTE – Dr. Aparna Lakshmanan S.
- Young Statistician Award – Dr. Ansa Alphonsa Antony

b) Recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally

- Reviewer for Materials Letters, Elsevier - Dr. Sheena Xavier

- Reviewer for Mathematical Reviews – Dr. Aparna Lakshmanan S., Dr. Ansa Alphonsa Antony
- Reviewer for Management Reviews- Dr. Sybila Pius Fernandez
- Reviewer for Zentralblatt Math – Dr. Aparna Lakshmanan S.
- Reviewer for Journal of Insect Biodiversity- Dr. Anu Anto
- Reviewer for Bioinfo publications- Dr. Baby Divya

c) Incentives given to faculty for receiving state, national and international recognitions for research contributions.

- Faculty members are felicitated with mementos by Management, PTA and Retired Teachers Association of the College (ReLAX)

3.5 Consultancy

3.5.1 Give details of the systems and strategies for establishing institute-industry interface?

- Academic council, Research promotion council and Career guidance and Placement cell are the systems for establishing the institute-industry relationship.
- MoUs are signed with industries and institutions as per the requirements of the courses and programmes

3.5.2 What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?

- The institution endeavors to promote consultancy to facilitate for the optimum use of the resources available
- It encourages the staff to undertake such programmes by giving them time off to do the same
- The amount received from consultation is spent for further development of research
- The information of the expertise available with the institution published on the college website

3.5.3 How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?

- The institution encourages the staff by providing the infrastructure and other facilities
- The management appreciates the achievements of the faculty and the department
- The resources generated if any are used for the development of the department

3.5.4 List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.

The institution renders consultancy services to:

1. Government

- Members on PSC interview board
- Question paper setting for SSP
- Translation services for the Police Department
- Health Department, Aluva Municipality
- AIR Kochi FM

2. Community

- Water Quality Testing
- Soil Testing
- Consultancy in Income Tax Return Filing

3. Public (Institutions, Individuals)

- PG and UG student projects of other institutions
- Analysis of materials for research in Civil Engineering
- Ph. D. Thesis Evaluation
- M. Phil. dissertation correction for English and Statistics
- Editing and proof reading of research articles
- Staff as judges for competitions in neighbouring institutions
- Members on interview boards
- Curriculum and syllabus design
- Question paper setting
- Consultancy in Income Tax Return Filing
- Mushroom Culture
- Taxonomic Identification of Formicides
- Resource persons in International/National/Regional workshops, seminars and enrichment programmes

- Content development
- Brochure designing

Most of the services offered by the faculty/department are goodwill consultancy/voluntary service.

The amount generated from consultancy = Rs.90730/-

3.5.5 What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development?

The general policy of the institution is to share the amount generated in the ratio 80:20. However, as the amount generated hitherto has been nominal, it is used for further developments/maintenance within the departments.

3.6 Extension Activities and Institutional Social Responsibility (ISR)

3.6.1 How does the institution promote institution-neighbourhood-community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?

Extension activities and outreach programmes beneficial for the local community and neighbourhood institutions are organized by NSS, NCC, various clubs, department associations and Women cell. These activities aim at promoting social responsibility among the students. Blood donation, Organ donation and Hair donation campaigns are special initiatives of the college to demonstrate its commitment towards the community. The IQAC Coordinator and member in charge of extension activities coordinate and monitor these activities. Institution-neighbourhood-community network and student engagement are initiated through the following:

- NSS and NCC units engage students in activities like house construction to the needy, blood donation, hair donation and generating awareness on civic sense, women empowerment, environment conservation etc.
- Red Ribbon Club ensures students involvement in blood donation campaigns and creating awareness on health issues
- Jesus Youth, AICUF and AIACHE impart value based education providing moral/cultural orientation to the future citizens
- PTA/Alumni contribute resources/finance to the institution's social endeavours in addition to their own extension activities

- Various externally funded (Government aided- *Urjakiran, Paaristhithikam, NEAC*) programmes with student and community support for public awareness on environmental issues, nature and energy conservation
- Donating hair to make wigs for cancer patients-‘Hair for Care’ programme by the extension wing of IQAC

3.6.2 What is the Institutional mechanism to track students’ involvement in various social movements/activities which promote citizenship roles?

- The election of College Student’s Council inculcates democratic values and responsibilities among the students
- Students’ membership in the Clubs (registered and others) help them to engage in activities of social importance according to their taste
- NSS and NCC provide forums for students to involve in community oriented activities such as Pain and Palliative Care, construction of houses/toilet for the needy, set up library in partnership villages and schools, organic farming etc.
- NSS programme officers attended Facilitator Training Workshop under the auspices of the Active Citizenship Programme jointly organized by Rajiv Gandhi National Institute of Youth Development (RGNIYD) and British Council. The programme officers trained 30 NSS volunteers for active citizenship.
- Due recognition from the institution, the university and the state for meritorious performances
- All groups maintain and update records/registers of their activities

3.6.3 How does the institution solicit stakeholder perception on the overall performance and quality of the institution?

Feedback on academics, extracurricular activities and infrastructure are collected regularly from:

- Students through online software and suggestion boxes in departments
- PTA during executive and general body meetings
- Staff during regular staff meetings
- Parents during open house
- Employers in prescribed format
- National and International Resource Persons in prescribed format
- Alumni during alumni meet

3.6.4 How does the institution plan and organize its extension and outreach programmes? Providing the budgetary details for last four years, list the major extension and outreach programmes and their impact on the overall development of students.

- Action plan of extension activities and outreach programmes are prepared at the beginning of every academic year
- NCC, NSS, College Students' Council and departments are involved in organizing the extension and outreach programmes
- The IQAC monitors all the extension and outreach programmes

Table 3.24 Budgetary details of extension and outreach programmes

Major extension / outreach programme	Budget utilized (Rs.)				Impact
	2013-14	2014-15	2015-16	2016-17	
Environment Awareness	60000/-	38000/-	102000/-	60000/-	Created awareness among students and public and developed positive attitude towards nature, civic sense and social responsibility
Academic Assistance	31000/-	23000/-	20750/-	19000/-	Inculcated the values of care and affection towards the fellow students and the needy community
House Construction	565000/-	100000/-	200000/-	175000/-	Compassion to the needy
Toilet Construction	-	-	12000/-	13,000/-	Compliance with Swatch Bharat Abhiyan
Medical Support	94000/-	24000/-	109000/-	26000/-	Instilled empathy in students
Women & Under privileged Empowerment	22400/-	38000/-	33000/-	25000/-	Developed the spirit of compassion and empathy Awareness about civic and human rights
Wig for Cancer patients	-	-	50000/-	50000/-	Compassion towards cancer patients
Jail visit	-	5000/-	-	-	Created awareness about the importance of freedom and legal rights
Saluting the dignified	-	-	-	33000/-	Could imbibe the values of dignity of labour
Disaster Relief Fund	10000/-	-	25000/-	-	Developed the spirit of compassion and social responsibility

3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/International agencies?

Orientation programmes encourage students to join NCC, NSS, Peace club, AICUF and Jesus Youth and participate in various extension programmes. The institution ensures the participation of students and faculty in the extension activities through the following:

- Blood donation camps and campaigns
- Pain and palliative care programmes
- Natural calamities relief programmes
- National integration camps under the auspices of NCC and NSS
- Inter-collegiate camps organized by NSS
- Honour students and faculty with certificates and cash prizes for their achievements
- NSS programme officers attended Facilitator Training Workshop under the auspices of the Active Citizenship Programme jointly organized by Rajiv Gandhi National Institute of Youth Development (RGNIYD) and British Council. This is a recognition to our institution on national level for taking up socially oriented activities through NSS. The programme officers trained 30 NSS volunteers of our institution for active citizenship.

3.6.6 Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of society?

- The NSS Unit, departments and clubs conducted Health, Economic and Social Surveys in the partnership colonies/villages and compiled the survey report, drawing a blue print of the programmes to be organized. The volunteers took initiative to resolve the issues identified through the surveys, like covering the wells with net and toilet vents with vent shields, arranging awareness classes on various topics, conducting free medical camps, giving self-job training etc. In some cases, the report was handed over to Health Inspectors for taking necessary actions. To ensure social justice and empower students from under-privileged and vulnerable sections of the society the following measures are taken up:
- Training/skill development programmes arranged for students/widows by NSS and clubs

- Entrepreneurship training for house wives and widows
- Legal awareness classes for the students organized in association with Kerala Legal Service Authority (KELSA) and manuals distributed under the auspices of NSS and Women Cell

3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students' academic learning experience and specify the values and skills inculcated.

The extension activities have contributed immensely in complementing the students' academic learning process.

Table 3.25 Expected outcomes of the extension activities

Extension programmes	The values and skills inculcated
<u>Paaristhithikam</u> 1. Eco-friendly activities. 2. Cleaning drinking water source, water auditing	Spreads the idea of sustainable development Developed ecological sensitivity and need for conservation of resources
<u>NEAC</u> 1. Biodiversity register preparation 2. Preparation of bio-pesticides and bio-fertilizer	Sensitized towards the side-effects of anthropogenic activities.
<u>Urjakiran</u> 1. LED bulb making 2. Awareness programmes like Walkathon, Street Play	self-employment skill Sensitized towards ecofriendly power conception
1. Study materials distributed to Janaseva Sisubhavan, Aluva 2. Set up Library at <ul style="list-style-type: none"> • Janaseva Sisubhavan • Partnership villages • Asok L P School, Asokapuram • Athupathy village, Palakkad 	Sharing resources with the less privileged and instilling the sense of social responsibility
<u>Educational sponsorship</u> 1. Inmates of Snehakkoodu Boy's Home, Aluva. 2. Members of Council of People living in Kerala with HIV/AIDS (CPK+).	Developed a sense of social responsibility, concern for fellow beings in need

3. Taking special tuition regularly for boys suffering from hemophilia at District Hospital, Aluva who missed their school days due to prolonged hospitalization	
e-waste management	Sensitized students and the community on hazards of e-waste, need for recycling and sustainable development
Midnight marathon	Liberation of women from gender inequality

3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?

Most of the extension activities ensure the involvement of the general public and the community. Community development programmes organized by the college under the auspices of NSS, various clubs and associations are listed below:

Table 3.26 Outreach programmes with community participation

Initiatives of the Institution	Community participated in the programme
Energy conservation awareness programme	1. Municipal colony, Aluva 2. Angamaly Municipality 3. Chinnaparakudy tribal settlement, Ward 8-Choornikara Panchayath
LED bulb making, Paper bag making, ornaments, umbrella, carpet and vegetable carving	Kudumbasree members, Aluva Municipality
Vegetable garden/Organic farming	Madhavapuram Colony, Aluva, Ashok L.P. School, Asokapuram, Aluva, Janaseva Sisubhavan, Aluva
Water quality testing	Local people
Soap and soap powder making	Pain and palliative care unit and kudumbasree members
Health checkup, cleanliness and hygiene campaign	NSS Camp areas, local community and parents
Biodiversity Assessment at Iringol	Devaswam Board, Local People and Students of Higher Secondary School, Iringol.
# Pendrive (Kochi Biennale installation)	Institutions/General Public
Making Soap & soap powder, cloth bag, paper bag, carpet, LED bulb, ornaments, paper flower, candle, umbrella & vegetable carving.	Madhavapuram Colony, Widow Welfare forum, Asok L. P. School, Asokapuram, Aluva, Choornikara Panchayath, South Vazhakulam Panchayath, Karumalloor Panchayath, Chinnaparakudy Tribal Colony, Adimaly

Awareness on opening savings bank accounts and insurance-Pradhan Manthri Suraksha Bima Yojana	Chinnaparakudy Tribal colony, Adimaly & Ward 8, Choornikara Panchayath
Awareness on opening Janatha Personal Accident Insurance under National Insurance	Madhavapuram colony
Environment protection awareness programmes under SLATE project	Nirmala School, Vidyadhiraja School, Govt. Boys School, Govt. Girls School, St. Francis School, Islamic School, SNDP school, Crescent School, St. Mary's School, Scouts & Guides, Association for Environmental protection, Aluva
E-literacy Programmes including awareness on cashless transactions & various digital services from government- under Vittiya Saksharath Abhiyan (VISAKA) under MHRD.	Ward 8, Choornikara Panchayath.
Pulse Polio immunization programme- Gave polio drops to 2288 kids	Public
Road safety awareness programmes	Kerala Action Force, Aluva Municipality, Dr. Tony Fernandez Eye Hospital
Classes on First Aid, Cancer awareness, organic farming, energy conservation, Leadership skills, organ donation, women Empowerment, Cyber-crimes, Adolescent Problems	Choornikara Panchayath, S. Vazhakulam Panchayath, Karumalloor Panchayath, Keezhmad Panchayath
Palliative Home Care	Anwar memorial Hospital Aluva
Unnath Bharath Abhiyan- Conducted social survey, organic farming, toilet construction for widow, LED bulb making and distribution	Ward 8, Choornikara Panchayath
Awareness against plastic , flash mob to popularize cloth bags, exhibition of cloth bags at Collectorate, Ernakulam, Class on Waste management, NSS suchitwa fest (inter-collegiate)	District Suchitwa Mission, Ernakulam General public in the railway station and collectrate.
Exhibition against abortion Exhibition on Health & Hygiene Exhibition on Dr APJ Abdul Kalam Inter- collegiate workshop on Caricaturing & Cartooning for Social Issues.	Spark institute of Design, Aluva Open for the local school children and other institutions
Revived Chanekkad Chira-Water Conservation Programme	Mookkannoor Panchayath, Anbodu Kochi
Programmes against alcoholism & drug abuse	Janamythri police, Kerala action Force, Mukthisena, Union of Residents Association

Legal awareness classes	Kerala State Legal Services Authority (KELSA)
Lawn setting in Municipal stadium ground, Aluva	Aluva municipality
Self-defense classes for women (4 days)	Janamythri police
Awareness on Alzheimer's	Alzheimer's and Related disorders Society of India (ARDSI)
Distribution of Food Packets	Evanchalashram
Swachh Bharath Abhiyan - Cleaned Manapuram, Municipal library premises, KSRTC buses, public ponds, road sides, railway station premises, harithavanam, college premises, Asok L.P. School	Aluva Municipality
Honouring the class iv workers	Aluva Municipality
Honouring and recognizing the services of the auto drivers	Auto drivers
Cleaning and beautification of <i>Purambock area</i>	Local people

3.6.9 Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.

- Aluva Municipality
- District Hospital, Aluva
- Anwar Memorial Pain & Palliative Care Society, Aluva
- Regional Blood Transfusion Centre, Aluva
- Haemophilia Treatment Centre, Aluva
- Regional Dialysis Centre, Aluva
- Dr. Tony Fernandez Eye Hospital, Aluva
- Association for Environmental Protection, Aluva
- Union of Residential Association, Aluva
- Railway Station, Aluva
- District Medical Office (Health) & National Health Mission, Ernakulam
- Alzheimer's & Related Disorder's Society of India (ARDSI), Kochi
- Rajagiri Outreach
- District Suchitwa Mission, Ernakulam
- Asok LP School, Asokapuram
- Pain and Palliative care unit, Anwar Hospital

- Kerala Action Force
- SNDP School, Aluva
- Karunalayam, Aluva
- SOS, Aluva
- St. Francis School, Aluva
- School for the Blind, Keezhmad
- Blind School, Aluva
- Janaseva Sisubhavan, Aluva
- Higher Secondary School, Iringol
- Government Higher Secondary School, Kuttamassery

3.6.10 Give details of awards received by the institution for extension activities and/contributions to the social/community development during the last four years.

Table 3.27 Awards received for extension activities

State level awards: 12		
Year	Recipient	Award
2016-17	The Institution	Consumer Protection Award
2015 - 16	Ms. Swarna Thomas	Best NSS volunteer
	Ms. Natasha Biji	Best Student Coordinator (Tourism)
	Tourism Club	Best Tourism Club
2014-15	Unnimaya Muraleedharan	Best Student Coordinator (Tourism)
	Tourism Club	Best Tourism Club
	Sr. Reethamma V A	Certificate of Appreciation, Archdiocesan Synod
2012-13	Dr. Raji Joseph	Best NSS Programme Officer
	NSS unit	Best Unit
	Sr. Reethamma V A	Best supporting principal (NSS)
	The Red Ribbon Club under NSS unit	State Award Instituted by Kerala State AIDS Control Society (KSACS) for promotion of female blood donation
	NSS Unit	State Award instituted by Indian Medical Association for promotion of blood donation
University level and other awards: 25		
2015 - 16	NSS unit	National Young Leaders Programme Award
	Dr. Resmi Varghese	National Young Leaders Programme Award- Certificate of Appreciation- in recognition of providing maximum volunteer hours on "Shramdaan"-for creation of durable community assets in the surrounding communities.

	Ms. Swarna Thomas	Best NSS volunteer
	NSS unit	Certificate of Appreciation
	Dr. Resmi Varghese	Certificate of Appreciation as programme officer
	Sr. Reethamma V A	Certificate of appreciation as supporting Principal
	Ms. Bindu Vinod	Ashrayateeram Manavika Patrapravarthaka Puraskaram
2015-16	NSS Unit	<ol style="list-style-type: none"> 1. Award for Promoting Voluntary Blood Donation from Regional Blood Transfusion Centre, Aluva Co-sponsored by IMA Madhya Kerala 2. Certificates of Appreciation from District Health Department, Ernakulam and the District Hospital, Aluva for the voluntary involvement in the Pulse Polio Immunization Programmes conducted by the Health Department 3. Letter of Appreciation from District Collector, Ernakulam for the voluntary contributions of the Unit in "EnteKulam-Ernakulam" Project, a project of District Collector to revive water sources in Ernakulam District 4. Received Suchitwa Haritha Puraskaram (6th position), in Suchitwa Haritha Matsaram conducted by Mithradham and Rajagiri Outreach.
2014-15	NSS Unit	Best unit in MG University
	Dr Saumi Mary M	Best Programme Officer in M G University
	Sr Reethamma V A	Best supporting principal in M G University
	Jiffna Henry	Best volunteer secretary in M G University
2013-14	NSS Unit	Certificate of Appreciation from Indian Association for the Blind
2012-13	NSS unit	Best Unit in M G University (Moses Trophy)
	Dr. Raji Joseph	Best NSS Programme Officer
	Sr. Reethamma V A	Best supporting principal (NSS)
	Anu Yohannan	Best NSS volunteer secretary
	NSS Unit	<ol style="list-style-type: none"> 1. Regional Award for Promoting Voluntary Blood Donation from Regional Blood Transfusion Centre, Aluva and Hindustan Latex Company Ltd. 2. Special Award for Promoting blood donation from IMA, Madhya Kerala
	The Red Ribbon Club under NSS unit	State Award Instituted by Kerala State AIDS Control Society (KSACS) for promotion of female blood donation
	NSS Unit	State Award instituted by Indian Medical Association for promotion of blood donation
	Ms. Bindu Vinod	Winner in reality show Mummy and Me in Kairali T V

3.7 Collaboration

3.7.1 How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives - collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.

- Faculty members have undergone training in research methods at collaborating research laboratories
- Research scholars and students regularly do analytical and experimental work at STIC, CUSAT campus, Kalamassery and Unibiosys
- Faculty members of our college share research centre facility of other institutions to guide students

Instances of collaborations and accrued benefits are as below:

- PG projects of Microbiology department in collaboration with CIFT, Kochi.
- P G departments of Microbiology and Physics generate consultancy
- Department of Microbiology generates consultancy by sharing staff with St. Teresa's College, Ernakulam
- Dr. Sujatha N V teaches Space Science in collaboration with St. Albert's college, Ernakulam as part of staff sharing
- Dr. Sujatha N V utilizes the research center at Amrita University to supervise doctoral research
- Dr. Aparna Lakshmanan S. utilizes the research center at U C College, Aluva to supervise doctoral research

3.7.2 Provide details on the MoUs/collaborative arrangements (if any) with institutions of national importance/other universities/ industries/ Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.

I. . MoUs

1. Red Deer College, Alberta University, Canada to facilitate interaction between students of the two institutes on topics in Medical Microbiology and to increase international cooperation under the 'Internalization in Science Education Programme' funded by the Alberta Ministry of Education.

2. Saurashtra College, Madurai to enhance the academic skills of students and teachers through resources, regular workshops, training programmes, capacity building. It also faculty development, career guidance and placement unit alignment.
3. Higher Education's Consultants an Academy (H.E.C.A), Kadavanthara for skill development and employability skills training through various Diploma programmes to ensure quality graduates, post graduates and provide placement assistance in corporate sectors.
4. Information and Communication Technology Academy of Kerala (ICTAK), Trivandrum with the objective of improving employability skills of both the faculty and students through resources, regular workshop, training programmes, capacity building and faculty development, career guidance and placement unit alignment. It also ensures training, post training and certification.
5. Additional Skill Acquisition Programme (ASAP), Government of Kerala to improve the employability quotient of Undergraduate students of Arts and Science Colleges.
6. India Options, Kaloore provides its expertise in training to select trainers nominated by the college so that the students benefit by acquiring the requisite skills valued by the job market.
7. Nehru Group of Institutions, Coimbatore to enhance the quality of graduates and post graduates and to increase employability of the students under self-financing scheme.
8. Sapient, Ernakulam, to provide training for developing soft skills and study materials for students of P G Department of Commerce.
9. Finmark Trainers India Pvt Ltd, Kochi, Kerala, India to provide content for the courses both offline and online, offer training to students and conduct diploma and certification exams
10. Ernakulam Social Service Society, to promote the participation of Faculty and Students in the community development activities of the Ernakulam Social Service Society (ESSS) which is committed to promote, support the socio-economic and developmental initiatives of the marginalized through social mobilization and decentralization to build social commitment and responsibility of students towards the marginalized sections of society.
11. Wright International Aviation, Ernakulam to provide training students for placement as ground/cabin crew members

12. Fourth Ambit Technologies Pvt Ltd. provides digital platform connecting students, alumni and employers facilitating employment and interaction.
13. Department of Economics, St. Paul's College, Kalamassery. The objective of the MoU is to enhance the academic and non-academic quality of students and to increase their potentialities and skills by the mutual cooperation of the faculties of both departments of the colleges
14. Centre for Advancement of Global Health (CAGH) in developing a mathematical model for predicting the distribution of *Aedes aegypti* mosquito. This helps students to do meaningful community research projects wherein students can apply their learning to the benefit of the society.
15. Plan @earth, to enable the students and faculty to participate in the academic and scientific projects to broaden their learning
16. Neo Media School, Palarivattom, Cochin to foster a creative relationship through mutual cooperation in teaching and multimedia production
17. The Tax Study Centre, Kaloor, Ernakulam to provide certificate course in sales tax practice, practical accountancy and Tally
18. Unibiosys Biotech Research Labs, Cochin, Kerala (Microbiology, Botany) to engage in scientific research programs and to provide training, transfer of technology and dissemination of knowledge to the students

II. Collaborations

- Collaboration with State Museum & Zoo Thrissur and Thiruvananthapuram for the Project "Gastrointestinal parasites in captive snakes using coprological methods". The need for accurate diagnosis of gastro intestinal endoparasite infections in reptiles is essential for the wellbeing of the captive reptiles, especially useful for the zoo keepers.
- Dayanand Sagar Business School, Bangalore
- Airport Authority of India, CIAL, Kochi
- State Bank of India, Aluva
- National Insurance Company Pvt. Ltd., Aluva
- The collaboration with the following institutions resulted in the Publication of research papers in International/National journals, Organizing seminars and PG projects
 - ❖ Media Academy, Kakkanadu, Kerala

- ❖ Maharaja's College, Ernakulam
- ❖ St. Teresa's College, Ernakulam
- ❖ U. C. College, Aluva
- ❖ Sacred Heart College, Thevara
- ❖ St. Albert's College, Ernakulam
- ❖ St. Thomas College, Thrissur

3.7.3 Give details (if any) on the industry-institution-community interactions that have contributed to the establishment / creation/up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories / library/new technology /placement services etc.

1. Mahindra Finance– St. Xavier's College – Student Scholarship

- Financial support given by Mahindra Finance is utilized for giving scholarships to 20 students of the College.

2. Media Academy, Kakkanadu, Kerala

- Supporting and Sponsoring National Seminar

3. Fourth Ambit Technologies Private Limited

- Provides digital platform connecting students, alumni and employers facilitating employment and interaction.

3.7.4 Highlighting the names of eminent scientists/participants who contributed to the events, provide details of national and international conferences organized by the college during the last four years.

Table 3.28 Eminent scientists who contributed to international conferences

Names of eminent scientists / participants	Name of Seminar/Conference/ Workshop	Department	Year
Dr. Justin Paul, Full Professor, University of Puerto Rico Graduate school of Business, San Juan, PR, USA	<i>Academic writing in the digital environment : A new perspective</i>	Economics	2016
	<i>Faculty Development Programme</i>	Commerce (SF) & Economics	2017
1. Dr. Md Abdul Hannan Mia, Associate Professor, University of Dhaka 2. Dr. L P Ramalingam Principal, Saurashtra College Madurai	<i>Financial Literacy: A Supreme Tool in Accelerating the Corporate Social Responsibility in Financial Institution</i>	Commerce	2016

1. Ms. Julie Lunt, Occupational Therapist & Training and Development Consultant, UK. 2. Dr. Christine Parker, Education Consultant in Practitioner Development, Northamptonshire, UK	<i>Envision: A Holistic View On Empowering Women</i>	Mathematics/ NSS	2016
Resource Persons 1. Dr. Madhab Lamsal, Professor, Head Department of Biochemistry, B.P. Koirala Institute of Health Science, Nepal 2. Dr. Vinod Pallath, Ass. Professor, Faculty of Medicine, University of Malaya, Malaysia Participants 1. Shrijana Shrestha, Assistant Professor Biochemistry, B.P. Koirala Institute of Health Science, Nepal 2. Dr. Lal Chandra, Professor, Maulana Azad Medical College, N. Delhi	<i>Immune Response in Health and Disease</i>	Microbiology	2017

Table 3.29 Eminent scientists/participants who contributed to National seminars

Names of eminent scientists / participants	Name of the Seminar/Workshop	Department to which the fund is sanctioned	Year of sanction
1. Dr. Pankaj Parashar Assistant Professor Aligarh Muslim University Aligarh 2. Sri. Manoj Kumar Pandey, Mahatma Gandhi International Hindi University, Wardha	Hindi aur Malayalam Ki Samakaleen Kahaniyom mem Krishak Jeevan: Ek Tulnatmak Adhyan	Hindi	2015
1. R. Balakrishnan, Professor, SASTRA 2. S. Arumugam, Director, n-CARDMATH	Graph Theory and its Applications	Mathematics	2014
Dr. Santhosh Varghese, Consultant Nephrologist, Vellore	Immune disorders and recent trends in Diagnostics	Microbiology	2014
1. Dr. Vijayan FNASc, CUSAT 2. Dr. Shantikumar, Center for Nanoscience, AIIMS, Cochin	Science Academies' Lecture workshop on Frontiers in Nanoscience and Technology	Biochemistry	2015
Sri. Varanattu Sankaranarayana Kurup, Mudi yettu Artist	Knowledge Tradition of Kerala	Malayalam	2012
Dr. Scaria Zakharia, Hermann Gundert Chair, Eberhard Karls University, Tübingen, Germany	Literary historiography: Cultural and political dimension	Malayalam	2015

Dr. Saji T.G , Associate Professor at Sri C Achutha Menon Govt. College, Thrissur	Workshop on Research Methodology	Commerce (SF)	2016
Dr. Arun B K, Professor, Dayanand Sagar Business School, Bengaluru	Financial Inclusions	Commerce	2014
Prof. K Kalyanaraman, Retired Professor, Department of Statistics, Kerala University	Research Methodology: Data Analysis using SPSS	Commerce	2015
Dr. V.S. Vijayan, Chairman, Salim Ali foundation, Thrissur.	Literature and Environment: Deep Ecological perspectives	English	2013
1. K A Shaji, Senior Correspondent 'The Hindu' 2. Sri. Johny Lukose, News Director, Manorama News 3. Dr. Sebastian Paul, former Member of Parliament and member of Press Council	Media and Culture: Creations & Transcreations	English	2014
Dr. Yogesh S Shouche, Scientist G, National Centre For Cell Sciences (NCCS), Pune	Integrating Taxonomy to DNA Barcoding	Zoology	2015
1. Dr. M.K. Radhakrishnan, Founder Director NanoRel – Technical Consultants, Singapore 2. Prof. G Ambika, Dean, IISER, Pune 3. Prof. S Jayalekshmi (HoD, Dept. of Physics, CUSAT	Recent Trends in Physics and Research	Physics	2015
1. Dr. Bhanuprakash Kotamarthi, Chief Scientist, IICT, Hyderabad. 2. Dr. Sabu Thomas, Director, International and Interuniversity centre for Nanoscience	Computational Chemistry and its applications	Chemistry	2014
Swami Swaroopananda, Head, Adwaithashramam, Aluva	Vivekanda on women equality- Contributions of a major thinker	Botany	2014
1. Dr. Tessy Thomas, DRDO 2. Dr. Geetha Ramkumar, VSSC	Women in Science	Mathematics Physics Chemistry Botany Zoology	2015

1. Sri. Rishiraj Singh IPS , Excise Commissioner 2. Sri. John Brittas, Media Advisor of CM of Kerala 3. Dr.Vinod T. Bhattathiripad, Cyber Forensic Consultant	Media Workshop	Malayalam	2016
Dr. Franklin John, Principal, Nehru College, Coimbatore	Faculty Development Programme	Commerce (SF)	2017
Dr. T. M. Jacob, Associate Professor, Nirmala College, Muvattupuzha	Research methodology	Commerce (SF)	2017

3.7.5 How many of the linkages/collaborations have actually resulted in formal MoUs and agreements? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated-

The institution has 18 MoUs and numerous agreements with industries/ other institutions.

a) Curriculum development/enrichment

Linkages with industries/ Institutions facilitated in preparing the curriculum for programmes under B.Voc. and Kaushal Kendra.

b) Internship/ On-the-job training

- Many students of Communicative English, Zoology (Model II), Commerce (SF), M.Sc. Microbiology and other disciplines have benefitted from the association of the College with other institutions where they are offered facilities to do their projects/OJTs.
- As part of ASAP Summer Skill Skool programmes, students are offered internship in Public Sector Undertakings, Local Bodies and Small Medium Scale Enterprises.

c) Faculty exchange and professional development

Faculty from different institutions with which we have collaborative understanding visit our campus and interact with our students. Our faculty members are invited to these institutions for seminars and invited talks.

d) Research

The New Initiatives of Higher Education, Government of Kerala, has launched a programme named FLAIR (Fostering Linkages in Academic Innovation and Research) for young faculty members. Many faculty members underwent training programmes and three successfully completed national and international internships.

e) Consultancy

- In collaboration with KSCSTE, Microbiology department is providing water quality analysis for the public.
- In collaboration with Neo Film School, the department of English Literature and Communication Studies is providing theory classes for students of Neo Film School and vice versa.

f) Extension

The institution has collaboration with several NGO's for extension activities and these are:

1. Plan @ earth
2. Pain and palliative care unit
3. Kerala Action Force

g) Publication

The collaboration with other institutions has resulted in 20 national/international publications.

h) Student Placement

- MoUs/agreements have resulted in placement of our students by Wright International Aviation Pvt. Ltd, Sutherland Global Services and Fourth Ambit Technologies Pvt Ltd.
- The students who successfully complete the ASAP training programmes have assured placements within a month of completion

3.7.6 Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/ collaborations.

- Regular ICT training programmes for staff as a result of the collaboration with ICTAK.
- Faculty Development Programme in collaboration with Nehru Group of Institutions
- Red Deer College, Alberta University – student interaction, teacher training assignments on topics in Medical Microbiology and to increase international cooperation under the 'Internalization in Science Education Programme' funded by the Alberta Ministry of Education.
- Wright International Aviation, training students for placement as ground/cabin crew members

Any other relevant information regarding Research, Consultancy and Extension which the college would like to include.

- Instituted Xavierian National Award for outstanding young women scientist in the year 2016-17.
- The NSS unit of the college has turned a service icon in the Aluva Municipality with its relentless entourage into the untrodden arena of societal issues. In addition to the mandatory extension and social outreach activities, the NSS unit of the college forays into multitude of concerns and plenitude of social oriented service activities at regional, National and International levels. The plurality of societal issues are addressed in its unique manner consoling, resolving and revitalizing the needy at the proper time. Apart from the regular activities and flagship programmes, the academic activities taken up by the unit are also seminal and noteworthy which include:
 - 1 International conference, 1 National seminar and 1 State level seminar
 - 4 intercollegiate three day camps and eight one day programmes on focus themes like leadership, organic farming, environmental protection, health & hygiene, women empowerment, life skills, life style diseases and social relevance of palliative care.

CRITERION IV:

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

4.1.1 What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?

The institution has a policy of need based amplification of physical and technological infrastructure to provide the best possible teaching learning facilities. The institution is focused on providing a favourable ambiance to enhance excellence in every facet of higher education.

- The needs of the institution are articulated by the College Students' Council, Heads of the departments and other stake holders to formulate proposals for the up gradation of the Institute
- The annual presentation and meeting at the faculty level put forward the requirements for their respective departments
- The IQAC acts as an advisory body to review and make required suggestions to the governing body towards augmenting infrastructural facilities for modern and innovative techniques in teaching learning process.
- The Governing body with the representation from IQAC prepares annual plan and budget of the institution
- Funds are mobilized from different agencies like University Grants Commission, Alumni, PTA, the staff and other well-wishers

4.1.2 Detail the facilities available for

a) Curricular and co-curricular activities—classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, Animal house, specialized facilities and equipment for teaching, learning and research etc.

Table: 4.1: Infrastructure facilities for curricular activities

Facilities	No./Details
<i>Classrooms (64)</i>	Regular Class rooms (44), ICT enabled class rooms(14), Class rooms for Research(6)
<i>Technology enabled Learning Spaces (10)</i>	Wi-Fi enabled campus, Computer lab (4), Language Lab (1), Audio Visual Room (1), E-learning Lab in the Central library (1), Digital Library (1), Smart Class Room(1)
<i>Seminar halls (9)</i>	200 plus seating capacity – 6 100 plus seating capacity – 2 50 plus seating capacity – 1
<i>Tutorial Spaces/ additional spaces</i>	Instrumentation room Mushroom cultivation room Balance room Preparation room
<i>Laboratories</i>	P G laboratories - Physics & Microbiology U G laboratories – Physics(1), Chemistry (2), Zoology(2), Botany (2), Microbiology(1) & Biochemistry (1)
<i>Specialized Lab</i>	Research Laboratories of Physics & Zoology Optics lab Spectroscopy lab Apparel Designing lab Cookery lab
<i>Botanical garden</i>	Botanical Garden & Organic garden of Bhoomithrasena
<i>Museum</i>	Zoology-1 Botany-1
<i>Specialized Facilities and Equipment for Teaching, Learning and Research</i>	<p><i>Specialized Facilities:</i> Museums in Zoology & Botany, Herbarium Collection in Botany, Culture Collection in Microbiology, Departmental libraries.</p> <p><i>Equipment for Teaching & Learning:</i> Laptops, LCD Projectors, Smart Boards, OHP Facility, CD players, speaker sets, scanner and printer</p> <p><i>Major Research Equipments:</i> FTIR Spectrometer, UV-VIS Spectrophotometer, Tissue Homogenizer, Rotating Mantle, Potentiometer- Electrodes, Conductometer-Conductivity cell, Impact Testing Machine, PCR Machine, Trilocular Microscope, Keithley Source Meter & Conductivity Cell, Vacuum Coating unit, Trinocular Microscope with CMOS camera, Leica MZ6 Stereozoom Binocular Microscope, Cooling Centrifuge, Electrophoresis Unit, Transilluminator, Distillation Unit.</p>

b) Extra-curricular activities–sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.

Table 4.2. Infrastructure for extra-curricular activities

Facilities	No./Details
<i>Outdoor Games</i>	Basket ball, Volley ball, Kabaddi, Net ball, Badminton and Cricket
<i>Indoor games</i>	Table tennis, Chess, Caroms, Aerobics and Karate
<i>Gymnasium</i>	Multipurpose gymnasium
<i>Auditorium</i>	1 (Seating Capacity-1800) with green room facility
<i>NSS</i>	Well-furnished room- 1
<i>NCC</i>	Well-furnished room - 1, Parade ground
<i>Cultural Activities</i>	Room for practice and storage of accessories
<i>Public Speaking, Communication Skills Development</i>	Language Lab (1) Audio Visual Room (1) Open Space near Library(1)
<i>Yoga, Health and Hygiene</i>	Yoga mats, Team Jersey for all sporting events Health clinic Incinerator Sanitary napkin dispensing unit Water Purifier cum cooler (13)

4.1.3 How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed/augmented and the amount spent during the last four years (Enclose the Master Plan of the Institution/campus and indicate the existing physical infrastructure and the future planned expansions if any)

The institution relies on the feedback from staff, students and other stake holders to prepare a blueprint on the annual plan for physical infrastructure which can complement to the academic growth. The institution has adequate infrastructure for the smooth functioning of its academic programmes. Funds for infrastructure (both physical and technological) are allocated on a priority basis. A strategic planning is executed to encourage the optimal use of land and other resources based on the curricular, co-curricular and extra-curricular requirements.

- A review meeting of the statutory bodies is organized at the end of every academic year to assess the infrastructural requirements for the subsequent year regarding replacement, up-gradation and addition to the existing physical facilities.
- Infrastructure requirements are regularly recorded in the intend register so as to take necessary actions on time.
- The proposals are scrutinized by Governing Body and IQAC taking into account the new programmes applied for, activities proposed and the availability of funds.

There is a logbook for advance booking of common facilities for optimization of resources. The facilities are also used for hosting examinations of banking recruitment, UGC/CSIR and the State Public Service Commission. The play grounds and stadium of the college are made available to nearby schools and other institutions for practice and to conduct matches and sports meets.

Table 4.3. Amount spent during 2012-16 for infrastructure

New infrastructure facilities introduced	Amount in Rs.
Class rooms- 6 th floor, St. Joseph's block	1,44,19,284/-
A. P.J. seminar hall (Seating capacity-125)	34,04,774/-
Renovation of Physics seminar hall and staff room	3,32,820/-
Well-furnished computer lab in Physics Department	7,00,000/-
Extension and renovation of central library	62,74,800/-
Research lab in Physics Department	42,64,000/-
Renovation of Commerce staff room & computer lab	96,000/-
ICT lab and digital board in the Department of Commerce	69,620/-
Surveillance cameras	6,53,689/-
Display board	1,25,000/-
Renovation of Chemistry lab, store room and staff room	30,00,000/-
Solar Energy Support	3,75,000/-
E mail domain in Google & installation of Wi-Fi	87,620/-
New college bus for conveyance	26,68,126/-
Furniture for class room and staff room	14,61,757/-
Tress Work	11,64,930/-
Flyover	4,07,000/-
Renovation of office passage & Sr. Redempta Hall	6,87,000/-

Future plans

- Indoor stadium
- New Hostel building
- Community College

MASTER PLAN OF THE INSTITUTION



4.1.4 How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?

The institution has a club for differently abled students with a faculty coordinator which critically analyze the structural and technical requirements in order to address it to the authorities. These suggestions get significant attention and are executed rigorously. Major reforms in the campus based on the feedback are mentioned below:

- Computer with NVDA in the Library for the visually challenged
- Recorded lessons in CD for the blind students
- Lift facility for students with physical disability
- Special toilet facility
- Special rooms during University Examinations
- Ramp facilities in the required buildings
- Flyover from St. Joseph's block to auditorium
- Wheel chair in the campus for emergency purpose
- Special seats for differently abled students in the library
- An Omni van for emergency ambulance purpose

4.1.5 Give details on the residential facility and various provisions available within them:

➤ ***Hostel Facility–Accommodation available***

- St. Ann's Ladies hostel with accommodation for 175 students
- Furnished rooms, well maintained mess hall, study hall, toilets, drinking water facility, inverters and laundry
- Residential facility for staff members
- Accommodation for research scholars
- Sports hostel facility for 30 students

➤ ***Recreational facilities, gymnasium, yoga center, etc.***

- Recreation room for students
- Prayer room, TV Room and guest room facility
- Outdoor and indoor games (chess and table tennis)
- Well-equipped gymnasium/health club with extended hours
- Facilities for yoga

- ***Computer facility including access to internet in hostel***
 - 5 computers and 1 laptop with internet facility
 - The hostel is Wi-Fi enabled (600MB per person per day)
- ***Facilities for medical emergencies***
 - Sick room with first aid facilities
 - Hospitals located within 0.5 Km radius
 - An Omni van for emergency ambulance purpose
 - Health clinic with visiting doctor and nurse
- ***Library facility in the hostels***
 - Library with more than 200 books
 - Reading room with newspapers and magazines
- ***Internet and Wi-Fi facility***
 - Wi-Fi facility (600MB per person per day)
- ***Recreational facility-common room with audio-visual equipment***
 - Common room with audio visual equipment
 - LCD projector with speakers, microphone and amplifier
 - CD players (2) and television with digital set top box
- ***Available residential facility for the staff and occupancy***
 - Residential facility for female staff in the college hostel
 - Staff members are utilizing the facility
- ***Constant supply of safe drinking water***
 - One cooler with attached filter to provide safe drinking water
 - Water purifiers with hot and cold water facility
 - Water tanks are regularly cleaned for safe and uninterrupted water supply
- ***Security***
 - Surveillance cameras
 - Round the clock security by watch and guard

4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus?

The institution has adopted various measures to promote the physical and mental wellbeing of its staff and students.

- Health clinic with part-time doctor and nurse

- The clinic is equipped with BP apparatus and hypoglycemic kit
- Rest room with first-aid facility
- Hospitals located within 0.5 Km radius
- Emergency cases are referred to nearby Hospitals
- Regular awareness classes on Cervical Cancer, Breast cancer, Heart, Hygiene, Polycystic Ovarian Syndrome
- Health camps are conducted in association with Govt. District Hospital, Renai Medicity, KIMS Hospital, Aster Medicity, Vasan Eye Care, Little Flower Hospital and Tony Fernandez Eye Hospital
- Omni van serves the purpose of ambulance during emergency
- Water purifiers in each floor and departments
- Periodical monitoring of water quality by Microbiology department
- Sanitary disposer and vending machine for sanitary pads
- College maintains blood donor's directory after blood group detection
- Helpline number is available online for emergency blood request
- Financial assistance is given towards medical expenses of staff and students
- Health / Death Insurance for the parents
- Insurance scheme for students by PTA

4.1.7 Give details of the Common Facilities available on the campus – spaces for special units like IQAC, Grievance Redressal unit, Women's Cell, Counselling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.

Table 4.4 Common facilities available on the campus

<i>IQAC Room</i>	Well-furnished room with internet facility
<i>Women's Cell</i>	A special room is allotted to Women's cell
<i>Counselling</i>	A professional counsellor (Dr. Sr. Ruby, PhD in Counselling Psychology) is available
<i>Career Guidance & Placement Unit</i>	A room which accommodates students for their interactions with the coordinator
<i>Grievance Redressal Cell</i>	Principal and two faculty function as a body to consider the suggestions and grievances of the stakeholders
<i>Health Centre</i>	Health Clinic with First Aid, Emergency Care and Ambulance facility. Qualified Doctor and Nurse (part time)
<i>Canteen</i>	Well-furnished canteen

<i>Recreational spaces for staff and students</i>	Student amenity centre in the campus. Spacious staff rooms with necessary amenities.
<i>Safe drinking water facility</i>	Water coolers with purifiers in all departments
<i>Fire Alarm System</i>	A well maintained fire alarm system with enough number of fire extinguishers in every floor and labs
<i>Auditorium</i>	Spacious ICT enabled auditorium-1800 seating capacity, green room and balcony.
<i>Photostat facility</i>	The facility is available in the library, reception and copier center in addition to the copier facility in college office and departments.
<i>Health club</i>	Health club with equipment for fitness and exercise
<i>CCTV</i>	24 Hours surveillance facility
<i>Public address System</i>	Common Announcement system with provision to regulate the announcement for needed blocks alone. Microphone, Speaker, Amplifier, LED Display and College Website.
<i>Prayer Room</i>	A place for prayer and meditation
<i>Generator</i>	125 KV capacity
<i>Kid's centre</i>	Kid's Centre for staff and students
<i>Transportation Facility</i>	2 College buses and Omini Van

4.2 Library as a Learning Resource

4.2.1 Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?

The Library runs under the guidance of an Advisory Committee constituted as per GO. Ms No 169/94/H. Edn dated 22/11/1994.

The Library is made more learner centric and user friendly by constituting Library Advisory Committee and a Student Wing of the library committee. It facilitates effective and smooth functioning of the Library.

Table 4.5 Composition of Library Advisory Committee

Sr. Reethamma (Principal)	Chairperson
Sr. Geege Joanamma Xavier (Vice Principal)	Vice- Chairperson
Ms. Lincy Joseph (English Department)	IQAC Faculty in charge
Ms. Sruthy Francis (English Department)	Secretary
Sr. Diogenous	Librarian
Sr. Jisha Joseph	Library Assistant
Heads of the Departments	Members
Student Representative	Secretary of the student wing

The Committee meets once in a month and reviews the functioning of the library to discuss various issues related to Library facilities and services and suggests suitable solutions for its better functioning. The significant initiatives implemented by the Committee are

- Open access/need-based acquisition
- DDC (Subject Wise Classification) scheme to facilitate the user with quick and easy access to books related to their respective subjects
- Library is automated using Maestro Nuvo software
- Bar-coded issue/ return system
- Institutional repository (D space) for reference
- Digital library and INFLIBNET facility
- The new arrival alert is given to students/users through display rack, notice board and by digital means
- Department libraries act as an extension of college library
- Book bank facility is made available for students
- Career-guidance Corner, P.G. /M. Phil Reading Rooms, E-Resource Center with Wi-Fi Facility

4.2.2 Provide details of the following:

- **Total area of the library (in Sq. Mts.) :** 581.67 Sq. Metres
- **Total seating capacity :** 200 (students), 30 (teachers)
- **Working hours (on working days, on holidays, before examination days, during examination days, during vacation)**

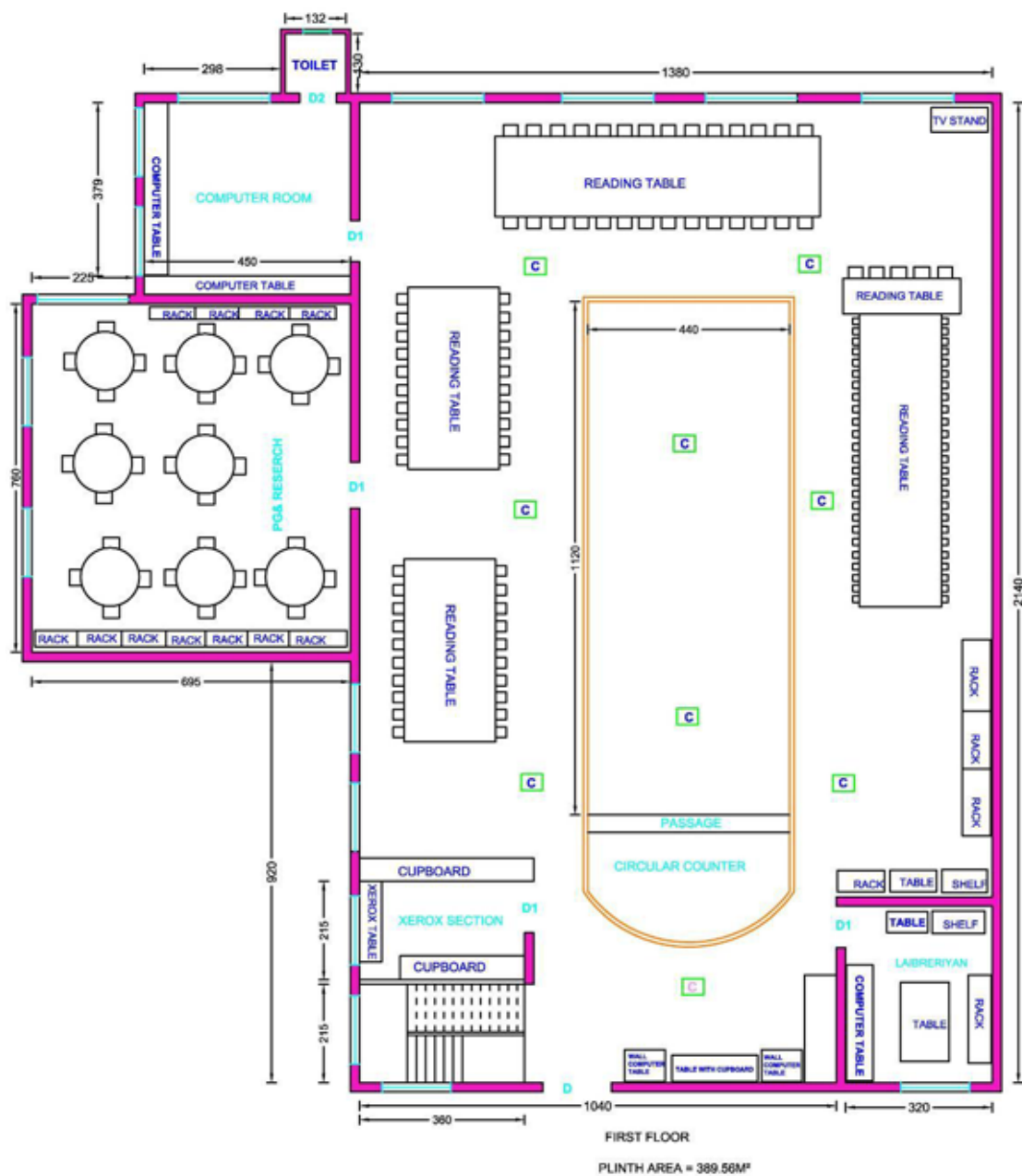
Library facilities are available on all days except Sundays and Public holidays from 8.30 am to 4.30 p.m.

- **Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)**

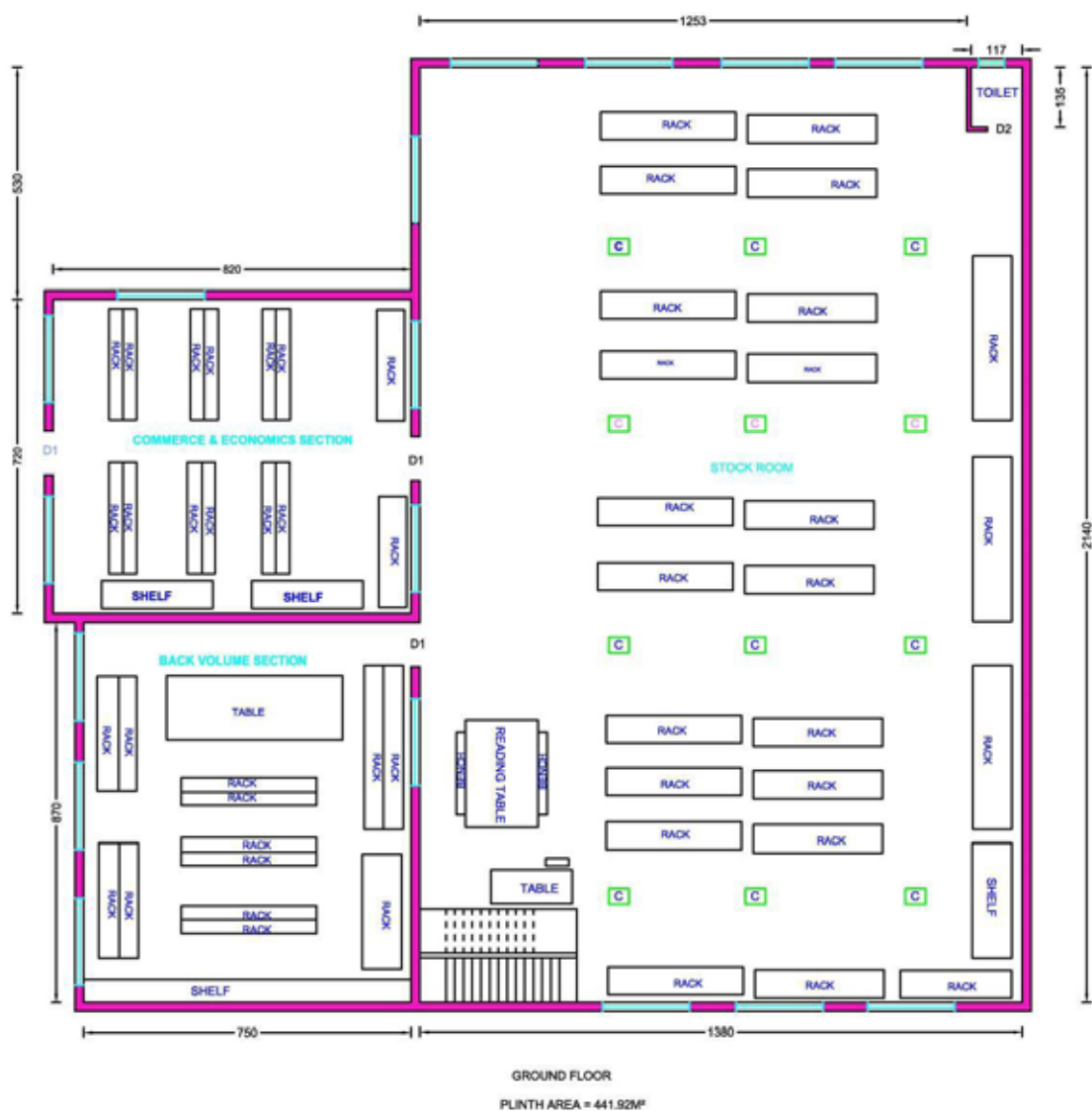
The library has a user friendly ambiance for uninterrupted research and reading.

Table 4.6 Layout of the library

Ground Floor	Stalk room area Storage space for back volumes of journals Book racks
Second Floor	Librarians' cabin Individual reading carrels Book circulation counter Area for catalogue search Lounge area for relaxed reading Reference section Area for journals/ newspaper/ magazine Area for display and reading IT zone (computers, Wi-Fi connection, e- resources), Digital library Book bank facility Radio Frequency Identification (RFID)



Layout of library (First floor)



Layout of library (Ground floor)

4.2.3 How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.

- UGC Plan fund, PD fund, funds from Major/Minor Projects, WWS, SSP, OSAX, PTA and management are utilized in procuring books in accordance with the purchase norms
- Requisition forms are maintained in the library to identify the requirements of staff and students
- Student feedbacks and the request for procurement of reading materials from the Departments are deliberated by the library committee to prepare the list of books
- Priority is given to syllabus oriented books
- Quotations are invited from leading book distributors, if the total cost is more than Rs. 50000/-
- Books are also purchased online (Amazon, E-Bay, Flipkart)

Table 4.7 Amount spent on Library Holdings

Library Holdings	2012-13		2013-14		2014-15		2015-16	
	(Amount in Rupees)							
	No	Total Cost	No	Total Cost	No	Total Cost	No	Total Cost
Text books	40	34600	80	50510	35	20500	24	12030
Reference books	888	143246	1243	468639	1297	220605	557	66056
Journals/ Periodicals	128	52380	140	62435	160	82120	165	68642
e-resources (INFLIBNET)	-	6000	-	6000	-	6000	-	6000
CDs	5		10		11		8	

4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection?

a) OPAC

On-line Public Access Catalogue (OPAC) in the college library has automated its entire collection, functions and services in a networked environment with Maestro Nuvo Software. The OPAC has facilitated quick access information. The users can reserve the required books from the library in advance through OPAC.

b) Electronic Resource Management package for e-journals

INFLIBNET's N-LIST Program subscribed by the library gives access to more than 6000+ e-books and 135000+ e-journals.

c) Federated searching tools to search articles in multiple databases

The searching tool is available in the e-space in INFLBNET- NLIST.

d) Library Website

Information about the library is available on the college website.

e) In-house/remote access to e-publications

Staff and students have in-house/remote access to INFLIBNET's N-List databases.

f) Library automation

Library processes like acquisition, cataloging and circulation has been automated with the library management software Maestro Nuvo. The books and periodicals are barcoded as a part of library automation. The multilingual search of entire Library collection is accessible to the users through the computer networks in the library.

g) Total number of computers for public access

Five catalogue search engines and nine computers with internet facility are available for staff and students. The library has reprographic facility accessible to its users during the working hours.

h) Total numbers of printers for public access : 1**i) Internet band width/ speed**

Round the clock Wi-Fi facility with two service providers

- Jio Wi-Fi 600MB per person per day
- 10mbps BSNL Broadband 512 kbps at 05 different nodes.

j) Institutional Repository

- Digital Library (www.sxcsrcannalibrary.co.in) serves as a digital archive system which focuses on the long term storage, access and preservation of digital content.
- A collection of previous question papers is available in the digital archive system for ready reference and copying.
- Repository includes college magazines, handbooks, news-letters, major and minor projects, journals and publications of staff and students.

k) Content management system for e-learning

D-space is utilized for e-learning.

l) Participation in Resource sharing networks/consortia (like Inflibnet)

The college is an institutional member of INFLIBNET's N-LIST programme.

4.2.5 Provide details on the following items:

- a) *Average number of walk-ins* : 300/day
- b) *Average number of books issued/returned* : 400/day
- c) *Ratio of library books to students enrolled* : 22:1
- d) *Average number of books added during last three years* : 3236
- e) *Average number of login to OPAC* : 120/day
- f) *Average number of login to e-resources* : 170/day
- g) *Average number of e-resources downloaded/printed* : 100/day
(The staff and students are utilizing e-resources other than INFLIBNET)
- h) *Number of information literacy trainings organized* : Training programmes for first year students regarding effective use of library.
- i) *Details of “weeding out” of books and other materials:* An average of 10–15 books/year. It is finalized on the recommendations of Library committee.

4.2.6 Give details of the specialized services provided by the library**a) Manuscripts**

The Library keeps some archival materials related to the college including rare photographs and manuscript magazine.

b) Reference

Adequate number of reference books especially expensive and rare books for all programmes are available.

c) Reprography

Books, journals and other materials can be photocopied within the legal limits at normal charge. Printout facility is also provided. E-resources can be copied for further reference.

d) ILL (Inter Library Loan Service)

On mutual consensus with the institution, the students of Carmalgiri Seminary and St. Francis Higher Secondary School make use of the library. Likewise our students are free to use their library on special request. Students from other institutes are permitted to do referral work.

e) Information deployment and notification

New arrivals are displayed and the list is displayed on the notice board. Current and interesting articles, brochures and creative writings of the students and teachers are displayed on the noticeboard.

f) Download

Downloaded materials are available through INFLIBNET and access to National Digital Library under Ministry of Human Resource Development (MHRD).

g) Printing

Four photocopiers and one printer is available for reprography.

h) Reading list/ Bibliography compilation

Maestro Nuvo software is utilized for bibliography compilation.

i) In-house/remote access to e-resources

Individual login passwords for staff and students for remote access of INFLIBNET/N-LIST databases.

j) User Orientation and awareness

User orientation and awareness on the available resources are given to all the students at the beginning of every academic year. Library week observation and exhibitions also inculcate the habit of reading.

k) Assistance in searching Databases

Library staff assists the students in browsing the internet. They train the students on how to access e-journals and e-books from the free collection on the internet and INFLIBNET.

l) INFLIBNET/IUC facilities

Library subscribes to INFLIBNET's N-LIST programme. More than 6000+ e-journals and more than 135000 +e-books are available for in-house and remote access for staff and students. Library has access to more than 68 lakh e-books through National Digital Library, MHRD.

4.2.7 Enumerate on the support provided by the Library staff to the students and teachers of the college.

Library staff is enthusiastic and prompt in helping the staff and students. The friendly approachable nature of the librarian and staff enable ease of access for the users.

- Act as resource persons for Information Literacy Training to first year students
- Compile the list for the new books to be purchased by collecting requisition forms from various departments
- Collect quotations from major book distributors for purchasing books
- Purchase of new books and journals as suggested and sanctioned by the Library and Purchase Committee
- Stock verification held every year
- Incorporates the suggestions from the feedback and make necessary modifications if needed
- Reprographic needs are attended by the staff
- Organize library week celebrations

4.2.8 What are the special facilities offered by the library to the visually/ physically challenged persons? Give details.

The visually and physically challenged students are given special attention by the library staff.

- Computer with NVDA are provided in the library for the visually challenged
- A computer with headphones is reserved for visually impaired students
- Recorded text for visually challenged students
- Special seats are reserved for physically challenged students
- Preference is given to differently abled students

4.2.9 Does the library get the feedback from its users? If yes, how is it analyzed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analyzed and used for further improvement of the library services?)

- A Suggestion Box is kept at the Library
- Informal feedback is obtained from students, alumni, teachers and educationalists in addition to institutional feedback
- Feedbacks are scrutinized periodically and necessary action is taken

4.3 IT Infrastructure

4.3.1. Give details on the computing facility available (hardware and software) at the institution.

Table 4.8 Computing facility available at the institution

a) Number of systems with configuration	126 Desktops	2	Intel core i3, 4GB, 1TB Windows 10
		6	Intel Core 2 Duo, 4GB, 1TB Windows 10
		17	Intel core i3, 4GB, 1TB/500GB Linux Ubuntu 15.04/10.4
		61	Intel Core i3, 4GB/2GB,160/500GB,Windows 7 Ultimate/Windows 7 Home Base
		39	Intel Core 2 Duo, 2GB, 160 GB, Windows 7/Windows 2000
		1	AMD Athlon Dual Core, 2GB, 160 GB Windows 7 Ultimate
	21 laptops	21	Asus, Acer, Samsung, HP
b) Computer-student ratio		1:14	
c) Stand-alone facility		10	
d) LAN facility		All systems are connected by LAN	
e) Wi-Fi facility		The Campus is Wi-Fi enabled by the BSNL and Reliance Jio BSNL <ul style="list-style-type: none"> • Office - NME-10Mbps • Departments/labs - BBG Combo ULD 6300 4Mbps • Reliance Jio in Campus – 600GB 	
f) Licensed software		<ul style="list-style-type: none"> • Microsoft Windows 10 • Microsoft Windows Professional • Microsoft Windows Pro 7 • Microsoft Windows Vista Home Basic SP1 • Microsoft Windows Vista Professional SP2 • Microsoft Windows XP Professional SP3 	
g) Number of nodes/ computers with Internet facility		129	
h) Servers		2	

4.3.2 Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?

Computer, Wi-Fi and internet facility are available in the departments, computer center and computer lab.

- Computers with free access to Internet in all departments
- Internet at a subsidized rate of Rs.20/- per hour at computer center
- Digitalized Library
- Language lab with 10 computers
- Computer lab facility in Physics and Commerce departments
- Off-campus computer facility through IFLIBNET and MOODLE platforms

4.3.3 What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?

Regular deployment and up-gradation of the computers are done as per the suggestions from departments. The institution plans to update the IT infrastructure for the efficient functioning of the institution. The future plans include:

- All classrooms with ICT facility
- Virtual labs to enhance scientific temperament
- Creation of server space with a greater bandwidth
- Fully automated administrative office
- Video-conferencing facilities

4.3.4 Provide details on the provision made in the annual budget for procurement, upgradation, deployment and maintenance of the computers and their accessories in the institution (Year wise for last four years)

The institution utilizes available financial resources to enable optimum availability and to enhance the computational facilities. A provision of 7% to 10% in the proportion of 60:40 is forecasted for computer and accessories: 60% for procurement, up gradation and deployment and 40% for maintenance. The following shows the year wise actual utilization.

Table 4.9 Annual budget for IT infrastructure

Source of Funds	2012-13	2013-14	2014-15	2015-16
	(Amount in Rupees)			
Management	86,660.00	59,766.00	521,859.00	392,903.00
Minor Projects	115,000.00	275,406.00	163,707.95	208,300.00
UGC	-	50,000.00	690,718.00	-
	201,660.00	385,172.00	1,376,284.95	601,203.00
% on Total Utilization	6.94	9.60	7.50	3.03

Note: Year 2015-16 shows only a 3% utilization, as against the normal 7% to 10% and this can be attributed to unavailability of UGC Funds.

4.3.5 How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students?

The teachers and students are extensively using ICT in the teaching learning process. The students prepare report of the project works, assignments and PPT for seminars using these advanced facilities. ICT enabled language lab improves communication skills of the students. Skill development courses organized by ASAP and various departments use ICT facilities. INFLIBNET/NLIST subscription enable the learning community to use this reservoir of information. DCA course is offered as an Add on Course funded by the Government. Computer aided-teaching/learning is made more effective by the following initiatives:

- Faculty development programme in IT tools organized by IQAC in collaboration with ICT academy, Kerala
- Developing e-contents, power point presentation, flash videos and animations
- MOODLE platform
- E-learning resources in the D-space

4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching - learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.

The learning activities and technologies deployed by the institution insist on student centric learning system with teacher as a facilitator. Major initiatives are listed below:

- Independent learning through seminars, assignments and projects using ICT facilities
- Effective use of websites like NMEICT, NPTEL as learning resources
- Video conferencing with tutors and students of foreign Universities

- On-line teaching through Virtual Lab
- E-assignment submission through MOODLE platform
- ICT enabled class rooms and learning spaces

4.3.7 Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?

The Institution has access to more than 68 lakh e-books through National Digital Library, MHRD. INFLIBNET facility is available in the institution through which the staff and students get access to more than 6000 journals and 135000 e-books.

4.4. Maintenance of Campus Facilities

4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?

Infrastructure requirements are monitored by the Heads of the Departments and recorded in the intend register. The Governing Body works out a plan taking into account the new programmes applied for, activities proposed and the availability of funds.

Table 4.10 Annual budget for maintenance

Facilities	2012-13		2013-14		2014-15		2015-16	
	(Amount in Lakhs)							
	Financial Allocation	Financial Utilization	Financial Allocation	Financial Utilization	Financial Allocation	Financial Utilization	Financial Allocation	Financial Utilization
Land and Building	7.70	7.692	3.50	3.489	8.30	8.303	13.1	13.088
Furniture and Fixtures	-	-	12.00	11.921	2.50	2.473	4.850	4.842
Computers and Accessories	2.00	2.016	3.85	3.851	13.75	13.762	6.00	6.012
Vehicles	10.13	10.12	5.00	5.023	4.80	4.806	34.58	34.58
Electrical Fittings and Equipment (Incl Lab Equipment)	8.45	8.424	12.65	12.671	73.85	73.846	20.775	20.775
Books	0.80	0.82	3.13	3.175	5.50	5.471	1.10	1.10

4.4.2 What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college?

The Institution adopts the following mechanism:

- Regular maintenance and upkeep of infrastructure by the college bursar
- Annual Maintenance Contract (AMC) with the suppliers

- Technicians (Electrician, plumber, Mechanic) for immediate attention to various installation and equipments
- Security staff, fire alarm system and CCTV surveillance
- Gardener and service staff to upkeep the campus

4.4.3 How and with what frequency does the institute take up calibration and other precision measures for the equipment/ instruments?

The Heads of the Departments regularly monitor and takes necessary measures for calibration and other precision measures. All major equipment are serviced and calibrated yearly. A stock register is maintained to record the details of equipment.

- AMC for FTIR spectrometer, Spectrophotometers, Thermal Cycler (PCR)
- Colorimeters and Kiethley source meter are calibrated regularly
- Micropipettes and High precision balances are calibrated biannually
- Class glassware for precision measurement

4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)?

- Sensitive equipment protected with backup system viz. voltage stabilizers and UPS (98 Nos)
- Air conditioned room for major instruments
- Precision instruments located away from areas prone to vibrations
- A generator (125KV) for power back up
- 3 wells and sufficient storage tanks for constant water supply
- Rain water harvesting facility
- Electrician and plumber available in the campus

Any other relevant information regarding Infrastructure and Learning Resources which the college would like to include.

- DST-FIST sponsored Department of Physics with sophisticated instruments serve as an excellent platform for research
- Digitalized library with large number of titles serve as a hub of learning resource in the campus
- Mini Media Lab for campus radio

CRITERION V: STUDENT SUPPORT AND PROGRESSION

5.1 Student Mentoring and Support

5.1.1 Does the institution publish its updated prospectus/handbook annually? If 'yes', what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?

Yes, the institution publishes a handbook cum calendar every year. These are also made accessible through college website. The following information are publicized with regular updation

- Vision and mission
- A brief history and milestones
- Details of department and faculty
- Details of the academic programmes
- Clubs and associations
- Facilities
- Fee structure
- Academic calendar
- Evaluation system
- Rules and regulations
- Mentoring & counselling
- Career guidance and placements
- Fee concessions & scholarships
- Endowment prizes and grace marks
- Grievance redressal system

The institution ensures its commitment to the students by executing the academic and non-academic activities as scheduled. The accountability is ensured through annual auditing by the Governing Body, College Council, IQAC and PTA.

5.1.2 Specify the type, number and amount of institutional scholarships / freeships given to the students during the last four years and whether the financial aid was available and disbursed on time?

Institutional scholarships are given to the deserving students by management, teaching and non- teaching staff, PTA, college alumni and college co-operative society.

Total number of students benefitted by institutional scholarships: 275

Total amount of Institutional scholarship/year: Rs. 831760/-

Table 5.1 Institutional scholarships

Name of Scholarship	Number of students benefitted	Amount in Rs/year
Endowment prizes by retired teachers	55	54190.00
Proficiency prizes by PTA	68	56500.00
Scholarship by PTA for Youth festival participants	85	100000.00
Endowment prizes by Alumni	3	3900.00
Endowment prizes by retired Non-teaching staff	11	6690.00
Endowment prizes by well wishers	2	480.00
College Co-operative society Scholarship	36	10000.00
Management	15	600000.00

Students belonging to socially and educationally backward class are given free education as per government norms. Timely dispersion of the same is ensured by the authorities.

Table 5.2 Freeships given to the students

Name of Freeship	Number of Beneficiaries			
	2012-13	2013-14	2014-15	2015-16
Full fee concession to OBC students	158	153	156	146
Full fee concession to socially and educationally backward class (KPCR)	431	440	475	450
Full fee concession to SC students	150	169	164	177
Full fee concession to ST students	7	7	9	11
Fisheries Scholarship	29	37	41	34
Full fee concession to deserving students by Staff	5	6	7	10
Total students benefitted	780	812	852	828

5.1.3 What percentage of students receive financial assistance from state government, central government and other national agencies?

The institution encourages students to avail financial support from state government, central government and other national agencies.

Table 5.3 Financial assistance from Government agencies

Name of Scholarship	Number of Beneficiaries			
	2012-13	2013-14	2014-15	2015-16
Post matric scholarship (3000/-per year for UG & PG)	110	97	102	118
The central sector scholarship (10000/-per year for UG & PG)	4	7	20	8
Hindi scholarship (4000/-per year for UG & PG)	5	3	16	1
State merit scholarship (1250/-per year for UG & PG)	2	2	3	2
Scholarship for differentially Abled students (4800/-per year for UG & PG)	5	6	2	-
Suvarna Jubilee merit scholarship (10000/-per year for UG & PG)	3	5	1	15
Higher education scholarship (12000/-I year , 18000/-II year, 24000/-III year for UG; 40000/-I year, 60000/-II year for PG)	9	17	12	8
Snehapoorvam Padhathi (1000/- per month for UG & PG)	-	-	12	27
Indira Gandhi Single girl child scholarship (3100/- per Month for PG)	3	9	4	4
C H Muhammed Koya Muslim Girl Scholarship (3000/-per year for UG & PG)	58	94	33	40
Muslim Nadar Scholarship (125/-per year For UG)	-	-	-	4
Inspire Scholarship			2	
Cultural scholarship	-	12	14	-
Student Aid Fund	14	14	14	22
Mahindra Finance Scholarship (10,000/- per student for UG)	-	-	-	24
Total students benefitted	213	266	235	273

5.1.4 What are the specific support services/facilities available for

a) Students from SC/ST, OBC and economically weaker sections

- 20% seats are reserved for SC/ST students as per Govt. norms

- Remedial coaching
- All government scholarships for SC/ST and OBC are made available

b) Students with physical disabilities

- Reservation of seats as per Government and University norms
- Provides extra time and scribe facility to complete examinations
- Special software (NVDA) in the library for visually challenged students
- Lift, wheel chair, ramp, toilet and flyover facility
- Facilitates students to avail fee concession & scholarships
- Club for differently abled students

c) Overseas students Scholarships

- College currently does not have any overseas students scholarship

d) Students to participate in various competitions/National and International

- Institution motivates and encourages the students to participate in the national and international competitions
- Institution provides training sessions for various events in arts, sports and games
- The financial support for participation in various arts, sports and games is proffered by the management, staff association, students' council and PTA.
- Special functions are arranged to honour the students who bring laurels to the institution

e) Medical assistance to students: health centre, health insurance etc.

- Health clinic with qualified doctor and nurse
- Medical insurance is given to students during the time of admission
- Sick room with first aid kit
- Regular medical camps-Oncology, Gynecology, Ophthalmology, Dermatology and Dentistry
- Financial support for the treatment of students and their family members
- Awareness classes on adolescent issues, diseases and healthy life style

f) Organizing coaching classes for competitive exams

- NET/JRF coaching by PG departments

- Coaching for entry in to services through Bank test, Staff Selection Commission and PSC tests in collaboration with TIME institute
- Coaching for PG entrance test

g) *Skill development (spoken English, computer literacy, etc.,)*

- The Additional Skill Acquisition Programme (ASAP) offers various skill development programmes
- Foundation Programme for English Proficiency
- Communication skill development programmes
- Diploma in Computer Applications, Govt. of kerala
- Computer Literacy programmes
- Aptitude test
- Add on Course in Fashion technology
- Add on Course in Food Processing (Cookery)
- Hand embroidery and tailoring class
- Self-employment training programmes in making ornaments, LED bulbs, umbrellas, paper bags, paper pen, door mat, candles & toys
- Vegetable carving and flower arrangement

h) *Support for “slow learners”*

- Remedial coaching
- Additional classes through Scholar Support Programme

i) *Exposures of students to other institution of higher learning/ corporate/business house etc.*

- Motivates students to attend seminars/conferences/workshops organized by institutions of higher learning
- On the job training programmes for students in collaboration with institution/industry/hospitals and laboratories
- Study tours and industrial visits
- UG and PG student projects
- Walk with a Scholar programme to give maximum exposure in academics (30 students along with three internal coordinators visited institutions in Hyderabad in the year 2015-16).

j) Publication of student magazines

- College magazines and souvenir publication
- Manuscript magazines by various departments and NSS
- College Newsletter published quarterly
- Newsletter (EXORDIUM) published yearly by Commerce (SF)
- Regular release of tabloids and newsletters by various departments
- Wall magazine by the Department of Malayalam

5.1.5 Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the efforts.

- **ED Club of the institution takes up varied initiatives:**
 - ✓ Seminars to improve entrepreneurship skill
 - ✓ Business awareness classes
 - ✓ Motivates students to attend seminars organised by Kerala Institute of Entrepreneurship Development (KIED)
 - ✓ Industrial visits to Central Institute of Fisheries Technology (CIFT), Navya bakers, Tea Factory (Ooty and Munnar), KITEX and KITCO
 - ✓ Workshop on “Hand Embroidery through Painting”
 - ✓ Students attend Young Entrepreneurs Summit (YES)
 - ✓ Visits to industries run by successful alumni entrepreneurs
 - ✓ Entrepreneurship Awareness Camp in collaboration with Kerala Industrial & Technical Consultancy Organisation (KITCO) & National Science & Technology Entrepreneurship Development Board (NSTEDB)
- **Women Cell and NSS conduct trainings in**
 - ✓ Hand embroidery, tailoring, fabric painting and block printing
 - ✓ Making ornaments, umbrellas, paper bags, door mat, candles and toys
 - ✓ Vegetable carving and flower arrangement
 - ✓ Vermicomposting and organic farming
- Departments also arrange hands on training in cloth and paper bag making, mushroom cultivation & LED bulb making
- The Additional Skill Acquisition Programme (ASAP) offers various skill development programmes

The initiatives taken have proved fruitful as many of our students have become successful entrepreneurs. The students have also become adepts in varied skills which they utilize at their domestic environment for energy conservation and cost effective living.

5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co- curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.

The institution is keen on exploring and developing the inherent potential of the students in extracurricular and co-curricular activities. To ensure equal opportunity for participation, such programmes and competitions are announced in advance. The strategies adopted are productive and ensure holistic development of the students.

- Screening is done for admissions in sports and cultural quota
- Management provides freeships to the sports students
- Quality training is given in arts and sports by professional trainers
- College Students' Council, Departmental associations, NSS, NCC, AICUF, Clubs and other collaborating organizations provide platforms to nurture skills and talents
- Financial assistance for participation in sports, tournaments and youth festivals provided by management, PTA, staff association and well-wishers
- Physical Education department organizes all Kerala Basketball and Volleyball tournaments every year

a) Additional academic support, flexibility in examinations

- Compensatory attendance given to the students
- Extra classes and practical sessions
- Retest for internal examinations

b) Special dietary requirements, sports uniform and materials

- Sports uniforms and other paraphernalia are provided to the students
- Special diet for sports students
- Refreshments are given to the participants

c) Any other

- Health club and Health clinic
- Yoga and Karate classes

5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR- NET, UGC-NET, SLET, ATE / CAT / GRE / TOFEL / GMAT / Central /State services, Defense, Civil Services, etc.

- Coaching classes for UGC-NET, Bank test and PSC test under the auspices of various departments and Placement Cell
- External mentoring sessions to prepare for competitive exams
- Interactive sessions with eminent personalities and guidance in civil service examination, GRE and TOEFL
- Orientation programmes to familiarize the students with career options

Table 5.4 Students appeared and qualified in various competitive exams

PG Departments	JRF		NET		SET		CAT/DAT/ others	
	A*	Q*	A*	Q*	A*	Q*	A*	Q*
English	42	3	42	13	6	-	12	3
Commerce	35	-	35	9	12	1	54	28
Malayalam	15	2	15	5	4	-	24	10
Physics	28	-	28	1	8	-	22	4
Microbiology	12	-	12	-	-	-	8	1
UG Departments	CAT/DAT/ others							
	Students Appeared				Students Qualified			
Botany	16				4			
Chemistry	27				11			
Zoology	62				22			
Mathematics	19				6			
Economics	28				7			

A*- Students Appeared

Q*- Students Qualified

5.1.8 What type of counselling services are made available to the students (academic, personal, career, psycho-social etc.)

- **Academic, personal & career**
 - ✓ Institutionalized mentoring classes for group/personal counselling to provide psychological support to the needy students to tackle their personal and emotional problems
 - ✓ Special academic counselling and mentoring to advanced learners in WWS programme
 - ✓ Orientation classes and career counselling through placement cell
 - ✓ SSP provides academic counselling for weak students
- **Psycho-Social counselling services through counselling cell**
 - ✓ A professional counsellor (Dr. Sr. Ruby, Ph.D in Counselling Psychology) is available
 - ✓ Faculty members are assigned as internal counselling cell coordinators
 - ✓ Mentors refer students to professional counsellor after class mentoring sessions
 - ✓ Confidential documentation
 - ✓ Regular and repeated counselling as well as family counselling are recommended in special cases
 - ✓ Cases requiring psycho analysis are referred to specialist doctors

5.1.9 Does the institution have a structured mechanism for career guidance and placement of its students? If 'yes', detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the programmes).

Yes, the Institution has a structured mechanism for placements and career guidance. Placement cell serves as a vital link between the students and potential employers of industry. The cell provides facility for personal interaction session with the coordinator. The Placement and Career Guidance Cell offers guidance on varied job prospects and gives orientation on different courses for higher studies. ASAP gives campus placements.

The following are the services provided for the students:-

- Digital career platform
- Maintaining WhatsApp groups (placement), where job ads are broadcasted
- Online job registrations

- Personality development and soft skill training programmes
- Motivation classes to channelize students' effort and intentions in the desired manner
- Mock Interviews and Group Discussions
- Job fair/Placement workshops
- Notifications of job opportunities and training programmes
- Lectures, workshops and seminars on different courses and job opportunities, job opportunities after graduation and preparing for interviews and group discussions.

Table 5.5 Campus placements

Agency	Students Benefited/Placed
KPMG	4
IT Companies viz Wipro, HCL, TCS	3
The Institute of Company Secretaries of India(ICSI)	9
The National Skill Development Corporation, (NSDC)	2
Flyon Aviation	25
Carreo International	15
The Goan Institute of Communicative English	28
Wright International Aviation Pvt Ltd	29
Sutherland Global Services	64
Federal Bank	3
Other Nationalized Banks	3
Hospitals	4
Indian Railways	3
KSEB	1
Muthoot Finance	1
Melam Masala	2
Nitta Gelatin	2
Other general Placements	13

5.1.10 Does the institution have a student grievance redressal cell? If yes, list (if any) the grievances reported and redressed during the last four years.

Yes, the institution has a student grievance redressal cell for resolving the grievances of the students. The complaints received from the students are analyzed and practical solutions/suggestions are given by the committee members. The Principal takes necessary actions and conveys it to the stakeholders.

Table 5.6 Grievances reported and redressed

Grievance	Action Taken
ABOUT THE COLLEGE	
Washroom, cooler & Toilet facilities is required in each floor	In progress
Traffic issues at college gate	Traffic police appointed as per request from the institution
Proper waste management facility	Vermicompost unit and incinerator installed. Plastic recycling in collaboration with Plan @Earth
Increase the number of ceiling fans	Action taken
More speaker systems should be introduced	Installed
Vending machines for sanitary pads	Installed
ABOUT DEPARTMENTS	
Sound proof room for Xav- radio recording	Implemented
Lab specimens should be updated in Botany.	Renovated
Provide more LCD-projectors and computers	More number of LCD projectors installed
ABOUT ACADEMIC	
Only one exam per day during the internal examination	Implemented
CANTEEN	
Variety dishes like fresh juice should be introduced.	Instructions given to canteen
MISCELLANEOUS	
Expand the conveyance facility to more routes	A new college bus to new route was arranged
LIBRARY	
Extend the Library hours	Library hours extended up to 4:30 pm

5.1.11. What are the institutional provisions for resolving issues pertaining to sexual harassment?

No cases of sexual harassments has been reported in the campus so far. The issues pertaining to sexual harassment towards students from the local vicinity were reported to the Police. Cautionary measures like regular police patrolling and installation of camera were introduced near the campus.

5.1.12 Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?

Yes, the Anti-ragging committee of the institution arranges talks by external experts to make students aware of the rules and laws enumerated in the Anti-ragging Act. The Kerala Ragging Prohibition Act 1998 is published in the college calendar. The committee cautions the students about the grave consequences and grim punishments that entail this heinous activity. As precautionary measure junior students are instructed to report immediately any attempt of ragging by seniors with a view to pre-empt any such move. It is a matter of relief that no single case of ragging has been reported during the last four years.

5.1.13 Enumerate the welfare schemes made available to students by the institution.

The institution is committed to provide benefits and welfare schemes to student community with the help of PTA and other well-wishers of the college.

- Sponsorship for the educational expenses of the deserving students
- Medical insurance
- The institution has a cooperative store to supply all types of study materials and stationery items necessary for students at reasonable prices
- Student Aid Fund
- The needy students are provided with uniform, educational tools & noon meal
- Photocopies are made available at reasonable cost
- The OSAX and ReLAX have instituted educational scholarships for poor and needy students
- Book Bank system

5.1.14 Does the institution have a registered Alumni Association? If 'yes', what are its activities and major contributions for institutional, academic and infrastructure development?

Yes, the institution has an active Alumni Association. The annual alumni meet is conducted on second Saturday of every February. Under its auspices the following activities are conducted every year.

- OSAX Endowment for outstanding students
- Lectures by the competent alumni members are organized by all departments
- Annual Alumni Fair: sale of textiles, jewelry, delicacies, boutique and stationery

- The OSAX organized “Adaram 2013” to honour 50 outstanding alumni from various fields of service
- The first batch students of B. Sc Botany (1968-1971) arranged a reunion after 43 years on March 8th 2014 and released a souvenir *Smaranika* on the same day.
- A one day work shop on “mushroom cultivation” for women was organized by OSAX in association with Lotus Nature Club of Botany department and Kerala action force
- Financial assistance for the house construction of a needy student
- An initiative ‘Snehasparsam’ to render financial support to alumnae with physical discomfort
- Training classes in tailoring, embroidery, yoga and calligraphy
- The association organizes Dr. Sr. Redempta Memorial State Level Inter Collegiate Essay Competition for college students
- Honour the retiring staff
- Acknowledge meritorious achievers- students and teachers

Major contributions

- Contribution of Rs. 1,00,000/- to refurbish Library block
- Contribution of Rs. 10,000/- to enrich Malayalam Department Library

5.2 Student Progression

5.2.1 Providing the percentage of students progressing to higher education or employment (for the last four batches) highlight the trends observed.

Table 5.7 Progression chart of students

Student progression (in %)	2012-13	2013-14	2014-15	2015-16
UG to PG	50.06	53.11	42.16	36.19
PG to M. Phil.	11.5	5.5	14	-
PG to Ph.D.	5.5	14.7	-	-
Employed				
Campus selection	11.97	9.96	8.37	6.16
Other than campus recruitment	16.52	23.03	15.85	8.24
Entrepreneurship/self-employment	11.76	15	12.57	8.56

- The progression chart of students indicates an ascending trend as majority of the graduates pursue higher education.
- The positive trend of the students towards research highlights the research culture inculcated by the activities of the Research Promotion Council.
- Though the employment options proffered by the institution are utilized by minority of the students, majority opt for higher education.

5.2.2 Provide details of the programme wise pass percentage and completion rate for the last four years (cohort wise/batch wise as stipulated by the university)? Furnish programme-wise details in comparison with that of the previous performance of the same institution and that of the Colleges of the affiliating university within the city/district.

The institution takes maximum effort to maintain good academic performance which is reflected in the pass percentage. Programme wise pass percentage in comparison with the performance of the neighboring college of the affiliating university gives a clear indication of the same.

Table 5.8 Comparison of pass percentage of UG programmes and completion rate

UG Programme	2012-13		2013-14		2014-15		2015-16		Completion Rate (%)
	OC*	NC*	OC*	NC*	OC*	NC*	OC*	NC*	
Botany	100	91	95	92	100	92	55.26	34	98
Chemistry	96	82.14	100	86.7	100	81	73	51	92
Commerce	94	91.66	100	100	98	92	98	61	99
English	92.15	48	93.02	51	92.15	45	39.5	9	98
Economics	93	82	92	73	82	70	52	30	93
Malayalam	85	64	80	63	81	38	33	8	94
Mathematics	82.5	79	82.9	55	87.2	77	67.4	26	96.5
Physics	97.1	79	97.05	68	84.21	66	45	54	94
Zoology (Model I)	100	89.6	96	97.14	90	94	52	33	93.5
Zoology (Model II)	100	-	100	-	100	-	61	-	96
Com. English(SF)	97.56	-	75	-	97.56	-	68	-	97
Commerce (SF)	NA	-	NA	-	NA	-	93	-	NA

* OC – Our College, NC – Neighboring College

Table 5.9 Comparison of pass percentage of PG programmes

PG Programme	2012-13		2013-14		2014-15		2015-16	
	OC	NC	OC	NC	OC	NC	OC	NC
Commerce	100	77	77	61	63	20	94	
English	57.89	-	31.57	-	32	-	68.5	-
Malayalam	NA	-	NA	-	69.2	-	52	-
Microbiology(SF)	60	-	85	-	56	-	50	-
Physics	93.3	58	80	39	66.7	-	50	-
Commerce (SF)	NA	-	NA	-	NA	-	54.5	-

Table 5.10 Programme wise pass percentage for the previous years (2008-12)

PERCENTAGE OF PASS				
Subject	Years			
	2008-2009	2009-2010	2010-11	2011-2012
English	94.23	100	91	81.63
Comm. English	100	100	97	80
Malayalam	90	100	98	100
Economics	81.97	94.74	90	79.66
B.Com	94.12	90.57	100	100
Mathematics	79.45	97.5	84	93.62
Physics	95.83	88	73	94.12
Chemistry	100	95.65	100	100
Botany	100	80.95	89	100
Zoology (Model I)	92.59	94.87	89	97.14
Zoology(Model II)	100	84	100	96
MA English	72.72	50	54	78.95
M.Com	100	100	94	83.33
MSc Physics	78.57	46.7	66	71.42
MSc Microbiology	75	75	57	71

- The institution continues to have excellent pass percentage in all programmes during the years 2012-15 compared with the previous performance. The drop observed in the year 2015-16 is due to the new seven point grading system introduced by the Mahatma Gandhi University.
- The drop out rate is consistently low and the completion rate is excellent (96%).

5.2.3 How does the institution facilitate student progression to higher level of education and/or towards employment?

The institution ensures the students progression to higher learning and employment through various platforms like

- Career Guidance and Placement Cell
- Walk With a Scholar
- The motivational visits by students of WWS

- On the job training
- International & National seminars and workshops provide exposure to recent advancements in higher learning
- Platform to improve soft skills through club activities
- Industrial and institutional visits by various departments
- Coaching classes for competitive examinations

5.2.4 Enumerate the special support provided to students who are at risk of failure and drop out?

The college is committed to bestow a suitable environment to all deprived students and has taken necessary steps to improve the performance of weak students. The remedial classes, scholar support programmes and coaching classes give much impetus to students who are at risk of failure and consequent dropping out.

The primary attention of faculty members given to weak students in tutorial hours, special mentoring sessions and counselling programmes for the parents of weak students in general and for students at risk of failure due to marriage/maternity in particular, reduces the dropout rate considerably.

5.3 Student Participation and Activities

5.3.1 List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and programme calendar.

a. List of Sports & Games available to students

- **Outdoor Games**

- | | |
|----------------|--------------|
| 1. Basket ball | 5. Badminton |
| 2. Volley ball | 6. Cricket |
| 3. Net ball | |
| 4. Kabaddi | |

- **Indoor games**

- | | |
|-----------------|-------------|
| 1. Table tennis | 4. Aerobics |
| 2. Chess | 5. Karate |
| 3. Caroms | 6. Yoga |

- **Gymnasium:** Multipurpose gymnasium

b. List of Cultural Events available to students

- Institutional**

- | | |
|-----------------------------------|--------------------------------|
| 1. Fresher's Day | organized by Departments |
| 2. Onam Celebrations | viz. Zoofest, Mathfest, |
| 3. Christmas Celebration | Commerce fest, English |
| 4. Xaverian Day Celebrations | and Communicative fest |
| 5. College Youth festival | 10. Competitions in connection |
| 6. M.G. University Youth Festival | with the observation of |
| | various Days of Importance |
| 7. College Day Celebration | 11. Library Week Celebration |
| 8. Events by Clubs | 12. English Week Celebration |
| 9. Intercollegiate fest | |

- Students are also encouraged to actively participate in the cultural events organized by governmental (Keralotsavam) and non-governmental organizations (Intercollegiate fests, Radio Mango, Mahindra fest and Mega Motors)

c. List of Extracurricular activities available to students

- Sports day events
- Extension programmes by NSS and NCC
- Activities of Women Cell
- Activities of Alumni association (OSAX)

Table 5.11 Programme calendar and participation in cultural events

Sl No	Programme/ Event	2012-13	2013-14	2014-15	2015-16
1	University Youth Festival	√	√	√	√
2	Drama Fest	√	√	√	√
3	South zone Youth Festival		√	√	
4	Mega Motors	√	√	√	√
5	Mahindra Fest	√	√	√	√
6	Keralotsavam	√	√		
7	Panache Intercollegiate fest	√	√	√	√
8	All India Essay competition by Shri Ram Chandra Mission & UN Information centre for India & Bhutan	√	√	√	√
9	All Kerala fest by Changampuzha Smaraka Samiti	√	√	√	√

10	All Kerala Co-operative Society Fest	√	√	√	√
11	Inter- Collegiate Cultural and Literary Fests	√	√	√	√
12	Speak for Kerala (Mathrubhumi)			√	√

Table 5.12 Programme calendar and student participation in sports and games

Programme/ Event	2012-13	2013-14	2014-15	2015-16	2016-17
Asian Basketball championship			√		
National Games			√		
M.G. University Intercollegiate Basketball Championship	√	√	√	√	√
Women's Basketball State championship	√	√	√	√	√
Federation Cup Basketball Championship		√			
Senior National Basketball Championship		√			√
South India Inter Collegiate Basketball tournament for Basilius Trophy	√	√	√	√	
Rev. Sr. Redempta memorial All Kerala Basketball tournament	√	√	√	√	√
Fr. Bartholomew Memorial All Kerala Inter collegiate Basketball tournament	√	√	√	√	
Karunya Evangeline Memorial South India level Basketball tournament		√			√
UC College Manorama Ever Rolling Trophy Basketball Tournament	√	√	√	√	
College games				√	
Golden Jubilee All Kerala Inter collegiate Basketball tournament	√	√	√	√	√
Senior State Basketball Championship	√	√	√	√	√
Champions Trophy All Kerala Inter Collegiate Basketball championship	√	√			
P S Viswappan Memorial All Kerala Inter Collegiate Basketball tournament		√		√	√
YMCA All Kerala Inter Collegiate Basketball tournament	√		√	√	
South –West Zone Basketball Championship	√	√	√	√	√

Women's National Basketball championship	√	√	√	√	
All Kerala open tournaments	√	√	√	√	√
District Women's Volleyball championship	√	√	√	√	√
Sr. Treasa Mary memorial All Kerala Inter Collegiate Volleyball tournament				√	√
Ernakulam District Youth Volleyball championship	√	√	√	√	√
Sr. Goretti memorial All Kerala Inter Collegiate Volleyball Tournament				√	√
Fr. Barthalomew Memorial All Kerala Inter collegiate Volleyball tournament	√		√	√	
All India Interuniversity Volleyball Championship	√		√	√	√
All Kerala Inter Collegiate Volleyball Tournament for Kanichai Memorial Ever rolling Trophy	√	√	√	√	
Youth state Volleyball championship	√	√	√	√	√
All India Inter University Volleyball championship		√	√	√	√
South –West Zone Volleyball Championship		√	√	√	√
M.G. University Intercollegiate Net ball Championship	√	√	√	√	√
M G University Kabaddi Championship	√	√	√	√	
M G University Cricket championship	√				
Swimming competetions	√				
Msgr. Augustine Maveli Memorial All Kerala Inter Collegiate Volleyball tournament	√	√	√	√	√
MG University Inter Collegiate Badminton championship	√	√	√		
MG University Inter Collegiate athletics championship	√	√	√	√	√
MG University Inter Collegiate Yoga championship					√

5.3.2 Furnish the details of major student achievements in co- curricular, extracurricular and cultural activities at different levels: University / State / Zonal / National / International, etc. for the previous four years

a. Major student achievements in extracurricular activities

- No of students participated in Extracurricular Events**

International Level : 1

National Level : 26

State/ University Events : 31

- No of events with prizes**

National : 6

State/University : 30

Table 5.13 Major student achievements in extracurricular activities

Year		Student/ College Team	Event	Achievement
2012-13	National	College Team	All India Invitation Basketball tournament	Silver Medal
		Libina M J	Senior National Basketball	Represented Kerala
		Angel C Varghese, Anju Mathew and Bisha Eappen	Women National Basketball	Represented Kerala
		Anjaly Ayyappan	All India Interuniversity Volleyball	Silver Medal for MG University
	State/zonal	College team	Women state Basketball	Gold Medal
		College Team	South India Inter Collegiate Basketball	Silver Medal
		College Team	Rev. Sr. Redempta memorial All Kerala Basketball	Gold Medal
		College Team	Fr. Bartholomew Memorial All Kerala Inter collegiate Basketball	Gold Medal
		College Team	Fr. Bartholomew Memorial All Kerala Inter collegiate Volleyball	Silver Medal

2013-14		Libina M J, Shruthy Rameshan, Chippy Mathew, and Annat George	South –West Zone Basketball	Represented MG university
		Libina M J	South Zone Basketball	Gold Medal for Kerala
	National	Kum. Chippy Mathew	Senior National Basketball	Represented Kerala
		Libina M J	Federation Cup Basketball	Represented Kerala (Silver Medal)
		Anju Mathew	Women National Basketball	Represented Kerala
	State/zonal	College Team	All Kerala Inter Collegiate Basketball	Gold Medal
		College Team	South India Inter Collegiate Basketball	Gold Medal
		College Team	Karunya Evangeline Memorial South India level Basketball	Bronze Medal
		College Team	All Kerala Inter Collegiate Basketball	Gold Medal
		College Team	P S Viswappan Memorial All Kerala Inter Collegiate Basketball	Gold Medal
		Libina M J, Shruti Ramesan, Annat George, Angel C Varghese , Ramzeena Ali M A and Chippy Mathew	South –West Zone Basketball	Represented MG university
2014--15	Inter-National	Kum. Vinaya Joseph	Asian Basketball championship	Represented India
	National	Kum. Vinaya Joseph	Youth National Basketball championship Junior National Basketball championship	Represented Kerala Silver Medal
		Kum. Anju Mathew and Amala Mariya Baby	Women's National Basketball	Represented Kerala
		Shruthi Ramesan and Angel P Varghese	National Games (Netball)	Represented Kerala

2015-16	State/zonal	College team	Rev.Sr.Redempta Memorial All Kerala Inter Intercollegiate Basketball	Gold Medal
		Ms Shruti Ramesan, Ms Annat George, Angel C Varghese, Ms Chippy Mathew and Vinaya Joseph	South –West Zone Basketball All India Inter University Basketball	Silver Medal Bronze Medal
		Ms Reshmitha K R	South –West Zone Volleyball All India Inter University	Silver Medal for MG university Gold Medal for MG university
	National	Vinaya Joseph	Federation Cup Basketball	Represented Kerala
		Kum Anju Mathew	Junior National Basketball	Represented Kerala
		Ashna mol Sabu, Sruthy K V and Anju Mathew	All India Inter University Netball	Represented MG university
		Saranya Devi	Karate Tournament	Gold Medal
		Lajna A S	Karate Tournament	Silver Medal
		Arathi Anjat	Trekking, National Integration Camp	Team member
		Reshmitha K R and Dhanusha Velayudhan	Women’s National Volleyball	Represented Kerala
	State/zonal	Vinaya Joseph, Anju Mathew and Sruthy K V	South –West Zone Basketball	Represented MG university
		Kavya K	Junior State Volleyball	Represented District team
		Kum Anjana Joseph and Reshmitha K R	Senior State Volleyball	Represented District team
		Kum. Aswathy Raveendran	South –West Zone Volleyball	Silver medal
		Kum Reshmitha K R, Kum. Alina Sibi, kum. Sanikadas D S ,Kum Kavya k , and Kum Anagha K P	Youth state Volleyball	Represented Palakkad District team

		Anjana Joseph, Aswathy P S, Anamika Babu, Dhanusha Velayudhan, Anukrishna M S , Ayana Ajith, Athulya J S	Youth state Volleyball	Represented Ernakulam District team
2016-17	National	Chippy Mathew, Angel C Varghese, Vinaya Joseph, Anju Mathew and Hatrsha	All India Inter University Basketball	Represented MG university
		Saranya Devi	National Karatte Championship	Represented Kerala
		Lajna A S	National Karatte Championship	Represented Kerala
		Chippy Mathew	Senior National Basketball	Represented MG university
	State/Zone	College Team	Girideepam All Kerala Inter collegiate Basketball	Silver Medal
		Chippy Mathew, Angel C Varghese, Vinaya Joseph, Anju Mathew and Hatrsha	South –West Zone Basketball	Represented MG university
		College Team	M.G. University Intercollegiate Basketball	Silver Medal
		College Team	M.G. University Intercollegiate Volleyball	Silver Medal
		College Team	Senior State Volleyball championship	Bronze Medal
		Reshmitha K R	South –West Zone Volleyball	Represented MG university
		College Team	M.G. University Intercollegiate Netball Championship	Silver Medal

Table 5.14 Major student achievements by NCC Cadets

Year		Student/ College Team	Event	Achievement
2012-13	Zonal	Joelin Jose	Inter Batallion Health and Hygiene ompetition	First Prize
		Dolly Francis	Pre-TSC-I	participation
		Maria Meenu Jacob	Pre-Tal Sainik camp	Best M.C
		Surumi Salim	Pre-Tal Sainik camp	Best firer
2013-14	National	Emilda P Raju	All India Annual Training camp	Naval Cadet
	Zonal	SUO Reshma K S	ATC camp	best individual drill
		Sneha Jos	Pre-Tal Sainik camp	best cadet award
	National	Rosemol Hillariose	National Integration Camp	Participation
		Mishma Paul	National Integration Camp	Participation
	State/Zonal	SUO. Sneha Jos	ATC camp	Best Cadet
		Divya Vijayan	Bewoking Competition	First Prize
		Unnimaya Sajeev	Obstacle race competition Trekking Camp, NCC Trekking Camp, NCC	First Prize Team member Gold Medal
2015-16	National	JUO Aneena Thomas	IGC camp	Participation
		Arathi Anjat	Trekking, National Integration Camp	Team member
2016-17	National	Cdt Ann Maria Varghese	All India Girls Trekking Expedition, Duttnagar, Himachal Pradesh	Won 1 st Prize In Group Dance
		Cdt Mariya Davis	All India Girls Trekking Expedition, Duttnagar, Himachal Pradesh	Team member
		L/Cpl Aparna Mj	All India Rock Climbing Training Camp- Gwalior, Madhya Pradesh	Participation
		Cdt Mary Jisna T J		
		Sgt. Reshma Joshy	National Integration Camp at Kozhikode	Participation
	University	Suo. Arathy Anjat Cqms. Midhula P.N Cdt. Alisha Ayub	Combined Annual Camp	Runnerup Trophy Best Cadet Best Firer- 1 st Prize Best Firer- 3 rd Prize

Table 5.15 Major student achievements by NSS volunteers

Year		Student/ College Team	Event	Achievement
2012-13	National	AnuYohannan	National Integration Camp	Participant
	State/Zonal	Sreeshma Raj T R	South Zone Pre- Republic Day Camp	Participant
	University	Anu Yohannan	M.G University	Best NSS volunteer
2013-14	National	Janet J Thomas Bincy C. Sunny	SAARC Youth Charter Consultation Programme	Participants
2014-15	University	Jiffna Henry	M.G University	Best Volunteer Secretary
2015-16	State/Zonal	Swarna Thomas	South Zone Pre- Republic Day Camp	Participant
			State award	Best volunteer secretary
	University	Swarna Thomas	M.G University	Best Volunteer Secretary
2016-17	National	Simi T. X.	National Integration Camp	Participant
	State/Zonal	Arundhathy J.	South Zone Pre- Republic Day Camp	Participant

b. Major student achievements in co-curricular activities

International Level : 2

National Level : 7

State/ Zonal : 23

Table 5.16 Major student achievements in co-curricular activities

Year		Student/ College Team	Event	Achievement
2012-13	State/Zonal	Joelin Jose	Hindi Prachar Sabha	Hindi Bhooshan
		Athira Venu	Essay competition organized by Coir board	First place
		Anjana Kaladharan	Dr. Sr. Redempta Memorial Essay Writing Competition	Third Prize
2013-14	International	Minu Jose, M.Sc.Physics	International Conference	Best Poster Award
	National	Reshma Mary Zachariah	Essay contest	Gold Medal
		Sajna Paul	essay contest	Changampuzha puraskaram
		Gopika P	INSPIRE Fellowship	
		Dyuthi Mildred	INSPIRE Fellowship	

2014-15	State/Zonal	Gayathri P Menon	Poster designing, KSCSTE	First prize
		Neethu M. Philip	Essay writing, KSCSTE	First prize
		Arya S. Nair & Aswathy Balagopal	Literature Quiz	Third Prize
		Mary Evelyn	Paper Presentation contest	Best paper Award
		Neenu Jose	Essay writing, KSCSTE	Second position
2015-16	National	Mahima Roseline Varghese, english	National conference	Best paper Award
		Ancy Maria Thomas	Elocution	First Prize
		Sreeja Jayachandran	Essay competition	First Prize
	State/Zonal	Nisma Hussain and Fathima Alfi	Quiz Competition, KSCSTE	First prize
		Thahreem Fathima and Vandhana TM	Quiz Competition, CUSAT	First prize
		Thahreem Fathima,	Essay competition, CUSAT	First prize
		Santra Rozario	Poster designing, KSCSTE	Third prize
		Bhavana C B	Essay competition, World Environment Day	First Prize
		Akhila S	Essay competition	First Prize
		Athira Saleevan	Poster designing, Ozone Day Poster designing, World Environment Day	Third prize Second Prize
		Akansha Nair	Essay competition, SBT	First Prize
		Ashitha Augustine	Paper Presentation	First prize
		Natasha Biji Joseph	Tourism club	Best Student Coordinator
2016-17	International	Deepa K.R Sana Fathima P.S Athira Saleevan Nayana C.P Albina Peter	International Symposium on Dengue prediction and prevention through community engagement	Best poster award
		Roshni Nair, B.Sc.Physics	Essay Competition Seminar Competition	Second prize Third prize
		Meenu Rajan	Short Story	First prize
		Bhavana C B	Essay competition, World Environment Day	First prize

d. Major student achievements in cultural events at different levels

International Level : 1

National Level : 7

State/ University Events : 26

Table 5.17 Major student achievements in cultural events

Year		Student/ College Team	Event	Achievement	
2012-13	State/zonal	Group Dance team	Keralotsavam	First Prize	
		Thiruvathira team	Keralotsavam	First Prize	
		Naadan Pattu Group	Keralotsavam	First Prize	
		Group song	Keralotsavam	Second Prize	
		Margamkali team	Keralotsavam	First Prize	
		Athira Venu	Mappila Pattu, Keralotsavam	Third prize	
		Thiruvathira team	M.G University Youth Festival	First Prize	
		Alby Wilson	Mimicry, M.G University Youth Festival	Third prize	
2013-14	Inter-National	Sophia M. Joe	Miss Deaf World and Europe 2014	Represented India	
	National	Sophia M. Joe	Miss Malayalee World Wide Global Finale 2013	Runner Up	
			Miss Etiquette India 2013	Winner	
			Miss Talent	Winner	
			Miss India South 2013	Winner	
	State/zonal		Super Model in Amrita TV	Winner	
			Oppana	M.G University Youth Festival	Second Prize
			Margamkali	M.G University Youth Festival	Third Prize
Group Dance			M.G University Youth Festival	Third Prize	
	Shilpa.K.Raj	Classical Music, M.G University Youth Festival	Third Prize		
2014--15	National	Sophia M. Joe	First Runner up	Miss Deaf India 2014	
	University	Group song (folk)	M.G University youth Festival	First prize	
		Group dance(folk)	M.G University youth Festival	First prize	

		Margamkali	M.G University youth Festival	Second prize
		Drama.	M.G University youth Festival	Third prize
		Gopika P (Kavyakeli)	M.G University youth Festival	Second prize
		Akshara A B	MG University	Best Actress
		Akshara A (Kathaprasangam & Monoact)	M.G University youth Festival	Third Prize First Prize
2015-16	University	Gopika P	Kavyakeli	First Prize
		Drama	M.G University youth Festival	Second prize
		Group Song	M.G University youth Festival	Third prize
		Oppana	M.G University youth Festival	Second prize
		Niveda Vinod	Mummy & Me (TV show)	Winner
2016-17	State	Reshma Rajeev	Bharathiya Kala Samiti	Yuva Prathibha
	National	Ann Maria Varghese	National Integration Camp	Team Member (NCC)
	University	Margamkali	M.G University youth Festival	First prize
		Drama	M.G University youth Festival	Second prize
		Group Song	M.G University youth Festival	Third prize
		Oppana	M.G University youth Festival	Second prize
		Gopika P (Kavyakeli)	M.G University youth Festival	Second Prize
		Mary Nishidha Boncy (Kathaprasangam)	M.G University youth Festival	Third prize
		Devika (Poem Recitation)	M.G University youth Festival	A Grade
		Natasha (Western solo)	M.G University youth Festival	A Grade
		Arundhathi (Bharathanatyam)	M.G University youth Festival	A Grade

5.3.3 How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?

The feedback is collected from:

- Alumni
- Staff and students
- Parents
- Employers
- PTA
- IQAC student representative

The grievance redressal cell analyses the suggestions received from the stakeholders and forwards the same to the Principal and Governing Body for appropriate action.

5.3.4 How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the publications/ materials brought out by the students during the previous four academic sessions.

The institution is fervently involved in encouraging students to publish materials contributing to their co-curricular development. Financial, technical and moral assistance are rendered to the students to help publish college magazine, manuscript magazines, wall magazines, newsletters, tabloids and documentaries. A Golden Jubilee souvenir, four college magazines, 20 manuscript magazines were published during the last four academic years as listed below:

Table 5.18 Publications during the last four academic sessions

College Magazines and Souvenir		
1. Kritansh (2012-13)		
2. Mudra (2013-14)		
3. Varnangal Vachalarakumbol (2014-15)		
4. Palavicharangal (2015-16)		
5. Eventful Fifty (Golden Jubilee Souvenir)		
6. Smrithi (Souveneir on Great Literary Souls)		
Manuscript Magazine		
2012-13	Lustare Oeikonomia Mayukham	English Association Economics Association Malayalam Association
2013-14	Cantatio Akshari Sankalp	English Association Malayalam Association Economics Association

	Kalpadukal Pinchika	NSS Chemistry Association
2014-15	Ithal Uthbhav Blossom Conundrum Spandanam	Malayalam Association Economics Association Botany Association English Association NSS
2015-16	Avalon Jalakam Pachamarathanalil Viva Flora Darpan	English Association Economics Association Malayalam Association Botany Association NSS
2016-17	Ninavu Thaliyola	Malayalam Association NSS
Wall Magazine		
Since 2013	Kaiyyoppu	Malayalam Association
Tabloid		
Since 2014	Xav-Voice	English Association
Blogs		
2014-15	XavLog	English Association
2015-16	XavNote	
Newsletters		
Every year	Imprints	Institution
2015-16	Exordium	Commerce Association
2015-16	Wilderness	Zoology Association
Radio		
Since 2014	Xav Radio	Institution

5.3.5 Does the college have a Student Council or any similar body?

Give details on its selection, constitution, activities and funding.

Yes. The institution has a College Students' Council elected by the students under the parliamentary system as per the directives of the State Government, University, and the High Court of Kerala. The transparency of the selection and constitution of Students' Council is ensured by adhering to a perspicuous process as follows:

- A returning officer is appointed from the faculty
- The returning officer publishes the electoral roll and election notification
- The election process involves filing of nominations, voting, sorting, counting and the declaration of results

- Two representatives are elected from each class. These elected class representatives form the Electoral College from which the executive body of the Students' Council is elected through secret ballot.
- Chairman, Vice Chairman, General Secretary, UUC (2), Arts club Secretary, Student Editor and Student Representatives from all UG, PG and M. Phil. constitute the College Students' Council
- The College Students' Council organizes Fresher's Day, College Youth Festival, competitions in connection with various cultural activities and College Day Celebration
- The Students' Council takes care of all the needs and demands of the student community
- A union fund is allocated by the University from the fee collected from the students
- PTA fund for student activities and support programmes
- Staff Association provides financial support
- Fund raising programmes organized by Students' Council (Intercollegiate fest, film fests, food fests)
- Sponsorship from well wishers

5.3.6 Give details of various academic and administrative bodies that have student representatives on them.

The students have representation in the following committees.

- The IQAC
- Research Promotion council
- College Magazine Editorial Board
- The Department Associations
- The Library Committee
- Sports and games committees
- The Clubs
- Women cell
- Anti-ragging cell

5.3.7. How does the institution network and collaborate with the Alumni and former faculty of the Institution.

- The institution network and collaborate with the alumni through institutional annual alumni meetings, departmental alumni meetings, website and social media like face book, whatsapp
- Endowments by alumni, retired teaching and non-teaching staff given for the students
- The departments interact with their alumni and solicit their support and assistance
- The expertise of the retired teachers is utilized as guest faculty and as resource persons in the college
- The alumni honour the retiring teachers by organizing farewell programmes
- The former faculty members actively participate in the Annual General Body meeting of the Alumni association
- The former faculty of the college has an association, ReLAX (Retired Lecturers Association of Xavier's) and they collaborate with the alumni and the institution in all the activities.

Any other relevant information regarding Student Support and Progression which the college would like to include.

Teachers make visits to the houses of students, especially those with low attendance or poor academic performance, to know more about their background so as to give them proper guidance and support.

CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

St. Xavier's College for Women, Aluva is a Christian minority institution run by the Congregation of Teresian Carmelites (C.T.C.). The governance and management of the institution is democratic and is keen about protecting the interests of all the stakeholders. The participatory ideology of governance is reflected in the institutional structure characterized by delegation, decentralization and departmentalization of academic and administrative activities.

6.1.1 State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?

Vision

St. Xavier's College for Women envisions the empowerment of women through academic excellence and spiritual enlightenment for their educational, social and cultural enhancement.

The vision statement is reflected in all the institutional activities. The Foundress, Servant of God Mother Eliswa took courageous steps to educate girls which empowered the society with faith, morality and culture. From the time of its inception, the college has been empowering the women of minority groups enabling them to enrich their life, fulfilling their individual and social responsibilities. Spiritual enlightenment through value based education is an integral part of the institution's educational policy.

Mission

The institution provides an ideal academic environment for lifetime learning, nurturing the students as responsible women and resourceful global citizens, committed to national and cultural values.

Our mission is manifested in the different developmental activities towards enhancing the quality of the institution. Regular student feedback, remedial coaching, campus automation, Wi-Fi enabled campus, research centres, exposure to entrepreneurship development, value oriented community activities, better infrastructure facilities and the use of ICT are some of the highlights of the college. The young women who leave the portals of this college are the harbingers of social transformation, deeply rooted in values working for the development of the Nation.

6.1.2 What is the role of top management, Principal and Faculty in design and implementation of its quality policy and plans?

The Superior General of C.T.C. is the General Manager of the College and the Governing Body is constituted under her leadership.

- The College Governing Body, the Management, the Principal and the Vice Principal discuss issues and formulate quality policy and plans
- The Principal conveys the quality policy and plans to the staff through the College Council and Staff meetings
- The IQAC forefronts the planning, monitoring, streamlining and implementation of various programmes
- Suggestions from the students, parents and other stakeholders are given due importance while formulating plans and policies
- Democracy and decentralization are evident in the planning and policy making of the institution.

6.1.3 What is the involvement of the leadership in ensuring?**a) The policy statements and action plans for fulfillment of the stated mission**

The Governing Body periodically review the policies pertaining to academic and administrative matters. The Governing Council proposes new programmes and it is put forward for the approval of the Planning board, Finance and Purchase committee, Building committee and Library committee. The Governing Council evaluates all the activities and programmes and ensures the fulfilment of the stated mission.

b) Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan

- The Principal, along with the College Council, plans all the academic and co-curricular programmes
- The departments takes the initiative in the implementation of the action plans
- The IQAC evaluates academic and non-academic activities and provides remedial suggestions

c) Interaction with stakeholders

- The Students' Council Advisors co-ordinate all the activities of the students
- Students' representations are ensured while formulating action plan and its subsequent implementation

- Regular interactions with the parents and suggestions from PTA meetings provide crucial inputs in formulating plans and policies
- OSAX, ReLAX and ReNTAX meetings and interactions with civic authorities and district authorities provide avenues for democratic and inclusive formulation of action plans
- IQAC has representation of an industrialist, local social activist and an academician
- Based on the feedback from the stakeholders, necessary actions are taken

d) Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders

- Governing body evaluates institutional performance and plans policies for the future
- If the results do not meet the expectations, adequate changes are introduced
- RPC provides platform for the staff and students to present research papers and publishes the book of abstracts
- RPC annually compiles the international/national research publications
- The performance of the regular programmes assessed periodically by IQAC

e) Reinforcing the culture of excellence:

- The departments conduct programmes to facilitate the students to interact with eminent personalities
- Students and teachers encouraged to attend international/national fellowship programmes, conferences, seminars, workshops and training programmes
- The students and faculty honoured for their meritorious performances by the Management, Staff Association, PTA, OSAX, ReLAX and ReNTAX

f) Champion organizational change:

- The different portfolios are delegated among staff by considering their acumen, willingness and aptitudes
- The organizational structure modified according to the trends, quality perceptions and demands

For eg.

- Presidential form of election is introduced for the students. Stipulated attendance and excellent academic performance are considered mandatory for the contestants.

- Working hours rescheduled from 9.00am – 3.00pm for the convenience of the students to attend add-on courses, SSP, WWS and other club activities.
- The rescheduled timings have helped the self-employment initiatives of the enterprising students.

6.1.4 What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?

- **Academic and Administrative Retrospection**

- ❖ Monthly performance report by each department submitted to Vice Principal
- ❖ IQAC evaluates the performance of each department and various clubs periodically
- ❖ External and internal academic and financial audit conducted yearly

- **Stake holder meetings**

- ❖ The College Council and IQAC meets periodically to decide upon major academic and administrative issues
- ❖ Staff meeting, Association meeting, Students' Council meeting
- ❖ PTA executive and annual general body meetings
- ❖ Open House arranged biannually
- ❖ OSAX, ReLAX and ReNTAX executive and annual general body meetings

6.1.5 Give details of the academic leadership provided to the faculty by the top management?

- The Principal is appointed by the Management
- Vice Principal is appointed by the Management to assist the Principal in the administration
- Faculty nominee in the Governing Body

The Principal deposes various responsibilities such as Co-ordinators and Secretaries of various statutory and non statutory bodies, Associations, Forums and Clubs according to their willingness and potential.

6.1.6 How does the college groom leadership at various levels?

Faculty members are encouraged by the Management/Principal to take leadership in various academic and administrative activities. The following duties are assigned to the faculty:

- Co-ordinators of IQAC, RPC and Internal Assessment, Staff Secretary, Students' Council Advisors, College Magazine Editor, PTA Secretary, Associate NCC Officer, Programme Officers of NSS, Co-ordinators of Women's cell, ASAP, WWS, SSP and various clubs.
- As members of the Board of studies in the M.G University/Autonomous Institutions-
 - ❖ P.G Board Chairperson – 2
 - ❖ U.G Board Chairperson – 2
 - ❖ Members in U.G and P.G Board – 12
- Student representation in the following committees
 - ❖ College students' council
 - ❖ IQAC
 - ❖ Research Promotion Council
 - ❖ College Magazine Editorial Board
 - ❖ Library Committee
 - ❖ Sports and games
 - ❖ Department Association
 - ❖ The NSS, NCC, AICUF and Jesus Youth
 - ❖ Women Cell, various registered and non registered clubs

WWS and ASAP are programmes which provide opportunity to groom leadership qualities in students.

6.1.7 How does the college delegate authority and provide operational autonomy to the departments / units of the institution and work towards decentralized governance system?

Governance is decentralized for effective functioning.

- The Management runs the Institution with the Principal as the executive head
- Operational autonomy is provided to the departments and faculties in charge of various units

The hierarchy is as follows

- Principal-Vice Principal-The College Council-The Head of the Department-Faculty

- Principal - Vice Principal - The Office Superintendent - Administrative staff – Bursar – Supportive staff
- Principal - Vice Principal - Librarian - Assistants
- Principal - Vice Principal – Students’ council Advisors – Students’ council - Electoral representatives – Class prefects

6.1.8 Does the college promote a culture of participative management? If ‘yes’, indicate the levels of participative management.

Yes. All the stake holders are involved in the decision making process at various levels.

- The College Governing Body, the Management, the Principal and the Vice Principal formulate quality policy and plans.
- The College Council, consisting of all the heads of departments, the two elected representatives of the faculty and the representative of Students’ Council Advisor discusses all the major programmes and issues and supports the Principal in the smooth administration of the institution.
- The College Students’ Council is a statutory elected body functioning with a team of 3 Staff Advisors. The Council articulates the aspirations and needs of the student community which are crucial inputs for policy formulations.
- The students, parents, alumni and the members of various statutory bodies play a vital role in the development of the college

6.2 Strategy Development and Deployment

6.2.1 Does the Institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?

Yes. The college has a quality policy which is reviewed from time to time. It emanates from our vision and mission statements.

- The College aims at the full-fledged development of young women enabling them to enrich their life, fulfilling their individual and social responsibilities. Since the college focuses on women empowerment, the entire activities (academic, curricular, co-curricular and extra-curricular) centre around this main objective. Social responsibility is inculcated among the students through a number of extension and social outreach programmes. The institution focuses on value based education with emphasis on bringing out their innate talents. Efforts are taken to foster harmonious relationship, national integration and environment consciousness.

- Faculty members are encouraged to pursue research and improve academic acumen through participation in Orientation/Refresher Courses, Conferences, Workshops, Training programmes and Seminars.

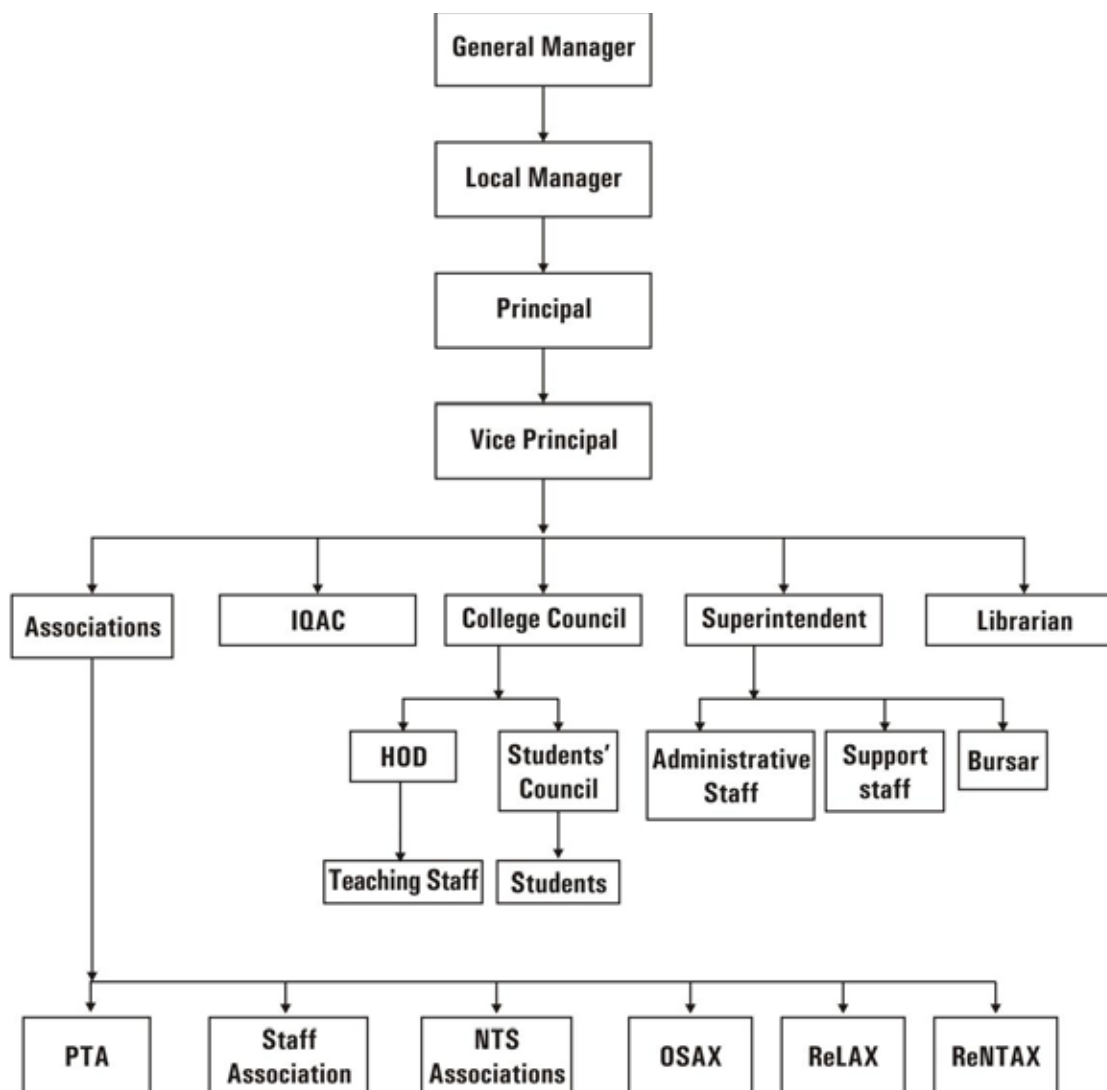
6.2.2 Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.

Yes. The following aspects are considered for inclusion in the plan for the next five years.

- Autonomy
- New Courses (UG, PG and Career Oriented Certificate, Diploma and Advanced Diploma, Add-on Courses)
- Interdisciplinary programmes
- Community College
- Research centers
- Industrial linkages
- Infrastructural development: Lab, Library, Solar power plant in all blocks, Plastic and e-waste recycling units
- Academic linkages with international/national institutions

6.2.3 Describe the internal organizational structure and decision making processes.

- The Principal co-ordinates and monitors the academic and administrative functions
- The Vice-Principal assists the Principal in the day-to-day functioning
- IQAC monitors/ensures the quality of all academic and non-academic activities
- The College Council supports the Principal in the smooth administration of the institution
- Feedback and suggestions from various stakeholders are given due weightage in all major decisions



6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following

a) Teaching & Learning

- Year plan and Action plan prepared by each department and submitted to the Principal
- Teaching plan for each semester is prepared by each faculty and verified by HOD and Principal
- Student centered approach in teaching and learning
- Encourage collaborative and independent learning
- ICT enabled teaching including MOODLE practiced to make learning interesting
- Strengthening the learning resources in terms of library stocks and audio visual aids, Digital library, Software and Virtual learning

- Formative and summative evaluation
- Wi-Fi Facility and Surveillance camera
- Coaching classes for competitive examinations
- Grievance Redressal Cell and feedback mechanisms
- Semester wise and programme wise result analysis
- Internal and External Academic and Administrative Audit

b) Research & Development

- Introduce and strengthen more research centers
- Promote inter-disciplinary research
- Sign MoU with premier institutions and take up collaborative research projects
- Research projects with social orientation
- Optimum utilization of resources
- More publications by faculty and students in peer reviewed journals listed in international database
- Improve consultancy

c) Community engagement

- Promotion of social and ecological consciousness
- Tie ups with NGOs to address social issues
- Assist government and local bodies in community projects
- Lab to land programmes

d) Human resource management

- Online admission - sports, cultural, differently abled, community and management seats
- Supportive programmes on transferable skills
- Welfare schemes for teachers under self-financing stream
- Promote faculty exchange with collaborative institutions

e) Industry interaction

- Sign MoUs and collaborations with industries in curricular designing and placements
- On the job training in various industries/organizations
- Industrial visits and study tours

6.2.5 How does the Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?

The Institution is committed to protect the interests of all its stakeholders - students, teaching and non-teaching staff, parents, alumni and the local community. Hence it has its mechanism for obtaining feedback from these stakeholders.

- Departmental meetings, Association meetings, students' council meetings enable the HOD's to collect feedback from their respective departments
- General and class wise PTA meetings held regularly facilitate interaction with parents and provide the forum for collecting parents' feedback on the performance of the college
- PTA executive and general body meetings analyse the issues in connection with student community

Principal submit the report to the management to review the activities of the institution.

6.2.6 How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?

- The Management through Principal motivates the staff to participate in various activities and decision making process related to the curricular, co-curricular, extra-curricular and administrative activities
- The involvement of the faculty in committees like Admission Committee, Anti-Ragging Cell, Counselling and Placement Cell and Library Committee ensures improvisation of institutional activities

6.2.7 Enumerate the resolution made by the Management Council in the last year and the status of implementation of such resolutions.

- The Governing body resolved to fill the vacant posts
- Advertisements were given in the leading daily's
- The management is awaiting government concurrence

The resolutions and status are as follows:

Table 6.1 Management council resolutions and implementations

Resolution made by the Management Council	Status of implementation of such resolutions
New Infrastructure	
To construct 6 th floor in St. Joseph Block	Constructed 6 UG/ PG classrooms, one M. Phil classroom, two seminar halls, Staff room and toilets
To extend the Library block	Renovation of the library, P.G & Research launch and Digital library
To provide surveillance camera facility	Surveillance camera facility installed in all the class rooms
Up gradation of Infrastructure	
To furnish A.P.J Seminar hall	Furnished
To furnish Sr. Redempta Seminar hall	Furnished
To renovate ground floor of Jesus block	Renovated
To renovate Chemistry Laboratory	Renovated
To improve facilities in the Research lab & computer lab of Physics department	Renovated computer lab and research lab with major equipment and solar panel
To setup research room cum library, language lab and recording room in the Department of English	Executed
To install Wi-Fi facility in the campus	Installed
To improve the conveyance facility	Purchased new college bus (49 seater) Purchased new Omni van for palliative care unit
To renovate computer lab and staff room in the Department of Commerce.	Renovated

New courses	
To apply for research centres by PG departments	The application for Physics and English research centers are submitted to M.G. University
Aided Courses <ul style="list-style-type: none"> ▪ B.A Hindi ▪ M.A Economics ▪ M. Sc Botany ▪ M. Sc Mathematics ▪ M. Sc Statistics ▪ M.Com (SF) 	The inspection by University Commission has been completed

6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If 'yes', what are the efforts made by the institution in obtaining autonomy?

Yes. The college had applied for autonomy in the year 2014–15 and was shortlisted by the M.G University, Kottayam but not recommended by the Government.

6.2.9 How does the Institution ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for promoting better stakeholder relationship?

Student Grievances:

- Grievance Redressal Cell under IQAC
- Anti-Ragging cell
- Implemented fully automated student feedback software
- Suggestion boxes kept at different places

Consolidated report filed by the Grievance Redressal Cell is evaluated and necessary actions are taken by the Principal.

Staff Grievances:

- General grievances of the staff are brought to the Principal's notice personally/collectively
- The manager meets the staff members and seeks their opinion

Other Stakeholders:

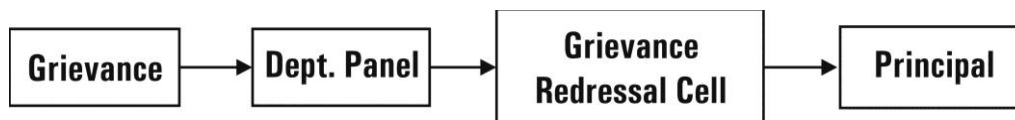
- Parents express their appraisal of the institution, policies and teaching methods during General body / Executive committee meetings
- Open Houses organized to get personal feedback
- Feedback on curriculum and the institution collected from the alumni and employers

6.2.10 During the last four years, had there been any instances of court cases filed by and against the institute? Provide details on the issues and decisions of the courts on these?

No court cases has been filed for and against the institution.

6.2.11 Does the Institution have a mechanism for analyzing student feedback on institutional performance? If 'yes', what was the outcome and response of the institution to such an effort?

Yes. The institution has implemented computerised (fully automated) student feedback. The complaints regarding academic matters are addressed through a three-tier process.



- Complaints of non-academic matters discussed in the college council and corrective measures are taken

6.3 Faculty Empowerment Strategies

6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non teaching staff?

- Teachers are encouraged to avail FDP for Ph.D./PDF and for pursuing M.Phil.
- Teachers are inspired to take up research projects
- Orientation and training arranged for enhancing ICT enabled teaching methods and tools like MOODLE and online resources
- Participation of the faculty in programmes like FLAIR and ASAP
- Teachers are encouraged to attend Orientation programmes / Refresher courses and to present papers in Seminars/Workshops/Conferences/Symposiums
- The teaching and administrative staff attend the training programmes conducted by the Department of Higher Education / M.G. University / College IQAC.
- Administrative staff members are provided training on basic operations of computer, SPARK, new softwares and spoken English.

6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?

- IQAC organizes quality enhancement programmes for faculty members
- Institution honours the faculty members for their outstanding achievements
- Best Performing Departments are acknowledged and honoured by IQAC after Annual Academic Audit
- Teachers are encouraged to take up short term learning programmes on specific topics
- Teachers who take up different roles and responsibilities are acknowledged by the Management through Certificate of Appreciation

6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

- Every faculty member has to submit a Self Appraisal /PBAS at the end of every academic year to the Principal through the HOD.
- The outcome is discussed with the teacher concerned for further improvement.

6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?

The outcome of the PBAS were analyzed by the Management/Principal and the following decisions taken:

- To have more publications from the faculty members
- To promote research culture in the campus
- To encourage maximum involvement of teachers in non-academic activities

The PBAS has been helpful in the improvement of the performance of the faculty.

6.3.5 What are the welfare schemes available for teaching and non teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?

Various welfare schemes available to staff are Provident Fund, State Life Insurance, Group Insurance, Group Personal Accident Insurance Scheme, Family Benefit Scheme and other personal schemes of Insurance and Bonds. In addition to these schemes interest free loan facility is available to the staff members. The college upholds a tradition of contributing generously to the family members of the staff who meet untimely death or in need of urgent and expensive medical treatment.

Table 6.2 Percentage of staff availed the benefit of welfare schemes

	Percentage of staff availed the Benefit	
	Teaching staff	Administrative Staff
Management	1	14
Staff Association	2	12
PTA	-	10
ReLAX	2	4

6.3.6 What are the measures taken by the Institution for attracting and retaining eminent faculty?

- Regular appointments are based on the general merit and the performance during interviews.
- The good academic ambience and work environment in the campus attract eminent faculty.

6.4 Financial Management and Resource Mobilization

6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?

The utilization of the financial resources from all funding agencies are monitored by the finance committee. The Bursar manages the financial affairs.

- The management looks into contingent financial needs
- The Income and Expenditure of the college audited by a Chartered Accountant

6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.

- Internal audit done by a certified chartered accountant
- External audit done by AG (Accountant General's office), DE (Directorate of Education) and DD (Deputy Director's office)
- The last external financial audit was done on 20th May 2016 and found with no objection.

6.4.3 What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with Institutions, if any.

Table 6.3 Major sources of institutional receipts

Funding agency	Amount sanctioned/received (Rs.)
UGC	1,41,67,366/-
DST	90,00,000/-
KSCSTE	17,30,000/-
ICSSR	72,000/-

Normally, the deficit, if any, are met by the management.

Audited income/expenditure statement of academic and administrative activities of previous four years are attached herewith.

St. Xavier's College for Women, Aluva
Annual Financial Statement for the year 2012-2013

Particulars	Income	Expenditure
Opening Balance(P.D)	1152377.40	
Tuition fees	1441000.00	1441000.00
Fine	1935.00	1935.00
Special fees fine	260.00	260.00
Sports Affiliation Fees	90450.00	90450.00
University Union Fees	36180.00	36180.00
Students Welfare Fund	12060.00	12060.00
Matriculation (Registration)	49200.00	49200.00
University Affiliation Fees	36180.00	36180.00
Students Aid Fund	7045.00	7045.00
Students Affiliation Fees	79200.00	79200.00
Group Insurance Policy	6374.00	6374.00
Admission Fees	47825.00	
Library Fees	141857.00	141857.00
Laboratory Fees	285287.00	285301.00
Stationary Fees	69800.00	69800.00
Association Fees	69800.00	69800.00
Audio Visual Fees	34900.00	37346.00
Application fees Govt. A/c	37020.00	37020.00
Application Fees P.D	37020.00	
Calender Fees	41880.00	41880.00
Magazine(Including advertisement charges)	127500.00	127500.00
Medical Inspection Fee	4795.00	5907.00
Sports Fees(Atheletics Fees)	139600.00	139603.00
Women Study Fees	7050.00	7050.00
Salary bill of TS & NTS	28761244.00	28761244.00
PF Loan & Closure of TS & NTS	6315630.00	6315630.00
GIS closure	71977.00	71977.00
Earned Leave surrender	1115283.00	1115283.00
Salary arrear	4002451.00	4002451.00
Promotion arrear	425684.00	425684.00
DA arrear of TS & NTS	299861.00	299861.00
Guest Lecturer's salary	595400.00	595400.00
NCC	34675.00	34675.00
Scholarships	264000.00	264000.00
LSG,Stipend,P.M for SC/ST,OEC,Fisheries & KPCR Students	192550.00	192550.00
Hostel Charges for SC/ST,OEC,Fisheries & KPCR Students	54005.00	54005.00
Sports Hostel Charges	188292.00	188292.00
Maintenance Grant		199260.00
Contingent Grant		1321495.00
UGC - XI Plan	522749.00	522749.00
Total	46800396.40	47087504.00
Balance Special fees of PD Account		1240382.4
Contribution from the Management	1527490.00	
Grand Total	48327886.40	48327886.40

Date: 31.05.2013



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PRINCIPAL
ST XAVIER'S COLLEGE FOR WOMEN
ALUVA-583 101, KERALA

St. Xavier's College for Women, Aluva
Annual Financial Statement for the year 2013-2014

Particulars	Income	Expenditure
Opening Balance(P.D)	1240382.40	
Tution fees	1151820.00	1151820.00
Fine	1495.00	1495.00
Special fees fine	385.00	385.00
Sports Affiliation Fees	80325.00	78075.00
University Union Fees	32130.00	31770.00
Students Welfare Fund	10710.00	10530.00
Matriculation (Registration)	26400.00	26400.00
Students Aid Fund	7250.00	7250.00
Students Affiliation Fees	54650.00	50450.00
Students Accident Insurance Policy	11620.00	11610.00
Admission Fees	29175.00
Library Fees	125251.00	125313.00
Laboratory Fees	261249.00	261380.00
Stationary Fees	63170.00	68666.00
Association Fees	61250.00	62050.00
Audio Visual Fees	30625.00	30625.00
Application fees Govt. A/c	19320.00	19320.00
Application Fees P.D	11440.00
Calender Fees	36750.00	36750.00
Magazine(Including advertisement charges)	158300.00	158300.00
Medical Inspection Fee	3585.00	1323.00
Sports Fees(Atheletics Fees)	122400.00	122436.00
Women Study Fees	7250.00	7250.00
Salary bill of TS & NTS	32666190.00	32666190.00
PF Loan & Closure of TS & NTS	865050.00	865050.00
Pay revision arrear	6568697.00	6568697.00
Earned Leave surrender	953330.00	953330.00
Salary arrear	1280417.00	1280417.00
Fixation arrear	235943.00	235943.00
DA arrear of TS & NTS	492396.00	492396.00
Guest Lecturer's salary	2555000.00	2555000.00
NCC	184635.00	184635.00
Scholarships	569500.00	569500.00
LSG, Stipend, P.M for SC/ST, OEC, Fisheries & KPCR	216650.00	216650.00
Hostel Charges for SC/ST, OEC, Fisheries & KPCR	299975.00	299975.00
Sports Hostel Charges	218274.00	218274.00
Maintenance Grant	203000.00
Contingent Grant	1803655.00
UGC - XI Plan	3112391.00	3112391.00
Total	53765380.40	54488301.00
Balance Special fees of PD Account		1207251.4
Contribution from the Management	1930172.00	
Grand Total	55695552.40	55695552.40

Date: 31.05.2014



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PRINCIPAL
ST XAVIER'S COLLEGE FOR WOMEN
ALUVA-683 101, KERALA

St. Xavier's College for Women, Aluva
Annual Financial Statement for the year 2014-2015

Particulars	Income	Expenditure
Opening Balance(P.D)	1207251.40	
Tution fees	1797110.00	1797110.00
Fine	2095.00	2095.00
Special fees fine	2035.00	2035.00
Sports Affiliation Fees	108600.00	110850.00
University Union Fees	67710.00	68070.00
Students Welfare Fund	26700.00	26880.00
Matriculation (Registration)	67000.00	67000.00
Students Aid Fund	7370.00	7370.00
Students Affiliation Fees	149300.00	153500.00
College Sports Affiliation	106125.00	106125.00
Students Accident Insurance Policy	12020.00	12030.00
Admission Fees	64275.00	265220.00
Library Fees	171342.00	171342.00
Laboratory Fees	503653.00	503684.00
Stationary Fees	84800.00	84928.00
Association Fees	84800.00	97033.00
Audio Visual Fees	42400.00	42503.00
Application fees Govt. A/c	17580.00	17580.00
Application Fees P.D	10230.00	10230.00
Calender Fees	50880.00	50880.00
Magazine(Including advertisement charges)	120050.00	96500.00
Medical Inspection Fee	6030.00	7000.00
Sports Fees(Atheletics Fees)	169600.00	169602.00
Women Study Fees	7370.00	7370.00
Salary bill of TS & NTS	41203977.00	41203977.00
PF Loan & Closure of TS & NTS	6396527.00	6396527.00
Earned Leave surrender	1120879.00	1120879.00
FBS closure	129239.00	129239.00
GIS closure	126569.00	126569.00
Salary arrear	2482372.00	2482372.00
DA arrear of TS & NTS	226529.00	226529.00
Guest Lecturer's salary	1922800.00	1922800.00
NCC	129560.00	129560.00
Scholorships	297000.00	297000.00
LSG,Stipend,P.M for SC/ST,OEC,Fisheries & KPCR	1245840.00	1245840.00
Hostel Charges for SC/ST,OEC,Fisheries & KPCR	374770.00	374770.00
Sports Hostel Charges	234653.00	234653.00
Maintenance Grant	...	192625.00
Contingent Grant	...	1528123.00
UGC - XI Plan	4822591.00	4822591.00
Total	65599632.40	66310991.00
Balance Special fees of PD Account		1033086.4
Contribution from the Management	1744445.00	
Grand Total	67344077.40	67344077.40

Date: 30.05.2015



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 PRINCIPAL

St. Xavier's College for Women, Aluva
Annual Financial Statement for the year 2015-2016

Particulars	Income	Expenditure
Opening Balance(P.D)	1033086.4	
Tution fees	1517915.00	1517915.00
Fine	5080.00	5080.00
Sports Affiliation Fees	22875.00	22875.00
University Union Fees	15250.00	15250.00
Students Welfare Fund	6100.00	6100.00
Students Aid Fund	7375.00	7375.00
College Sports Affiliation	108825.00	108825.00
Students Accident Insurance Policy	9080.00	9080.00
Admission Fees	46425.00
Library Fees	147320.00	147328.00
Laboratory Fees	451454.00	451462.00
Stationary Fees	72550.00	73159.00
Association Fees	72550.00	85721.00
Audio Visual Fees	38960.00	38960.00
Application fees Govt. A/c	21440.00	21440.00
Application Fees P.D	10720.00	10720.00
Calender Fees	43530.00	43530.00
Magazine(Including advertisement charges)	183050.00	195300.00
Medical Inspection Fee	7500.00	7500.00
Sports Fees(Atheletics Fees)	145100.00	145100.00
Women Study Fees	7375.00	7375.00
Salary bill of TS & NTS	47488906.00	47488906.00
PF Loan of TS & NTS	1266174.00	1266174.00
Earned Leave surrender	28265.00	28265.00
Salary arrear	15389429.00	15389429.00
Ph.D Arrear	853663.00	853663.00
DA arrear of TS & NTS	837847.00	837847.00
Guest Lecturer's salary	1037400.00	1037400.00
NCC	78170.00	78170.00
LSG,Stipend,P.M for Fisheries Students	513045.00	513045.00
Hostel Charges for SC/ST,OEC,Fisheries & KPCR	1298000.00	1298000.00
Sports Hostel Charges	283350.00	283350.00
Maintenance	212517.00
Contingeny	1257120.00
UGC - XII Plan	1297320.00	1297320.00
Total	74345129.40	74761301.00
Balance Special fees of PD Account		1077981.4
Contribution from the Management	1494153.00	
Grand Total	75839282.40	75839282.40

Date: 31.05.2016



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 ST XAVIER'S COLLEGE FOR WOMEN

6.4.4 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).

Table 6.4 Sources of additional funding and amount received

Source of Additional funding	Amount (Rs.)
Fees	2,19,57,230.00
PTA	55,56,984.00
Corpus Fund	30,00,000.00
Career oriented / Add-On Courses	21,60,000.00
Rent (from examinations conducted by outside agencies)	11,05,886.00
Management	8,63,625.00
Faculty	3,85,000.00
WWS	2,30,200.00
Department of Environment and Climate Change	1,05,000.00
Alumni	1,10,000.00
Consultancy	88,480.00
ASAP	38,07,300.00
SSP	2,25,500.00
MoEF	28,000.00
EMAC	27,000.00

6.5 Internal Quality Assurance System (IQAS)

6.5.1 Internal Quality Assurance Cell (IQAC)

a. Has the institution established an Internal Quality Assurance Cell (IQAC)? If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?

Yes. Quality in all areas of the institutional activities is strictly maintained, sustained and augmented by the Internal Quality Assurance Cell. The policy has helped in more effective and active participation and contribution of all the stakeholders. They are always kept informed about the various policies, mechanisms and procedures related to quality assurance. The suggestions and recommendations from all stakeholders are seriously considered and remedial measures are taken in accordance with priority and need. The activities of IQAC have contributed in institutionalizing the quality

assurance process through its democratic and systematic functioning. In order to make the functioning more efficient, the following seven thrust areas are focused:

Administration, Academics, Extension Activities, Library, Grievance Redressal Cell, Career Guidance and Placement, and Research.

b. How many decisions of the IQAC have been approved by the management / authorities for implementation and how many of them were actually implemented?

The most of the suggestions made by IQAC have been approved and management has taken steps to implement it.

Table 6.5 Suggestions made by IQAC and the status

Suggestion made by IQAC	Status / Action Taken
To apply for autonomy	M.G. University short listed but not recommended by Government
To apply for College with Potential for Excellence	Short listed by UGC and attended interface meeting
To prepare 12 th Plan proposal	Proposal submitted
To upgrade the infrastructural facility	Infrastructural facilities upgraded on need basis
To apply for Research centre by eligible P.G Departments	Department of Commerce has been upgraded as Research centre. Department of English completed the University inspection and awaiting approval. Department of Physics has applied.
To apply for B. Voc and Kaushal	Applications submitted but not sanctioned
To apply for Star College (DBT)	Applied and sanctioned
To apply for RUSA	Applied, Project is kept pending for aided colleges
To digitalize feedback system	Installed student feedback software
To avail more grant for infrastructural development	Applied and received grants from DST, UGC, KSCSTE, ICSSR, MoEF, EMAC and Department of Environment and Climate Change
To conduct academic and administrative auditing and green auditing	Conducted
To strengthen the clubs	More clubs were registered
To observe academic and library week	Annually observed
To enable Wi-Fi connectivity in campus	Enabled
Creation of e-mail id's for the faculty in the College domain	Created

Wig donation programme for cancer patients	Ongoing
To construct ramp for physically challenged students	Constructed
To provide elevator in Jesus block	Not implemented

c. Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.

Yes. IQAC has three external members. They have helped in improving the feedback collection mechanism. Based on their suggestion, the e-mail id for the faculty in college domain was created. They have extended their active support in many of the extension activities.

d. How do students and alumni contribute to the effective functioning of the IQAC?

The chairperson of the college students' council is a member of the cell and the students' council co-operates with the functioning of IQAC. The student representative in IQAC voices the needs and concerns of the student community and actions are taken according to their needs and aspirations. The alumni supports all the activities of IQAC. The feedback collected from the alumni helps in improvement of the institution.

e. How does the IQAC communicate and engage staff from different constituents of the institution?

All the decisions, activities and reports of IQAC are regularly communicated to the faculty of various departments through email/circular. The minutes of each IQAC meeting is immediately forwarded to them. The important decisions are communicated in the College Council and Staff meeting.

6.5.2 Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes', give details on its operationalisation.

Yes. Every department has to submit the Year Plan at the beginning of the academic year. The IQAC regularly analyzes the implementation status. The annual Academic and Administrative Audit is conducted with the following procedures:

- An audit questionnaire is circulated to the departments with point based questions
- An audit team with an external auditor visits all the departments and verifies the departmental documents
- A final audit report along with the score is submitted to the Principal
- The Principal discusses the audit report with the departments for further improvement

6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If 'yes', give details enumerating its impact.

Yes. Training programmes are annually conducted both for teaching and administrative staff. Several training sessions on different topics like Holistic Education, Mentoring, New teaching techniques and tools like MOODLE and Stress Management are given to the teaching staff. Efficiency enhancement programmes and time management sessions are provided to the administrative staff. NAAC sponsored seminars on “Building Social Consciousness: Role of Teacher” and “Academic and Administrative Auditing” conducted by IQAC.

The above programmes resulted in improving the efficiency in academics, introduction of new techniques in Teaching-Learning and it improved the efficacy of the staff.

6.5.4 Does the institution undertake Academic Audit or other external review of the academic provisions? If 'yes', how are the outcomes used to improve the institutional activities?

Yes. The internal and external academic audits are conducted regularly and reports are sent to all departments along with the assessment of performance, pointing out their areas for improvement and necessary suggestions. This helps the departments to strive for improvement. The suggestions from the external evaluators were especially useful as they provided the institution with a new perspective.

6.5.5 How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/ regulatory authorities?

The internal quality assurance mechanisms are in accordance with the common standards of benchmarking and the guidelines of UGC, NAAC, University and State. In the case of Academic, Administrative and Green Audit, services of internal and external experts are utilized.

6.5.6 What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?

- The teaching process is periodically monitored through ‘Teacher’s diary’ and through student feedback
- A monthly performance report is collected by the Vice Principal from the HODs
- Internal and External Academic Audits are carried out successfully every year enabling self analysis and improvement

- The learning process is monitored through continuous evaluation, regular examinations and submission of assignments and seminars

Outcome:

- Number of students opting for higher studies has increased
- Several students achieved top positions in the University examinations
- The research aptitude of the students has been augmented
- Learning outcome of the students has been increased through student projects, publications, national and international seminar presentations

6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?

All the assurance policies are communicated to the stakeholders through e-mails, letters, messages, newsletter, college magazine etc. The policies, mechanisms and outcomes are made available on the college website too. These are conveyed to the parents and alumni in executive and general body meetings.

Any other relevant information regarding Governance, Leadership and Management which the college would like to include:

CRITERION VII: INNOVATIONS AND BEST PRACTICES

7.1. Environment Consciousness

7.1.1. Does the Institute conduct a Green Audit of its campus and facilities?

Yes. The college is committed towards implementing activities that support environmental awareness and protection. A green auditing committee, comprising Nature club, Biodiversity club, Bhoomithrasena and Department of Botany operates in the campus under the guidance of IQAC. The committee makes statistical and functional analysis of all the facilities, electronic equipment and practices available in the campus. The Green Audit report is finalized after discussions with the faculty, PTA and Administrative staff. The institution has carried out two green audits in the academic year 2013-14 and 2016-17 with the technical support of plan @ Earth. The report is made available to the beneficiaries and public through the website.

7.1.2. What are the initiatives taken by the college to make the campus eco-friendly?

The institution makes all sorts of efforts to ensure its ecological commitment and has always been very keen to preserve a clean and green ambience. The following are the awareness programmes and initiatives for a green campus:

- Separate bins for non-degradable and biodegradable wastes
- Waste bins in all class rooms
- Conscientious preservation of the greenery and the natural vegetation
- Organic farming with the involvement of the students of Boomithrasena and the Department of Botany
- Roof gardening under the auspices of Women Cell
- Herbal Garden with variety of medicinal plants
- Bio-Diversity Register
- Pure and safe drinking water for staff and students
- Clean toilets and wash areas for staff and students
- Special days observed to create environment consciousness like World Environment Day, World Wetland Day, Ozone Day, World Ocean Day, World Soil Day and World Water Day. International Year of Pulses was also celebrated in 2016. These are funded by KSCSTE, Government of Kerala.

- NSS, NCC units and various clubs play a crucial role in maintaining the campus eco-friendly
- Tourism club members participated in the harvesting of paddy fields (Kandanad padam) in the community organic farming under the initiative of the Kandanad Panchayath.
- Seminars on environment consciousness
- *Thanaloram* by NSS for the general public

a) Energy conservation

- Propagation of energy conservation messages through display boards and leaflets
- Making a habit of energy saving through switching off fans, lights and other electric appliances
- Promotion of LED/LCD monitors and other energy conservation modes and practices
- Promotion of LED bulb in and outside the campus
- Timely replacement of old electrical wirings and plumbing lines
- Two generators to ensure uninterrupted power supply
- Stabilizers and UPSs to avoid voltage fluctuation
- Backup systems for computers to ensure uninterrupted power supply

b) Use of renewable energy

- The institution uses alternative energy resources to minimize electricity consumption. A 3KV solar power unit meets the requirements of the department of Physics and partially supports the power supply in the Administrative block
- Biogas produced from food waste, is used for domestic purposes

c) Water harvesting:

- Water harvesting facility with a capacity of 20000 litres
- 3 wells and sufficient storage tanks (35000 litres)

d) Check dam construction

- The topographical location and the geographical features of the college do not necessitate this.

e) Efforts for Carbon neutrality

- The greenery in the campus ensures carbon neutrality
- Restricted use of Air -conditioners

f) Plantation

- The college maintains a clean and beautiful garden in the campus
- The students learn to love nature, conserve environment and gain a sense of responsibility through the following practices:
 - ❖ Planting of saplings and vegetables every year
 - ❖ Botanical garden with rare medicinal plants
 - ❖ Preserving variety of trees like fig, jack fruit, coconut, mango, arecanut and banana plantation
 - ❖ Planting seedlings and plants in public places by the students of NSS & NCC units
 - ❖ Observation of important days with the planting of trees and medicinal plants, organizing various competitions such as nature quiz, poster making, essay writing and PowerPoint presentation.
 - ❖ Biodiversity club and Nature Club

g) Hazardous waste management

- The hazardous wastes are handled with care and disposed after proper neutralization
- The Department of Chemistry disposes the acidic and alkaline chemical wastes after neutralization
- The Department of Microbiology disposes microbial wastes after making it aseptic. The chemical wastes are neutralized properly
- The glass bottles of chemicals are collected by plan@earth an NGO

h) E-waste management

- The NSS unit of the college takes initiative to dispose e-waste. Every year the unit collects the e-waste (old computers, CDs, Pen-drives and other electrical equipment) and handed over to Clean Kerala Company.

i) Observations of Days of Importance

Various departments and NSS, NCC units are very active in observing important days related to environment conservation. Programmes with awareness and action components are implemented with the active involvement of students, staff and general public.

Table 7.1 Details of Days of Importance observed

Year	Programme Organized	Source of funding	Amount of funding
2013	World Environment Day Celebration	KSCSTE	20,000/-
2013	International Ozone day Observation	KSCSTE	20,000/-
2014	World Wetland day	KSCSTE	15,000/-
2015	World Environment Day Celebration	KSCSTE	18,000/-
2015	International Ozone day awareness activities	KSCSTE	20,000/-
2016	World Wetland day	KSCSTE	20,000/-
2016	World Environment Day Celebration	KSCSTE	20,000/-
2016	International Ozone Day Celebration	KSCSTE	15,000/-
2016	2016 International Year of Pulses	KSCSTE	20,000/-
2017	World Wetland Day	KSCSTE	36,000/-
2017	World Water day	Malayala Manorama Daily	-

7.2 Innovations**7.2.1 Provide details of innovations introduced during the last four years which have created a positive impact on the functioning of the College.**

The college envisions women empowerment through education and provides ideal academic environment to the students to grow as responsible citizens. It ensures holistic development of students through quality education. The activities of the college pace up with its vision and mission.

Academic innovations:

- **Admission:** The admission process is online and transparent
- **ICT:** All the departments are equipped with audiovisual facilities. Virtual classes and student centered learning are supported.
- **Online courses:** Students are encouraged to register for Massive Open Online Courses (MOOC). Two students completed the certificate programme entitled “The extremes of life microbes and their diversity” offered by KyotoX, an online learning initiative of Kyoto University.
- **MOODLE:** MOODLE platform is used for the conduct of courses and examinations, e-content uploading and submission of assignments.

- **Academic and Administrative Audit:** The internal and external academic and administrative audits are conducted regularly and reports are given to all departments. This help the departments to strive for betterment.
- **Funded student programmes:** Special attention is paid to satisfy the needs of advanced learners through student projects funded by KSCSTE, INSPIRE Fellowship by DST, Walk With a Scholar by Higher education department and paper publications.
- **Paper presentations in National/International seminars by students:** Advanced learners present papers in National/ International seminars. 56 students presented papers in different seminars/workshops organized under the auspices of RPC.
- **INFLIBNET and e-library:** INFLIBNET and e-book facility to the entire staff and students.
- **Academic fests:** Academic fest organized by Department of English, Zoology, Mathematics and Commerce provide opportunity to get hands-on experience in event management to the students.
- **Academic and library week celebrations:** Academic and Library week celebrations are unique to the college which provide platform to the students to enrich their academic pursuits and to interact with eminent personalities.
- **Bridge courses and peer group teaching:** To support and strengthen the teaching-learning process.
- **Feedback:** Feedback is collected from all stakeholders, resource persons and employers
- **Teacher's diary:** The teachers' diary is a miniature academic calendar with performance indicator of faculty with lesson plan, internal marks, tutorials, remedial classes, mentoring and research activities.

Research

- **Research Promotion Council:** The council promotes the research activities in the college through invited talks, projects, paper presentations and intercollegiate competitions.
- **Research Journal:** The institution has a peer reviewed interdisciplinary research journal DISCOURSE managed by the RPC. The post graduate and research department of commerce (SF) is publishing a research journal, XJORC.

- **Student/staff publications:** The past five years are resplendent with publications by staff and students.
- **Survey:** A number of socio-economic surveys were conducted by the departments of Economics, Political science, Statistics, Commerce and the NSS.

Extension

- **Move towards paperless campus:** Students are encouraged to submit assignments online. The college provides MOODLE for e-content uploading, test papers and assignments on 24x7 bases. New office management software enables digitalized uploading of internal marks.
- **Plastic free campus:** The college has banned the use of plastic in the campus unless in extreme conditions. Paper bags and other eco-friendly products are encouraged.
- **Environment protection programmes:** National and state level funding agencies help to implement various environment awareness activities.
- **Use of renewable energy sources:** The College has introduced solar panels and biogas plant to supplement conventional energy sources.

BEST PRACTICE - I

1. Title of the Practice: Solace for Society – Blood, Organ and Hair donation Campaign

2. Goal

Blood, Organ and Hair donation campaigns are noble ventures envisioned as effective channels for translating the learning inputs into practical and creative outputs. These practices enable the students to transform themselves into better human beings with commitment towards their fellow beings. This helps them to become socially responsible individuals endowed with compassion and empathy towards the marginalized and the afflicted.

3. The Context

As envisioned by the institution, the social and moral values inculcated in the students help them to extend themselves into the lives of the needy and the suffering humanity. In the present medical scenario there is a great need for 'safe blood' which is the elixir that sustains life. Realising the need of the times, the students have made it a practice to donate blood consistently to the needy irrespective of caste, creed, colour and gender. Donating hair to cancer patients is another mission taken up by the college which helps in alleviating the inhibitions of the patients. The staff and students of the college have given willingness to donate their organs. These initiatives reinforce the institution's efforts to mould young women into dutiful citizens.

4. The Practice

In the beginning of the academic year an awareness programme is organised to make the students understand the nobility and efficacy of blood donation. Every year 4 blood donation camps are organised in connection with the Blood Donor's Day, Blood Donation Day, AIDS Day/Valentine's Day and Youth Day/Women's Day. On an average 35 students participate in every blood donation camp. Each student contributes 350 ml of blood and thus an average of 140 units of blood (49000 ml) is contributed every year to the Blood Transfusion Centre, District Hospital, Aluva. The faculty, alumni and the parents also contribute in the campaign. Besides, our faculty and students donate blood to different hospitals in emergency situations.

To commiserate with the cancer patients, the college initiated Hair donation campaign in 2015 by preparing wigs thereby reinvigorating their willpower and spirit. The students express their camaraderie to the cancer patients who lost their hair as the aftermath of chemotherapy. In two years 66 students and 10 faculty members donated hair to console the bereaved. Twenty one wigs were made with the financial support of

the Federal Bank and Red FM and distributed to the cancer patients of General Hospital, Ernakulam.

In connection with the golden jubilee, the college organised organ donation campaign which successfully collected consent letters from more than 80% of the students and faculty members.

5. Evidence of Success

The blood donation has been carried out every year under Red Ribbon Club of NSS. An average of 49000 ml of blood is donated every year to the Blood Transfusion Centre, Aluva. It has become a culture among the students with the profound support by the parents and faculty.

This program has received prominent recognitions. Varied awards and achievements received by the college for this noble cause are:

- Red Ribbon Club under NSS unit received the State Award Instituted by Kerala State AIDS Control Society (KSACS) for promotion of female blood donation, (2012-2013)
- NSS unit received the State Award instituted by Indian Medical Association for promotion of blood donation.(2012- '13)
- NSS unit received award for Promotion of Voluntary Blood Donation instituted by Regional Blood Transfusion Centre, Aluva and Hindustan Latex Company Ltd.(2012-'13)
- NSS unit received special award for promoting voluntary blood donation from Indian Medical Association-Madhya Kerala.(2012-'13)
- In two years 66 students and 10 faculty members donated hair to console the bereaved. Twenty one wigs were made with the financial support from the Federal Bank and Red FM and distributed to the cancer patients.
- More than 80% of staff and students expressed their willingness in writing to donate organs.

The students are greatly inspired and elated to be a part of this noble undertaking. The positive change in the students' attitude is the influential evidence of success of this gracious venture.

6. Problems Encountered and Resources Required

- Many students, coming from poor financial background are anaemic and hence we find it difficult to meet the need of rare blood group.

- Even though the students are ready to donate blood there is a possibility of missing their classes during the camp days.
- The expenditure incurred during blood donation is met by the institute.
- The problem encountered Hair donation was getting financial support from an external agency for smooth implementation of wig making.

7. Contact Details

Name of the Principal: Rev. Sr. Reethamma V. A

Name of the Institution: St. Xavier's College for Women

City: Kochi

Pin Code: 683101

Accredited Status: A Grade with CGPA-3.08

Work Phone: 0484-2623240

Fax: 0484-2628840

Website: <http://www.stxaviersaluva.ac.in/>

Email: college@stxaviersaluva.com, principal@stxaviersaluva.com

Mobile: 8547428840

BEST PRACTICE - II

1. Title of the Practice: Research for Everyone, Everyone for Research

2. Goal

The college shall ensure the implementation of updated curriculum by providing adequate exposure to the students regarding the latest developments in different fields and keep them abreast of frontier areas of study through various research oriented activities.

3. The Context

The mission of St. Xavier's College is to provide updated knowledge to the students as well as to ensure continuous learning. Moreover our present curriculum for students of under graduate and post graduate studies also ensures research oriented activities. The Research Promotion Council (RPC) of the college under the auspices of IQAC ensures the implementation of the objective through various research activities. These activities include presentation of research work by the students and faculty, scientists and faculties from other institutions, interactive sessions and debates. The RPC started its activities with paper presentation sessions followed by its documentation in a compiled form. Gaining momentum in 2014, the college started its first interdisciplinary peer reviewed journal DISCOURSE with ISBN. This year the sixth issue of DISCOURSE has been published.

4. The Practice

In the beginning of the academic year, the activities of RPC are officially inaugurated and the summary of the presentations of the previous year is published as a volume in a bound form. RPC organises the paper presentations in the second Fridays of every month. An average of thirty paper presentations were carried out by the students and teachers. The faculties from other colleges also attend sessions of their interest. Interactive sessions are also organised for the research scholars and post graduate students. In 2014 RPC started its first issue of interdisciplinary journal DISCOURSE to publish quality research works. The co-ordinator of RPC is the chief editor of this journal. The secretary and other RPC members extend their support to the co-ordinator. RPC provides timely information about the funding opportunities, to apply for minor and major projects and student projects. During the last five years the institution has received a fund of 10.23 lakhs for major project, 31.195 lakhs for minor projects and 2.12 lakhs for UG/PG student projects. Students are also encouraged to present papers in national and state level seminars and publish articles in reputed journals. The teachers with Ph.D and those pursuing Ph.D are also promoted to share their research findings with the students. Coffee with a scientist is an initiative in this regard.

5. Evidence of Success

1. 36 faculty members and 54 students of the college presented their research findings in the paper presentation sessions organized by RPC.
2. Two books of abstracts were published.
3. Eight issues of peer reviewed biannual interdisciplinary journal- *Discourse* were published and contents were uploaded on the College website. Two issues of XJORC were published by The P.G department of Commerce and Research (SF).
4. One major project, 23 minor projects and 23 student projects were externally funded by various agencies during the last four years. Thirteen faculty members are registered for Ph. D.
5. Fifteen students have uploaded their findings on to citizen science project websites like ebird.org, indiabiobiodiversity.org, etc.
6. Faculty published 90 International and 79 National research papers. Faculty members presented 20 research papers in International and 81 papers in National conferences / seminars.
7. Students published 10 International and 27 National research papers
8. Faculty members publish research papers based on extension activities
9. There is well knit group of active researchers including parents, alumni, students and teachers.

6. Problems Encountered and Resources Required

- The present CBCSS and grading system is highly time restrained. So the students and teachers are constrained by regular activities and hence intense research activities are affected.
- The undergraduate departments have only basic facilities. The funding available is not adequate to update lab facilities for research activities.
- Since most of the students are coming from poor economic background, it is difficult for them to undertake the financial burden of research activities in advanced laboratories.

7. Contact Details

Name of the Principal: Rev. Sr. Reethamma V. A
 Name of the Institution: St. Xavier's College for Women
 City: Kochi
 Pin Code: 683101
 Accredited Status: A Grade with CGPA-3.08
 Work Phone: 0484-2623240
 Fax: 0484-2628840
 Website: <http://www.stxaviersaluva.ac.in/>
 Email: college@stxaviersaluva.com,
principal@stxaviersaluva.com
 Mobile: 8547428840

EVALUATIVE REPORT

—POST GRADUATE DEPARTMENT OF COMMERCE— AND RESEARCH CENTRE

- 1. Name of the department** : Post Graduate Department of Commerce and Research Centre
- 2. Year of Establishment** : 1982
- 3. Names of Programmes/
Courses offered** :
- B Com Finance & Taxation- 1982
 - M Com Finance - 1984
 - PhD in Commerce - 2013
 - Add on Course in Global Trade Management - 2014
 - Certificate Course in TALLY -2016
- 4. Names of Interdisciplinary
courses and the departments /
units involved** :
- B Com Finance & Taxation
 - Open Course - Fundamentals of Accounting is offered for students of other departments.
 - Add on Course in Global Trade Management.
- 5. Annual/semester/choice based
credit system (programme wise)** :
- M Com Post Graduate Credit Semester System (PGCSS)
 - B Com Choice Based Credit Semester System (CBCSS)

**6. Participation of the department
in the courses offered by other
departments**

: Open Course - Fundamentals of Accounting
for V semester BA/ B.Sc students

**7. Courses in collaboration with
other universities, industries,
foreign institutions, etc.**

:

- Bank Coaching with TIME Institute
- Tally with LCC

**8. Details of courses/programmes
discontinued (if any) with reasons** : Nil

9. Number of teaching posts

	Sanctioned	Filled
Associate Professors	2	2
Asst. Professors	7	3
Guest Faculty	-	4

**10. Faculty profile with name, qualification, designation, specialization,
(D.Sc./D.Litt. /Ph.D./M.Phil. etc.,)**

Retired Faculty

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students Guided for the last 4 years
Prof. Patricia Janet Netto	M.Com, MPhil.	Associate Professor (Retired in 2013)	Finance	31	Nil
Dr. Sybila Pius Fernandez	M.Com, MPhil, Ph D, MBA	Associate Professor (Retired in 2015)	Finance	32	7
Dr. Vimala P	M Com, MA (Eco) MBA, MSc (Psy), M.Phil, PhD	Associate Professor(Retired in 2016)	Finance	33	8
Prof. Mary Varghese P	M.Com, MPhil,	Associate Professor (Retired in 2016)	Finance	32	Nil
Dr. Mercy Varghese	M.Com, LLB, PhD	Associate Professor (Retired in 2016)	Finance	30	Nil

Present Faculty

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students Guided
Ms.Rani K A	M.com, M.Phil, MBA	Associate Professor	Finance	32	Nil
Dr. Raji Joseph	M.Com, Phd, M Phil, MBA	Associate Professor	Finance	32	7
Ms.Ninu Rose	M.Com, NET, JRF, Ph D (pursuing)	Assistant Professor	Finance	4	Nil
Ms.Shereena John	M.com, NET JRF Ph D (pursuing)	Assistant Professor	Finance	3.5	Nil
Ms. Bilu Job	M.com, NET Ph D (pursuing)	Assistant Professor	Finance	3	Nil

Guest Faculty

Name	Qualification	Designation	Specialization	No. of Years of Experience
Ms. Anusree K S	M.com, NET	Guest Faculty	Finance	3 months
Ms. Anupriya K B	M.com, NET	Guest Faculty	Finance	2
Ms. Tina Blossom Francis	M.com, MBA, CA Inter ,NET, SET	Guest Faculty	Finance	1
Ms. Angel Blossom Gonsalvaz	M.Com, MBA, MSW(pursuing), NET , JRF , Ph D (pursuing) Diploma in Secretarial Practice, PGD in HRM,PGDM	Guest Faculty	Finance	12

11. List of senior visiting faculty -

1. Dr. Reji, Associate Professor, Department of Commerce St.Peter's College, Kolenchery
2. Ms. Mary Joan, Associate Professor (Rtd), Department of Commerce, St. Xavier's College for Women, Aluva
3. Ms. Mary Varghese, Associate Professor (Rtd), Department of Commerce, St.Xavier's College for Women, Aluva
4. Dr.Mercy Varghese (Rtd), Department of Commerce, St. Xavier's College for Women, Aluva

5. Dr. Vimala P (Rtd), Department of Commerce, St. Xavier's College for Women, Aluva
6. Mr. M. K Radhakrishnan, General Manager, Ernakulam District Co-operative Bank
7. Fr. Paul Pottekkattil, Retired Professor, Christ College Irinjalakkuda.
8. Mr. Surendran, Retired Manager, State Bank of India.
9. Dr. Sr. Benedicta Mary, Retired Associate Professor, Dept. of Mathematics, St. Xavier's College for Women, Aluva

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty - 42%

13. Student-Teacher Ratio (programme wise) - UG- 17:1
PG - 4:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled Laboratory assistant - NA

15. Qualifications of teaching faculty with DSc/D.Litt/ Ph.D/MPhil/PG :

Ph. D, MPhil	-	1
M .Phil	-	1
M Com with NET	-	7

16. Number of faculty with ongoing projects from a) National b)International funding agencies and grants received -
Ongoing Minor Projects

No. of faculty	Funding Agency	Grants Sanctioned
1	UGC	120000

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received :

Funding Agency	Amount Sanctioned	Amount Received
UGC- Minor Project	420000	-
Kerala State Higher Education Council	100000	-
UGC-Add on Global Trade Management.	700000	630000

18. Research Centre/facility recognized by the University

Research Centre in Commerce (recognized under M G University in 2013)

Sl. No.	Research Guides	No. of Research Scholars
1	Dr.Vimala P	8
2	Dr.Raji Joseph	8
3	Dr.Sybila Pius Fernandez	1
Total		17

19. Publications:

❖ Publication per faculty

Sl. No.	Name of the Faculty	Total No. of Publications	2012-2016		Impact Factor
			No. of Publications	No. of publications listed in International database	
1	Dr. Sybila Pius Fernandez	31	23	3	-
2	Dr. Vimala P	24	2	-	-
3	Dr. Mercy Varghese	4	2	-	-
4	Dr Raji Joseph	8	4	-	-
6	Ms. Ninu Rose	1	1	-	-
7	Ms. Shereena John	2	2	1	3.996
8	Ms. Bilu Job	2	2	-	-
9	Ms Tina Blossom Francis	3	3	3	3.563-3.767
10.	Ms. Angel Blossom Gonsalvaz	5	5	1	3.861

❖ Number of papers published in peer reviewed journals (National International) by faculty and students

	National Journals	International Journals
Faculty	20	8
Research Scholars /Students	24	9

20. Areas of consultancy and income generated–Paid consultancy :

- Free Income Tax consultancy
- Free Research based consultancy

21. Faculty as members in**a) National committees**

✓ Dr. Vimala P- IGNOU MBA Project Guide

b) Editorial

Dr. Raji Joseph

- Member of Editorial Board of DISCOURSE – Multi Disciplinary Journal published bi annually by Research Promotion Council of St. Xavier's College for Women, Aluva
- Editor of Golden Jubilee Souvenir , St. Xavier's College for Women, Aluva

c) State Level

Dr. Vimala P

- ✓ PSC Question Setter
- ✓ PSC Subject Expert committee Member
- ✓ PSC Interview Board Member

22. Student projects

- a) Percentage of students who have done in house projects including inter departmental/ programme – UG- 100%, PG-100%
- b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/ Industry/ other agencies: Nil

23. Awards/Recognitions received by faculty and students**1. Faculty**

Dr. Raji Joseph,

- Best NSS Programme Officer State level, 2013-14
- Best NSS Programme Officer, MG University level, 2013-14

2. Awards and Recognition to the Students-**International**

Ms. Vinaya Joseph - Participated in Junior Asian Basket Ball Meet Confederation held at Jordan (2014-15)

National

Ms. Divya Vijayan - Participated in All India Girls Trekking Expedition held at Ajmer conducted by NCC Head Quarters Group, Udaipur and participated in guard of honor

University level

- Sandhya U, 1st position, M.Com.(Finance), M.G University Examination 2015-16
- Mary Tracy Karan, 2nd position, M.Com.(Finance), M.G University Examination 2015-16
- Laya K.A, 4th position, M.Com.(Finance), M.G University Examination 2015-16
- Ashitha C. 7th position, M.Com.(Finance), M.G University Examination 2015-16
- Ms. Akshara A B of III B. Com bagged, Best Actress Award in M.G University Youth Festival consecutively for 2 years (2014-2015 and 2015-2016)

24. List of eminent academicians and scientists/visitors to the department

1. Prof. K Kalyanaraman, Retired professor, Department of Statistics, Kerala University
2. Dr. Latha Swaminathan, HOD of Commerce, NES Ratnam College, Mumbai
3. Dr. Arun B K, Professor & Deputy Director, Dayananda Sagar Business School, Bengaluru
4. Mr. G Pradeep Varma, Chief Manager, Canara Bank, Aluva
5. Prof. Dr. Somasekharan Unni, Former Syndicate Member and HOD, Department of Commerce, St. Xavier's College for Women, Aluva
6. Dr. V K Vijayakumar, Retired Professor, Sri Krishna College, Kollam and Investment Strategist, Geojit BNP Paribas Ltd.
7. Dr. K. Poulose Jacob, Pro Vice Chancellor, Cochin University of Science and Technology (CUSAT)
8. Mr. Gireesh Ganapathy, Company Secretary of Federal Bank Ltd
9. Mr. Narayanan Potty, Corporate Trainer and faculty of District Industries Centre.
10. Mr. Lorance Mathew, Industrial Extension Officer, District Industries Centre.
11. Dr. Retish Ambat, Human Resource Development and Motivational Trainer
12. Dr. V. M Xavier, Director School of Management Studies, John Mathai Centre, Calicut
13. Mr. Ajayakumar, Coordinator and Trainer, Kerala Institute of Entrepreneurship Development
14. Mr. Saji S, Additional Industries Officer, Ernakulam
15. Mr. Biju P Abraham, Deputy Director of DIC.
16. Mrs. Binu Philipose, Managing Director of Sevana Medineeds.
17. Mr. Anand E J, Senior Librarian, KITCO Ltd
18. Mr. K. T Joseph, Retired Chief Manager State Bank of Travancore
19. Dr. A. J Abdul Lathif, former Executive Director, Kerala Institute of Entrepreneurship Development.
20. Dr. K. Murugesan Reddiar, Retired Professor of Russian at Cochin University of Science and Technology.
21. Mr. Jolly Antony Kachapally General Manager H R M Federal Bank Aluva.

22. Prof. Monamma Kokkad , retired member of Kerala Women's Commission

23. Mr. Antony Francis, Manager, Geojit BNP Paribas Ltd

25. Seminars/ Conferences/Workshops organized & the source of funding

a) National

Name of Programme	year	Source of Funding
Two Day National seminar on Financial Inclusion: Prospects, Issues & Challenges	2014	UGC
Five Day Workshop on Research Methodology – Data Analysis with SPSS	2015	UGC
One day National Workshop on Derivatives – Concepts into Practice	2016	Self Funded

26. Student profile programme/course wise:

Name of the Course /programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.Com					
2012-2013	As per UG CAP	57		57	94%
2013-2014		50		50	100%
2014-2015		51		51	98%
2015-2016		51		51	98%
2016-17 (Till third Semester)		50		50	68%
M.Com					
2012-2013	As per PG CAP	18		18	100%
2013-2014		18		18	77%
2014-2015		18		18	63%
2015-2016		16		16	94%
Ph.D					
2013-14	7	7		7	progressing
2014-2015(Registered)	6	6		6	
2015-2016	4	4		4	
Open course					
2012-2013	323			60	100%
2013-2014	359			60	100%
2014-2015	372			60	100%
2015-2016	368			60	100%
Add on course Certificate					
2014-2015	32	32		32	100%
2015-2016	19	19		19	100%
Diploma					
2015-2016	16	16		16	100%

*M= Male *F=Female

27. Diversity of Students

Name of the Course	%of students from the same state	% of students from other States	%of students from abroad
BCOM	98.44	1.16	0.39
MCOM	100	0	0
PhD	100	0	0

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

NET with JRF	3
NET	7
SET	1

29. Student progression

Student Progression		Against % enrolled			
		2015-2016	2014-2015	2013-2014	2012-2013
UG to PG		40%	9%	45%	38%
PG to M.Phil.		-	7%	5.5%	5.5%
PG to Ph.D.		-	-	-	5.5%
Ph.D. to Post-Doctoral		-	-	-	-
Employed • Campus selection • Other than campus recruitment	UG	-	-	7%	8%
	PG	-	-	11.1%	5.5%
	UG	10%	22.8%	24%	20%
	PG	100%	100%	100%	100%
Entrepreneurship/Self-employment		2%	-	-	-

30. Details of Infrastructural facilities

- Department library - 400 books and Central Library -2553 books
- Computer Lab with Internet facilities
- ICT enabled Seminar Hall
- Research Centre

31. Number of students receiving financial assistance from college, university, Government or other agencies:**College**

Years	Scholarship instituted by	Number of Students
		B Com
2012-2013 2013-2014 2014-2015	Prof. Dr. Somasekharan Unni	1
2015-2016	Prof. Mary Joan George	1

State government

Year	KPCR	OBC	OEC	SC	ST	SEBC	SAF
2012-13	52	13	3	28	4	0	2
2013-14	51	10	2	28	3	7	2
2014-15	58	12	2	22	4	7	2
2015-16	57	5	2	31	3	12	2

Other Agencies

Year	Agency	Programme	No. of Students
2015-2016	Mahindra Finance Limited	B Com	2
2016-2017			1

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts

- A talk on recent trends in banking sector was organized and the class was led by SEBI resource person Dr.V M Xavier
- A personality Development and soft skill training by Dr.Ratheesh Ambat
- A class on cervical Cancer by Women Indian Medical Association
- A one Day self employment Training Program was organized by Kerala action force and Lions Club
- An Awareness class on self respect organized by Dr.Monamma Kokkad
- A two day leadership class by K .M Hiqbal, Nehru Yuva Kendra Training Centre
- A business awareness class given by Mr. Narayanan Potty, trainer DIC.
- A motivational class by psychological counselor Fr. Paul Pottayil
- A five day National Workshop on Data Analysis with SPSS by Prof. Dr. K Kalyanaraman
- A One day workshop on Derivatives – Strategies into Practice by Dr. V.K Vijayakumar and Mr. Antony Francis
- A motivation class on self employment by, Mr. Anil Kumar, Retired Lead Bank Manager and trainer of Rural Self Employment.

33. Teaching methods adopted to improve student learning

- Remedial Coaching
- Peer Learning System
- SSP Programmes

- WWS Programs
- Industrial Visits
- Practical exposure to theoretical aspects
- Classes and seminars using Power Point presentations and visual aids
- E Assignments

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

- Constructed 2 houses, in association with various agencies.
- Department alumni members constructed a house.
- A library was set up in Nazareth School, Aluva
- One day entrepreneurship class was organized to Kudumbasree members.
- Contributed books to St. George LP School Edappally
- Collecting books to set up a library in Holy Ghost School, Aluva
- Distributed food grains to poor students of Nazareth school.
- A new initiative "How to Face a Cashless Economy" was introduced.

35. SWOC analysis of the department and Future plans

Strength <ul style="list-style-type: none"> • Research Centre with three Research Guides • Students with academic commitment and brilliance • Job oriented and skill development classes apart from curriculum • ICT enabled Seminar hall and Computer Lab 	Weakness <ul style="list-style-type: none"> • Delay in getting sanction for the appointment of permanent faculty from the Govt.
Opportunity <ul style="list-style-type: none"> • Bright prospects for young, motivated faculty in the new vacancies • Job oriented training helps the students to learn practical aspects of industries 	Challenges <ul style="list-style-type: none"> • Delay in updating syllabus at par with the rigorous changes happening in Commerce.

Future plans

1. More collaborations/MOUs with Industries and institutions.
2. Conduct more National and International Seminars and workshops.
3. Inculcate research oriented culture among students and teachers.
4. To arrange more practical oriented sessions and programmes to make students realize and bridge the gap between curriculum and dynamic business environment.
5. Provide more placement opportunities

EVALUATIVE REPORT

===== POST GRADUATE DEPARTMENT OF ENGLISH =====

1. *Name of the department* : English
2. *Year of Establishment* : 1964
B.A. English Literature - 1993
M.A. English - 2001
3. *Names of Programmes/
Courses offered (UG, PG,
M.Phil., Ph.D., Integrated
Masters; Integrated Ph.D., etc.)* : B.A. English Language and Literature
M.A. English
4. *Names of Interdisciplinary
courses and the departments /
units involved* : Add-on Course – (1) ICT Enabled English
Enhancement Course (Jan-Apr 2013)
(2) Certificate Course in German (2016-17)
(3) Certificate Course in French (2016-17)
Open Course - English for Careers
5. *Annual/semester/choice based
credit system (programme wise)* : Choice Based Credit and Semester System
B.A. (C.B.C.S.S.)
M.A. (C.S.S.)
6. *Participation of the department
in the courses offered by other
departments* : **Common Courses for B.A., B.Sc. & B.Com**
 - a) Communication Skills in English
 - b) Reading Literature in English
 - c) Critical Thinking, Academic Writing and Presentation
 - d) Musings on Vital Issues
 - e) Reflections on Indian Polity, Secularism and Sustainable Environment

f) Evolution of the Philosophy of Science

g) Perspectives in Literature

h) Reflections on Vital Issues

Open Course

English for Careers

7. Courses in collaboration with other universities, industries, foreign institutions, etc.

: Nil

8. Details of courses/programmes

discontinued (if any) with reasons : Nil

9. Number of teaching posts

	Sanctioned	Filled
Associate Professors	2	2
Asst. Professors	10	10

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./ D.Litt. /Ph.D./M.Phil. etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience
Lincy Joseph	M.A., M. Phil, B. Ed, NET	Associate Professor	English Language & Literature	22
Dr Milon Franz	M.A. M. Phil, Ph. D , B.Ed. P.G. D.J.C	Associate Professor	English Language & Literature	20
Dr Lima Antony	M.A. NET Ph. D , B.Ed.	Assistant Professor	English Language & Literature	11
Dr. Mini V.S.	M.A., NET M.Phil. Ph. D. B. Ed	Assistant Professor	English Language & Literature	11

Sruthy Francis	M.A., NET, JRF M. Phil, NET	Assistant Professor	English Language & Literature	5
Dr. Saumi Mary M.	M.A., Ph.D. B. Ed, NET	Assistant Professor	English Language & Literature	5
Dr Liss Marie Das	M.A., NET M.Phil. Ph. D., PGCTE	Assistant Professor	English Language & Literature	5
Jasmine Gonsalvez	M.A, M. Phil, B. Ed	Lecturer Selection Grade	English Language & Literature	20
V. Sreeja	M.A. M. Phil NET	Assistant Professor	English Language & Literature	4
Camilla Diana B.H.	M.A. B. Ed. NET (Pursuing Ph. D.)	Assistant Professor	English Language & Literature	4
Sheeba V. Rajan	M.A. B. Ed. NET SET (Submitted Ph. D. Thesis on 07-10-2016)	Assistant Professor	English Language & Literature	4
Renjitha Reghunath	M.A. B. Ed. NET (Pursuing Ph. D.)	Assistant Professor	English Language & Literature	3

11. List of senior visiting faculty -

- a) Dr. Fatima Cross (Rtd) - Dept. of English, St Xavier's College for Women, Aluva.
- b) Dr. Annie Chacko (Rtd) – Dept. of English, St Teresa's College, Ernakulam.
- c) Dr. Ancy Eapen, Department of English, U. C. College, Aluva.
- d) Dr. Prasanth Kumar, Dept of English, Sree Sankara University of Kalady.
- e) Dr. Sunil P. Elayidom, Dept of Malayalam, Sree Sankara University of Kalady.
- f) Dr. Joseph Koyipally, Dept of English, Central University of Kerala, Kasargod.
- g) Dr. C.S. Jayaram (Rtd) Dept of English, Sacred Heart College, Thevara.
- h) Dr. Reena B Nair, Dept of English, Maharaja's College, Ernakulam.

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty - Nil

13. Student-Teacher Ratio (programme wise) -

B.A. English 50:1

M.A. English 3:1

Common Course 80:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : Nil**15. Qualifications of teaching faculty with DSc/D.Litt/ Ph.D/MPhil/PG. :**

Ph. D	- 5
M. Phil	- 7

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received

Sl. No.	Name of faculty	Minor/Major	Title	Funding Agency	Grants received	Ongoing/ Submitted
1	Dr. Saumi Mary M.	Minor	"Redefining Low Culture: The Cultural Language of Indian Popular Cinema"	UGC	Rs. 1,40,000	Submitted

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received : 1, UGC, Rs. 1,40,000/-**18. Research Centre/facility recognized by the University : Applied for Research Centre**

19. Publications:

- ❖ Publication per faculty
- ❖ Number of papers published in peer reviewed journals (national / international) by faculty and students.
- ❖ Number of Publications listed in International Database

Sl. No.	Name of Faculty	No. of Publications during 2012-2016	No. of Publications listed in international data base	Impact Factor	Citations	h-index
1.	Dr Milon Franz	11	-	3 - 4	-	-
2.	Dr Lima Antony	6	-	-	-	-
3.	Dr Mini V.S.	5	-	-	-	-
4.	Sruthy Francis	2	-	-	-	-
5.	Dr. Saumi Mary M.	4	2	2.9 – 3.6	-	-
6.	Dr Liss Marie Das	3	2	0.746 - 1.67	-	-
7	Cam illa Diana B.H.	5	2	-	-	-
8	Sheeba V. Rajan	14	12	0.765-5.93	1	1
9	Renjitha Reghunath	2	2	4.3	-	-

- ❖ Books with ISBN/ISSN numbers with details of publishers : 1

Sl. No.	Name of Faculty	No. of Books Published	ISBN Number	Publishers
1.	Dr Milon Franz	2	978-81-928126-4-9	Progress Publications, Calicut.
			978 -93-847865-0-2	DC Books, Kottayam

20. Areas of consultancy and income generated :

1. Brochure & Certificate Designing by Renjitha Reghunath
2. Editing & Proof reading by Sruthy Francis, V.Sreeja, Jasmine Gonsalvez, Dr. Saumi Mary M.

Total Income generated : Rs. 900/-

21. Faculty as members in

- a) Editorial Boards : 3
 - i) Dr. Milon Franz : (1) Research Journal of English Language and Literature
(2) Discourse

- ii) Dr. Saumi Mary M. : (1) Epitome Journals: International Journal of Multidisciplinary Approach
- iii) Sheeba V. Rajan : (1) Research Journal of English Linguistics and Literature
(2) International Journal of Advanced Research
(3) International Journal of English and Literature
(4) International Journal of English Research

22. Student projects

- a) Percentage of students who have done in-house projects including interdepartmental/ programme

UG: 100 % PG: 100 %

23. Awards/Recognitions received by faculty and students

Faculty 2014-15

1. Dr. Saumi Mary M.

- ❖ Best N.S.S. Programme Officer Award Instituted by Mahatma Gandhi University Kottayam.
- ❖ Outstanding Personality Award Instituted by the NGO, Aluva Region.

Students 2016-17

1. Saranya Devi (I B.A. English)-First prize in The National Karate Tournament held at Chennai.

Students 2015-16

1. Ms. Minu Elizabeth George (M.A. English) -1st position in M.A. English Examination 2016, Mahatma Gandhi University
2. Ms. Swarna Thomas (III B.A. English)-Best NSS volunteer award by Kerala State and Mahatma Gandhi University
3. Mahima Roseline Varghese (I M.A.)-Best Paper Presentation Award conducted by the Post Graduate Department and Research Centre, Bharat Matha College Thrikkakara.
4. Sreeja Jayachandran (III B.A. English)-First Place in Malayalam Language at the Zonal Level in the All India Essay Writing Event 2015.
5. Leenu Lenus (III B.A. English)-Second prize in Elocution Competition conducted by District Tourism Promotion Council on World Tourism Day.

Students 2014-15

1. Arya S. Nair (III B.A. English)- Third Prize in the Intercollegiate Literature Quiz
2. Aswathy Balagopal (II M.A. English)-Third Prize in the Intercollegiate Literature Quiz on 11-12-2014.
3. Sophia M. Joe-First Runner up of Miss Deaf India 2014.

Students 2013-14

1. Sophia M. Joe
 - ❖ “Miss Etiquette India 2013” in Mr & Miss Body Perfect India 2013.
 - ❖ Second Runner up in “Miss Malayalee World Wide Global Finale
 - ❖ “Miss Talent”, in Miss India South Contest
 - ❖ Super Model in Amrita TV reality show
 - ❖ Represented India for Miss Deaf World and Europe at Czech Republic
 - ❖ First Deaf lady from South India to participate in Miss Deaf India & Miss Deaf World in Miss Deaf World

24. List of eminent academicians and scientists/visitors to the department

- ❖ Sri. Chinnan T. Pynadath, General Secretary, Association for Environmental Protection, Aluva.
- ❖ Dr. V.N. Nithyanantha Bhat, Rtd. Associate Professor, the Cochin College, Ernakulam.
- ❖ Smt. Sunitha Krishnan, Indian social activist and chief functionary and co-founder of Prajwala, a non-governmental organization
- ❖ Dr V.S. Vijayan, Renowned Environmentalist.
- ❖ K A Shaji, Senior Correspondent of ‘The Hindu’,
- ❖ Dr B Hariharan, Institute of English, University of Kerala, Thiruvananthapuram.
- ❖ Dr Tessy Anthony C., Department of English, St. Teresa’s College, Ernakulam.
- ❖ Smt. Shinie Antony, a short-fiction writer
- ❖ Sri. Johny Lukose, News Director, Manorama News.
- ❖ M P Basheer, Journalist, India Vision
- ❖ Dr Sebastian Paul, former Member of Parliament and member of Press Council.

- ❖ Dr Krishnan Unni P., Delhi University
- ❖ Sri. Maxin James, writer
- ❖ Sri. Sibi Malayil, Film Director.
- ❖ Sri. A. Sahadevan, Associate Editor, India Vision.
- ❖ Sri. I. Shanmughadas, Author, Critic, Essayist.
- ❖ Smt. Vijayaraja Mallika, Trans gender Activist
- ❖ N.S. Madhavan, Writer.

25. Seminars/ Conferences/Workshops organized & the source of funding

a) National

- ❖ U.G.C. Sponsored National Seminar on Media and Culture: Creations and Trans Creations on 24th and 25th September 2014 coordinated by Dr. Milon Franz
- ❖ Mise en Scene-Workshop on News Production and Short Film Making on 15th February 2013 coordinated by Dr. Milon Franz
- ❖ U.G.C. Sponsored National Seminar on Literature and Environment: Deep Ecological Perspectives on 11th and 12th July 2013 coordinated by Dr Lima Antony
- ❖ Regional Workshop on “Gandhimarg” on October 2, 2014, cofunded by The Department of Life Long Learning and Extension, M.G.University coordinated by Dr Saumi Mary M.

26. Student profile programme/course wise:

Name of the Course /programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.A. English					
2012-2013	As per UG CAP			48	92.15
2013-2014				43	93.02
2014-2015				51	92.15
2015-2016				48	39.58
2016-2017 (upto III SEM)				44	48.9
M.A. English					
2012-2013	As per PG CAP			19	57.89
2013-2014				15	31.57
2014-2015				15	32
2015-2016				20	68.4

Add on Course					
2012-2013	15	15		15	100
Open Course					
2012-2013	51	51		51	87.80
2013-2014	41	41		41	82.92
2014-2015	38	38		38	86.84
2015-2016	15	15		15	78.57

*M=Male *F=Female

27. Diversity of Students

Name of the Course	%of students from the same state	% of students from other States	%of students from abroad
B.A. English	98	2	0
M.A. English	95	5	0

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Sl. No.	Competitive Exams 2012-2016	No. of Students
1	JRF	3
2	NET	4

29. Student progression

Student Progression	Against % Enrolled			
	2012-13	2013-14	2014-15	2015-16
UG To PG	56.3	41.9	37.7	36.1
Employed				
• Campus Selection	30.2	27.4	10.4	16.7
• Other than Campus Selection				
Entrepreneurship/Self-employment				

30. Details of Infrastructural facilities

a) Library

- ❖ Well-furnished library with about 500 books.
- ❖ Ph. D, M. Phil thesis and Publications of teachers.
- ❖ UG and PG projects.
- ❖ Good collection of Compact Discs, short films and documentaries.
- ❖ Good collection of Magazines and Research journals.

b) Internet facilities for Staff & Students

- Two Desktop Computers and 2 Laptops with Internet Connection.

c) Class rooms with ICT facility

- One Class Room with ICT Facility
- One LCD Projector

31. Number of students receiving financial assistance from college, university, Government or other agencies:

A) Scholarships Instituted by College

Scholarship Instituted by	2012-13		2013-14		2014-15		2015-16	
	No. of Students		No. of Students		No. of Students		No. of Students	
	B.A.	M.A.	B.A.	M.A.	B.A.	M.A.	B.A.	M.A.
Rev. Sr. Charles	1	-	-	-	1	-	1	-
Prof. Saroja Appukuttan	1	1	1	1	1	1	1	1
Rev. Sr. Gracious	1	-	1	-	1	-	1	-
Late Rev. Sr. Delani & Late Prof. T.B. Thomas	1	-	1	-	1	-	1	-
Rev. Msgr. Augustine Maveli	1	-	1	-	1	-	1	-
Ms. Meenakshmi Ramakrishnan	1	-	1	-	1	-	1	-
Prof. Indu Panicker	1	-	-	-	-	-	-	-
Dr. Tony Daniel	1	-	-	-	-	-	-	-
Rev. Sr. Bencitta & Rev. Sr. Basilda	1	1	-	-	-	-	-	-
Rev. Sr. Angelica & Rev. Sr. Simon	-	1	-	1	-	1	-	1
Prof. Anila, Prof. Ambujakshy & Prof. K.C. Treasa	1	-	-	-	-	-	-	-
OSAX	1	-	1	-	-	-	-	-
Dr. Fatima Cross & Prof. Vimala Cross	2	-	-	-	-	-	-	-
Rev. Sr. Damien	2	-	-	-	2	-	-	-

Rev. Sr. Percy	1	-	2	-	1	-	-	-
Dr. Sheelamma N. P.	-	-	-	1	1	-	1	-
Sheeba V. Rajan	-	-	-	-	1	-	1	-
Prof. Tessy George	-	-	-	-	-	-	1	-
Smt. Gracy Rajan		-	-	-	-	-	1	-

B) Scholarships Instituted by University

Period	Agency	No. of Students
2012-16	Mahatma Gandhi University – Cultural Scholarship (2014-15)	1

C) Scholarships Instituted by Government

Period	Class	Number of Students					
		KPCR/ SEBC	OBC	OEC	SC	ST	Children of Fisherman Community
2012-13	I B.A.	16	5	0	5	0	1
	II B.A.	11	3	3	4	0	1
	III B.A.	9	3	0	8	1	1
	I M.A.	3	0	1	4	0	0
	II M.A.	7	0	0	2	0	0
2013-14	I B.A.	10	2	0	10	0	1
	II B.A.	16	5	1	5	0	1
	III B.A.	11	3	3	4	0	1
	I M.A.	2	0	1	3	1	0
	II M.A.	2	0	1	4	0	0
2014-15	I B.A.	13	2	0	4	1	0
	II B.A.	10	2	0	10	0	1
	III B.A.	10	5	1	4	0	1
	I M.A.	9	0	0	2	0	1
	II M.A.	3	0	1	3	0	1
2015-16	I B.A.	13	5	1	9	0	0
	II B.A.	14	2	0	5	0	0
	III B.A.	10	3	0	10	0	1
	I M.A.	5	0	1	0	2	0
	II M.A.	9	0	0	2	1	1

List of Scholarships

Year	Name of Scholarship	No. of Students
2012-13	Central Sector	0
	Post Matric	11
	Muslim Girls	11
	Higher Education	0
2013-14	Central Sector	0
	Post Matric	6
	Muslim Girls	6
	Higher Education	4
2014-15	Central Sector	2
	Post Matric	5
	Muslim Girls	4
	Higher Education	2
2015-16	Central Sector	Not Sanctioned
	Post Matric	Not Sanctioned
	Muslim Girls	Not Sanctioned
	Higher Education	3

Students Aid Fund

Year	No. of Students	
	B.A.	M.A.
2012-13	2	1
2013-14	NIL	NIL
2014-15	1	1
2015-16	1	1

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts

Year	Special Lectures	Workshops	Seminars
2012-13		Mise-en-Scene: A Workshop on Short Film and Feature Film on 15-02-2013	
2013-14	Mr. A. Sahadevan, Associate Editor, India Vision,	Session on Photo Journalism on 6 th Dec	

	discussed the grammar of movie making-shot, scene, sequence	2013 by M.P. Basheer, Journalist, India Vision	
	Editors role and duties in Indian Scenario by Dr. K.A. Shaji, Senior Correspondent, The Hindu on 26 th Nov 2013	Intercollegiate Workshop on Advanced Linguistics titled “Lingua e Linguistic” on 22 nd July 2013	
2014-15	A life Orientation Class by Retd. Prof. Dr. Annie Chacko, St. Teresa’s College Ernakulam.	A workshop on Radio-The Style and Language	One day Intercollegiate seminar on Advanced Linguistics
	Dr. Janaki Sreedharan, Associate Professor, Calicut University, gave a talk on Dalit Literature and its relevance in the present social scenario		Seminar on Introduction to Cinema
2015-16	Talk by Dr. Mary Fatima Cross & Mrs. Laiby Babu (Municipal Councillor, Kalamassery	Workshop on Research Methodology for UG & PG students	Seminar on “New Trends in Indian Cinema” by the renowned Director Sri. Sibi Malayil
2016-17	Prof. Rebecca Grace Thomas Memorial Lecture, on Shakespearean Adaptations 10 th June 2016 Mahasweta Devi Memorial Talk and Intercollegiate Paper presentation on September 30 th 2016. Smt. Vijayaraja Mallika, a Transgender Activist gave a talk on “Transgender issues on -12-2016		

33. Teaching methods adopted to improve student learning

- ❖ ICT Enabled Teaching Methods
- ❖ Student Centered Learning
- ❖ Role Play
- ❖ Seminar

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

- ❖ Visit to Hospitals
Donated Rs. 5000/- to Dialysis Patients of Govt. Hospital, Aluva
Distributed toiletries to the inpatients of Govt. Hospital Aluva.
- ❖ Save Periyar Project
Awareness Programmes and cleaning the premises of Sivarathri Manappuram.
- ❖ E-waste Management campaign
Collected 900kg of E-waste and earned a profit of Rs. 9000/-
- ❖ LED bulb assembling workshop
- ❖ Saluting the Dignified: Honouring the contingent labourers of Aluva
- ❖ Donated an amount of Rs. 25,000 for house construction during the Golden Jubilee Year

35. SWOC analysis of the department and Future plans

Strength <ul style="list-style-type: none"> Well qualified and competent teachers Talented students with positive attitude Enhancement through event management Involvement of the faculty in various administrative and academic activities 	Weakness <ul style="list-style-type: none"> Constraint of Space High student teacher ratio in Common Course classes
Opportunity <ul style="list-style-type: none"> Resourceful and young faculty Space for multimedia studio Extend consultancy services 	Challenges <ul style="list-style-type: none"> Lack of basic knowledge of English among students

Future Plans

- ❖ Initiate student projects
- ❖ Undertake major projects
- ❖ Initiate international collaborations
- ❖ Start UGC aided Add on Courses

EVALUATIVE REPORT

== POST GRADUATE DEPARTMENT OF MALAYALAM ==

1. *Name of the department* : Malayalam
2. *Year of Establishment* : 1964
3. *Names of Programmes/Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)* :
BA Malayalam Language and Literature
MA Malayalam Language and Literature
Add on Course: Fashion Technology
4. *Names of Interdisciplinary courses and the departments / units involved* :
 - Additional Language Malayalam for BA (English, Economics, Malayalam) BSc (Maths, Physics, Chemistry, Botany, Zoology, Zoology-Model II -vocational) and B.com (Model I) students.
 - Add on Course: Fashion Technology (for BA/BSc/BCom)
 - Open Course Madhyamapadanam (for V semester BA/BSc/BCom)
5. *Annual/semester/choice based credit system (programme wise)* :
B.A Malayalam-Choice Based Credit and Semester System
M.A Malayalam- Credit and Semester System
6. *Participation of the department in the courses offered by other departments* :
 - Additional Language Malayalam for BA (English, Economics, Malayalam) BSc (Maths, Physics, Chemistry, Botany, Zoology, Zoology-Model II -vocational) and B.com (Model I) students.
 - Open Course Madhyamapadanam (for V semester BA/BSc/BCom)

7. Courses in collaboration with other universities, industries, foreign institutions, etc.

: Media Academy, Folklore Academy

8. Details of courses/programmes

discontinued (if any) with reasons : Nil

9. Number of teaching posts

	Sanctioned	Filled
Associate Professors	1	1
Assistant Professors	4	3
Guest	4	4

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D./M.Phil. etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience
Dr. Lilly C. O	MA, B.Ed., PhD	Associate Professor	Cultural Studies	29
Mary Juliet C. D (Voluntary retirement on 01-11-2015)	MA, B. Ed.	Associate Professor	Language and Literature	27
Dr. Geege Joanamma Xavier	MA, B.Ed., NET M. Phil, PhD	Assistant Professor	Cultural Studies	10
Nikitha Xavier	MA, B.Ed., M. Phil, NET Doing PhD	Assistant Professor	Literary Criticism	4
Maria Paul	MA, B.Ed., M. Phil, NET Doing PhD	Assistant Professor	Grammar and Linguistics	4

Guest Faculty

Name	Qualification	Designation	Specialization	No. of Years of Experience	Period of Working in this college
Dr. Gayathree K. P	MA, B.Ed., M. Phil, PhD, NET	Guest Lecturer	Cultural Studies	4	2012 onwards
Swapna C. Kombath	MA,PGDCA, NET Doing PhD	Guest Lecturer	Cinema	2	2015 onwards
Sreelakshmi V. R	MA, B.Ed., NET, JRF	Guest Lecturer	Language and Literature	1	2016 onwards
Femy Joshy	MA, B.Ed., NET	Guest Lecturer	Literary Criticism	1	2016 onwards
Aswathy V U	MA, B.Ed., NET, JRF	Guest Lecturer	Poetry	1	2016 onwards
Deepa C. K	MA, BEd., NET	Guest Lecturer	Poetry	2	2015-2016
Priya P. Nair	MA, BEd., M. Phil, NET Doing PhD	Guest Lecturer	Literary Criticism	2	2013-2015
Sisha S	MA, B.Ed., M. Phil, NET Doing PhD	Guest Lecturer	Poetry	4	2014-2016
Sony G	MA, B.Ed., NET	Guest Lecturer	Literary Criticism	2	2013-2015
Bindhu A. P	MA, B.Ed., NET	Guest Lecturer	Poetry	6 months	2014-2015 (Maternity Leave Vacancy)
Bindhu Rajan	MA, B.Ed., NET	Guest Lecturer	Poetry	1	2015-2016
Remya Vijayan	MA, B.Ed., NET	Guest Lecturer	Cultural Studies	1	2015-2016

11. List of senior visiting faculty -

- Dr. C. Santhakumari – Rtd Faculty Dept. of Malayalam, St. Xavier's College Aluva
- Dr. K. Rathi- Rtd Faculty Dept. of Malayalam, St. Xavier's College Aluva
- Dr. M. P Vilayalakshmi- Rtd Faculty Dept. of Malayalam, St. Xavier's College Aluva

12. Percentage of lectures delivered and practical classes handled (programme wise) By temporary faculty -

BA-53% - (5 Guest Faculty)

MA- 20% - (1 Guest Faculty)

13. Student-Teacher Ratio (programme wise)-

UG - 16:1

PG - 3:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled Laboratory assistant -

NA

15. Qualifications of teaching faculty with DSc/D.Litt/ Ph.D/MPhil/PG:

Ph. D - 3

M. Phil - 2

PG - 4

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:

Number of Faculty	Funding Agency	Amount Sanctioned	Status
2	UGC	1,25,000/-	Completed
1	UGC	1,35,000/-	Ongoing

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received :

Funding Agency	Amount Sanctioned	Amount Received
UGC	2,60,000	2,05,000
UGC ADD ON	7,00,000	6,30,000

18. Research Centre/facility recognized by the University -

NIL

19. Publications:**❖ Publication per faculty**

Sl. No	Name	Chapter in Books	Papers In Journals
1.	Dr. Lilly C. O	1	1
2	Dr. Geege Joanamma Xavier	4	4
3.	Nikitha Xavier	1	2
4.	Maria Paul	3	-
5.	Dr. Gayathree K. P	2	6

6.	Swapna C. Kombath	4	7
7.	Sisha S	1	3
8.	Priya P. Nair	2	3
9.	Sony G	2	4

❖ **Popular Articles**

<i>Sl. No</i>	<i>Name</i>	<i>Popular Articles</i>
1.	Swapna C. Kombath	25

❖ **Chapter in Books : 20**❖ **Books Edited : 1** (Dr. Geege Joanamma Xavier, *Sukrithameve sanyasam*, Teresian Carmelite Publications, Edappally)❖ **Books with ISBN/ISSN numbers with details of publishers**

Sl No	Name of Faculty	Name of book	Publishing details
1	Dr. Geege Joanamma Xavier	<i>Amma Thressia-Kerathile Nattarivukal</i>	Teresian Carmelite Publications, Edappally, 2016
2	Dr. Gayathree K. P	Pennezhuthile Pachathuruthual	Fabian Books, Mavelikkara, 2016, ISBN 8187333864
3	Swapna C. Kombath	Nizhalnatakam	Kerala Lalithakala Academy, Thrissur ISBN 978-81-926592-3-3
		Chalikunna lokathinu pinnil	Rainbow Books-978-93-80992-27-3

20. Areas of consultancy and income generated

- Dr. Geege Joanamma Xavier-AIR Kochi FM Programme- Subhashitham
- Free Consultancy for Proof Reading, and Literary Training

21. Faculty as members in

a) Editorial Boards:

Dr. Lilly C. O

- Vox –Nova Kerala Latin Catholic History Association Publication Kochi

Dr. Geege Joanamma Xavier

- Discourse- St. Xavier's College For Women, Aluva (2014-2015)
- *Preshitha Keralam*, Carmalgiri Publication Aluva
- 'Elisway', Theresian Carmel Publication, Edappally

Nikitha Xavier

Discourse- St. Xavier's College for Women, Aluva (2015-2016)

Maria Paul

Discourse- St. Xavier's College for Women, Aluva (2016-2017)

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme
- 100 %-Projects done by 6th semester Malayalam UG students and 4th semester PG students(As part of their curriculum)
 - Student project -Survey on the subscription of Newspapers, Magazines and contemporary publications among the students

23. Awards/Recognitions received by faculty and students

- Sajna Paul: - Changampuzha puraskaram- State Level Essay competition 2014
- Athira Raju-III prize in Essay writing competition organized by co-operative society , Aluva Taluk in the year 2015-2016
- Princy Joy –I prize in Essay writing competition organized by co-operative society, Aluva Taluk in the year 2014-2015
- Sneha M M- - First prize in District Level Essay competition conducted by Taluk CO-operative Society.
- Lajna A.S -2nd prize in National level Karate tournament held at Chennai.
- Unnimariya-1st prize in poetry writing conducted by Arch Diocese of Verapoly

24. List of eminent academicians and scientists/visitors to the department

Year	Academician/ Visitors	Designation
2012-2013	Kalamandalam Peesappilli Rajeevan	Kadhakali Artist
	Dr. C. R. Rajagopal	Folklorist, Academician
	Dr. VPN Nampoothiri	Dept. of Photonics, CUSAT
	Sri. T.S.Balagopala Prabhu	Rtd. Professor, NIT, Kozhicode
	Prof. P Balachandran	Film Director
2013-2014	Dr. K. Jayakumar IAS	Vice Chancellor, Malayalam University
	Prof. K P Sankaran	Literary Critic
	Kalamandalam Kaladharan	Kadhakali Artist

	Dr. Edanad Rajan Nambiar	Performer, Thullal
	Dr. K S Ravikumar	Literary Critic & HOD, Dept of Malayalam, SSUS Kalady
	Sri. Margi Madhu	Koothu Performer
2014-2015	Dr. K. G. Poulose	Former Vice Chancellor, Kerala Kalamandalam
	Prof. M K Sanu	Literary Critic
	Dr. Sunil P Elayidom	Literary Critic, Associate Professor, SSUS, Kalady
	Sri. Varanattu Sankaranarayanakurup	Performer, Kalamezhuthu
	Sri. Sebastian K A	Poet
2015-2016	Dr. M V Narayanan	Literary Critic & HOD Dept. of English, Calicut University
	Dr. Scaria Zakharia	Hermann Gundert Chair, Eberhard Karls University, Tübingen, Germany
	Dr. S K Vasanthan	Literary Critic
	Dr. P Pavithran	Literary Critic , Professor, SSUS, Kalady
	Kalamandalam Suresh Kaliath	Performer, Kadhakali
	Sri Santhosh Echikkanam	Short story writer and Script Writer
	Dr. Aju K. Narayanan	Literary Critic
	Dr. Pradeepan Pambirikkunnu	Literary Critique
2016-2017	Smt. Sara Joseph	Novelist & Short story Writer
	Smt. K. Rekha	Short story Writer
	John Brittas	Media Advisor of Chief Minister & M.D., Malayalam Communications Ltd
	Sri. V. K. Adarsh	Cyber Consultant
	Dr. Vinod T. Bhattathiripad	Cyber Forensic Consultant
	Sri. C. Gouridasan Nair	Kerala Bureau Chief ,The Hindu
	Sri. Rishiraj Singh IPS	Excise Commissioner
	Dr. Kavitha Balakrishnan	Art critic, Writer, Lecturer
	Kottakkal Chandrasekhara Varrier	Kadhakali Artist

25. Seminars/ Conferences/Workshops organized & the source of funding

a) National

- UGC Sponsored National Seminar on *Knowledge Tradition of Kerala* in February 2013

- UGC Sponsored National Seminar on Literary Historiography: Political and Cultural Dimensions on 8th and 9th September 2015
- A state level one day Seminar on women empowerment on 30th July 2012 for Women teachers/Councillors organized in collaboration with Department of Student Service, Mahatma Gandhi University, Kottayam.

b) State level:

- Inter collegiate Media Camp for college students in collaboration with Kerala Media Academy, Kakkanadu on November 9-11, 2016
- Yearly workshop conducted for High school and Higher secondary Teachers based on their Curriculum in Collaboration with Aluva Taluk library council

26. Student profile programme/course wise:

Name of Course		Applications Received	Selected	Enrolled		Pass Percentage
				*M	*F	
BA Malayalam	2012-2013	As per UG CAP	43		43	85
	2013-2014		45		45	80
	2014-2015		47		47	81
	2015-2016		46		46	33
Open Course	2012-2013	334	47		47	98%
	2013-2014	362	45		45	100%
	2014-2015	442	54		54	100%
	2015-2016	375	42		42	100%
	2016-2017	369	37		37	100%
Additional language	2012-2013	252	252		252	100%
	2013-2014	249	249		249	100%
	2014-2015	267	267		267	98%
	2015-2016	260	260		260	100%
	2016-2017	232	232		232	100%
Certificate Course in Fashion Technology	2013-2014	22	22		22	100%
	2014-2015	19	19		19	100%
	2015-2016	62	59		59	100%
	2016-2017	58	57		57	100%
Diploma Course in Fashion Technology	2014-2015	17	15		15	100%
	2015-2016	19	19		19	100%
	2016-2017	33	32		32	100%

Name of Course		Applications Received	Selected	Enrolled		Pass Percentage
				*M	*F	
MA Malayalam	2013-2015	As per PG	13		13	69.2%
	2014-2016	CAP	15		15	50%

27. Diversity of Students

Name of the Course	%of students from the same state	% of students from other States	%of students from abroad
BA Malayalam	98%	2%- Lakshadweep	-
MA Malayalam	100%	-	-

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Sl No	Competitive Examination	No of students
1.	NET with JRF	1
2.	NET	3

29. Student progression

Student progression	Against % enrolled			
	2015-2016	2014-2015	2013-2014	2012-2013
UG to PG	21.2%	28%	27%	28%
PG to M.Phil.	-	-	-	6%
Employed				
• Campus selection	18%	15%	-	-
• Other than campus recruitment	30%	32%	30%	32%
Entrepreneurship/Self-employment	20%	18%	22%	21%

30. Details of Infrastructural facilities

a) Library

Books

Central Library - 12783 Department Library - 620

Journals

Central Library - 15 Department Library - 8

b) Internet facilities - 3 computers with internet facility

- c) Class rooms with ICT facility - 1
- d) Laboratories - NA

31. Number of students receiving financial assistance from college, university, government or other agencies

College

Year	No. of students
2012-2013	6
2013-2014	7
2014-2015	6
2015-2016	7

University- Cultural Scholarship

Year	Agency	No. of Students
2012-2013	M. G University, Dept. of student service	1
2013-2014	M. G University, Dept. of student service	1
2014-2015	M. G University, Dept. of student service	1
2015-2016	M. G University, Dept. of student service	2

State

	KPCR	SC	ST	OBC	OEC
2012-2013	58	26	0	22	3
2013-2014	51	30	1	27	4
2014-2015	55	34	2	21	3
2015-2016	68	39	3	25	5

Other Agencies

Year	Agency	No. of students
2015-2016	Mahindra Finance	2
2016-2017	Mahindra Finance	1

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts

2012-2013

- **Vayanadinacharanam** was conducted on 19th June 2012. Holy Books of various religion was read by students.
- Conducted a Kadhakali performance In collaboration with Aluva Taluk Library Council on 13th July 2012 based on *Nalacharitham Randam*

Divasam by Natyadharmi, Parakkadavu. Demonstration class lead by Peesappally Rajeevan.

- Malayalam Literary Association was Inaugurated on 26th July 2012 by Prof. P. Balachandran (Film Director, Theatre Artist).

Academic Week

- Exhibition of the movie about the famous Poet P. Kunjiraman Nair 'Evan Megharoopan' by Prof. P. Balachandran.

National Seminar

- UGC Sponsored two day National Seminar on *Knowledge Tradition of Kerala* on 27th, 28th February 2013. Inaugurated by famous Mudi yettu Artist Sri. Varanattu Sankaranarayana kurup.

2013-2014

- **Kavyamadhuri Kalyanasougandhikam Thullal** by Sri Arun Chakyar organized in collaboration with Aluva Taluk Library Council on 21st June 2013. Sri K.B.Rajanand inaugurated the function. Prof K. P Sankaran, Kalamandalam Kaladharan, Dr. Edanad Rajan Nambyar were presented papers based on Thullal.
- **Sahithyolsavam** was inaugurated by Sri K Jayakumar I A S, Vice Chancellor, Malayalam University on 25th September 2013. Dr. Aju K. N and Dr. K. S Ravikumar presented papers.

Golden Jubilee Memorial Lecture Series

1. M. T yude Sargaprapancham by Dr. K.S Ravikumar
2. S. K pottakkadu Anusmarana prabhashanam by Prof. M.K Sanu
3. Classical Art Form- Koothu by Margi madhu
4. Poetry & Feminism by Dr Amritha famous Poet
5. Popular Drama & History of Literature by Dr. K Sreekumar

Sreshtabhashavaracharanam

- Sreshtabhashavaracharanam during November 1-7, 2013. Sri Anwar Sadath MLA inaugurated the function. Dr. V.P Markose, Associate Professor, Department of Malayalam, U.C College Aluva, delivered the Keynote address

Academic Week

- Performance of Nangyar Koothu by Dr. Indu G, Nepathya Gurukulam in collaboration with SPICMACAY (Society for Promoting Classical Music Art and Culture Among Youth)

2014-2015

- Organized Vayana varacharanam during June 19-24, 2014.
- Conducted a workshop for Higher Secondary Teachers on 23rd & 24th June in collaboration with Aluva Taluk Library Council. The main aim of the workshop was to give the guidance about new revised curriculum of Higher Secondary syllabus. . In the afternoon session there was a Folk Drama **Mudiyettu** performed by Varanattu V. N Narayana Kuruppu.
- Inauguration of Malayalam Literary Association on 26th September 2014 by famous Malayalam Poet Sri Jayashankar A.S. Department Manuscript Magazine **Ithal** was released. *Cherukad anusmaranam* was organized and the collection of the Seminar papers named **Smruthi** was published as our Annual Literary Edition in that occasion.
- **Lecturer Series by**
 - Vidhu Narayanan- Computational Linguistics
 - Sri Sebastian, famous Malayalam poet - An interaction on Modern Poetry

2015-2016

- Conducted a workshop named **Ezhuthakam** for Higher Secondary Teachers as part of the Higher Secondary Malayalam curriculum revision, In collaboration with Aluva Taluk Library Council.
- Conducted **Kalyanasougandhikam thullal and a demonstration class** by Suresh Kaliyath and team on July 2015 In collaboration with *Kendra sangeetha Nadaka Academy*.
- **Lecture series**
 - Dr. P. Pavithran on Modern Literary Theories
 - Dr. Aju K. N . on Structuralism
 - *Anu P.P. (Asst. Professor, Alumni of our department) on Feminism*

- The wall magazine named "**Kayyoppu**" was introduced so as to encourage the literary and artistic talents inclusively for all the Xaverians.
- UGC sponsored National seminar on **Sahithyacharithra Nirmithi : Samskarika vivakshakal** on September 8th and 9th 2015 Inaugurated by Dr. Scaria Zacharia, Gundert Chair, Tubingen University, Germany and Keynote address by Dr. M. V Narayanan, HOD, Department of English, Calicut University.
- Malayalam literary association was inaugurated on Sept. 28, 2015 by Sri Santhosh Echikkanam ,a famous short story writer and script writer and released the Malayalam manuscript magazine **Pachamarathanalil** and the magazine **Smrithi**, a tribute to the late literary eminent.
- Bhashavaracharanam was inaugurated by famous Malayalam poet Sri. N. K. Desom and also a **Campus Kaviyarangu** was conducted on Nov. 2, 2105.
- Introduced **Aksharasloka Kalari**, inaugurated by Sri Ponnakkudam Mohanan in collaboration with the Department of Sanskrit
- **Sakunthalam Nadakam performance** by additional language students
- As part of Accademic Week Celebrations a **Sanskrit drama – Madhyama Vyayogam** by the students of Vidhyadhi Raja Vidhyabhavan School, Aluva.

2016-2017

- **Vayanavaram** from June 19 – 25, 2016. In Collaboration with Aluva Taluk Library Council conducted a Workshop for High School teachers based on their curriculam revision and also organized **Nalacharitham Kathakali** by SPICMACAY.
- Malayalam Association was Inaugurated by Famous Writer and Activist **Sarah Joseph** and Released the Manuscript Magazine **Ninavu**
- **Bhashadinacharanam Nov. 1-7, 2016** was inaugurated by smt. **K.Rekha** a famous Malayalam short story writer . Various literary competitions were conducted for. **Smruthi** was released.
- A 3day Inter collegiate **Media Workshop** was conducted in association with Kerala Media Academy, Kakkanad on 9,10,11 Nov. 2016.

Talk by Alumni

Sl No	Name of The Alumni	Designation	Subject	Year
1	Dr. N. Renuka	Asst. Professor, NSS College, Cherthala	Contemporary Literary approaches	2014
2	Anu P. P	Asst. Professor, Vimala College, Thrissur	Feminism	2015
3	Lakshmi Das	Asst. Professor, N.SS College, Karamana	Poetry	2016
4	Rev. Sr. Sobha	Editor, <i>Amma</i> Magazine	Motivational class	2016

➤ **Book Release:** Two books were released by the faculty members

1	Dr. Geege Joanamma Xavier	<i>Amma Thressia- Kerathile Nattarivukal</i>	Teresian Carmelite Publications, Edappally, 2016
2	Dr. Gayathree K. P	Pennezhuthile Pachathuruthual	Fabian Books, Mavelikkara, 2016, ISBN 8187333864

33. Teaching methods adopted to improve student learning

- Experiential Learning (Dramatizations of poems, Short stories and dramas etc.)
- Collaborative Learning (Seminars, Debate etc)
- Individual Learning (Assignments)
- ICT – Film studies, Visual arts
- Study Tour

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

- Survey on the Subscription of the news papers among the residence of Thuruthu colony.
- In the year 2013-2014 Dept. of Malayalam gave financial assistance for the maintenance of the house of III BA Malayalam student Kumari. Simi A.S

35. SWOC analysis of the department and Future plans

Strength <ul style="list-style-type: none"> • Committed and qualified teachers, • Participatory culture, • Unity between teachers and students, • Involvement of teachers and students in curricular, extra curricular and extension activities, • Well equipped library 	Weakness <ul style="list-style-type: none"> • Lack of permanent staff in the department
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<ul style="list-style-type: none"> • Broad social outlook are the strength of the department • Better Co-operation from Well-known literary figures and Institutions related to Arts and Literature of Malayalam. 	
Opportunity <ul style="list-style-type: none"> • Opportunities for higher studies including Research. • In media culture students have wide openings. 	Challenges <ul style="list-style-type: none"> • Students are comparatively incompetent • Lack of awareness among parents about the possibilities and scope of higher education

Future Plans

- To upgrade the department into Research Centre
- Senior Faculty will undertake Major Projects
- All the faculty members will undertake minor projects

EVALUATIVE REPORT

=====POST GRADUATE DEPARTMENT OF PHYSICS=====

- 1. Name of the Department** : Physics
- 2. Year of Establishment** : 1964
- 3. Names of Programmes/
Courses offered** :
 1. B.Sc. Physics
 2. M. Sc. Physics
 3. Add-on Course in Computer Applications (2008-2016)
- 4. Names of Interdisciplinary
courses and the departments /
units involved** :
 - (a) B. Sc Physics
 - (b) Complementary Course in Physics for B.Sc. Mathematics & B.Sc. Chemistry.
 - (c) Open Course - Amateur Astronomy (for 5th Semester B.A./B.Sc./B.Com.)
 - (d) Add- on Course - Computer Applications (for B.A./B.Sc./B.Com)
- 5. Annual/semester/choice based
credit system (programme wise)** :
 - (a) B.Sc. Physics - CBCSS
 - (b) M.Sc. Physics - CSS
- 6. Participation of the department
in the courses offered by other
Departments** :
 - (a) Complementary Course in Physics for B.Sc. Mathematics & Chemistry
 - (b) Open Course - Amateur Astronomy for 5th Semester B.A./B.Sc./B.Com.
- 7. Courses in collaboration with
other universities, industries,
foreign institutions, etc .** :
 - (a) PG Projects are done in collaboration with other institutions
 - (b) Research Collaborations
- 8. Details of courses/programmes
discontinued (if any) with reasons** : Nil

9. Number of teaching posts

Category	Sanctioned	Filled
Associate Professors	3	3
Asst. Professors/Junior Lecturer	4	4
Guest Faculty	1	1

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D./M.Phil. etc.,)**Retired faculty (2012-2016)**

Name	Qualification	Designation	Specialization	Years of Experience	No. of Ph.D. Students Guided for the last 4 years
Ms. Susamma P.P.	M.Sc., MPhil	Associate Professor	Electronics, Advanced Spectroscopy	27	Nil

Present faculty

Name	Qualification	Designation	Specialization	Years of Experience	No. of Ph.D. Students Guided for the Last 4 years
Ms. Lathadevi P K	M.Sc., MPhil, MBA	Associate Professor	Solid State Electronics, Thin Film Technology, Human Resource Management	32	Nil
Ms. Sheena Xavier	M.Sc., MPhil, Ph. D	Associate Professor	Solid State Electronics, Thin Film Technology, Nanomagnetic Materials	26	Nil
Ms. Leena Deenja N.G	M.Sc., MPhil	Associate Professor	Solid State Electronics, Photonics	26	Nil
Ms. Joissy Mathew	M. Sc, B.Ed.	Junior Lecturer	Electronics, Physical science.	20	Nil
Dr. Vimala George	M. Sc, NET-JRF, Ph. D	Assistant Professor	Electronics, Material Science	14	Nil
Ms. Jonis V C	M.Sc., B.Ed., SET, NET	Assistant Professor	Computer Science	5	Nil

Dr. Sujatha N V	MSc, NET-JRF, Ph. D, PDF	Assistant Professor	Electronics, Nonlinear Dynamics, Astronomy & Astrophysics	5	2 (co-guidance)
Sr. Joby L	M. Sc	Guest faculty	Electronics	6 months	Nil

11. List of senior visiting faculty:

- (a) Dr. Nirmala Paul, Associate Professor (Retd.), St. Xavier's College, Aluva
- (b) Dr. A.V. Alex, Director, Dept. of Computer Science, U C College, Aluva.
- (c) Dr. N. Shaji, Associate Professor, Maharaja's College, Ernakulam
- (d) Dr. Joshy N.V., Associate Professor (Retd.), St. Paul's College, Kalamassery
- (e) Dr. E. M. Mohammed, Asso. Professor (Retd.), Maharaja's College, Ernakulam

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:

UG Lectures	-	28%
Practical	-	17.5%
PG Lectures	-	Nil
Practical	-	Nil

13. Student-Teacher Ratio (programme wise):

UG	-	14:1
PG	-	4:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled

Support Staff	Sanctioned	Filled
Lab assistants	3	3

15. Qualifications of teaching faculty with DSc/D.Litt/Ph.D/MPhil/PG:

Ph. D	-	1
Ph. D, NET, JRF	-	2
M. Phil	-	2
PG, NET	-	1
PG	-	2

16. Number of faculty with ongoing projects from (a) National (b) International funding agencies and grants received:

National -1 (UGC, 1,55,000/-)

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received:

Funding Agency		Amount Sanctioned	Amount Received
DST-FIST		Rs. 90 lakhs	Rs. 57.50 lakhs
UGC		Rs. 1,60,000/-	Rs. 1,55,000/-
KSCSTE student projects	UG (SPYTiS)-1	Rs. 10,000/-	Rs. 10,000/-
	PG -3	Rs. 22,000/-	Rs. 22,000/-

18. Research Centre/facility recognized by the University:

Applied for Research Centre

19. Publications:

❖ Publication per faculty

- Number of papers published in peer reviewed journals/proceedings (national/international) by faculty and students

Sl. No.		Total No. of Publications in peer reviewed journals/ proceedings in 2012-2016	
		International	National
1	Faculty	26	13
2	Students	1	2

- Number of Publications listed in International Database

Sl. No.	Name of the Faculty	Total No. of Publications	No. of Publications listed in International Database	No. of Publications during 2012-2016	Citation Index
1	Dr. Sheena Xavier	28	9	27	157
2	Dr. Sujatha N V	38	25	11	185
3	Dr. Vimala George	5	-	3	13
4.	Ms. Joissy Mathew	1	-	1	-

- Journal Matrices

Sl. No.	Name of the Faculty	Impact Factor	h-index	SNIP	SJR
1	Dr. Sheena Xavier	0.47 - 2.716	7	0.295-1.393	0.264-1.006
2	Dr. Sujatha N V	0.654 - 7.5	9	0.3-1.53	0.339-3.266
3	Dr. Vimala George	1.339	1	-	-

20. Areas of consultancy and income generated

- UG, PG & MPhil student projects from other institutions
- Research in Physics, Civil Engineering, and Interdisciplinary subjects

The services offered by many of the faculty are goodwill consultancy.

Income generated: Rs. 5250/-

21. Faculty as members in

a) National committees

- Dr. Sujatha N V - Life Member of 'Astronomical Society of India'

b) Editorial Boards

- Dr. Vimala George in the Xaverian journal 'Discourse'.

c) State committees

- All faculty members are Life Members of 'Academy of Physics Teachers'

22. Student projects

- Percentage of students who have done in-house projects including inter-departmental/programme

UG - 100%

PG - 80%

- Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/ other agencies

PG - 20%

23. Awards/Recognitions received by faculty and students

2016-2017

- Ms. Roshni Nair of 2nd B.Sc. won 2nd Prize for the Inter-Collegiate Essay Competition Conducted at Morning star College, Ankamaly.

- Ms. Ann Maria Varghese of 2nd B.Sc. attended National Integration Camp of NCC conducted at Himachal Pradesh.
- Ms. Roshni Nair of 2nd B.Sc. won 3rd Prize in State level Seminar Competition conducted by AICUF.

2015-2016

- Ms. Akhila S of I B.Sc. won First prize for essay competition for college students conducted by State Bank of Travancore.

2014-2015

- Ms. Unnimaya Sajeev of II B.Sc. attended the “All India Girls Trekking Expedition (Ajmer Trek) conducted by NCC Group Head Quarters, Udaipur held at Ajmer, Rajasthan. She was Directorate Senior (Kerala and Lakshadweep) and she belongs to 7(K) Girls BN NCC, Thrissur.
- Ms. Dyuthi Mildred, Innovation in Science Pursuit for Inspired Research (INSPIRE) Scholarship, Department of Science and Technology, Government of India.

2013-2014

- Ms. Minu Elizabeth of III B.Sc. secured A⁺ grade with 5th position in Mahatma Gandhi University Examination.
- Ms. Anu Yohannan of III B.Sc. was selected as the Best NSS volunteer in Mahatma Gandhi University.
- Ms. Minu Jose of II M.Sc. won the Best Poster Award in the International Conference on “Advanced Materials & its Applications conducted at Alphonsa College, Pala.

2012-2013

- Ms. Anu Yohannan of II B.Sc. attended All India Inter-University national Youth Camp held at Jodhpur, Rajasthan

24. List of eminent academicians and scientists/visitors to the department

- (a) Prof. Jayant Murthy (Senior Scientist, Indian Institute of Astrophysics, Bangalore)
- (b) Dr. Kesavan Potti (Program Manager, Medtronic, Minnesota, U.S.A.)
- (c) Prof. G. Ambika (Dean, IISER, Pune)
- (d) Prof. S. Jayalekshmi (HOD, Dept. of Physics, Cochin University of Science and Technology)

- (e) Dr. M. K. Radhakrishnan (Founder Director, NanoRel – Technical Consultants, Singapore)
- (f) Prof. M. K. Jayaraj (Director, Centre of Advanced materials, Cochin University of Science and Technology)
- (g) Dr. Rajashri K Menon (General Surgeon and Physician's Life Coach, Cornwall Community Hospital, Canada)

25. Seminars/Conferences/Workshops organized & the source of funding

- National Seminar - 2
 - Recent Trends in Physics and Research- Funded by UGC - 2015
 - Workshop on Radiations – Funded by Academy of Physics Teachers - 2017
- State Level Seminar - 1
 - Energy Conservation Techniques – Funded by KSCSTE - 2013

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
<u>B.Sc Physics</u>					
2012-'13	As per UG cap	35		35	97.1
2013-'14		34		34	97.05
2014-'15		38		38	84.21
2015-'16		38		38	45
2016-'17(Till 3 rd Semester)		37		37	70
<u>Complementary course for B.Sc. Mathematics</u>					
2012-'13	As per UG cap	40		40	95
2013-'14		41		41	100
2014-'15		47	-	47	93.62
2015-'16		49		49	87.5
<u>Complementary course for B.Sc. Chemistry</u>					
2012-'13	As per UG cap	20		20	100
2013-'14		28	-	28	92.86
2014-'15		29		29	86.21
2015-'16		29		29	81.5

<u>Open Course for B.A./B.Sc./B.Com</u>					
2012-'13	345	35		35	100
2013-'14	375	27	-	27	100
2014-'15	451	48		48	100
2015-'16	385	39		39	100
<u>Add-on Course</u>					
Advanced Diploma					
2012-'13	16	16		16	100
2013-'14	8	8	-	8	100
2014-'15	10	10		10	100
2015-'16	17	17		17	100
Diploma			-		
2012-'13	9	9		9	100
2013-'14	23	23	-	23	100
2014-'15	24	24		24	100
Certificate					
2012-'13	30	30		30	100
2013-'14	46	46		46	100
<u>MSc. Physics</u>					
2012-'13	As per UG	15		15	93.3
2013-'14	cap	15		15	80
2014-'15		15	-	15	66.7
2015-'16		14		14	50

*M=Male *F=Female

27. Diversity of Students

Name of the Course	%of students from the same State	% of students from other States	% of students from abroad
B.Sc. Physics	97	3	0
M.Sc. Physics	100	0	0

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

5 Students (NET – 1, DAT-3, CAT-1)

29. Student progression

Student progression		Against % enrolled			
		2015- 2016	2014-2015	2013-2014	2012-2013
UG to PG		45	37	59	51
PG to M. Phil.		-	14	-	-
PG to Ph.D.		-	-	7	-
Employed • Campus selection • Other than campus recruitment	UG	3	3	6	9
	PG	-	-	-	-
	UG	-	8	12	16
	PG	-	27	27	47

30. Details of Infrastructural facilities

The department is supported with Solar PV Power Generator (3 KVA)

a) Library:

Department : Books - 265, Journals - 2, e-books, video library (NPTEL)

Central : Books -2991, Journals - 8

b) Internet facilities for Staff & Students:

12 Computers with internet connection

c) Class rooms with ICT facility: 3

d) Laboratories:

1. DST-FIST supported General and Electronics lab for PG
2. DST-FIST supported Computer lab for PG (10 Computers & 1 Printer)
3. General lab for UG
4. Computer lab for UG (17 Computers & 2 Printers)
5. DST-FIST supported Research Laboratory

Major Equipment	Cost
FTIR Spectrometer	13,17,338/-
UV-VIS Spectrophotometer	12,38,757/-
Keithley source meter	4,19,700/-
Conductivity Cell, Rotary Vacuum Pump & accessories	1,90,000/-
Vacuum Coating unit	5,00,000/-
Fume hood	69,300/-
Furnace	27,090/-
Hot air Oven	22,491/-

31. Number of students receiving financial assistance from college, university, Government or other agencies:

Institution Level

Years	Scholarship instituted by	Number of Students	
		B.Sc.	M.Sc.
2012-2016 (4 years)	Rev. Sr. Infanta	1	1
	Rev. Sr. Bencita & Rev. Sr. Infanta	1	1
	Prof. N. Madhavikutty	-	1
	Prof. V.C. Annamma	1	1
	Prof. Sara T.P.	1	-
	Prof. Lizamma Manual	1	1
	Prof. Emily E.A.	1	1

University Level (Cultural Scholarship)

Year	Agency	Number of students
2014-2015	M.G. University-Department of Student Services	4
2015-2016	M.G. University-Department of Student Services	6

State Government

Year	Class	Number of students							
		KPCR/ SEBC	Student Aid Fund	OBC	OEC	SC	ST	KSHEC	Children of fishermen
2012-2013	I B.Sc.	21	-	1	-	5	-	-	-
	II B.Sc.	13	1	3	-	2	-	-	-
	III B.Sc.	9	1	3	-	-	-	-	-
	I M.Sc.	8	1	-	-	-	1	-	-
	II M.Sc.	11	1	-	-	2	-	-	-
2013-2014	I B.Sc.	1	-	3	-	3	-	-	-
	II B.Sc.	20	-	1	-	5	-	-	-
	III B.Sc.	13	3	3	-	2	-	-	-
	I M.Sc.	4	-	-	1	1	-	-	1
	II M.Sc.	9	-	-	-	1	1	-	-
2014-2015	I B.Sc.	17	-	3	-	3	-	-	-
	II B.Sc.	19	-	3	-	3	-	-	-

	III B.Sc.	20	1	1	-	5	-	-	-
	I M.Sc.	9	1	-	-	1	1	2	-
	II M.Sc.	4	-	-	1	1	-	-	1
2015-2016	I B.Sc.	15	1	5	2	3	-	-	1
	II B.Sc.	17	-	2	-	3	-	-	-
	III B.Sc.	19	-	2	-	3	-	-	-
	I M.Sc.	7	-	-	-	-	-	-	-
	II M.Sc.	11	1	-	-	1	1	2	-

Central Government: Post-Graduate Indira Gandhi Scholarship for single girl child

Agency	Year	Number of students	
		I M.Sc.	II M.Sc.
UGC	2013-2014	1	-
	2014-2015	-	1
	2015-2016	1	-

Innovation in Science Pursuit for Inspired Research (INSPIRE) Scholarship

Year	Agency	Number of students
2015-2016	Government of India- Department of Science and Technology	1

Other Agencies

Year	Agency	Number of students
2015-2016	Mahindra Finance Limited	2

32. Details on student enrichment programmes (special lectures/workshops / seminars) with external experts:

2016-2017

Special lectures

- “How to Reduce Electricity Bill?”, A. Rajagopala Achary, Rtd. KSEB Inspector, Consultant, Energy Management Centre-Kerala.
- “A Voyage to Space Research”, Dr. Sumod S. G., Assistant professor, Sacred Heart College, Thevara.

- “A GPS for your life!”, Dr. Rajashri K Menon, General Surgeon and Physician’s Life Coach, Cornwall Community Hospital, Canada
- “Mathematics for Physics”, Dr. Sreelatha K., Assistant Professor, NSS Hindu College College, Changanacherry.

2015-2016**Special lectures**

- “An overview of implantable Pulse generators and Defibrillators” by Dr. Kesavan Potti, Program Manager, Medtronic, Minnesota, U.S.A.
- “Physics and its higher learning opportunities” by Dr. Promod Domonic, Dept. of Physics, U.C. College, Aluva.
- “Effective approach towards competitive examinations” by Dr. Jijo P.U., Maharaja’s College, Ernakulam.
- “Electromagnetic spectrum and black body radiation” by Dr. S Sreeja, H.O.D. of Physics, Al- Ameen College, Edathala.
- “A Physicist’s view on Resonance” by Dr. Roby Cherian, Dept. of Physics, S.H. College, Thevara.

Seminar

- UGC sponsored 2 day National Seminar on “Recent Trends in Physics and Research”.

Resource persons

- Prof. G. Ambika (Dean, IISER, Pune).
- Prof. S. Jayalekshmi (HOD, Dept. of Physics, Cochin University of Science and Technology).
- Dr. M.K. Radhakrishnan (Founder Director NanoRel – Technical Consultants, Singapore).
- Dr. N. Shaji Associate Professor, Maharaja’s College, Ernakulam.
- Dr. E. M. Mohammed Associate Professor (Retd.), Maharaja’s College, Ernakulam.

2014-2015**Special lectures**

- “Fabrication of GaN/ZnO UV emitting LED” by Prof. M.K. Jayaraj, Director, Centre of Advanced Materials , Cochin University of Science and Technology.

- “An Introduction to Opto- Electronic Materials and Devices “ by Dr. N.V. Joshy, Associate professor, Dept. of Physics, St. Paul’s College, Kalamassery.
- “The Power of Positive Thinking” by Mr. Joseph Jude, Plant Engineer, NEST Technologies, Ernakulam.

2013-2014**Special lectures**

- “The Universe We Know” by Dr. Anand Narayan, IIST, Thiruvananthapuram.
- “Smart and Active materials” by Dr. A V Alex, Director, Department of Computer Science, U C College, Aluva.

2012-2013**Special lectures**

- “SETI - A Search for Extra-Terrestrial Intelligence”, Prof. Jayant Murthy, Indian Institute of Astrophysics, Bangalore.
- “Higg’s Boson” by Dr. N. Shaji, Associate Professor, Maharajas College, Ernakulam.

33. Teaching methods adopted to improve student learning

- Weak students are identified and remedial classes are arranged.
- Scholar Support Program (SSP)
- Bridge Course – Essential Mathematics for Physics
- Student Centric Remedial Coaching.
- Opportunities are given for Students to do the missed/ repeat Lab Sessions.
- Use of NPTEL e-resources and e-books
- Classes are handled with PPT, OHP and Models.
- Demonstration classes are arranged for experiments.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

- School Students Linkage Programme.
- Staff and students visit various charitable institutions and extend them financial help.
- Financial assistance is given to needy students.
- Financial contribution for house construction
- Financial contribution towards the construction of reading room in College Library

35. SWOC analysis of the department and Future plans

Strength <ul style="list-style-type: none"> • Well Experienced and Committed Faculty • Vibrant, Cooperative & Obedient Students • DST- FIST Support for the Department • Well Equipped UG, PG & Research Labs 	Weakness <ul style="list-style-type: none"> • Majority Students are 1st generation students from economically backward families • Bright students are not preferring pure science programmes
Opportunity <ul style="list-style-type: none"> • Well Equipped Research Lab • Funding from Agencies like UGC, DST, KSCSTE etc. • Collaboration with Major Scientific Institutions & Organizations 	Challenges <ul style="list-style-type: none"> • Lack of time for pursuit of Research • Financial & Social backwardness restrict the students to pursue higher education

Future Plans

- ✓ Upgrading the Department as Research Centre
- ✓ Start M.Phil Programme
- ✓ Encourage funded Student Projects & Faculty Projects
- ✓ Encourage more PhD Scholars and Research trainees
- ✓ Emphasis on new Vocational Courses
- ✓ More National and International Seminars

EVALUATIVE REPORT

DEPARTMENT OF BOTANY

1. *Name of the department* : Botany
2. *Year of Establishment* : 1968
3. *Names of Programmes/
Courses offered* : B. Sc. Botany
4. *Names of Interdisciplinary
courses and the departments /
units involved* :
 - Core Course in B. Sc Botany
 - Open Course is offered for students of other departments.
 - Complementary Course in Botany for B.Sc. Zoology
5. *Annual/semester/choice based
credit system (programme wise)* : Choice based credit system
6. *Participation of the department
in the courses offered by other
departments* :
 - Open Course is offered for students of other departments.
 - Complementary Course in Botany for B.Sc. Zoology
7. *Courses in collaboration with
other universities, industries,
foreign institutions, etc.* : UG Projects
- MoU* :
 - 1. Unibiosys, Biotech Research Lab, Cochin
 - 2. Plan @earth, Aluva
8. *Details of courses/programmes
discontinued (if any) with reasons* - Nil
9. *Number of teaching posts*

	Sanctioned	Filled
Asst. Professors	4	3

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D./M.Phil. etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students Guided for the Last 4 years
Mrs. Jaya Kuruvilla (on FDP)	M.Sc, B.Ed, CSIR-NET & JRF	Assistant professor	Plant Pathology (for M.Sc.)	11 yrs	NIL
Dr. Nisha.P	M.Sc, Ph.D B.Ed	Assistant professor	Plant taxonomy	4 yrs	NIL
Dr.Anila.N	M.Sc, Ph.D CSIR-NET & JRF	Assistant professor	Microalgal Biotechnology	4 yrs	NIL
Ms Rabitha K R	M.Sc, B.Ed , KTET, CTET, SET	Guest Lecturer	Forest Botany (for M.Sc)	4 yrs	NIL
Dr. Soumya Murali	M.Sc, Ph.D	FDP Substitute	Phytochemistry	8 months	NIL

11. List of senior visiting faculty :

- Prof Aleyamma P J, Rtd. Professor, Dept. of Botany, UC College Aluva
- Dr. P.M.Kuriachen, Associate Professor of Botany, U. C. College, Aluva

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty

- Theory	- 28%
- Practical	- 17%

13. Student-Teacher Ratio (programme wise) - 30:1

14. Number of academic support staff (technical) and administrative staff;

sanctioned and filled	- Laboratory assistant	- 2
	Herbarium keeper	- 1

15. Qualifications of teaching faculty with DSc/D.Litt./ Ph.D./MPhil/PG.

- Ph. D*	- 3
PG	- 2

* One faculty is pursuing Ph.D. while the FIP substitute is a Ph.D. holder

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received - Nil

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received :

Funding Agency	Amount Sanctioned	Amount Received
MoEF-CED	Rs. 28,000	Rs. 28,000
Department of Environment And Climate Change	Rs. 1,38,000	Rs. 1,38,000
KSCSTE student project UG (SPYTis)-1	Rs. 10,000/-	Rs. 10,000/-

18. Research Centre/facility recognized by the University - Nil

19. Publications:

Sl No	Name of Faculty	No of national/ international publications	No of publications listed in International data Base
1	Dr. Nisha P.	4	1
2	Dr. Anila N.	5	5
3	Dr. Soumya Murali	10	9

Journal Matrices:

Sl No	Name of Faculty	No of national/ international publications	Impact factor	Citation index	H index	SNIP	SJR
1	Dr. Nisha P.	4	0.84	14	3	0.85	0.483
2	Dr. Anila N.	5	2.5 -5.1	38	2	0.9-1.4	0.9-1.7
3	Dr. Soumya Murali	10	0.313	8	2	0.364	0.214

Books Edited:

Edited National Seminar Proceedings (ISBN No. 978-93-86218-03-2)-Dr. Nisha P.

20. Areas of consultancy and income generated:

Dr. Nisha P - Consultant for the identification of genus *Selaginella* in South India (Consultancy is done free of cost.)

21. Faculty as members in

a) State level committee

1. Mrs. Jaya Kuruvilla: - Member, Kerala Botanical Society.
2. Dr. Nisha P: - Member, Advisory board of NGO Plan@earth

b) Editorial Board member of Xaverian Discourse Journal

1. Ms. Jaya Kuruvilla (2015-16)
2. Dr. Anila N. (2016-17)
3. Dr. Nisha P. (2014-15)

22. Student projects

- a) Percentage of students who have done in- house projects including inter departmental/ programme-95%
- b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/ Industry/ other agencies: 5%

23. Awards/Recognitions received by faculty and students -

- Dr. Anila N- FLAIR National Internship Programme at Department of Biotechnology CUSAT.

24. List of eminent academicians and scientists/visitors to the department**Academicians**

1. Dr. P.M.Kuriachen, Associate Professor of Botany, U. C. College, Aluva - talk on “Deforestation and its ecological impacts” (2013).
2. Dr. Joby Paul from ATREE (presently: Asst. Prof. St.Thomas College, Trichur) - talk on Biodiversity (2013).
3. Dr. Lizzy Mathew, Associate Prof, Dept of Botany, St Teresas College, Ernakulam - Talk on Mushroom cultivation (2013).
4. Dr. Stephen Sequiera, Asst professor, Dept. of Botany, St. Alberts college, Ernakulam- Talk on “Lichen biodiversity” (2013).
5. Ms. Reji Antony of C-SIS wing, CUSAT – talk on Organic farming
6. Dr. N.Lakshmikutty, Professor (Retd.) U.C. College Aluva – in connection with National Seminar funded by UGC (2014)
7. Ms. Anumol Jose, Assistant Professor of Botany, U. C. College, Aluva - talk on Stem cell(2013)
8. Mrs. Shifnamol.T.A, Assistant professor, Dept. of Biotechnology, MES College, Aluva –talk on Bioinformatics (2015)
9. Mr. Jaleel Kishore; Extension wing, Rajagiri College of Management studies, Kalamassery (2015).
10. Dr M AnilKumar, Assistant Professor of Botany, U. C. College, Aluva – Talk on Gregor Mendal(2016)
11. Dr P.K Lathika, Sarathy Ayurvedic Clinic Aluva– Talk on Ayurveda for Healthy lifestyle (2016)
12. Dr Ancy Mathew, Assistant Professor of Botany, Sree Sankara College, Aluva – Talk on Organic Farming(2016)
13. Prof P. J Aleyamma, Retd Prof, of Botany, U. C. College, Aluva – Workshop on Flower Arrangement(2016)

Scientists /Eminent Personalities/Visitors

1. Dr. G. Hemaprabha, Principal Scientist & Head, Plant Breeding Section, Sugarcane Breeding Institute, Coimbatore. (2013)
2. Dr. T. V. Sajeev, scientist E1, KFRI, Peechi (2015).

3. Dr. Kochubaby Manjooran, Deputy. Manager, BPCL - talk on Energy conservation (2013)
4. Dr. M. Lakshmi Kumari – Director, Vedic Vision Foundation, Kodungalloor - in connection with National Seminar funded by UGC (2014)
5. Sri. N.Krishnamoorthy – Vivekananda Kendra KanyaKumari - in connection with National Seminar funded by UGC (2014)
6. Swami Swaroopananda, Head of the Adwaithashramam, Aluva – talk on Vivekananda on women's equality-contributions of a major thinker. (2014)
7. Sri. Anwar Sadath, MLA in connection with PAARISTHITHIKAM (2014)
8. Sri. C.R. Neelakandan, Environmentalist, in connection with PAARISTHITHIKAM (2014)
9. M.I.Varghese, (IFS)- talk on Conservation of Biodiversity(2015)

25. Seminars/Conferences/Workshops organized & the source of funding

- a) National:-** UGC sponsored One day seminar on the 150th birth anniversary of Swami Vivekananda on the topic “Vivekananda on Women's Equality-Contributions of a Major Thinker”

26. Student profile programme /course wise:

*M=Male *F=Female

Name of the Course /programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.Sc. Botany core					
2012-13	UG cap	36	-	36	100
2013-14	UG cap	40	-	40	95
2014-15	UG cap	41	-	41	100
2015-16	UG cap	38	-	38	55.26
2016-17(Till 3 rd semester)	UG cap	36		36	69.44
B. Sc Botany Complementary					
2012-13		27	-	27	96.29
2013-14		40	-	40	97.5
2014-15		33	-	33	60.6
2015-16		39	-	39	97.4
2016-17		39	-	39	97
Open course					
2012-13		380		40	100
2013-14		409		44	100
2014-15		489		45	100
2015-16		423		42	100

27. Diversity of Students

Name of the Course	%of students from the same state	% of students from other States	%of students from abroad
B.Sc. Botany			
2012-13	99.15	0.85	-
2013-14	99.16	0.84	-
2014-15	98.27	1.73	-
2015-16	99.11	0.89	-
2016-17	98.25	1.75	-

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? - CAT - 3

29. Student progression

Student progression	Against % enrolled			
	2012-13	2013-14	2014-15	2015-16
UG to PG	58%	38%	32%	18%

30. Details of Infrastructural facilities

- a) Library- 1. Departmental library -400 books and 2 journals
2. General library - 2200 books
- b) Internet facilities for Staff & Students - One computer with 2 printers
- c) Class rooms with ICT facility -1
- d) Laboratories -2
- Instrumentation room-Major equipment's include spectrophotometer, water bath, centrifuge, research microscope etc
 - Herbarium
 - Botanical Museum
 - Botanical garden

31. Number of students receiving financial assistance from college, university, Government or other agencies:

1. Scholarships Instituted by State Government

Year		Number of students						
		KPCR/SEBC	OBC	OEC	SC	ST	Fishermen scholarship	Student Aid fund
2012-2013	I B.Sc.	17	8	2	4	1	2	
	II B.Sc.	15	6	2	7	-	2	
	III B.Sc.	14	9	2	4	-	2	2
2013-2014	I B.Sc.	12	7	-	5	1	2	1
	II B.Sc.	17	8	2	4	1	2	2
	III B.Sc.	15	6	2	7	-	2	

2014-2015	I B.Sc.	13	4	2	5	1	1	
	II B.Sc.	13	7	-	5	1	2	
	III B.Sc.	17	8	2	4	1	2	1
2015-2016	I B.Sc.	10	7	4	7	1	1	
	II B.Sc.	11	4	2	5	1	1	
	III B.Sc.	13	7	-	5	1	2	1

2. Scholarships Instituted by Retired Staff

Academic Year	Scholarships by retired staff members	No: of Students
2012-13	➤ Prof. Alayse and Rev. Sr. Della endowment	2
2013-14	➤ Rev. Sr. Charles endowment	4
2014-15	➤ Prof. K.C. Treasa endowment	5
2015-16	➤ Mr. Johnny. A.J. endowment	5

3. Higher Education Scholarship

Academic Year	No: of Students
2012-13	1

4. Mahindra Finance Scholarship

Academic Year	No: of Students
2015-16	8

32. Details on student enrichment programmes (special lectures/workshops seminar) with external experts

Year	Enrichment programmes	External experts
2012-13	Awareness on Biodiversity	Dr. Joby Paul from ATREE (Asst. Prof. St. Thomas College, Trichur)
	Deforestation and its ecological impacts	Dr. P.M. Kuriachen, Associate Professor of Botany, U. C. College, Aluva
	Lichen biodiversity	Dr. Stephen Sequiera, Asst professor, Dept. of Botany, St. Alberts College
	Organic farming	Ms. Reji Antony of C-SIS wing, CUSAT
	Stem Cells	Ms. Anumol Jose, Assistant Professor of Botany, U. C. College, Aluva
2013-14	Energy Conservation	Dr. Kochubaby Manjooran, Depy. Manager, BPCL
	Mushroom Cultivation	Dr. Lizzy Mathew, Associate Prof, Dept of Botany, St. Teresas College, Ernakulam
	Lichen biodiversity	Dr. Stephen Sequiera, Asst professor, Dept. of Botany, St. Alberts College, Ernakulam
	Paaristhithikam	Sri. Anwar Sadath
	Paaristhithikam- Conservation of Water Resources	Sri. C.R. Neelakandan

2014-15	National Seminar funded by UGC	Dr. N. Lakshmikutty, Professor (Retd.) U.C. College Aluva Dr. M. Lakshmi Kumari–Vedic Vision Foundation, Kodungalloor Sri. N. Krishnamoorthy – Vivekananda Kendra Kanya Kumari Swami Swaroopananda, Head of the Adwaithashramam, Aluva
	Organic farming	Ms. Reji Antony of C-SIS wing, CUSAT
	Medicinal plants	Dr. Baby Joseph ,Head, R&D, Nagarjuna Ayurvedic Centre Kalady
	Conservation of Biodiversity	Sri. M.I. Varghese, (IFS), Retd. Dy. Conservator of Forest
	Interactive session with students of Botany department	Students from foreign universities (Germany, Japan, Egypt, China) for
	Career orientation	Mr. Kiran, Research World, Ernakulam
2015-16	Academic Week observation	Dr. T. V. Sajeed, scientist E1, KFRI, Peechi
	Bioinformatics	Mrs. Shifnamol.T.A, Assistant professor, Dept. of Biotechnology
	Energy conservation	Mr. Soji Thomas (Sub engineer, KSEB Aluva)
	Energy conservation	Mr. Russel (Assistant Engineer, KSEB Aluva)

33. Teaching methods adopted to improve student learning

- E-assignments
- Preparation of learning materials with the participation of students.
- Assignments in the form of learning materials and presentations (presentations collected as part of e-library)
- Experiential teaching (includes lab visits, institute visits, field visit, nature camp, interaction with students from other universities, online courses)

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

Ecofriendly programs- “Towards green”

- **Paaristhithikam** funded by Department of Environment and Climate Change, Government of Kerala during 2013 – 2014, 2014- 2015 and 2015-16.
 - Cleaning of Periyar river side and KTDC park, Aluva manappuram
 - Lecture series- C.R. Neelakandan (water conservation) and Dr. Joby Paul (Water auditing)

- Rally on water conservation
 - Placing waste disposal bins for public use at manappuram park
 - Movie show on Environment for nearby school students
 - Water auditing
 - Water foot print of students
 - Energy auditing
 - Establishment of vegetable garden in college and municipal colony
 - Talk on organic farming
 - Hands on training on water quality assessment
 - Workshop on paper bags and cloth bags making
- **NEAC (National Environment Awareness Campaign Funded by MoEF, CED)**
- 1. Biodiversity Conservation and Biodiversity Register Preparation of Iringolkkavu (2013-14)**
 - One day workshop at Iringolkkavu for biodiversity register preparation– (2014)
 - Biodiversity Register prepared for Iringolkkavu (2013-14)
 - 2. Preparation and Promotion of Fertilizer and Bio-Pesticides (2015-16)**
 - Students cultivated bio-fertilizer Azolla in the garden and distributed to locals. Students also sold self prepared bio-pesticides (mosquito coils).
- **Urja Kiran** funded by Energy management centre, Govt. of Kerala and CED during 2015-16 and 2016-17
- Distribution of LED bulbs in Municipal colony, Aluva
 - Awareness program on energy conservation at Aluva Municipal Colony
 - Walkathon: this was done to create awareness among public.
 - Energy conservation rally
 - Seminar on Energy conservation
- **Green Auditing (2013-2016)**
- Internal auditing was done and report is submitted to Principal
- **Social Outreach Programmes**
- In association with NSS, Alumni of Botany department has given financial assistance for house construction.(Rs. 15000/-)
 - Financial assistance to the parent of final year degree student.(Rs. 30,000/-)

➤ **Partnership With NGOs/Industries**

1. Plan@Earth

- Water harvesting to supply drinking water to regions with water shortage
- Plastic eradication in the campus.
- Interactive session with foreign students

2. BPCL

- Lotus Nature club (Registered under Encon club of BPCL, Kochi Refineries)

3. Nagarjuna Ayurvedic Limited

- Establishment of medicinal garden in College campus

4. Mahindra Finance

- Planting and distribution of saplings of fruit plants
- Scholarships were given to selected students from various departments

35. SWOC analysis of the department and Future plans

Strength <ul style="list-style-type: none"> • Well qualified and committed faculty with national and international publications • Bridge course • Extension with external funding • On an average 25% opt for higher studies • On an average 20% join for job oriented training programmes like bank coaching 	Weakness <ul style="list-style-type: none"> • Graduate department • Lack of a permanent faculty • Lack of enough computers with internet facility • Lack of additional courses
Opportunity <ul style="list-style-type: none"> • Chances for 100% PhD in faculty profile • PG application in self-finance stream in process 	Challenges <ul style="list-style-type: none"> • Socio economically backward students forms the majority • Drop off from the first year on account of other professional courses • Delay in publishing results by University affects students progression

Future Plans

- Up gradation from UG to PG department.
- Research Projects by teachers.
- Establishment of green house.
- Online certificate course to equip the students for self-employment.

EVALUATIVE REPORT

DEPARTMENT OF CHEMISTRY

- 1. Name of the department** : Chemistry
- 2. Year of Establishment** : 1964 (Upgraded as UG department in 1995)
- 3. Names of Programme offered/
Courses offered** :
 - B. Sc Chemistry Model I
Core Chemistry
 - Complementary course for Biological sciences (Botany and Zoology)
 - Complementary course for Physical Science (Physics)
 - Open Course- Food Science
 - Career Oriented Course - Food Process (Cookery)
- 4. Names of Interdisciplinary
courses and the departments /
units involved** :
 - Core course in Chemistry
 - Complementary course for Biological sciences (Department of Botany and Zoology) 2 units
 - Complementary course for Physical Science (Department of Physics) 1 unit
 - Open Course- Food Science (Department of Commerce, English model I, English model II, Physics, Mathematics, Botany, Zoology model 1, Zoology model II, Economics & Malayalam) 10 units
 - Career Oriented Course - Food Process (Cookery) (Department of Chemistry, Commerce, English model I, English model II, Physics, Mathematics, Botany, Zoology model I, Zoology model II, Economics & Malayalam) 11 units
- 5. Annual/semester/choice based
credit system (programme wise)** : B.Sc. Chemistry - CBCSS

**6. Participation of the department
in the courses offered by other
departments**

- :
- Complementary course for Biological sciences (Botany and Zoology)
 - Complementary course for Physical Science(Physics)
 - Open Course- Food Science
 - Career Oriented Course - Food Process (Cookery)

**7. Courses in collaboration with
other universities, industries,
foreign institutions, etc.**

- :
- Core course- Project (As per M.G university curriculum students are assigned to do projects at FACT Udyogamandal, Travancore Cochin Chemicals Eloor, HINDALCO Edappilly, AVT S.Vazhakkulam, AKAY Flavours Ltd.
 - Career Oriented course – Food Process Cookery- Navya Baking unit Karukutty Angamaly.

**8. Details of courses/programmes
discontinued (if any) with reasons - Nil**

9. Number of teaching posts

	Sanctioned	Filled
Associate Professors	1	1
Asst. Professors	4	4

**10. Faculty profile with name, qualification, designation, specialization,
(D.Sc./D.Litt. /Ph.D./M.Phil. etc.,)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students Guided for the last 4 years
Ms. Beena Varghese	M.Sc., M.Phil., B.Ed.	Associate Professor	Physical Chemistry, Photochemistry	20	Nil
Dr. Newly Joseph	M.Sc., B.Ed., SET, Ph.D., NET	Assistant Professor	Polymer composites	4	Nil

Ms. Sheneya Festus	M.Sc, B.Ed, NET, JRF	Assistant professor	Pure Chemistry	4	Nil
Ms. Asmy Antony K A	M.Sc., NET	Assistant Professor	Pure Chemistry	4	Nil
Dr. Stella K A	M.Sc., M.Phil., Ph.D	Assistant professor	Thermal Sensors	3	Nil

11. List of senior visiting faculty -

- Dr. Cyriac Mathew, Former Vice Principal and HOD, St. Albert's College (2014)
- Dr. Simi Pushpan, Assistant Professor, Department of Chemistry, U.C College, Aluva(2014)
- Dr. Anu Gopinath, Associate Professor, CUFOS(2012)
- Dr. Sreekala M.S, Assistant Professor, Sree Sankara College, Kalady (2012)

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty - Nil

13. Student-Teacher Ratio (programme wise) - B. Sc Chemistry (Core): 17:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled :

Support Staff	Sanctioned	Filled
Lab assistants	2	2

15. Qualifications of teaching faculty with DSc/D.Litt/ Ph.D/MPhil/PG.

Ph. D & M. Phil	- 1
Ph. D, NET	- 1
M. Phil	- 1
P.G, NET	- 2

16. Number of faculty with ongoing projects from National agencies and grants received:

Number of faculty	Funding agency	Grants received	Status
3	UGC	9,70,000/-	Ongoing

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received :

Funding Agency	Amount Sanctioned	Amount Received
UGC – Minor project	Rs. 9,70,000/-	Rs. 7,60,000/-
KSCSTE student projects, UG (SPYTiS)-1	Rs. 38,000/-	Rs. 38,000/-
UGC – Career Oriented Programme (Food Process – Cookery)	Rs. 10,00,000/-	Rs. 9,00,000/-

18. Research Centre/facility recognized by the University - Department of chemistry is a UG department and hence not recognized as a Research Center.

19. Publications:

❖ **Publication per faculty**

Sl. No	Name of the Faculty	Total No. of Publications	2012-2016	
			No. of Publications	No. of publications listed in International database
1	Dr. Newly Joseph	10	4	2
2	Ms. Asmy Antony K.A	5	2	-
3	Dr. Sr. Stella K.A	4	2	-

❖ **Number of papers published in peer reviewed journals (national International) by faculty and students**

	National Journals	International Journals
Faculty	2	4

❖ **Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)** : 3

❖ **Journal matrices**

Sl. No.	Faculty	Citation Index	SNIP	SJR	Impact factor	h-index
1	Dr. Newly Joseph	32	1.09	-	1.57	-
2	Ms. Asmy Antony K.A	-	-	-	2.07	-

20. Areas of consultancy and income generated :

- Impact testing of polymer samples

21. Faculty as members in

a) Editorial Boards

- Ms. Beena Varghese, Dr. Newly Joseph, Ms. Sheneya Festus, Ms. Asmy Antony and Dr. Sr. Stella K. A. are editorial board members of
 - (a) Proceedings of UGC sponsored National workshop on “Computational Chemistry and its Applications”
 - (b) Proceedings of KSCSTE sponsored State Level Seminar on “Chemistry of Light Science and its Applications”

(c) Proceedings of KSCSTE sponsored National Level Seminar on “Nanomaterials and its advances in Physical and life sciences”

- Dr. Newly Joseph and Dr. Sr. Stella K. A are editorial board members of Discourse, Interdisciplinary Research Journal

b) State Committee

- Ms. Sheneya Festus, Life member of Kerala Counsellors Forum

22. Student projects

Year	(a) Percentage of students who have done in- house projects	(b) Percentage of students placed for projects in organizations outside the institution
2015-16	80%	20%
2014-15	10%	90%
2013-14	60%	40%
2012-13	10%	90%

23. Awards/Recognitions received by faculty and students

a) Faculty

1. Dr. Sr. Stella

- ✓ FLAIR Fellow International Lab Visit Scheme at Uppsala University, Stockholm, Sweden
- ✓ FLAIR National Internship Programme at School of Applied Physics, CUSAT.

2. Dr Newly Joseph

- ✓ **Best Poster Award** on Influence of modified nanoclay on the mechanical properties of HDPE-coir fibre composites National Seminar on Challenges in Nanoscience and Technology, CNT-2011, Ernakulam, Kerala.

b) Students

- ✓ Arathi Anjat - Selection and attended National Integration Camp (Trekkings, Ajmer, Rajasthan) and was a volunteer in National Games
- ✓ Athira V – Secured A grade in Mohiniyattam in MG University Youth festival 2015
- ✓ Ambika Lakshmi -Secured A grade in Kathakali in MG University Youth festival 2015

24. List of eminent academicians and scientists/visitors to the department

- Dr C.G Ramankutty, Retired Professor and Head, Department of Chemistry, U.C College, Aluva (2014)
- Sri Ajaykumar, CTP, Government of Kerala(2014)
- Dr.Bhanuprakash Kotamarthi, Chief Scientist, Inorganic and Physical Chemistry Division, IICT Hyderabad (2014)
- Dr. Parameswaran Pattiyil, Assistant Professor, NIT, Calicut (2014)
- Dr Abi. T.G, Assistant Professor Sacred Heart College, Thevara (2014)
- Dr. M.George, Associate Professor Sacred Heart College, Thevara (2014)
- Dr. Baby Thomas, Associate Professor ,St. Dominic's College, Kanjirappilly (2014)
- Dr. Rani Joseph, Emiretus Professor, Cochin University of Science and Technology(2015)
- Dr. Jinu George ,Assistant Professor, Department of Chemistry, Sacred Heart College, Thevara (2015)
- Dr.Reji Varghese, Assistant Professor, School of Chemistry, Indian Institute of Science Education and Research-Thiruvananthapuram (IISER-TVM) (2015)
- Dr. Mahesh Hariharan, Associate Professor, School of Chemistry Indian Institute of Science Education and Research-Thiruvananthapuram (IISER-TVM), (2015)
- Dr. Jude Martin Mendez, Associate Professor, Department of Chemistry, St.Albert's College, Ernakulam(2015)
- Dr. V.S Sebastin, Associate Professor, Sacred Heart College, Thevara, (2016)
- Dr. Ramakrishnan, Assistant Professor, Sacred Heart College, Thevara (2016)

25. Seminars/ Conferences/Workshops organized & the source of funding**a) National: 2**

- UGC Sponsored National Workshop on 'Computational Chemistry and its applications' (2014)
- KSCSTE sponsored National level Seminar on "Nanomaterials and its Advances in Chemical and Life sciences" (2017).

b) State: 1

- KSCSTE sponsored State level seminar on “Chemistry of light science and its applications” (2015).

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
<u>B.Sc Chemistry</u>					
2012-‘13		24		24	96
2013-‘14	As per UG cap	19		19	100
2014-‘15		26		26	100
2015-‘16		29		29	73
2016 – ‘17 (till 3 rd sem)		27		27	63
<u>Complementary course for B.Sc. Physics</u>					
2012-‘13	As per UG cap	40	-	40	100
2013-‘14		24	-	24	100
2014-‘15		27	-	27	96
2015-‘16		26	-	26	96
<u>Complementary course for B.Sc. Botany</u>					
2012-‘13	As per UG cap	40	-	40	100
2013-‘14		40		40	100
2014-‘15		41		41	98
2015-‘16		39		39	79
<u>Complementary course for B.Sc. Zoology.</u>					
2012-‘13	As per UG cap	38		38	100
2013-‘14		30		30	100
2014-‘15		40		40	98
2015-‘16		34		34	91
<u>Open Course for B.A./B.Sc./B.Com</u>					
2012-‘13	As per UG cap	345	-	30	100
2013-‘14		375		29	100
2014-‘15		451		30	100
2015-‘16		385		28	100
<u>Add-on Course Certificate Course</u>					
2014-‘15	12	12		12	58
2015-‘16	43	25		25	100
<u>Diploma Course</u>					
2015 – ‘16	7	7		7	100

*M=Male *F=Female

27. Diversity of Students

Name of the Course	%of students from the same state	% of students from other States	%of students from abroad
BSc Chemistry (Model 1) 2012-13	96%	4%	Nil
BSc Chemistry (Model 1) 2013-14	96%	4%	Nil
BSc Chemistry (Model 1) 2014-15	96%	4%	Nil
BSc Chemistry (Model 1) 2015-16	97%	3%	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? -

JAM	- 1
CAT (CUSAT)	- 5
CAT (Mahatma Gandhi University)	- 3
Loyola College, Chennai	- 2

29. Student progression

Student progression	Against%enrolled			
UG to PG	2015-16	2014-15	2013-14	2012-13
	52%	62%	74%	67%
Employed				
• Campus selection	7%	8%	-	-
• Other than campus recruitment	-	-	-	-
Entrepreneurship/Self-employment	18%	20%	19%	18%

30. Details of Infrastructural facilities

- Library: Department Library with 250 books
- Internet facilities for Staff & Students: Internet with INFLIBNET Facility
- Class rooms with ICT facility: 1
- Laboratories: 2 laboratories for conducting Organic, Inorganic and Physical Chemistry Experiments.
- Major Equipment
 - Autoclave
 - Tissue Homogenizer
 - Desktops/ Laptop
 - Printer
 - LCD Projector
 - pH meter
 - Water bath
 - Magnetic Stirrer
 - Rotating Mantle
 - Potentiometer- Electrodes

- Conductometer-Conductivity cell
- Hot air oven
- Deionizer
- Vacuum pump
- Electronic balance
- Impact testing machine
- Centrifuging machine

31. Number of students receiving financial assistance from college, university, Government or other agencies:

Year	Class	State Government				University	Institution	Other Agencies – Mahindra
		KPCR	OBC	SC	Student Aid Fund			
2012-13	I B.Sc Chemistry	12	3	4				
	II B.Sc Chemistry	7	3	1				
	III B.Sc Chemistry	5	3	2	1		5	
2013-14	I B.Sc Chemistry	9	5	1				
	II B.Sc Chemistry	12	3	4				
	III B.Sc Chemistry	7	4	1	1		5	
2014-15	I B.Sc Chemistry	10	4	3				
	II B.Sc Chemistry	9	5	1				
	III B.Sc Chemistry	12	3	4	1	1	5	
2015-16	I B.Sc Chemistry	14	5	5				
	II B.Sc Chemistry	10	4	3				
	III B.Sc Chemistry	9	5	1	1		5	2

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts

- UGC Sponsored National Workshop on Computational Chemistry and its Applications on 29-30th September 2014
- KSCSTE Co-sponsored State level Seminar on ‘Chemistry of light Science and its applications’ led by Scientists of IISER in connection with International Year of Light.
- Seminar on “Environmental Friendly Green Tyres for Future by Dr. Rani Joseph, Emiretus Professor, Cochin University of Science and Technology Seminar on ‘Food Additives’ by Dr. Jude Martin Mendez
- Workshop on ‘Magical reactions in Chemistry’ by Dr. Ramakrishnan & V.S. Sebastian
- Seminar on ‘KasthuriGangan Report- Effect on western Ghats’ by Sri Ajaykumar, CTP, Government of Kerala

- Seminar on ‘Opportunities for higher studies in Chemistry’ by Dr.Sreekala M.S, Assistant Professor, Department of Chemistry, Sree Sankara College, Kalady
- Personality Development classes by Dr. Sr.Ruby.
- Confidence Building programme by Mrs. Kanjana , Counsellor (Alumni)
- Workshop on ‘LED Bulb assembly’ by Mr.Gopinathan Nair in collaboration with energy management center, Department of power, Govt of Kerala
- Art of Living Programme by Mrs. Sudha, NSS College, Cherathala
- Seminar on ‘Use and abuse of antibiotics’ by Dr. Simi Pushpan.
- Interactive sessions with scientists of research institutes
- Visit to Sophisticated Testing and Instrumentation Centre (STIC,CUSAT
- Webinar on Gene based therapies Progress and future Prospects by Oommen Varghese, Associate Profesor, Department of Chemistry, Angstrom laboratory, Uppsala University on 4th November 2016.
- Seminar series to familiarise scientists and their contributions to the society.
- National Seminar on Nanomaterials and its Advances in Chemical and Life Sciences
- Xavierian National Award for Outstanding Young Woman Scientists for motivating students towards research.

33. Teaching methods adopted to improve student learning

- | | |
|--|--------------------------------------|
| • Optimum use of multimedia and audiovisual aids | • Interactive sessions |
| • Group discussion and debate | • Assignments |
| • Brain Storming sessions | • Lecture methods |
| • Seminars | • Demonstration methods using models |
| • Webinars | • Exhibition Series |

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

- Classes are taken by the students in nearby Govt. schools
- Awareness Programme conducted on International Ozone Day by students and teachers for students in nearby schools.

- Exhibition programme for school students.
- Workshop on LED bulb assembly was organized for students of Govt. Higher Secondary School, Aluva and also for the students of our Institution.
- Blood donation by Faculty and students
- Visit to old age home
- Distribution of onam kits to needy ones in and around Aluva
- Participation in noise regulation zoning.

35. *SWOC analysis of the department and Future plans*

Strength <ul style="list-style-type: none"> • Experienced and qualified faculty • Demand for the chemistry main course • Chemistry as a complementary subject to various programmes • Career oriented programme on food process (Cookery). • Well-equipped laboratory to conduct the practical in the degree level 	Weakness <ul style="list-style-type: none"> • Lack of Post graduate programme • No freedom in the periodical revision of syllabus. • Lack of Research centre
Opportunity <ul style="list-style-type: none"> • Eligible for higher studies • Career opportunities for students 	Challenges <ul style="list-style-type: none"> • Inadequacy of proper placements for graduate students. • Preference of students for professional courses. • Delay in the declaration of results by MG university

Future plans

- ✓ Upgrade to P.G. Department
- ✓ Coaching for Degree students for clearing common entrance tests
- ✓ Initiating collaborations with NGOs and relevant institutions
- ✓ Income generation through consultancy

EVALUATIVE REPORT

DEPARTMENT OF ECONOMICS

1. *Name of the department* : Economics
2. *Year of Establishment* : 2nd September 1968
3. *Names of Programmes/
Courses offered* :
 - Undergraduate Course (B.A. Economics)
 - Certificate Course- ‘Human Rights And Duties Education’
4. *Names of Interdisciplinary
courses and the departments /
units involved* :
 - Core Course in BA Economics
 - Open Course in Foundations of Environmental Economics
 - Certificate Course in ‘Human Rights and Duties Education’
 - Certificate course in Fundamentals of Capital Market
5. *Annual/semester/choice based
credit system (programme wise)* : B A Economics - CBCSS
6. *Participation of the department
in the courses offered by other
departments* : Open Course for Students on “Foundations of Environmental Economics”
7. *Courses in collaboration with
other universities, industries,
foreign institutions, etc.* - Nil
8. *Details of courses/programmes
discontinued (if any) with reasons* - No programmes are discontinued
9. *Number of teaching posts*

	Sanctioned	Filled
Associate Professors	1	Yes
Asst. Professors	2	Yes

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D./M.Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students Guided for the last 4 years
Sr. Reethamma. V.A	M.A.,M.Phil	Associate Professor (Principal)	Indian Economy, Development and Environmental Economics	22	Nil
Ms.Vandana Aravindan (FDP Leave from June 2016)	M.A. , NET Pursuing Ph.D	Assistant Professor (HOD)	Micro and Macro Economics, Environmental Economics	10	Nil
Sr.Sindhu.P.J	M.A.,M.Phil., B.Ed, NET, Pursuing Ph.D	Assistant Professor	Public Finance, Banking, International Economics	6	Nil
Ms. Resmi .C.P (FDP Substitute Lecturer)	MA, BEd, SET., NET-JRF Pursuing Ph.D	FDP Substitute Lecturer	Macro Economics, Micro Economics, Environmental Economics	2.7	Nil

11. List of senior visiting faculty -

Name	Designation
Prof. Philomina K.P	Former HOD, Department of Economics, Alphonsa College, Pala
Dr. Martin Patrick	Rtd. Professor and Guide , P.G department of Economics and Research centre Maharajas's College , Ernakulam
Dr. N.S Soman	Dean and Faculty member of Law ,CUSAT

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty - 47%

13. Student-Teacher Ratio (programme wise) - 62:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled - NA

15. Qualifications of teaching faculty with DSc/D.Litt/ Ph.D/MPhil/PG:

M. Phil - 2

PG - 2

16. Number of Faculty with ongoing projects from a) National -

Name of faculty	Funding agency	Type	Grants received
Ms.Vandana Aravindan	UGC	Minor	Rs.1,15,000/-
Sr.Sindhu.P.J	Minority Welfare Department, Government of Kerala	Short term Research Fellowship	Rs. 1,00,000/-
Sr.Sindhu.P.J	ICSSR, Southern Regional Centre, Hyderabad	Short duration Research project	Rs. 50,000/-

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received : Nil**18. Research Centre/facility recognized by the University : Department of Economics is a UG department and hence not recognized as a Research Centre****19. Publications:****❖ Publication per faculty**

Sl. No.	Name of the Faculty	Total No. of Publications
1	Sr. Reethamma V. A.	1
2	Ms. Vandana Aravindan	1
3	Sr. Sindhu P. J.	1
4	Ms. Resmi C. P.	3

❖ Number of papers published in peer reviewed journals (national International) by faculty and students

	National Journals	International Journals
Faculty	2	1

❖ Chapter in Books : 3**20. Areas of consultancy and income generated:**

The Department has given consultancy service to a project undertaken by Health Department of Aluva Municipality as a part of Swatch Bharat Mission. The Department offered “Consultancy services of population projection up to 2031” and prepared a report based on the analysis of data. It is done as a service and hence no income is generated.

21. Faculty as members in**a) National committees**

- Sr. Reethamma V. A., NAAC Assessor
- Sr. Reethamma V. A., Member , Commission for Education, Archdiocese of Verapoly
- Sr. Reethamma V. A., Member, Advisory Board of NSS , M.G University

b) Editorial Board

- Sr. Reethamma V. A., Vandana Aravindan and Sr. Sindhu P. J - Editorial board of Xavieran Research Journal, 'Discourse'

22. Student projects

- a) Percentage of students who have done in- house projects including inter departmental/ programme -100%

23. Awards/Recognitions received by faculty and students**Faculty:**

- a) Sr.Reethama. V.A has received 'Best Supporting Principal' Award for NSS for three consecutive academic years 2013-2014, 2014-2015, 2015-2016
- b) Sr.Reethama. V.A has received 'Certificate of Appreciation' for her remarkable dedication and significant contribution to the Archdiocesan Synod held on April 8-12, 2015 at Ashirbhavan, Ernakulam .
- c) Sr.Sindhu.P.J has received 'Short term Research Fellowship' awarded by the Department of Minority Welfare, Government of Kerala during the financial year 2015-16

Students:

- Arya R Warriar III B. A. Economics has selected as the student co-coordinator of ICT academy of Kerala in the year 2015-2016
- Anjana Vinoj I B.A Economic secured 2nd prize in the Elocution competition in district and Taluk level organized by co-operative society in the year 2016-2017
- Arya R Warriar III B. A. Economics secured A Grade in Classical Music in the MG University Youth Festival, 2017.

- Malavika R II B.A Economics secured 1st prize in the Intercollegiate Quiz Competition organized by Quiz club, held at Cochin college, Kochi 2017.

24. List of eminent academicians and scientists/visitors to the department

Name	Designation
Dr. Martin Patrick	Supervisor and Guide P.G and Research Department of Economics Maharajas's College, Ernakulam
Dr. Kochu Rani	BMC College, Thrikkakara
Adv. Harish Vasudevan	Environmentalism and Human Right Activist
Dr. Thomas Issac	Former Finance Minister, Economist , MLA, Kerala State Legislative Assembly
Adv. Binu	RTI Activist
Justice Sukumaran	Former Chief Justice of Mumbai High Court , Rtd Judge of Kerala High Court
Dr. N.S Soman	Director, Legal studies, CUSAT
Dr. Vidhya C.T	Assistant Professor, CESS, Hyderabad
Dr. Justin Paul,	Full Professor, University of Puerto Rico Graduate school of Business, San Juan, PR, USA
Dr. Sunikumar S. Menon,	Department of Economics, Maharajas College (Autonomous) Ernakulam
Sr. Vimal Grace,	Principal, Karuna Special School, Vypin
Ms. Elna James	Research Analyst Health Systems Research India Initiative, Trivandrum
Mr.Jasumudin,	Librarian, St.Stephen College, Uzhavoor
Dr. Vijay Saini	Sr. Lecturer in Accountancy and Finance, Manukau Institute of Technology New Zealand
J.B Kozhy	Hon'ble Chief Justice, Patna High Court, Bihar
Dr. Rajan Varghese	Former Vice Chancellor, M G University
Dr. Xavier V.K	Jain University Bangalore
Dr. N.S Soman	Dean and Faculty member of Law ,CUSAT
Dr. Sudhakaran	HOD, Sree Sankara Vidya Peetom, Valayanchirangara
Dr. Ajay Kumar	Executive Director Human Rights, Trivandrum
Dr. Shyjan Davis	Assistant Professor, Dr. John Mathai Centre, University of Calicut

25. Seminars/ Conferences/Workshops organized & the source of funding**a) International :**

- International workshop on ‘Academic Writings in Digital Environment: A New Perspective’ in collaboration with Kerala Economic Association on 1st August 2016. (self Funded)
- International Faculty Development Programme on “Contemporary Issues in Commerce & Economics” in association with Commerce Department(Self Financing) on 6th Jan 2017(Self Funded)

b) National :

- National Seminar on Dimension of Exclusion and Discrimination: The experience of Minorities and Indigenous people in India funded by ICSSR, Southern Regional Centre(ICSSR-SRC), Hyderabad on 9th &10th January 2017

Funding agency	Type	Fund Received
ICSSR-SRC	National Seminar	Rs. 40,000

26. Student profile programme/course wise:

Name of the Course/programme	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
<u>B.A Economics</u>					
2012-2013	993	60		60	93
2013-2014	As per University UG CAP	58		58	92
2014-2015	As per University UG CAP	66		64	82
2015-2016	1876	58		53	52
2016-2017	2244	63			
<u>Open Course</u>					
2012-2013	380	58		58	100
2013-2014	409	58		58	100
2014-2015	489	69		69	100
2015-2016	419	51		51	100
<u>Add on course</u>					
2012-2013	20	20		20	100
2013-2014	17	17		17	100
2014-2015	28	28		28	100
2015-2016	20	20		20	100

27. Diversity of Students**B.A. Economics**

<i>Name of the Course</i>	<i>% of students from the same state</i>	<i>% of students from other States</i>
2012-13	98.30	1.69
2013-14	100	0
2014-15	98.27	1.73
2015-16	100	0
2016-17	98.41	1.58

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? -

- LLB entrance test - 4
- CUSAT PG CAT - 3

29. Student progression

Student progression	Against % enrolled			
	2012-13	2013-14	2014-15	2015-16
UG to PG	22	26	17	22
Employed				
• Campus selection	Nil			
• Other than campus recruitment	5%			
Entrepreneurship/Self-employment	15%			

30. Details of Infrastructural facilities**a) Library**

Details	Books
Total books in the Central library for Economics	2282
Books in the Department Library	145

b) Internet facilities for Staff & Students

Internet facilities for staff and students in the department

c) Class rooms with ICT facility: One class room with ICT facility**d) Laboratories:** Computer lab, Smart class room**31. Number of students receiving financial assistance from college, university, Government or other agencies:****a. Financial assistance from college:**

Type of assistance	No. of Students received
SAF (Student Aid Fund)	8
Endowment prizes	12
Proficiency prizes	15
College Co-operative Society	5

b. Financial assistance from University:

One of the student received Cultural Scholarship from the university

c. Financial assistance from Government:**Stipend and Fess Concession (2012-2016)**

Stipend and Fess concession	2012-13	2013-14	2014-15	2015-16
KPCR	80	75	75	69
OBC	26	30	29	26
SC	32	36	33	33
OEC	7	5	4	4
ST	-	-	-	2

Scholarships, (2012-2016)

Nature of Scholarships	No. of Scholarships
Blind/Physically Handicapped	3
Muslim Girl Scholarships	31
Post Matric	28
Suvarna Jubilee Merit Scholarship	1
Higher Education Scholarships	10
Snehapoorvam Scholarship	3

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts

Student Enrichment Programmes (2012-2016)

External experts	Special lectures/Seminar/Exhibitions	Date
Dr. Kochurani BMC, Thrikkakara	Talk on 'Soft Skill development'	7/8/12
	Sight out of sight (Exhibition)	10/12/12
Dr. Martin Patrick, Maharajas's College, Ernakulam	Talk on 'Growth Inflation Dilemma'	19/12/12
Dr. Sunitha Krishnan	Interactive Session on Women Empowerment and Gender issues	6/1/13
Adv. Jayasankar	Talk on 'Changing Socio-Economic and Political scenario	19/8/13
Adv. Harish Vasudev	Talk on Western Ghats Conservation: Gadgil Committee Report	10/12/13
Sri. Baiju, Regional co- ordinator Social Security Mission	Awareness on Social Security measures of Government of Kerala	29/1/2014
Dr. Thomas Issac Former Finance Minister, MLA, Kerala State Legislative Assembly	Annual lecture series of Mother Magdeline Lecture on 'Stock indices and Economic conditions'	2/1/14

Prof. Philomina K.P Former HOD, Department of Economics, Alphonsa College, Pala	Talk on 'Changing role of women in the competitive world'	23/9/14
Adv.Binu, RTI Activist	Seminar talk on Right to information	10/12/14
Adv.Sandhya Raju	Talk on 'Taste for change: Right to food	30/1/2015
Justice Sukumaran Former Chief Justice of Mumbai High Court , Rtd Judge of Kerala High Court	Mother Magdeline Lecture on Minority Rights and Development: Overcoming exclusion, discrimination and poverty"	12/2/2015
Dr. Tany Thomas Coordinator, Kudubasree Ernakulam District	Talk on 'Waste Management through Kudumbasree activities'	31/7/15
Dr. N.S Soman Director, Legal studies, CUSAT	Talk on ' Philosophy of Indian Constitution'	26/11/15
Dr. N.S Soman	Exhibition on Constitutional development in India	26/11/15
Dr. Vidhya C.T Assistant Professor, CESS Hyderabad	Talk on 'Wide Horizon in Oikonomia'	7/12/15
Mrs. Rajeena Hashim Research Officer, State Planning Board	Talk on 'What makes good personality'	12/1/2016
Sri. K. Muraleedharan, General Manager and Sri. Santhosh Oommen, Faculty, SBT Aluva	Practical session on' Banking'	24/6/2016
Interdepartmental competitions for Observance of Population Day	Essay Writing competition on 'Population: an Assets or Liability ' and Quiz competition on 'Demography or population of India'	11/7/16
Dr. JustinPaul, Full Professor, University of Puerto Rico Graduate school of Business, San Juan, PR, USA	Workshop on "Academic Writings in the Digital Environment": A New Perspective"	1/8/16
Dr. Sunikumar S .Menon, Department of Economics, Maharajas College (Autonomous) Ernakulam	Talk on 'Career Choices for Economics Students'	23/8/ 16
Intercollegiate competition 'Eco Aware, 2016'	All Kerala Inter Collegiate Paper presentation Competition on 'GST Bill in India', Prof. Rebacca Mathen All Kerala Inter Collegiate Debate Competition on 'Uniform Civil Code : A Boon or a Bane' and the Mega Mind, a Quiz Competition on 'Current affairs	20/9/16

Sr.Vimal Grace, Principal, Karuna Special School, Vypin	Special Session on "Role of Mental Health in Personality Development"	14/ 11/ 16
Ms. Elna James Research Analyst Health Systems Research India Initiative, Trivandrum	Special Session on 'Why Economics Matter'	14/ 11/ 16
Mr. Jasumudin, Librarian, St.Stephen College, Uzhavoor	Talk on Academic search beyond Google	9/12/16

33. Teaching methods adopted to improve student learning

Strategy for teaching:

- For advance learners - Special Lectures, Seminars/Workshops, Discussions, Presentations, Walk with Scholar Programmes(WWS), Academic visits
- For average learners - Special attention, Peer teaching.
- For slow learners - Remedial Teaching, Scholar Support Programme (SSP)

Teaching Methods

- Smart class
- Regular lectures
- Seminars / Quizzes/Debates
- Group discussions on current topics like budget, economic policies etc.
- Peer teaching
- Remedial teaching
- Interactive/Practical sessions
- Experiential learning/Field visits
- ICT enabled teaching
- Project/Surveys

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

Institutional Social Responsibility (ISR) and Extension activities of the department are the following:

- Literacy Mission activities of State of Kerala
- Visit to charitable organizations (Old age homes, Orphanages, Special Schools)
- Blood donation
- Hair donation for cancer patients

- Social awareness on current issues like Women harassments, Women rights, Environmental consciousness etc., through Street plays
- Health awareness programmes and budget management classes in the adopted colony of Aluva Municipality.
- Socio-Economic surveys
 - An Analysis of the Expenditure pattern of the Students
 - A Survey on effectiveness of Athulayam Project of Kerala Literacy Mission Authority (KLMA) in Chengamanadu Panchayat in Aluva
 - An analysis of the Reading habits and Library usage of Students
 - Influence of Mobile phones in Present Generation
- Human Rights awareness programmes (Observance of Human Right Day and days of social importance, Talks, Skits etc.,)

35. SWOC analysis of the department and Future plans

Strength <ul style="list-style-type: none"> • Qualified, Efficient and Dedicated Teachers • Vibrant and creative student community • Financial and moral support for economically backward students and their parents 	Weakness <ul style="list-style-type: none"> • Shortage of Faculty • U.G. programme only • Absence of strong collaboration with reputed institutions
Opportunity <ul style="list-style-type: none"> • Wide higher education option • Variety of Placement options 	Challenges <ul style="list-style-type: none"> • Preference for technical and other courses • Hectic schedules of present semester system • Delay in publishing results at the university level

Future plans

- To emerge as a P.G Department
- Faculty members of the Department acquire Ph.D Qualification
- To organize State and National level Conference/Seminar/Workshop every year and International Seminar in consecutive years
- Conduct more Socio-Economic surveys according to the needs of time for the benefit of people in the neighborhood

- An outreach programme in association with the NGO, Human Rights Network. Student volunteers will be given training by Human Rights Network in association with KELSA to act legal aid volunteers.
- The department intends to conduct a study on the socio economics problems faced by single parents of students of St.Xavier's College with action plan and follow up programmes.

EVALUATIVE REPORT

DEPARTMENT OF MATHEMATICS

1. *Name of the department* : Mathematics
2. *Year of Establishment* : 1964 (Upgraded as UG department in 1968)
3. *Names of Programmes/
Courses offered (UG, PG,
M.Phil., Ph.D., Integrated
Masters; Integrated Ph.D., etc.)* : B. Sc Mathematics
4. *Names of Interdisciplinary
courses and the departments /
units involved* :
 - (a) Core Course in Mathematics for B.Sc. Mathematics
 - (b) Complementary Course in Mathematics for B.Sc. Physics, Chemistry and B.A. Economics
 - (c) Open Course – Applicable Mathematics for V semester B.A./ B.Sc./B.Com.
 - (d) Add-on Course – Aptitudinal Development for B.A./B.Sc./B.Com.
5. *Annual/semester/choice based
credit system (programme wise)* : CBCSS B.Sc. Mathematics
6. *Participation of the department
in the courses offered by other
departments* :
 - (a) Complementary Course on Mathematics for B.Sc. Physics, Chemistry and B.A. Economics
 - (b) Open Course - Applicable Mathematics for V semester B.A./ B.Sc./B.Com.
7. *Courses in collaboration with
other universities, industries,
foreign institutions, etc.* - Nil

8. Details of courses/programmes*discontinued (if any) with reasons* - No courses are discontinued**9. Number of teaching posts**

	Sanctioned	Filled
Asst. Professors	3	2
Guest Lecturer		1

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D./M.Phil. etc.,)**(a) Retired in last 4 years (2012 – 2016)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students Guided for the last 4 years
Dr. Sr. Benedict Mary A.	Ph. D., NET	Assistant Professor	Graph Theory	16	-

(b) Present Faculty

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students Guided for the last 4 years
Dr. Aparna Lakshmanan S.	Ph. D., NET	Assistant Professor	Graph Theory	11	6 (ongoing)
Dr. Resmi Varghese	Ph. D., M. Phil., NET	Assistant Professor	Stochastic Modelling	4	-
Ms. Bisny Babu	M. Sc., B.Ed., SET	Guest Lecturer	-	3	-

11. List of senior visiting faculty - Nil**12. Percentage of lectures delivered and practical classes handled (programme wise) By temporary faculty** - 33.33%**13. Student-Teacher Ratio (programme wise)** - B. Sc. Mathematics – 48: 1**14. Number of academic support staff (technical) and administrative staff; sanctioned and filled Laboratory assistant** - 1 (Project fellow under Major project sponsored by KSCSTE from 01/02/2016 onwards for 3 years)**15. Qualifications of teaching faculty with DSc/D.Litt/ Ph.D/MPhil/PG.**

Ph. D – 2

P.G – 1

16. Number of faculty with ongoing projects from a) National funding agencies and grants received

Sl. No.	Name	Funding agency	Grants received	Status
1	Dr. Aparna Lakshmanan S.	UGC	1,50,000/-	Completed
		KSCSTE	10,23,000/-	Ongoing

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received

Funding Agency	Amount Sanctioned	Amount Received
KSCSTE	Rs. 10,23,000/-	Rs. 3,74,000/-
UGC	Rs. 1,50,000/-	Rs. 1,00,000/-
KSCSTE student projects UG (SPYTiS) – 2 projects	Rs. 14,000/-	Rs. 14,000/-

18. Research Centre/facility recognized by the University: Department of Mathematics is a UG department and hence not recognized as a Research Center

19. Publications:

❖ **Publication per faculty**

Sl. No.	Name of the Faculty	Total No. of Publications	2012-2016	
			No. of Publications	No. of publications listed in International database
1	Dr. Sr. Benedict Mary A.	2	2	0
2	Dr. Aparna Lakshmanan S.	14	5	4
3	Dr. Resmi Varghese	1	1	0

❖ **Number of papers published in peer reviewed journals (national/International) by faculty and students**

	National Journals	International Journals
Faculty	4	4

❖ **Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) :**

❖ **Journal matrices**

Sl. No.	Faculty	Citation Index	SNIP	SJR	Impact factor	h-index
1	Dr. Aparna Lakshmanan S.	55	0.55 – 1.19	0.238 – 0.908	0.354 – 0.722	4

❖ **Chapter in Books**

: 2

20. Areas of consultancy and income generated:

Area	Income generated
Subtitle preparation for the play Mookanarthakan	Rs. 3000/-

21. Faculty as members in**a) National committees**

- ✓ Dr. Aparna Lakshmanan S. – Executive committee member of Academy of Discrete Mathematics and its applications (2014 – '16)
- ✓ Dr. Aparna Lakshmanan S. – Secretary of Academy of discrete Mathematics and its Applications (2016 onwards)

b) Editorial Boards

- ✓ Dr. Resmi Varghese – Editor of the book “ Envision: A Holistic view on Empowering Women” ISBN: 978-93-5207-519-5(Academic Press, New Delhi).
- ✓ Dr. Resmi Varghese- Editor of the book “Blood and Organ Donation: Scientific & Motivational aspects” ISBN: 978-93-5207-546-1 (Academic Press, New Delhi).
- ✓ Dr. Resmi Varghese – Editorial Board Member of the Book, “Infinitude: Frontiers of Research in Mathematics, Statistics and Computer Science” ISBN: 9788191070627
- ✓ Dr. Aparna Lakshmanan S. – Editorial Board Member: Discourse

c) Reviewer

Dr. Aparna Lakshmanan S. is a reviewer for

- ✓ Mathematical Reviews published by American Mathematical Monthly
- ✓ Zentralblatt Math published by European Mathematical Society
- ✓ Bulletin of Mathematical Sciences and Applications published by SciPress Ltd., Switzerland

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme : 92%
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies : 8%

23. Awards/Recognitions received by faculty and students**Faculty**

- Kerala State Young Scientist Award 2012
- Indian Mathematical Society – Best paper Award 2013
- Dr. Resmi Varghese- National Young Leaders Programme Award- Certificate of Appreciation- in recognition of providing maximum volunteer hours on “Shramdaan”-for creation of durable community assets in the surrounding communities (2015-16).
- Dr. Resmi Varghese - Certificate of Appreciation as NSS Programme Officer in 2015- 2016 from MG University
- Dr. Resmi Varghese- “Outstanding Personality Award” jointly instituted by Janaseva Sisubhavan, Kerala Action Force, Palliative Care Society, Kerala Social Service Forum & IMA Madhya Kerala in 2016.
- Dr. Resmi Varghese-Contingent Leader (Kerala contingent) for National Integration Camp at Bellari, Karnataka in 2016.
- Dr. Resmi Varghese – Certificate of Appreciation as India Pilot Active Citizens Facilitator of Active Citizens Programme of British Council & RGNIYD (2017).

Students

- Shirin K. Salim, III B. Sc. Mathematics secured 3rd prize in Thasnim Memorial Inter Collegiate Seminar Presentation Competition at UC College, Aluva in 2015.
- Gopika P., I B. Sc. Mathematics secured 2nd prize in Kavyakeli in the MG University Youth Festival 2015.
- Sajana P. A. and Fatima Sona C. A., III B. Sc. Mathematics secured 3rd prize in the Intercollegiate Quiz Competition held at Al-Ameen College, Edathala in 2016.
- Gopika P., II B. Sc. Mathematics secured 1st prize in Kavyakeli in the MG University Youth Festival 2016.
- Niva Aristo, III B. Sc. Mathematics secured 2nd prize in Math Designer Competition held at MES College, Marampilly in 2016.

24. List of eminent academicians and scientists/visitors to the department

- ✓ Dr. Tessy Thomas, ISRO
- ✓ Prof. Venkatesh Raman, IMSc., Chennai
- ✓ Dr. K. N. Raghavan, IMSc., Chennai
- ✓ Dr. Narayanan N., IIT, Madras
- ✓ Prof. S. Arumugam, Kalasalingam University, Krishnankoil
- ✓ Prof. R. Balakrishnan, Bharathidasan University, Tiruchirapalli
- ✓ Prof. E. Sampathkumar, Mysore University, Mysore
- ✓ Prof. R. Sampathkumar, Annamalai University, Tamilnadu
- ✓ Prof. N. Sridharan, Alagappa University, Karaikudi
- ✓ Dr. Anu Radha, NIT, Trichy
- ✓ Dr. M. Sundarakkannan, SNN College of Engineering, Chennai
- ✓ Dr. K. Rajachandrasekhar, B.S.Abdur Rahman University, Chennai
- ✓ Prof. A. Vijayakumar, CUSAT
- ✓ Prof. A. Krishnamoorthy, Emeritus Professor, CUSAT
- ✓ Dr. B. Lakshmy, CUSAT
- ✓ Dr. G. Indulal, St. Aloysius College, Edatua
- ✓ Dr. Reji T., Govt. College, Chittur
- ✓ Dr. Manju K. Menon, St. Paul's College, Kalamassery
- ✓ Ms. Pramada Ramachandran, St. Paul's College, Kalamassery
- ✓ Ms. Anu V., St. Peter's College, Kolencherry
- ✓ Ms. Anjaly Kishore, Vimala College, Thrissur

25. Seminars/ Conferences/Workshops organized & the source of funding**a) National**

- National Seminar on Women in Science (Registration fees and department fund of science departments)
- Workshop on Madhava Mathematics Competition problems in the year 2015 (Registration fee of MMC Exam)
- National Seminar on Graph Theory and its Applications (sponsored by UGC)
- Workshop on Madhava Mathematics Competition problems in the year 2016 (Registration fee of MMC Exam)

26. Student profile programme/course wise:

Name of the Course /programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
<u>B.Sc. Mathematics</u>	As per UG cap	40		40	82.5%
2012 – ‘13		41		41	82.9%
2013 – ‘14		47		47	87.2%
2014 – ‘15		49		49	67.4%
2015 – ‘16		48		48	81.25%
2016 – ‘17 (till 3 rd sem)					
<u>Complementary course for B.Sc. Physics</u>	As per UG cap	36		36	62.88%
2012 – ‘13		39		39	71.79%
2013 – ‘14		41		41	78.1%
2014 – ‘15		37		37	73.7%
2015 – ‘16		40		40	87.5%
2016 – ‘17 (1 st sem)					
<u>Complementary Course for B.Sc. Chemistry</u>	As per UG cap	20		20	100%
2012 – ‘13		28		28	92.85%
2013 – ‘14		29		29	96.6%
2014 – ‘15		29		29	82.8%
2015 – ‘16		31		31	80.65%
2016 – ‘17 (1 st sem)					
<u>Complementary Course for B.A. Economics</u>	As per UG cap	66		66	74.24%
2012 – ‘13		59		59	50.85%
2013 – ‘14		64		64	65.63%
2014 – ‘15		64		64	65.5%
2015 – ‘16		64		64	73.44%
2016 – ‘17 (1 st sem)					
<u>Open Course for B.A./B.Sc./B.Com.</u>	340 368 442 374	50		50	100%
2012 – ‘13		41		41	100%
2013 – ‘14		41		41	95.12%
2014 – ‘15		50		50	100%
2015 – ‘16					
<u>Add-on Course</u>	12 0 18 0	12		12	100%
2012 – ‘13		0		0	N.A.
2013 – ‘14		18		18	100%
2014 – ‘15		0		0	N.A.
2015 – ‘16					

*M=Male *F=Female

27. Diversity of Students

Name of the Course	%of students from the same state	% of students from other States	%of students from abroad
<u>B. Sc. Mathematics</u>			
2012 – '13	98%	2%	NIL
2013 – '14	98%	2%	
2014 – '15	94%	6%	
2015 – '16	98%	2%	
2016 – '17	100%	Nil	

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

2012 – '13 : 1 (MAT – 1)

2014 – '15 : 2 (CUSAT PG CAT – 1, MAT – 1)

2015 – '16 : 4 (CUSAT PG CAT – 3, MAT – 1)

29. Student progression

Student progression	Against % enrolled			
	2012-'13	2013-'14	2014-'15	2015-'16
UG to PG	75%	73.17%	80.85%	43.75%
Employed				
• Campus selection	4.8%	0%	8.5%	0%
• Other than campus recruitment	0%	0%	2.1%	0%
Entrepreneurship/Self-employment	4.8%	7.3%	6.3%	2.1%

Details of Infrastructural facilities

- a) Library : Department – 260, Central – 2835 Journals – 4
- b) Internet facilities for Staff & Students : Two computers with internet facility
- c) Class rooms with ICT facility : One
- d) Laboratories : Nil

31. Number of students receiving financial assistance from college, university, Government or other agencies:

Year	KPCR	SC	ST	OBC	OEC	Student's Aid Fund	Inspire Fellowship
2012 – '13	49	8	0	20	2	2	0
2013 – '14	54	8	0	20	0	2	0
2014 – '15	68	5	0	22	0	1	1
2015 – '16	65	7	0	23	1	1	1

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts

- Organized a Mathematics Exhibition – “El Gusto Casa” from August 8th – 10th, 2012
- Seminar on “Introduction to Stochastic Process” by Emeritus Prof. A. Krishnamoorthy on July 14th, 2013
- Seminar on “Construction using ruler and compass – An application of Algebra to Geometry” by Dr. K. N. Raghavan, IMSc., Chennai on January 24th, 2014
- Screened the movie “The Beautiful Mind” – autobiography of John F. Nash on February 19th, 2014
- UGC sponsored National seminar on graph theory and its applications from August 7th – 9th, 2014
- Seminar on Aptitude test problems by Ms. Pramada Ramachandra, St. Paul’s College, Kalamassery on January 30th, 2015
- Intercollegiate seminar on Madhava Mathematics Competition problems on November 11th, 2015 by Didimos K. V.
- A seminar on “Career Opportunities in Mathematics” by Dr. Anjali Kishore, Assistant Professor, Department of Mathematics, Vimala College, Thrissur was organized on January 22nd, 2016.
- A talk on “How to tackle Aptitude Test Problems?” by Ms. Anu V., Assistant Professor, St. Peter’s College, Kolencherry was organized on February 5th, 2016.
- A talk on “Competitive Examination Problems” by Dr. Manju K. Menon, Assistant Professor, Department of Mathematics, St. Paul’s College, Kalamassery on December 15th, 2016.

33. Teaching methods adopted to improve student learning

- Fast learners are encouraged to explore more on the subject from training programmes, library books, inter-collegiate seminars, quiz, power point paper presentation competitions etc.
- Slow learners are given special attention through Student Support Programs, remedial classes, academic counselling etc.
- To enhance self centered Mathematical learning skills of the students, academic programmes like exhibition, fashion show and skit competitions based on Mathematical concepts are organized at college and inter-collegiate level

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

- Sponsored medicines worth Rs.20000/- for the cancer patients at District Hospital, Ernakulam
- Set up the first library with 300 books at Athupathy, Vattapara, Palakkad
- Donated hair to make wig for cancer patients (2 students and 1 teacher)
- Taking free tuition classes for the inmates of the boys home Snehakoodu
- Gave educational sponsorship to a student of our college
- Students donated blood in the blood donation camps conducted in the college and emergency situations
- Students are actively involved in the social service activities of NSS, NCC, Women cell and various other organizations/clubs functioning in the college

35. SWOC analysis of the department and Future plans

Strength <ul style="list-style-type: none"> • Vibrant and enthusiastic students • Faculty with high research potential (100% Ph.D. for faculty) 	Weakness <ul style="list-style-type: none"> • Though we have applied and got sanction from the university for M. Sc. Mathematics, state government is not sanctioning any aided PG course • Though all permanent faculties as Ph. D. holders, being UG department we have no opportunity to be upgraded as research department
Opportunity <ul style="list-style-type: none"> • Variety of higher education options • Vast placement opportunities after B. Sc. Mathematics 	Challenges <ul style="list-style-type: none"> • Students lack thorough knowledge about basic concepts • Low attention span of students

Future Plans

- Upgrading the Department as PG department
- Start M. Phil programme
- Establishing Research Centre
- Encourage funded Student Projects & Faculty Projects
- More National and International Seminars

EVALUATIVE REPORT

DEPARTMENT OF ZOOLOGY

1. *Name of the department* : Zoology
2. *Year of Establishment* : 1964
3. *Names of Programmes/
Courses offered (UG, PG,
M.Phil., Ph.D., Integrated
Masters; Integrated Ph.D., etc.)* : B. Sc. Zoology (Model I)
B. Sc. Zoology (Model II)
4. *Names of Interdisciplinary
courses and the departments /
units involved* : (a) Core Course in Zoology for B.Sc.
Zoology Model I and Model II.
(b) Complementary Course in Zoology for
B.Sc. Botany
(c) Open Course – Human Genetics,
Nutrition, Community Health and
Sanitation offered to fifth semester B.A.
/B.Sc. /B.Com students.
(d) Open Course - Vocational Zoology
offered to fifth semester B.A. /B.Sc/
B. Com students.
5. *Annual/semester/choice based
credit system (programme wise)* : CBCSS B. Sc. Zoology Model I and Model II
6. *Participation of the department
in the courses offered by other
department* : (a) Complementary Course for B. Sc.
Botany
(b) Open Course - Human Genetics,
Nutrition, Community Health and
Sanitation for fifth semester B.A. /
B.Sc. / B.Com.
(c) Open Course - Vocational Zoology
offered for fifth semester BA /B. Sc /B.
Com students.

7. Courses in collaboration with other universities, industries, foreign institutions, etc.

: As part of B.Sc. Zoology Model II Curriculum, students regularly undergo On the Job trainings in reputed labs viz. DDRRC, Medical colleges and nearby hospitals.

8. Details of courses/programmes

discontinued (if any) with reasons - None of the courses are discontinued.

9. Number of teaching posts

	Sanctioned	Filled
Assistant Professors	6	6

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D./M.Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience
Dr Seema K	M. Sc., Ph.D.	Assistant Professor	Ecology	11 years
Ms Binu Correya	M. Sc., B. Ed., NET	Assistant Professor	Ecology	11 years
Dr Annie Feby	M. Sc., CSIR – JRF, NET, Ph.D.	Assistant Professor	Marine Microbiology	5 years
Ms. Revathy S (On FDP)	M. Sc., NET (Pursuing Ph.D.)	Assistant Professor	Marine Biology	5 years
Dr Anu Anto	M. Sc., CSIR – JRF, NET, Ph.D.	Assistant Professor	Ecology	6 years
Dr Baby Divya	M. Sc., CSIR – JRF, NET, Ph.D., PDF	Assistant Professor	Marine Microbiology	4 years
Dr. Lakshmi Devi P	M. Sc., Ph.D.	FDP Substitute	Marine Biology	2 years

11. List of senior visiting faculty

- Dr. Shaju Thomas, Associate Professor (Retd.), Post Graduate Department of Zoology, Nirmala College, Muvattupuzha

- Prof. Vimala Cross, Associate Professor (Retd.), St. Xavier's College for Women, Aluva

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : Theory – 15% and Practical – 18%

13. Student-Teacher Ratio

(programme wise) : B. Sc. Zoology (Model I) - 32:1
B. Sc. Zoology (Model II) - 30:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled :

Support Staff	Sanctioned	Filled
Lab Assistants	2	2

15. Qualifications of teaching faculty with DSc/D.Litt/ Ph.D/MPhil/PG :

Ph. D & PDF	-	1
Ph. D.	-	4
PG	-	2

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received :

a) *National* – 2 UGC minor project - 3.7 L

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received :

Funding Agency	Amount Sanctioned	Amount Received
UGC	Rs. 3,70,000/-	Rs. 3,70,000/-
KSCSTE student projects UG (SPYTiS)-1	Rs. 68,000/-	Rs. 68,000/-

18. Research Centre/facility recognized by the University

Being a UG department, no recognized research centre is sanctioned. However, research work on Formicidae is being carried out by research scholars under the guidance of Dr. Sr. Karmaly K.A. (Retd.).

19. Publications:**❖ Publication per faculty**

Name of the Faculty	Total No. of Publications	2012-2016	
		No. of Publications	No. of publications listed in International database
Dr. Seema K	4	1	0
Dr. Annie Feby	2	1	0
Ms. Revathy	8	8	0
Dr. Baby Divya	5	2	1
Dr. Anu Anto	10	5	0
Dr. Lakshmi Devi P.	9	9	4
Dr. Sr. Karmaly K.A. (Retd.)	20	10	-

❖ Number of papers published in peer reviewed journals (national/ International) by faculty and students

	National Journals	International Journals
Faculty	13	10
Students	1	-

❖ Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) :**❖ Journal matrices**

Sl. No.	Faculty	Citation Index	SNIP	SJR	Impact factor	h-index
1	Dr. Baby Divya	32	1.14	1.311	3.05	3
2	Dr. Anu Anto	65	-	-	-	3
3	Dr Lakshmi Devi P	7	0.23-0.37	0.154-0.199	0.24-0.8797	1

❖ Monographs : 1

❖ Chapter in Books : 3

❖ Books with ISBN/ISSN numbers with details of publishers : 1

Sl No.	Name of author	Name of Book	ISSN/ISBN No.	Publisher
1	Revathy S	Handbook of Economic Zoology	ISBN-13:9781539527473	Witness and printed by Creative space, USA.

20. Areas of consultancy and income generated—paid consultancy:

Free Consultancy offered in

- Identification of Formicidae (Hymenoptera) for research purpose.
- Identification of dung beetles (Coleoptera) for research purpose.

21. Faculty as members in

Editorial Boards:

- Dr. Anu Anto, Chief Editor, Discourse 2014-2016
- Dr. Seema K, Editorial Board Discourse 2012-2013
- Dr. Annie Feby, Editorial Board Discourse 2015-16
- Dr. Baby Divya, Editorial Board Discourse 2014-2015

22. Student projects

- Percentage of students who have done in-house projects including inter-departmental/ programme
95% - In-house project
5%- Inter-departmental
- Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/ other agencies
5% of the students undertake projects in institutions such as NIO, CUSAT, KFRI, CaRE KERALAM Limited, Unibiosys, Eu Green BioSolutions, DDRC and hospitals.

23. Awards/Recognitions received by faculty and students

National Level

2012-13

- **Mishma Paul**, II DC Zoology (Model II) attended the Adventure Course as part of NCC camp at Uttarakhand and secured second position in sport climbing & in bivouacking.

2013-14

- **Reshma Mary Zachariah**, III DC Zoology: First prize for the national level essay contest on the topic “Role of youth towards a corruption free society” organized by Xavierian Board of Higher Education in India.

State / Regional Level

2012-13

- **Athira Venu**, I DC Zoology: Third prize in inter-collegiate essay competition conducted as part of the International Coir Tech Expo, organized, by Coir Board
- **Aisha Riswana**, I DC Zoology: First in inter-collegiate micrometry competition for Zoofest, 2012 held at Sree Sankara College, Kalady
- **Reshma Mary Zacchariah**, I DC Zoology: First in inter-collegiate radio talk competition for Zoofest, 2012 held at Sree Sankara College, Kalady
- **Minnet Fernandez**, III DC Zoology: First in inter-collegiate power point presentation competition for Zoofest, 2012 held at Sree Sankara College, Kalady

2013-14

- **Nisma Hussain** and **Fathima Alfi**, III DC Zoology (Model II): First prize in KSCSTE funded inter-collegiate quiz competition organized by MES College, Marampilly in connection with the International Ozone Day Observation
- **Sneha Jos**, I DC Zoology (Model II): Best Cadet, TSC Camp, MES Marampilly

2014-15

- **Sneha Jos**, II DC (Model II): Best cadet 7th girls battalion, NCC camp at Thrissur
- **Gayathri P Menon**, I DC Zoology: First in poster designing in KSCSTE sponsored International Ozone Day, 2014 organized by St. Xavier's College for Women, Aluva

2015-16

- **Thahreem Fathima**, II DC Zoology (Model II): First prize in inter-collegiate essay writing competition organised by Department of Biotechnology, CUSAT
- **Thahreem Fathima** and **Vandhana T.M.**, II DC Zoology (Model II): First prize in inter-collegiate quiz competition organised by Department of Biotechnology, CUSAT

2016-17

- **Athira Saleevan**, **Nayana C.P.**, **Albina Peter**, **Fathima Sana**, **Adithya T.S.**, first prize for poster presentation, International Symposium on

Dengue Prediction and Prevention through Community Engagement in Kochi.

- **Deepa K. R.**, Second prize for poster presentation, International Symposium on Dengue Prediction and Prevention through Community Engagement in Kochi.
- **Deepa K. R.**, Participated in the CUBE Meet (Collaborative Under Graduate Biology Education), and workshop on Simple Model Systems and Sophisticated Research Questions, TIFR, Mumbai.
- **Bhavana C. B.**, II DC Zoology: First prize in essay writing competition in KSCSTE sponsored World Environment Day 2016 organized by Al-Ameen College, Edathala
- **Vandhana T. M.**, III DC Zoology (Model II): First in inter-collegiate rapid identification quiz in Zoofest 2016 at St. Xavier's College for Women, Aluva
- **Gayathri P Menon**, III DC Zoology: First in inter-collegiate poster designing in Zoofest 2016 at St. Xavier's College for Women, Aluva

University Level

2013-14

- **Reshma Mary Zachariah** bagged First Position with A+ for the MG University B.Sc. Zoology Model I examination held in March, 2014.
- **Aisha Riswana** bagged Second position with A+ for the MG University B.Sc. Zoology Model I examination held in March, 2014.
- **Nisma Hussain** bagged First Position with A grade for the MG University B.Sc. Zoology Model II examination held in March, 2014.

2014-15

- **Ashita Thomas** bagged First Position with A+ for the MG University B.Sc. Zoology Model II examination held in March, 2015.

2015-16

- **Anjana Prasad** bagged First Position with A+ for the MG University B.Sc. Zoology Model II examination held in March, 2016.

Faculty achievements

- **Ms. Revathy S.**, secured certificate of recognition for her insightful composition submitted to the **International essay contest** for young people organized by the Goi Peace Foundation & UNESCO.

- **Ms. Revathy S.**, secured first prize for the **State Level Safety Essay Competition** for general public, conducted by National Safety Council (Kerala Chapter) in connection with the National Safety Day Celebrations, 2013, 2015, 2016 and second prize in 2017.
- **Ms. Revathy S.** selected for **FLAIR Internship (National)** (2014-15) by Department of Higher Education, Govt. of Kerala.

24. List of eminent academicians and scientists/visitors to the department

Sl No.	Acadamecian/ Scientist	Designation & Affiliation
1	Dr. P. S. Parameswaran	Scientist – in – Charge, NIO Regional Centre, Kochi
2	Dr. Santhakumari	Reproductive and Child Health Officer, District Medical Office, Ernakulam
3	Dr. Valsamma Joseph	Assistant Professor, School of Environmental Studies, CUSAT
3	Dr. Haseena V. A.	District Medical Officer, Ernakulam
5	Dr N. Vijayakumar	Director, Blood Bank, Aluva
6	Dr. A.A. Mohammed Hatha	Head, Department of Marine Biology, Microbiology and Biochemistry, CUSAT
7	Dr. Shanavas P.S.	Scientist, Kerala Pollution Control Board.
12	Dr. Yogesh S. Shouche	Scientist G, National Centre For Cell Sciences, Pune
13	Dr. Joyce Joseph	Assistant Professor, Research and Post Graduate Department of Zoology, St. Thomas College (Autonomous), Thrissur
14	Dr. Mathew M.J.	Assistant Professor, PG & Research Department of Zoology, Sacred Heart College (Autonomous), Thevara, Kochi
15	Dr. Sherine Sonia Cubelio	Scientist D, Centre for Marine Living Resources and Ecology, Kochi
16	Dr. Divya P. R.	Senior Scientist, National Bureau of Fish Genetic Resources, Kochi
17	Dr. V. K. Venkitaramani	Scientist, Biological Oceanography, KUFOS, Panagad, Kochi
18	Dr. Ajith Babu	Director, Centre for Advancement of Global Health, Kochi
21	Dr. Gigi K. Joseph	Assistant Professor, Post Graduate Department of Zoology, Nirmala College, Muvattupuzha
22	Prof. P.C John	Founder & Former President, Zoological Society of Kerala, Retd. Vice Principal, CMS College, Kottayam
23	Dr. R. Sugathan	Ornithologist, Salim Ali bird sanctuary, Thattekadu
24	Dr. Grinson George	Senior Scientist, Central Marine Fisheries Research Institute (CMFRI), Kochi

25. Seminars/ Conferences/Workshops organized & the source of funding

a) National Seminar on Integrating Taxonomy to DNA barcoding – UGC funded

b) Day observations sponsored by KSCSTE

- National Science Day, February, 2013
- International Ozone Day, September, 2013
- International Ozone Day, September, 2014
- World Environment Day, June, 2016
- International Ozone Day, September, 2016

26. Student profile programme/course wise:

Name of the Course /programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
<u>B.Sc. Zoology Model I</u>	As per UG cap				
2012 – 13		36		36	100
2013 – 14		27		27	96
2014 – 15		40		40	90
2015 – 16		33		33	52
2016 – 17 (Till 3 rd Sem)		38		38	66
<u>B.Sc. Zoology Model II</u>	As per UG cap				
2012 – 13		18		18	100
2013 – 14		19		19	100
2014 – 15		28		28	100
2015 – 16		28		28	61
2016 – 17(Till 3 rd Sem)		27		27	41
<u>Complementary Course for B.Sc. Botany</u>	As per UG cap				
2012 – 13		40		40	100
2013 – 14		41		41	100
2014 – 15		39		39	87
2015 – 16(Till 3 rd Sem)		38		38	79
2016 – 17(Till 1 st Sem)		38		38	95
<u>Open Course -Human Genetics, Nutrition, Community Health & Sanitation- For B.A./B.Sc./B.Com.</u>					
2012 – 13		23	23		100
2013 – 14		16	16		100
2014 – 15		31	31		100
2015 – 16		31	31		96

<u>Open Course-Vocational</u> <u>Zoology- For</u> <u>B.A./B.Sc./B.Com.</u>					
2012 – 13	340	37	37		100
2013 – 14	368	30	30		100
2014 – 15	442	40	40		95
2015 – 16	374	33	33		94

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Sc. Zoology- Model I	99.14	0.86	Nil
B.Sc. Zoology- Model II	100	0	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

2012-13: 5 (CUSAT PG CAT – 5)

2013-14: 2 (CUSAT PG CAT – 2)

2014-15: 8 (CUSAT PG CAT – 4, VCRC – 1, KUFOS – 1, VIT – 2)

2015-16: 7 (CUSAT PG CAT – 3, VCRC – 1, Pondicherry University – 2, VIT – 1)

29. Student progression

Student progression		Against % enrolled			
		2015-2016	2014-2015	2013-2014	2012-2013
UG to PG		41	42	65	51
Employed					
• Campus selection	UG	-	-	-	-
• Other than campus recruitment	UG	-	6	-	9
Entrepreneurship/Self-employment		-	-	-	3

30. Details of Infrastructural facilities

a) Library:

Department : Books - 250, Journal -1

Central : Books -2344, Journals - 6

b) Internet facilities for Staff & Students: 2 Computers with Internet connection

c) Class rooms with ICT facility: 1

d) Well stocked museum with more than 450 preserved specimens of vertebrate and invertebrates, disarticulated skeleton of various organisms, models showing developmental stages of organisms.

Laboratories

1. Separate laboratories for 2 UG programmes
2. Research lab (Identification of Formicidae)
3. Equipment

- LCD Projector
- Digital Camera
- Water bath
- Distillation Unit
- Stereomicroscope
- Micropipette
- Deep Freezer
- Leica MZ6 stereozoom binocular microscope
- Trinocular Microscope with CMOS camera
- Cyclomixer
- pH meter
- Micropipette

31. Number of students receiving financial assistance from college, university, Government or other agencies

College

Years	Scholarship instituted by	Number of Students
		B.Sc.
2012-2013	Rev. Dr. Sr. Rexia	1
2013-2014	Prof. Santha Sebastian	1
2014-2015	Prof. Dr. Euphrasia	1
2015-2016		

University – Cultural scholarship

Year	Agency	Programme	No. of students
2014-15	M.G. University-Department of Student Services	B.Sc. Zoology Model I	1
		B.Sc. Zoology Model II	1

State Government

Year	Programme	Class	KPCR	OBC	OEC	SC	ST	Fishermen
2012-13	Model I	I DC	16	1	2	7	1	3
		II DC	11	5	3	-	-	1
		III DC	15	9	1	3	1	-
	Model II	I DC	7	1	2	3	-	1
		II DC	5	5	-	2	-	-
		III DC	2	7	-	-	-	-
2013-14	Model I	I DC	5	9	2	6	-	1

		II DC	17	1	3	7	1	3
		III DC	10	5	3	-	-	-
	Model II	I DC	8	1	1	2	-	2
		II DC	10	-	2	3	-	1
		III DC	5	5	-	2	-	-
2014-15	Model I	I DC	10	5	3	6	-	3
		II DC	4	10	-	4	-	1
		III DC	16	1	3	7	1	-
	Model II	I DC	11	3	1	4	-	-
		II DC	9	1	-	2	-	2
		III DC	11	-	2	3	-	-
2016-17	Model I	I DC	15	3	1	6	-	-
		II DC	11	4	3	6	-	-
		III DC	4	9	2	3	-	-
	Model II	I DC	5	3	1	4	-	-
		II DC	11	3	1	4	-	-
		III DC	9	1	1	2	-	-

State Government

Year	Programme	C. H. Mohammed Koya Scholarship	Suvarna Jubilee Scholarship	Higher Education Scholarship	Post Metric Scholarship	Student Aid Fund
2012-13	Model I	-	1	-	11	1
	Model II	-	-	3	4	1
2013-14	Model I	-	4	-	6	1
	Model II	-	2	-	4	1
2014-15	Model I	4	-	-	4	1
	Model II	-	-	1	12	1
2015-16	Model I	-	-	-	-	1
	Model II	-	-	1	1	1

Central Government

Year	Name of Scholarship	Programme	No. of Students
2014-15	Central Sector Scholarship	B. Sc. Zoology Model II	1

Other Agencies

Year	Agency	Programme	No. of Students
2015-2016	Mahindra Finance Limited	B.Sc. Zoology Model I	3
		B.Sc. Zoology Model II	2

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts

1. Career guidance classes: Career guidance classes for the final year students by Mr. Ravi Kiran, Director, Research World, Ernakulam.
2. Motivational talks by eminent personalities as detailed below:

Sl No.	Acadamecian/ Scientist Designation & Affiliation	Date of Visit	Topic of Motivational Talk
1	Dr. P. S. Parameswaran Scientist, NIO, Regional Centre, Kochi	8 th August, 2012	Bioactive compounds from the marine environment
2	Dr. Santhakumari Reproductive and Child Health Officer, District Medical Office, Ernakulam	18 th December, 2012	Adolescent health problems
3	Dr. Valsamma Joseph Assistant Professor, School of Environmental Studies, CUSAT	27 th February, 2013	Genetically modified Crops & Food Security- Issues & Prospects
4	Smt. M. Sumayya District Malaria Officer, Ernakulam.	27 th August, 2013	Mosquito Control
5	Dr N. Vijayakumar Director, Blood Bank, Aluva	30 th August, 2013	Awareness on Hepatitis
6	Dr A.A. Mohammed Hatha Head, Department of Marine Biology, Microbiology and Biochemistry, CUSAT	26 th September, 2014	Ozone depletion and protection
7	Dr. P.K. Lathika Ayurvedic Physician, Sarathy Ayurveda Clinic, Aluva	29 th January, 2015	Adolescent female health problems
8	Dr. Yogesh S. Shouche, Scientist G, National Center For Cell Sciences, Pune	10 th & 11 th September, 2015	Introduction to Taxonomy and DNA barcoding
9	Dr. Joyce Joseph, Assistant Professor, Research and Post Graduate Department of Zoology, St. Thomas College, Thrissur	10 th & 11 th September, 2015	The need for DNA barcoding in taxonomy- in light of field experiences
10	Dr. Mathew M.J., Assistant Professor, PG & Research Dept of Zoology, Sacred Heart College, Thevara, Kochi	10 th & 11 th September, 2015	DNA barcoding and taxonomy of spiders: current status and future prospects

11	Dr. Sherine Sonia Cubelio Scientist D, Centre for Marine Living Resources and Ecology, Kochi	10 th & 11 th September, 2015	Taxonomic ambiguities of hydrothermal vent crabs-aid of molecular tools
12	Dr. Divya P.R., Senior Scientist, National Bureau of Fish Genetic Resources, Kochi	10 th & 11 th September, 2015	Calibrating fish diversity with DNA Barcodes
13	Dr. V. K. Venkitaramani, Scientist Biological Oceanography, KUFOS, Panagad, Kochi	10 th & 11 th September, 2015	Principles of Ichthyotaxonomy
14	Dr. Shanavas P. S., Scientist, Kerala Pollution Control Board	30 th September, 2013	Ozone depletion and protection
15	Dr. Ajith Babu, Director, Centre for Advancement of Global Health, Kochi	28 th October, 2015	Developing a mathematical model for predicting the distribution of <i>Aedes</i> sp. Mosquito
16	Dr. Sr. Rosemary HSST, St. Ann's H.S.S., Kottappuram	21 st January, 2016	Identification, Expression and Sequence analysis of CYP19A1A and SOX9A in the gonads of <i>Catla catla</i> in an annual reproductive cycle and during the time of early developmental stages.
17	Dr. Shaju Thomas Head of the Department, Post Graduate Department of Zoology, Nirmala College, Muvattupuzha	19 th June, 2015	Research in higher education – where we stand
18	Dr. Haneesh T. ENT Surgeon & RMO, General Hospital, Ernakulam	4 th February, 2016	Road accidents and first aid
19	Dr. Gigi K. Joseph Assistant Professor, Post Graduate Department of Zoology, Nirmala College, Muvattupuzha	14 th June, 2016	Go wild for wildlife
20	Prof. P.C John Founder & Former President, Zoological Society of Kerala, Retd. Vice Principal, CMS College, Kottayam	13 th July, 2016	Keynote address on “The relevance of life sciences” ZOOFEEST 2016, (Zonal level competitions) of Ernakulam Zone organized by Zoological Society of Kerala (ZSK).
21	Dr. R. Sugathan Ornithologist, Salim Ali bird sanctuary, Thattakadu	6 th September, 2016	Inauguration of Zoology Association and a talk on the topic “Biodiversity with special reference to Western Ghats.”
22	Dr. Grinson George Senior Scientist, Central Marine Fisheries Research Institute (CMFRI), Kochi	23 rd September, 2016	The International Ozone Day observation, 2016 and talk on ‘Climate change and issues in the marine ecosystem’
23	Ms. Sheena Abdul Khader Scientist, Science Made Fun Company, Qatar	4 th November, 2016	Prospects in Biotechnology

24	Ms. Sulfia Jabbar P. Diabetic Educator, Rajagiri Hospital, Chunagamveli, Aluva	16 th November, 2016	Awareness on Diabetes
25	Mr. Jithin K.P. Secretary, Kerala Sasthra Parishath, Aluva	16 th December 2016	Evolution and Darwinism

Students participate in skill development programmes, field and industrial visits and curriculum based inter-collegiate competitions (Zoofest).

33. *Teaching methods adopted to improve student learning*

- **Teaching is made more learner centered** – Remedial classes are provided for slow learners and advanced learners are given special guidance for excellence.
- In addition to regular lecture method of teaching students are exposed to **ICT enabled teaching** methods. By incorporating digital media elements into the classroom, the students are able to learn better since they use multiple sensory modalities, which would make them motivated to pay more attention to the information presented and retain the information better. **Virtual lab** developed by Amrita University is used to explain certain concepts in Biotechnology, Bioinformatics etc.
- **Mind maps** are used by teachers to explain concepts in an innovative way. They are much quicker to make and much easier to remember and review because of their visual quality.
- **Peer teaching** – Teams are formed with advanced and slow learners to benefit both. Students were provided opportunities to work collectively and become better collective thinkers.
- Students are encouraged to present **seminars, group discussions and debates** on selected topics
- **Continuous evaluation** is done for assessing their theory and laboratory skills
- Students are given **group activities** and **project works**, they are also given opportunity to prepare study materials such as models, charts etc.

34. *Participation in Institutional Social Responsibility (ISR) and Extension activities*

- Community research project by students to develop “**mathematical model for predicting the distribution of mosquito, *Aedes aegypti***” in collaboration with **Centre for Advancement of Global Health (CAGH)**. Project data is uploaded to national database.

- **Active Participation of students in Citizen Science Programme** and data uploading on sightings about birds and invasive alien species to the national database as a part of participatory community research
- **Financial aid** to dialysis patients in Govt. Medical Hospital, Aluva
- **Gynecology medical camp** to public, staff and students of the college
- **Campaign against stray dogs**
- **Evangel Ashram** visit by Zoology alumni
- **Supported house construction** for a poor widow
- **Setting up of aquarium** at Jana Seva Sishu Bhavan, Aluva
- Active participation in blood donation and hair donation programmes
- **‘Pendrive’ programme** to collect throw away pens for creating installations in Cochin Biennale as a part of ‘Haritha Keralam’ project, Govt of Kerala
- **Setting up of library** in Navajeevan School for Special Needs, Mamamgalam.

35. SWOC analysis of the department and Future plans

Strength <ul style="list-style-type: none"> • Dedicated and competent teachers • Disciplined students • Well-equipped laboratory, library & reading room • Well- maintained museum 	Weakness <ul style="list-style-type: none"> • Lack of basic knowledge in the subject among the students • Students opting professional courses
Opportunity <ul style="list-style-type: none"> • Pursue higher education programmes. • Paramedical and biomedical courses, medical transcription • Trainees in research institutions 	Challenges <ul style="list-style-type: none"> • Lack of regular M. Sc. Zoology courses • Time constraints

Future Plans of the Department:

- ✓ Upgrade to P.G. department
- ✓ Thrust to research projects funded by external agencies
- ✓ Coaching for degree students for clearing common entrance tests
- ✓ Initiating collaborations with NGOs and relevant institutions
- ✓ Income generation through consultancy

EVALUATIVE REPORT

DEPARTMENT OF BIOCHEMISTRY

1. *Name of the department* : Biochemistry
2. *Year of Establishment* : 2011
3. *Names of Programmes/
Courses offered* : Complementary Biochemistry for graduates
4. *Names of Interdisciplinary
courses and the Departments /
units involved* : BSc Zoology Model II (Dept. of Zoology)
5. *Annual/semester/choice based
credit system (programme wise)* : Choice Based Credit System
6. *Participation of the department
in the courses offered by other
departments* : Complementary Biochemistry for B.Sc. Zoology (Model II)
7. *Courses in collaboration with
other universities, industries,
foreign institutions, etc.* : Additional support given in molecular biology in collaboration with university labs for advanced learners.
8. *Details of courses/ programmes
discontinued (if any) with reasons* : Nil
9. *Number of teaching posts*

	Sanctioned	Filled
Asst. Professors	1	1

10. *Faculty profile with name, qualification, designation, specialization, (D.Sc./ D.Litt. /Ph.D. /M.Phil. etc.,)*

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students Guided for the Last 4 years
Dr. Linda Louis	M.Sc., NET, Ph.D.	Assistant Professor	Molecular Genetics	7 years	-

11. List of senior visiting faculty :

- a) Dr. Vijayan. FNASc, Emeritus Professor, CUSAT.
 b) Dr. Siju M Varghese, Asst. professor, St. Albert's College, Ernakulam

12. Percentage of lectures delivered and practical classes handled (programme wise) By temporary faculty : No temporary faculty**13. Student-Teacher Ratio(programme wise) :** 60:1**14. Number of academic support staff (technical) and administrative staff; sanctioned and filled :** Temporary laboratory Assistant - 1**15. Qualifications of teaching faculty with DSc/D.Litt/ Ph.D/MPhil/PG.**

Ph. D - 1

16. Number of faculty with ongoing Projects from a) National b) International funding agencies and grants received : National – 1 (UGC grant of 4.4 Lakhs)**17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received :**

Funding Agency	Amount Sanctioned	Amount Received
UGC	Rs. 4,40,000/-	Rs. 3,70,000/-
KSCSTE Under graduate student project (SPYTiS)	Rs. 10,000/-	Rs. 10,000/-

18. Research Centre/facility recognized**By the University** - NA (Biochemistry is UG Department)**19. Publications:****❖ Publication per faculty**

Name of the Faculty	Total No. of Publications	No. of Publications during 2012-2016	Citation Index	SNIP	SJR	Impact Factor	h-index
Dr. Linda Louis	7	5	18	0.12 5 – 0.50 4	0.23 5 – 0.78 7	0.508 – 1.585	3

❖ Number of papers published in peer reviewed journals (national/ International) by faculty and students

Name of the faculty/ student	National/ International	No. of Publication
Dr. Linda Louis	National	2
	International	2

❖ Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database- International Social Sciences Directory, EBSCO host, etc.) - 2

20. Areas of consultancy and income generated

Area of consultancy	Income generated
Project guidance for Microbiology Post Graduates -2	Rs. 10000 per project

21. Faculty as members in

- a) **Editorial Boards** - Member of editorial Board of Discourse Interdisciplinary Research Journal since 2013

22. Student projects

- a) Percentage of students who have done in-house projects including interdepartmental/programme
- Interdepartmental Projects:5 Nos (M.Sc Projects-2 & B.Sc Projects -3)
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies : NA

23. Awards/Recognitions received by faculty and students

- Dr. Linda Louis was awarded Best paper for oral presentation in UGC sponsored National Seminar on Translational Biotechnology

24. List of eminent academicians and scientists/visitors to the department

Year of visit	Name of the Scientist/ visitor to the department
2012-13	Dr. Siju M Varghese, Asst. professor, St. Albert's College, Ernakulam
	Dr. RaghulSubin
	Dr. Harisree P, Research Associate, CUSAT
2013-14	Dr. Shanavas, Pollution Control Board
2014-15	Dr. Sijo Kunjachan, Consultant Physician, Taluk Hospital, Paravur
2015-16	Dr. Vijayan FNASc, CUSAT.
	Dr. Shantikumar, Center for Nanoscience, AIIMS, Cochin
	Dr. Jayasree, Sree ChitraThirunal Institute of Medical Science, Trivandrum
	Dr. Deepthi Menon, Center for Nanoscience, AIIMS, Cochin

25. Seminars/ Conferences/Workshops organized & the source of funding

Year	Programme Organized	Source of funding	Amount of funding
State level 2013-14	One Day Seminar on Ozone layer protection	Kerala state Council for Science Technology and environment	20,000
National 2015-16	Two day Science Academies' Workshop on 'Frontiers in Nanoscience and Technology' (Jointly organized)	National Science Academies	1,23,000

26. Student profile programme/coursewise:

Name of the Course /programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
<u>Vocational Course</u>	As per UG cap				
<u>B.Sc- Zoology</u>					
<u>Model II (Medical</u>					
<u>Microbiology)</u>					
2012 – '13		20		20	100%
2013 – '14		28		28	100%
2014 – '15		28		28	92%
2015 – '16 (TILL 3 RD SEM)		27		27	96%

*M=Male *F=Female

27. Diversity of Students : NA**28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?** NA**29. Student progression** : NA**30. Details of Infrastructural facilities****a) Library**

1. Total No. of Books:

Central library - 1212

Department Library - 65

2. Journals: Department - 4

Central library - 2

b) Internet facilities for Staff & Students: Wi-Fi enabled department**c) Class rooms with ICT facility:** No special classroom for supporting departments**d) Laboratories-** Biochemistry/Molecular biology lab – 1**31. Number of students receiving financial assistance from college, university, Government or other agencies** : NA

32. Details on student enrichment programmes (special lectures /workshops seminar) with external experts

Year	Student Enrichment Programme	External experts
2012-13	Lecture series in Bioinformatics	Dr. Siju M Varghese, St Alberts, Ernakulam Dr. Raghul Subin S Dr. Harisree P, KUFOS, Cochin
2013-14	Special Lecture on Ozone layer protection	Dr. Shanavas, Pollution Control Board
2014-15	Special lecture on Thyroid diseases	Dr. Sijo Kunjachan, Physician

33. Teaching methods adopted to improve student learning

- ✓ ICT enabled presentations
- ✓ Remedial teaching
- ✓ Interactive sessions & group Discussions
- ✓ Animated videos & e books
- ✓ Student centered Teaching methods like Peer teaching

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

- ✓ Distribution of food Packets to the needy
- ✓ Blood Donation
- ✓ Cancer fund

35. SWOC analysis of the department and Future plans

Strength <ul style="list-style-type: none"> Research and higher education oriented teaching and developments through IT equipped techniques and instrumentation. Minor research projects and Student projects in Biochemistry and Molecular Biology 	Weakness <ul style="list-style-type: none"> At most need for a lab assistant for Biochemistry lab
Opportunity <ul style="list-style-type: none"> Increasing consultancy services in Biochemistry & molecular biology lab Initiate certificate and add on programs in Molecular and Biochemical techniques 	Challenges <ul style="list-style-type: none"> No core course in Biochemistry

Future Plans:

- Initiating certificate courses
- Student projects for higher secondary students
- Publications in the form of laboratory manuals and Books
- Scope for a Major research project and better lab facilities

EVALUATIVE REPORT

DEPARTMENT OF HINDI

1. *Name of the department* : Hindi
2. *Year of Establishment* : 1964
3. *Names of Programmes/
Courses offered (UG, PG,
M.Phil., Ph.D., Integrated
Masters; Integrated Ph.D., etc.)* : UG Additional Language
4. *Names of Interdisciplinary
courses and the departments /
units involved* : 1) Additional Language
2) Bridge Course in Communicative Hindi
5. *Annual/semester/choice based
credit system (programme wise)* : Choice Based Credit and Semester System
6. *Participation of the department
in the courses offered by other
Departments* : Additional Language
B.A/B. Sc- Model 1, B.Com- Model 1,
B. Sc Zoology (V) Model II
7. *Courses in collaboration with
other universities, industries,
foreign institutions, etc.* : Nil
8. *Details of courses/programmes
discontinued (if any) with reasons* : Nil
9. *Number of teaching posts* : 2

	Sanctioned	Filled
Associate Professors	1	1
Asst. Professors	1	1

10. Faculty profile with name, qualification, designation, specialization, (D.Sc. /D.Litt. /Ph.D./M.Phil. etc.,)

Name	Qualification	Designation	Specialization	No.of Years of Experience	No.of Ph.D. Students Guided for the last 4 years
Lt.Dr.Bridget Joseph K	M.A, Ph.D, B.Ed, PGD in Translation	Associate Professor	Novel and Short story	19 yrs	-
K.Lekha	M.A, M.Phil, PGD in Translation, NET	Assistant Professor	Drama	4 yrs	-

11. List of senior visiting faculty :

- 1) Dr. K Ajitha, Professor, Department of Hindi, CUSAT
- 2) Dr. B Vijaya Kumar, Associate Professor, Dept.of Hindi, SCAMS govt. College, Kuttanellur, Thrissur.
- 3) Dr. Deepthi A S, Junior Hindi Translator, Ministry of Home Affairs, Trivandrum.
- 4) Dr Shila Pappoo, Associate Professor (Rtd.), St. Xavier's College for Women

12. Percentage of lectures delivered and practical classes handled (programme wise) By temporary faculty : No temporary faculty

13. Student-Teacher Ratio (programme wise)

	I YEAR	II YEAR	Ratio
B.A/B.Sc	137	170	75:1
B.Com	24	-	24:1
Zoo (V)	12	-	12:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled - Nil

15. Qualifications of teaching faculty with DSc/D.Litt/ Ph.D/MPhil/PG

PhD - 1

M. Phil - 1

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received - Nil

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received - Nil

18. Research Centre/facility recognized by the University -Being a supporting Department there is no Research Centre.

19. Publications:

- ❖ *Publication per faculty* - 4
- ❖ *Number of papers published in peer reviewed journals (national /international) by faculty and students* - 4

20. Areas of consultancy and income generated-

1. Personal Consultancy in Translation (caste certificate) – Rs.60
2. Consultancy in translation has been given to the Department of Police, Aluva.
(Free Consultancy)

21. Faculty as members in

Editorial Board- Seminar Proceedings of National Seminar conducted in 2015

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme – 100%
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies- NA

23. Awards / Recognitions received by faculty and students

Teacher's Excellence Award (Lt. Dr. Bridget Joseph K) by Navadarshan, Bolgatty Unit, Verapoly Diocese.

24. List of eminent academicians and scientists / visitors to the department – 2015

- a) Dr.Pankaj Parashar, Assistant Professor, Aligarh Muslim University, Aligarh
- b) Sri Manoj Kumar Pandey, Sub Editor, Hindi Samay.com section, Mahatma Gandhi International Hindi University, Wardha
- c) Dr. N. Mohanan, Dean, Faculty of Humanities, CUSAT

25. Seminars/ Conferences/Workshops organized & the source of funding

- a) *National* - 1 (UGC)

26. Student profile programme/course wise:

The students take Hindi as additional language. So their complete profile is maintained in their concerned Departments.

27. Diversity of Students – NA

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? NA

29. Student progression - The students take Hindi as additional language.

30. Details of Infrastructural facilities

- | | | |
|---|---|--|
| a) Library | - | 4650 |
| Department Library | - | 371 |
| b) Internet facilities for Staff & Students | - | Available in the Department |
| c) Class rooms with ICT facility | - | Projector available in the classes of Common Course Hindi. |
| d) Laboratories | - | Not Applicable. |

31. Number of students receiving financial assistance from college, university, government or other agencies

- 3 (Non Hindi Speaking area scholarship)
- 6 (Endowment prizes)

32. Details on student enrichment programmes (special lectures / workshops seminar) with external experts

UGC National Seminar on Hindi aur Malayalam ki samakaleen Kahaniyom meim Krishak Jeevan: Ek tulnatmak adhyayan was conducted on 6th & 7th August 2015.

33. Teaching methods adopted to improve student learning:

Group discussion, Dramatizing the stories, project submission, Seminars. Learning poems through other art forms like tableau, translation of the poems.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

Participated in the all the activities organized by NCC and all other institutional social activities.

35. SWOC analysis of the department and Future plans –

Strength : Teaching Hindi for the students of all courses (B.A\B.Sc\B.Com\B. Sc Zoology (V)) with Qualified and Dedicated Teachers. Hindi is our National Language. Students get an opportunity to be in touch with this Common Language and create a feeling of oneness.

Weakness : The Departments offers Hindi as a Common Course.

Opportunities : Increase in Communication skills especially in Hindi speaking areas.

Challenge : Importance is given to Science and IT oriented subjects.

Future Plans : To apply for Main Course.

EVALUATIVE REPORT

DEPARTMENT OF MICROBIOLOGY

1. *Name of the department* : Microbiology
2. *Year of Establishment* : 2010
3. *Names of Programmes/
Courses offered (UG, PG,
M.Phil., Ph.D., Integrated
Masters; Integrated Ph.D., etc.)* : Vocational Medical Microbiology for
Zoology Model II
4. *Names of Interdisciplinary
courses and the departments /
units involved* : Vocational Medical Microbiology for
Zoology Model II
5. *Annual/semester/choice based
(a) credit system (programme wise)* : Vocational Medical Microbiology for
Zoology Model II - CBCSS
6. *Participation of the department
in the courses offered by other
departments* : Vocational Medical Microbiology for
Zoology Model II
7. *Courses in collaboration with
other universities, industries,
foreign institutions, etc.* : MoU
 1. Red Deer College- Academic cooperation under Internalization at Home in Science Education Programme funded by Alberta Ministry of Education, Canada.
 2. Unibiosys- To engage in scientific research programs including academic projects and to provide training programs and course materials
8. *Details of courses/programmes
discontinued (if any) with reasons* : Nil

9. Number of teaching posts :

	Sanctioned	Filled
Assistant Professors	2	2

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D./M.Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience
Dr. Aneymol V.S.	M.Sc., Ph.D.	Assistant Professor	Medical Microbiology	10 years
Dr. K. Manjusha	M.Sc., NET, Ph.D.	Assistant Professor	Industrial Microbiology	8 years

11. List of senior visiting faculty :

- Dr. Raxit J. Jariwalla, Dr. Rath Research Institute, California, U.S.A.
- Shri. V.P. Balagangadharan, Former Dr. Brahmaprakash Scientist, VSSC, Trivandrum
- Dr. Thomas Philip, Former Principal, U.C. College , Aluva
- Dr Shyam Mukundan Diabetologist, (Lakshmi Nursing Home)
- Lt. Col. Dr. P. Nandakumar (Retd Dr from US)
- Dr. D.D. Nambudiri, Dean (Rtd.), College of Fisheries, Panangadu
- Dr. A. K. Prema, HOD (Rd.) Zoology, Cochin College
- Dr. Jisha M.S. , Associate Professor, School of Biosciences, MG University, Kottayam
- Dr. S. Bijoy Nandhan, Associate Professor, School of Marine Sciences, CUSAT
- Dr. Sebastian Rupert Mampilly, Adjunct professor, School of management Studies ,CUSAT
- Dr. M.M. Prasad, PhD., ARS, Principal Scientist, Head of Division Microbiology, Fermentation and Biotechnology, Central Institute of Fisheries Technology
- Dr. Achuthsankar S.Nair, Professor & HOD, Dept of Computational Biology & Informatics, University of Kerala

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary Faculty : Nil

13. Student-Teacher Ratio (programme wise)

B.Sc Zoology (model II) Medical Microbiology : 14:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled support staff (lab)

Lab Assistant (temporary) - 1

15. Qualifications of teaching faculty with DSc/D.Litt/ Ph.D/MPhil/P.G.

Ph. D - 2

16. Number of faculty with ongoing projects from) National b) International funding agencies and grants received - 2 Ongoing

Name of the faculty	National/ International	Title of the project	Name of the funding Agency	Grants sanctioned
Dr. Aneymol V.S.	State	Isolation and identification of <i>actinobacteria</i> from mangrove ecosystem of Vyppin	KSCSTE	10,000/-
Dr. K. Manjusha	State	An Investigation on the Antimicrobial Activity of Ferrite Nanoparticles	KSCSTE	10,000/-

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grant s receive: Completed Projects

Name of the faculty	National/ International	Title of the project	Name of the funding Agency	Grants sanctioned	Amount Received
Dr. Aneymol V.S.	National	Isolation, Identification And Characterization of <i>Actinobacteria</i> isolated from mangroves of Ernakulam district	UGC	2,00,000/-	1,55,000/-
	State	Impact of modernization on canned foods and its pathological importance	KSCSTE	10,000/-	10,000/-
	State	Study of airborne fungi at solid waste generation site in Ernakulum district	KSCSTE	10,000/-	10,000/-
Total Grants received					1,75,000/-

18. Research Centre/facility recognized by the University- Undergraduate department hence not recognized as research center. A number research projects have been carried out in the department.

19. Publications:

❖ *Publication per faculty*

Name of the faculty	No. of Publication (2012-2017)
Dr. Aneymol V.S.	2
Dr. K. Manjusha	5

Number of papers published in peer reviewed journals (national/International) by faculty and students:

Sl. No.	Name of the Faculty	Total No. of Publications	No. of Publications during 2012-2017	Citation Index	SNIP	SJR	Impact Factor	h-index
1	Dr. Aneymol V.S.	9	2	-	0.278 0.643	0.193 0.329	0.18- 5.121	-
2	Dr. K. Manjusha	7	5	2	0.69	0.525	1.864	1

❖ *Chapter in Books* Dr. Aneymol V.S. - 1

Dr. K. Manjusha - 1

❖ *Books Edited*

- Dr. Aneymol V.S. Discourse Interdisciplinary journal
- Dr. Aneymol V.S. Proceedings of National Seminar on Immune Disorders and Recent trends in Diagnostics
- Dr. Aneymol V.S. Proceedings of International Conference on Immune response in Health and disease
- Dr. Aneymol V.S. Discourse Interdisciplinary journal (Special Edition Editor, March 2017)
- Dr. K. Manjusha: Staff Editor of College Magazine

20. Areas of consultancy and income generated

Area of consultancy		Income generated (Rs.)
Student Projects	UG	17520/-
	PG	30000/-
Water quality analysis		2000/-
Total		49520/-

21. Faculty as members in

- a) Editorial Boards- Discourse Interdisciplinary Research Journal

Year	Name of the faculty	Book/Journal
2013-14	Dr.Aneymol V.S.	Discourse Interdisciplinary Research Journal
2014-15	Dr.Aneymol V.S.	Discourse Interdisciplinary Research Journal
2016-17	Dr.K. Manjusha	Discourse Interdisciplinary Research Journal

22. Student projects

- a) Percentage of students who have done in- house projects including inter departmental/ programme - 66%
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies :NA

23. Awards/Recognitions received by faculty and students

Year	Awards/Recognition received	Name of the faculty/ Students
2014-2015	Best Oral Paper Award	Dr. K. Manjusha
2015-2016	Repeated Blood Donor Award	Dr. Aneymol V.S

24. List of eminent academicians and scientists/visitors to the department

Year of visit	Name of the Scientist/ visitor to the department
2012-13	Dr. Raxit J. Jariwalla Dr. Rath Research Institute, California, U.S.A.
	Dr. D.D. Nambudiri, Dean(Rtd.), College of Fisheries, Panangadu
	Dr. A. K. Prema, HOD (Rd.) Zoology, Cochin College
	Dr. Jisha M.S. , Associate Professor, School of Biosciences, MG University, Kottayam
2013-14	Dr. Thomas Varghese, Sr. Consultant & Oncologist, Renai Medicity

	Dr. Leena Saju, Dietician, KIMS Hospital, Cochin
	Dr. Santhosh Varghese, Nephrologist, Christian Medical College, Vellore
	Mrs. Bhadra B., Deputy Mayor of Cochin
	Dr. Joe Thomas, Rheumatologist, Lourde Hospital
	Dr. K.M. Ramesh Nair Senior Consultant Pulmonologist & Bronchoscopist Lakeshore Hospital & Research Centre, Cochin
	Dr. Ramesh Kumar, Director, Metropolis Laboratory, Cochin
	Dr. Thomas Philip, Former Principal, U.C. College, Aluva
2014-15	Lt. Col. Dr. P. Nandakumar (Retd Dr from US).
	Dr. Subash Chandra Bose, Director, Capacity and Communication Development Unit, Thiruvananthapuram
	Dr. S. Bijoy Nandhan, Associate Professor, School of Marine Sciences, CUSAT.
	Adv. Binoy Kadavan, Trademark Attorney, Advocate, High Court of Kerala
	Mr. Jithin Sankar N., Asst. Professor, Dept. of History, N.S.S.College, Changanacherry
	Shri. V.P. Balagangadharan Former Dr.Brahmaprakash Scientist, VSSC, Trivandrum
	Shri. Afsar.S Patent Attorney, Krishna & Saurastri Associates, Bangalore
	Shri. Nigel Vincent Project Scientist, PIC-Kerala, KSCSTE
	Dr. Varun G. Menon, Assistant Professor, SCMS, Karukutty
2015-16	Mrs. Gayatri Asst. Manager VFPCCK
	Prof. Dr. Edathil Vijayan FNASc., Emertius Prof, CUSAT
	Prof. Dr. Shantikumar Nair, AIIMS
	Dr. R.S. Jayasree, SUT
	Dr. Sabu Thomas, MG University
	Dr. Deepthy Menon, AIIMS
	Ms. Samanatha Francis, Presentation College, Puthenvelikara

2016-17	Mr.Gigi K Joseph, Asst. Professor, Dept. of Zoology Nirmala College Muvattupuzha
	Dr. Grinson George, Senior Scientist, Central Marine Fisheries Research Institute(CMFRI), Kochi
	Mrs. Gayathri Asokan
	Dr. M.M. Prasad, PhD., ARS, Principal Scientist, Head of Division Microbiology, Fermentation and Biotechnology, Central Institute of Fisheries Technology.
	Dr Naresh Menon, CEO& Founder of ChromoLogic, California
	Dr. Sebastian Rupert Mampilly,Adjunct professor, School of management Studies ,CUSAT
	Dr.T.M.Jacob, Asst. Professor, Dept of Statistics , Nirmala College, Muvattupuzha
	Dr.T.C.Thankachan, Asst. Professor., St.Thomas College of Teacher Education Pala
	Dr.Achuthsankar S.Nair, Professor & HOD, Dept of Computational Biology & Informatics, University of Kerala
	Mr.Renjith Keshav, Managing Director, Insight Job Guru, TVM
	Dr. Madhab Lamsal, Professor, Head Department of Biochemistry, B.P. Koirala Institute of Health Science, Nepal
	Dr. Vinod Pallath, Ass. Professor, Faculty of Medicine, University of Malaya, Malaysia
	Dr. Gopal Nath, Professor Head, Department of Microbiology, Banaras Hindu University.
	Dr.Anup Poudyal, Assistant Professor Microbiology, B.P.Koirala Institute of Health Sciences, Nepal

Dr.Sr.Ruby CTC, Prasanthi Counselling Centre, Ernakulam

Dr.Wesley Jose, Clinical Associate Professor, Dept. of Medical Oncology & Hematology, AIMS, Cochin

Dr.Shibu Jacob, Assistant Professor, Dept. of Nephrology, Christian Medical College, Vellore, T.N

Mr.James Joseph, Founder Jackfruit365.com, Director, God's Own Food Solutions Private Ltd.

25. Seminars/ Conferences/Workshops organized & the source of funding**a) National**

Year	Programme Organized	Source of funding	Amount of funding
2013-14	National seminar on Immune Disorders and Recent trends in Diagnostics	Department self funded + Sponsors	60,000/-
2015-16	Two day Science Academies' Workshop on 'Frontiers in Nanoscience and Technology' (Jointly organized)	National Science Academies	1,23,000/-

b) International:

Year	Programme Organized	Source of funding	Amount of funding
2016-17	Immune response in Health and disease	KSCSTE	50,000/-

c) State

Year	Programme Organized	Source of funding	Amount of funding
2012-13	State level workshop on Microbial Techniques	KSCSTE	25,000/-
2013-14	IPR	KSCSTE	34,000/-
2014-15	Workshop on Technological advances in transforming Women's Lives	KSCSTE	35,000/-
2014-15	Two day Seminar on IPR	KSCSTE	54,000/-
2016-17	Two day workshop on research methodology	KSCSTE	50,000/-

Day observations

Year	Programme Organized	Source of funding	Amount of funding
2013	World Environment Day Celebration	KSCSTE	20,000/-
2013	International Ozone day Observation (Zoology & Biochemistry)	KSCSTE	20,000/-

2014	National Science Day	KSCSTE	20,000/-
2015	World wetland day	KSCSTE	15,000/-
2015	World Environment Day Celebration (Botany, Bhoomithrasena)	KSCSTE	18,000/-
2015	International Ozone day awareness activities (Bhoomithrasena club, Quiz club)	KSCSTE	20,000/-
2016	National Science Day (Botany)	KSCSTE	20,000/-
2016	World wetland day(Botany)	KSCSTE	20,000/-
2016	World Environment Day Celebration (Zoology, Research Promotion Council, Bhoomithrasena)	KSCSTE	20,000/-
2016	Ozone Day Celebration	KSCSTE	15,000/-
2016	International Year of Pulses (2016)	KSCSTE	20,000/-
2017	National Science Day -Advancements in Science and Technology for the Specially Abled Persons (Zoology)	KSCSTE	20,000/-
2017	Wet Land Day	KSCSTE	18000/-

26. Student profile programme/course wise

Name of the Course /programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
<u>B.Sc- Zoology</u> <u>Model II (Medical Microbiology)</u>					
2012 – 13	As per UG cap	20		20	100%
2013 – ‘14		28		28	100%
2014– 15		28		28	75%
2015– ‘17(Till 3rd semester)		27		27	74%
2016– ‘17(First semester)		27		27	92.6%

*M=Male *F=Female

27. Diversity of Students

Name of the Course	%of students from the same state	% of students from other States	% of students from abroad
B. Sc Zoology Voc. Medical Microbiology	NA		Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? - NA

29. Student progression - NA

30. Details of Infrastructural facilities**a) Library**

Central library - 1471

Department Library - 88

Journals- Department- 4 Central library-2 E-books- 25

b) Internet facilities for Staff & Students: Wi-Fi enabled department and laboratory with 3 computers and 1 Laptop

c) Class rooms with ICT facility -1

d) Laboratories - 2

Major Equipments are

- Laminar air flow
- Hot Air Oven
- Incubator
- Water Bath
- Cooling Centrifuge
- Transilluminator
- Autoclave
- Distillation Unit
- Electrophoretic Apparatus
- Trilocular microscope

31. Number of students receiving financial assistance from college, university, Government or other agencies: NA

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts

2012-13	Nutrition, Chronic & Infectious Disease	Dr. Raxit J. Jariwalla Dr. Rath Research Institute, California, U.S.A.
	Polycystic Ovarian Syndrome	Dr. Laxmi Laxmanan, Gynaecologist, Amritha Hospital

	Special Lecture on Mental Health	Dr. S.D.Singh, Sr. Psychiatrist, KIMS Hospital, Cochin
	3 Day State Level Seminar & Workshop on Microbial Techniques & Principles	Prof Dr. D.D. Namboothri, Dr. D.D. Nambudiri, Dean (Rtd.), College of Fisheries, Panangadu
2013-14	Two day National seminar on Immune Disorders and Recent trends in Diagnostics	Santosh Varughese, Consultant Nephrologist, CMC, Vellore & Dr. T .Thomas Philip, Former Principal of UC college
	World Environment Day	Dr. Shanavas , Scientist, Pollution Control Board
	Special Lecture on Nutrition	Dr. Leena Saju, KIMS Hospital, Cochin
	Special Lecture on Breast Cancer Awareness	Dr. Thomas Varghese, Sr. Consultant & Oncologist, Renai Medicity, Cochin
2014-15	Special Lecture on Ebola- The deadly virus	Lt.Col.Dr.P.Nandakumar (Retd Dr from US)
	Special Lecture on Diabetic Care	Dr Shyam Mukundan Diabetologist, (Lakshmi Nursing Home)
	Special Lecture on Wetland Conservation	Dr. S. Bijoy Nandhan, Associate Professor, School of Marine Sciences, CUSAT
	Soft Skill development Programme	Dr. Varun G. Menon, Assistant Professor, SCMS, Karukutty
2015-16	World Environment Day	Mrs. Gayatri Asst. Manager VFPCCK
	Paper bag making	Kudumba sree member Mrs. Mercy
	International Ozone Day & Quiz competition	Mr. Jithin Sankar N., Asst. Professor, Dept. of History, N.S.S. College, Changanacherry
	Science Academies' Lecture Workshop	Prof. Dr. Edathil Vijayan FNASc. Prof. Dr. Shantikumar Nair Dr. R.S. Jayasree Dr. Sabu Thomas Dr. Deepthy Menon
	Bioinformatics skill development programme	Ms. Samanatha Francis, Presentation College, Puthenvelikara
2016-17	World Environment Day	Mr.Gigi K Joseph, Asst. Professor, Dept. of Zoology Nirmala College Muvattupuzha
	Ozone Day Celebration	Dr. Grinson George, Senior Scientist, Central Marine Fisheries Research

		Institute(CMFRI), Kochi on the topic “Ozone and Climate Change”
	2016 International Year of Pulses	Mrs. Gayathri Asokan on “ Importance of Pulses In food”.
	Advancement in Microbiology Research and Opportunities therein	Dr. M.M. Prasad, PhD., ARS, Principal Scientist, Head of Division Microbiology, Fermentation and Biotechnology, Central Institute of Fisheries Technology.
	Applied microbiology -Medical Diagnosis	Dr. Naresh Menon, CEO& Founder of ChromoLogic
	Workshop on Research Methodology	Dr. Sebastian Rupert Mampilly Dr. T.M.Jacob Dr. T.C.Thankachan Dr. Achuthsankar S.Nair Mr. Renjith Keshav

33. Teaching methods adopted to improve student learning

- Power point presentations, Animations, video, e books, FLASH video,
- Student centered Teaching- group and chalk method, role play, hands on activities,
- Brain storming sessions, Industrial visits, Story board teaching

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

- Blood Group Detection
- Body Mass Index calculation & Maintenance of data for the College (initial stage)
- Water Analysis
- Distribution of food Packets to the needy
- Blood Donation
- Breast cancer awareness programme
- Cancer fund donation
- Onam celebration with inmates of St. Antony’s Old Age Home, Kongorpilly
- X’mas celebration with mentally challenged students, Karunalayam, Aluva
- Contribution towards house construction
- Free Health check up camp with KIMS hospital/ Aster Medicity

- World Environment day observation 2013, 2015, 2016
- International Ozone Day Observation 2013, 2015, 2016
- National Science Day Observation 2014, 2016, 2017
- World Wetland Day Observation 2015, 2016, 2017
- International Year of Pulses 2016
- Eye check-up in collaboration with Little Flower hospital, Angamaly,
- Sujal- Nalla Vellam Nalla Nadinu” Technological advances in transforming Women’s lives 2014- awareness programme
- Blood grouping camp and health awareness programme at Madhavapuram colony
- Sponsorship for an academically bright and financially backward GIRL child
- Financial assistance provided
 - Chennai Relief fund
 - Student of CMS College, Kottayam
- Medical aid for father of student, Commerce Dept. & Zoology Dept.
- Kit (Bed spread, Towel) for Hemophilia patients at General Hospital, Aluva
- Donated Books and Pen to Women Guidance Cell
- Contributed books for setting up library in Janaseva Sishu Bhavan
- Cleaning premises of Manakkathazham Pond, Keezhmadu Panchayat

35. SWOC analysis of the department and Future plans

Strength	Research Aptitude of Faculty and students Student projects are undertaken in the department for both UG & PG
Weakness	Need for regular stream course in Microbiology
Opportunities	PG Microbiology Regularization Starting of regular UG course in Microbiology Developing into a Research Centre Placements in allied areas Increasing consultancy services by establishing more equipped microbiology & molecular biology lab
Challenge	PG Microbiology Regularization,

Future Plans: Publication of study material by department
Introducing add-on courses /certificate courses
Regular monitoring of water quality of nearby water bodies

EVALUATIVE REPORT

DEPARTMENT OF PHYSICAL EDUCATION

1. *Name of the department* : Physical Education
2. *Year of Establishment* : 1964
3. *Names of Programmes/
Courses offered* : Open Course in physical Education-
Physical Health and Life skill Education
4. *Names of Interdisciplinary
courses and the departments /
units involved* : Open Course in the Vth semester
5. *Annual/semester/choice based
credit system (programme wise)* : Choice Based Credit and Semester System
6. *Participation of the department
in the courses offered by other
departments* : Nil
7. *Courses in collaboration with
other universities, industries,
foreign institutions, etc.* : Coaching camps of MG University,
Ernakulam district Basketball Association,
Ernakulam district Netball Association and
Ernakulam district Volleyball Association
8. *Details of courses/programmes
discontinued (if any) with reasons* : Nil
9. *Number of teaching posts* :

	Sanctioned	Filled
Associate Professors	1	1

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D./M.Phil. etc.,)

Name	Qualification	Designation	Specialization	No.of Years of Experience	No.of Ph.D. Students Guided for the last 4 years
Dr.Cicily Pearly Alex	M P E, Ph.D, NET	Associate Professor	Sports Psychology	20 yrs	-

11. List of senior visiting faculty :

1. Mr. P J Sebastian, Basketball Coach, Kerala State Sports Council
2. Ms. Nimmi S, Volleyball Coach, Kerala State Sports Council.

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary Faculty: Kerala Sports Council faculty for Basketball and Volleyball

13. Student-Teacher Ratio (programme wise) : 1:1000

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled Laboratory assistant:

Technical Staff as marker- 1

15. Qualifications of teaching faculty with DSc/D.Litt/ Ph.D/MPhil/PG.

Ph. D - 1

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received - National – 1 (UGC- Rs. 2,70,000/)

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received:

Funding Agency	Amount Sanctioned	Amount Received
UGC	Rs. 3,00,000/-	Rs. 2,70,000/-

18. Research Centre/facility recognized by the University - Nil

19. Publications:

Sl. No.	Name of the Faculty	Total No. of Publications
1	Dr. Cicily Pearly Alex	1

20. Areas of consultancy and income generated:

Free consultancy to autonomous colleges and associations like St Albert's College, S H College, St Teresa's College, Ernakulam District Athletic Association, Ernakulam District Volleyball Association, Ernakulam District Basketball Association, Ernakulam District Netball Association

21. Faculty as members in

- a) **National committees :** Technical Official for the conduct of 35th National Games, All India Inter University Cross Country championship

- b) **International Committees** : Technical Official representing India for the 20th Asian Athletic Championship held at Pune in 2013
- c) **Editorial Boards** : Editorial Board member in Interdisciplinary Journal 'Discourse' since 2013

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/ programme - NA
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies- NA

23. Awards/Recognitions received by faculty and students

Year		Student/ College Team	Event	Achievement
2012-13	National	College Team	All India Invitation Basketball tournament	Silver Medal
		Libina M J	Senior National Basketball	Represented Kerala
		Angel C Varghese, Anju Mathew and Bisha Eappen	Women National Basketball	Represented Kerala
		Anjaly Ayyappan	All India Interuniversity Volleyball	Silver Medal for MG University
	State/zonal	College team	Women state Basketball	Gold Medal
		College Team	South India Inter Collegiate Basketball	Silver Medal
		College Team	Rev. Sr. Redempta memorial All Kerala Basketball	Gold Medal
		College Team	Fr. Bartholomew Memorial All Kerala Inter collegiate Basketball	Gold Medal
		College Team	Fr. Bartholomew Memorial All Kerala Inter collegiate Volleyball	Silver Medal
		Libina M J, Shruthy Rameshan, Chippy Mathew, and Annat George	South –West Zone Basketball	Represented MG university
		Libina M J	South Zone Basketball	Gold Medal for Kerala

2013-14	National	Kum. Chippy Mathew	Senior National Basketball	Represented Kerala
		Libina M J	Federation Cup Basketball	Represented Kerala (Silver Medal)
		Anju Mathew	Women National Basketball	Represented Kerala
	State/zonal	College Team	All Kerala Inter Collegiate Basketball	Gold Medal
		College Team	South India Inter Collegiate Basketball	Gold Medal
		College Team	Karunya Evangeline Memorial South India level Basketball	Bronze Medal
		College Team	All Kerala Inter Collegiate Basketball	Gold Medal
		College Team	P S Viswappan Memorial All Kerala Inter Collegiate Basketball	Gold Medal
		Libina M J, Shruti Ramesan, Annat George, Angel C Varghese, Ramzeena Ali M A and Chippy Mathew	South –West Zone Basketball	Represented MG university
2014--15	Inter-National	Kum. Vinaya Joseph	Asian Basketball championship	Represented India
	National	Kum. Vinaya Joseph	Youth National Basketball championship	Represented Kerala
			Junior National Basketball championship	Silver Medal
		Kum. Anju Mathew and Amala Mariya Baby	Women's National Basketball	Represented Kerala
		Shruthi Ramesan and Angel P Varghese	National Games (Netball)	Represented Kerala
	State/zonal	College team	Rev.Sr.Redempta Memorial All Kerala Inter Intercollegiate Basketball	Gold Medal
		Ms Shruti Ramesan, Ms Annat George, Angel C Varghese, Ms Chippy	South –West Zone Basketball All India Inter University	Silver Medal Bronze Medal

2015-16		Mathew and Vinaya Joseph	Basketball	
		Ms Reshmitha K R	South –West Zone Volleyball All India Inter University	Silver Medal for MG university Gold Medal for MG university
	National	Vinaya Joseph	Federation Cup Basketball	Represented Kerala
		Kum Anju Mathew	Junior National Basketball	Represented Kerala
		Ashna mol Sabu, Sruthy k V and Anju Mathew	All India Inter University Netball	Represented MG university
		Reshmitha K R and Dhanusha Velayudhan	Women’s National Volleyball	Represented Kerala
	State/zonal	Vinaya Joseph, Anju Mathew and Sruthy K V	South –West Zone Basketball	Represented MG university
		Kavya K	Junior State Volleyball	Represented District team
		Kum Anjana Joseph and Reshmitha K R	Senior State Volleyball	Represented District team
		Kum. Aswathy Raveendran	South –West Zone Volleyball	Silver medal
		Kum Reshmitha K R, Kum. Alina Sibi, kum. Sanikadas D S ,Kum Kavya k , and Kum Anagha K P	Youth state Volleyball	Represented Palakkad District team
		Anjana Joseph, Aswathy P S, Anamika Babu, Dhanusha Velayudhan, Anukrishna M S , Ayana Ajith, Athulya J S	Youth state Volleyball	Represented Ernakulam District team

24. List of eminent academicians and scientists/visitors to the department

- 1) Dr. Binu George Varghese, Director, Dept. of Physical Education, M G University, Kottayam
- 2) Sri Anish Paul Cine Artist
- 3) P. Jayadevan IPS
- 4) Mr. Jayakrishnan, CI , Aluva
- 5) Adv. Jomon P Varghese, National Badminton Player
- 6) Mr. P.J Stephen, FACT

- 7) Mr. Eudrik Piererra, Internal Basketball Player, Inspector of Central Excise and Customs, Kochi
- 8) Mr. Subhash shenoy, Internal Basketball Player, Inspector of Central Excise and Customs, Kochi
- 9) Mr. K N Sunil, Chief Basketball Coach, MG University, Kottayam
- 10) Ms. Lissy Abraham, Chairperson, Aluva Municipality

25. Seminars/ Conferences/Workshops organized & the source of funding

State level tournaments organized:

- a) Rev. Dr. Sr. Redempta memorial All Kerala Inter-Collegiate Basketball tournament
- b) Msgr. Augustine Maveli Memorial All Kerala Inter-Collegiate Volleyball tournament

University level tournaments organized:

- a) MG University Inter-Collegiate Basketball tournament for Women in 2013
- b) MG University Inter-Collegiate Volleyball tournament for Women in 2012

26. Student profile programme/course wise : NA

27. Diversity of Student : NA

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? - NA

29. Student progression

Student progression	Against % enrolled
UG to PG	NA
PG to M.Phil.	NA
PG to Ph.D.	NA
Ph.D. to Post-Doctoral	NA
Employed <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	4 players placed in Indian Railways

Details of Infrastructural facilities

- a) Library : Available
- b) Internet facilities for Staff & Students : 1 computer with internet

- c) Class rooms with ICT facility : common facility utilized
 d) Laboratories : NA
 e) Training facilities

Outdoor	Indoor
Basketball court	Full-fledged Multipurpose health club
Volleyball court	Yoga and Gymnastic hall
Kabaddi court	Chess
Handball court	Caroms
Badminton court	Table Tennis board
Cricket practice nets	

31. Number of students receiving financial assistance from college, university, government or other agencies :

College

Years	Scholarship instituted by	Number of sports Students
2012-2013	Prof. K Shobha and Dr Tony Daniel	2
2013-2014	Prof. K Shobha and Dr Tony Daniel	2
2014-2015	Prof. K Shobha and Dr Tony Daniel	2
2015-2016	Prof. K Shobha and Dr Tony Daniel	2

University

Sports Merit Scholarship

Year	Agency	Number of students
2012-13	M.G. University-Department of Sports Sciences	2
2013-14	M.G. University-Department of Sports Sciences	3
2014-15	M.G. University-Department of Sports Sciences	5
2015-16	M.G. University-Department of Sports Sciences	4

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts: Practice matches included in the training programmes

33. Teaching methods adopted to improve student learning: Group discussion, Project submission, etc

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

35. SWOC analysis of the department and Future plans

Strength

- ✓ Highly skilled students
- ✓ Health club in the campus
- ✓ Participation in tournaments gives proper exposure
- ✓ Inter collegiate tournaments within the campus help the students to tackle the managerial tasks at all levels.
- ✓ The positive attitude of the management
- ✓ Experience of the staff from their involvement in various national and international assignments, can be translated into student's benefits.

Weakness

- ✓ Paucity of space inside the campus restricts modernization activities.
- ✓ The inclement weather always hinders the progress of activities of the students which can be overcome only by an indoor training area.
- ✓ Lack of mass participation in the physical activities limits the number of competitive participants.

Opportunities

- ✓ Facilities for regular training students.
- ✓ participation at district level, state level, university level and national level
- ✓ grace marks up to 25% to compensate the hours they spent in the sports fields
- ✓ Placements in the Railway, Police and in other government organizations
- ✓ The students get priority in the "sports quota" seats in Professional courses

Threats

- ✓ The decline in the number of students in sports and games
- ✓ The de-linking of Pre - degree from the university
- ✓ Semester system: University exams in Oct-Nov bring inconvenience for sports students due to major tournaments during that period.

Future plan

- ✓ Multi-purpose Court - (Volleyball, Handball, Netball).
- ✓ Curve roofing for the Basket ball and Volley ball Court.
- ✓ Concreted Badminton Court with Curve roof.
- ✓ Swimming pool.
- ✓ Conduct a National Seminar.

EVALUATIVE REPORT

DEPARTMENT OF POLITICAL SCIENCE

1. *Name of the department* : Political Science
2. *Year of Establishment* : 1968
3. *Names of Programmes/
Courses offered* :
 - ❖ Undergraduate Course (B.A Economics)
 - ❖ Certificate Course- 'Human Rights And Duties Education'
4. *Names of Interdisciplinary
courses and the departments /
units involved* : Complementary Political Science for
English and Economics Graduates
5. *Annual/semester/choice based credit system (programme wise)*

<i>Programme</i>	<i>Scheme</i>
B A Economics & English Literature Model I	Choice Based Credit and Semester System (CBCSS)

6. *Participation of the department
in the courses offered by other
departments* : Department of political science in
collaboration with the department of
statistics and economics conduct surveys
on socio economic issues.
7. *Courses in collaboration with
other universities, industries,
foreign institutions, etc.* - Nil
8. *Details of courses/programmes
discontinued (if any) with reasons* - No programmes are discontinued
9. *Number of teaching posts*

	Sanctioned	Filled
Asst. Professors	1	1

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D./M.Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students Guided for the last 4 years
Ms. Minimole.K	M.A. UGC NET	Assistant Professor	Indian Constitution, Human Rights	11	

11. List of senior visiting faculty -

Sl.No	Name	Address and Designation
1	Dr. N S Soman	Director, School of legal studies
2	Adv. D Binu	Social Activist specialized in RTI

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty - NA

**13. Student-Teacher Ratio (programme wise) - 1:60 (Economics)
1:50 (English)**

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled Laboratory assistant - NA

15. Qualifications of teaching faculty with DSc/D.Litt/ Ph.D/MPhil/PG. - PG, NET – 1

16. Number off Faculty with ongoing projects from

a) National -

Name of faculty	Funding agency	Type	Grants received	Title of the Project
Minimole.K	UGC (completed in Oct 2016)	Minor	Rs.1,05000	Effectiveness of Continuing Education Programme in Kerala with Special Reference to Ernakulam District

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received : Nil

18. Research Centre/facility recognized by the University : Department of Political Science is a UG department and hence not recognized as a Research Center

19. Publications:

Publication per faculty:

Author	Number of papers published in peer reviewed journals (national / international)
Ms Minimole K	1

20. Areas of consultancy and income generated : Nil

21. Faculty as members in

a) National committees : Nil

22. Student projects

a) Percentage of students who have done in- house projects including inter departmental/ programme -30% of Economics graduate projects are undertaken by Political Science Department

b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/ Industry/ other agencies : NA

23. Awards/Recognitions received by faculty and students - NA

24. List of eminent academicians and scientists/visitors to the department

Name	Designation
Adv. Harish Vasudevan	Environmentalism and Human Right Activist
Adv. D. Binu	RTI Activist
Justice Sukumaran	Former Chief Justice of Mumbai High Court , Rtd Judge of Kerala High Court
Dr. N.S Soman	Director, Legal studies, CUSAT

25. Seminars/ Conferences/Workshops organized & the source of funding

a) National : 1

26. Student profile programme/course wise:

Name of the Course /programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
<u>B.A English</u>					
2012	As per UG CAP	51		51	98%
2013		52		52	100 %
2014		48		48	97%
2015		48		48	98 %
2016		38		38	79%
<u>B.A Economics</u>					
2012	As per UG CAP	59		59	99 %
2013		58		58	98 %
2014		59		59	96%
2015		64		64	98%
2016		56		56	95%

27. Diversity of Students : NA

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? - NA

29. Student progression : NA

30. Details of Infrastructural facilities

a) Library

Details	Books
Total books in the Central library for Economics	568
Books in the Department Library	86
No. of Books Purchased in 2014-15	10

b) Internet facilities for Staff & Students

Internet facilities for staff and students in the department

c) Class rooms with ICT facility: Nil

d) Laboratories: Nil

31. Number of students receiving financial assistance from college, university, Government or other agencies : NA

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts

Student enrichment programmes (2012-2016)

External experts	Special lectures/Seminar/Exhibitions	Date
	Sight out of sight (Exhibition)	10/12/12
Adv. Jayasankar	Talk on 'Changing Socio-Economic and Political scenario	19/8/13
Adv. Harish Vasudev	Talk on Western Ghats Conservation: Gadgil Committee Report	10/12/13
Sri. Baiju Regional coordinator Social Security Mission	Awareness on Social Security measures of Government of Kerala	29/1/2014
Adv. Binu RTI Activist	Seminar talk on Right to information	10/1/2014
Adv. Sandhya Raju	Talk on 'Taste for change: Right to food	30/1/2015

Justice Sukumaran Former Chief Justice of Mumbai High Court , Rtd. Judge of Kerala High Court	Mother Magdeline Lecture on Minority Rights and Development: Overcoming exclusion, discrimination and poverty”	12/2/2015
Dr. N.S Soman Director, Legal studies, CUSAT	Talk on ‘ Philosophy of Indian Constitution’	26/11/15
Dr. N.S Soman	Exhibition on Constitutional development in India	26/11/15

33. Teaching methods adopted to improve student learning

Strategy for teaching:

- For advance learners - Lectures, seminars, discussions.
- For average learners - Special attention, peer teaching.
- For slow learners - Remedial Teaching

Teaching Methods

- Regular lectures
- Seminars / Quizzes
- Group discussions on current topics like budget, economic policies etc.
- Peer teaching
- Remedial teaching
- Interactive sessions
- ICT enabled teaching
- Project/Surveys

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

Human Rights Forum functioning at the college level and coordinated the activities by the department has conducted various activities in order to participate in Institutional Social responsibilities. The following are the some social responsibility activities of the forum:

- Special lectures on various social and Economic issues
- Conducted two exhibition on Social and Political issues

35. SWOC analysis of the department and Future plans

Strength <ul style="list-style-type: none"> • Dedicated Teacher • Good Infrastructural facilities • Department Library 	Weakness <ul style="list-style-type: none"> • Few teachers • No Departmental students
Opportunity <ul style="list-style-type: none"> • More projects • More Awareness Programmes on Human rights 	Challenges <ul style="list-style-type: none"> • Absence of department students • No UG course

Future plans

- An outreach programme in association with the NGO, Human Rights Network. The department intends to create a legal aid cell. Student volunteers will be given training by Human Rights Network in association with KELSA to act legal aid volunteers.
- Proposals for national level seminars/workshops to be send to funding agencies like UGC, ICSSR and Directorate of Collegiate education.
 - ✓ Observance of Human Rights Day &Talk on Human Rights issues
 - ✓ Human rights awareness through Cultural Programmes
- Faculty to apply for funded project
- Motivation classes for students to boost their Self esteem and Self confidence

EVALUATIVE REPORT

DEPARTMENT OF SANSKRIT

1. *Name of the department* : Sanskrit
2. *Year of Establishment* : 1964
3. *Names of Programmes/
Courses offered (UG, PG,
M.Phil., Ph.D., Integrated
Masters; Integrated Ph.D., etc.)* : Nil
4. *Names of Interdisciplinary
courses and the departments /
units involved* : (a) Complementary Course for B.A.
Malayalam
(b) Programme Core for M.A. Malayalam
5. *Annual/semester/choice based
credit system (programme wise)* : Choice Based Credit System
6. *Participation of the department
in the courses offered by other
departments* : (a) Complementary Course for B.A.
Malayalam
(b) Programme Core for M.A. Malayalam.
(c) Monitors Projects for IV semester
students of M.A. Malayalam
7. *Courses in collaboration with
other universities, industries,
foreign institutions, etc.* - Nil
8. *Details of courses/programmes
discontinued (if any) with reasons* - No programmes are discontinued.
9. *Number of teaching posts*

	Sanctioned	Filled
Guest Faculty	1	1

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D./M.Phil. etc.,)

Name	Qualification	Designation	Specialization	No.of Years of Experience	No.of Ph.D. Students Guided for the last 4 years
Dr. SUMA K U	M Phil, PhD	Guest Faculty	Sanskrit Sahithya	9	Nil

11. List of senior visiting faculty - Prof. Ambujakshy P, Former Faculty Dept. of Sanskrit

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty - 100%

13. Student-Teacher Ratio (programme wise) - 44 : 1 (B.A Malayalam)
12:1 (M A Malayalam)

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled - NA

15. Qualifications of teaching faculty with DSc/D.Litt/ Ph.D/MPhil/PG:
Ph.D -1

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received - Nil

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received - Nil

18. Research Centre/facility recognized by the University - NA.

19. Publications:

▪ **Publication per faculty** - 4 (prior to 2012)

20. Areas of consultancy and income generated:

The faculty offers free consultancy in Spiritual Formation classes for students and Senior citizens.

21. Faculty as members in

- a) National committees : Nil
- b) International Committees : Nil
- c) Reviewer : PG curriculum revision

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme : Yes
- b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/ other agencies : NA

23. Awards/Recognitions received by faculty and students: Nil

24. List of eminent academicians and scientists/visitors to the department:

Dr K G Poullose, Vice- Chancellor Kerala Kalamandalam

25. Seminars/ Conferences/Workshops organized & the source of funding: Nil**26. Student profile programme/course wise:**

Name of the Course /programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
<u>B.A Malayalam</u>					
2012 – ‘13	As per UG CAP	61		61	98.3%
2013 – ‘14		57		57	100 %
2014 – ‘15		64		64	100%
2015 – ‘16		56		56	98 %

*M=Male *F=Female

27. Diversity of Student- NA**28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? - NA****29. Student progression - NA****30. Details of Infrastructural facilities**

- a) Library : Department Library : 25
Central Library : 150
- b) Internet facilities for Staff & Students : Wi-Fi enabled campus

31. Number of students receiving financial assistance from college, university, Government or other agencies : NA**College**

Years	Scholarship instituted by	Number of Students
		B.A
2012-2013	Prof P.Ambujakshy (highestmarks in Sanskrit University exam among the students of B.A & MA Malayalam)	2
2013-2014		2
2014-2015		2
2015-2016		2

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts

- Organized stage performance of Bhasa's one act play Madhyama Vyayoga and Kalidasa's Abhinjana Sakunthalam
- Organized Aksharasloka Kalari for enriching correct pronunciation and the memory power of the students.

33. Teaching methods adopted to improve student learning

Strategy for teaching:

- ✓ A Bridge course introduced for students to learn a new language like Sanskrit more easy
- ✓ For advance learners–
 - Reading, Assignments
 - Personal Attention
- ✓ For average learners –
 - Personal attention and continuous evaluation by asking questions in the class daily and weekly test papers
 - Encourages peer teaching among students
- ✓ For slow learners –
 - Remedial Teaching
 - Personal Attention
 - Motivation through personal rapport

Techniques adopted for teaching:

- Regular Lectures
- Dramatization
- Assignments based on Sanskrit Literature
- Weekly test papers

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: Nil

35. SWOC analysis of the department and Future plans

Strength <ul style="list-style-type: none"> • Wide knowledge about a new language • Enthusiasm of students • Faculty with good potential • Academic year 2009& 2003 the students scored 100 marks in Sanskrit • to Arts and Literature of Malayalam. 	Weakness <ul style="list-style-type: none"> • No separate course on the subject in this college • Lack of permanent Faculty
Opportunity <ul style="list-style-type: none"> • The subject offers great teaching job opportunity for the students 	Challenges <ul style="list-style-type: none"> • Below average students • Students who have no previous knowledge in Sanskrit

Future plan:

- The Department is trying to get a Permanent Faculty and try to get a separate course
- To be more actively involved in Research
- To take up minor project

EVALUATIVE REPORT

DEPARTMENT OF STATISTICS

1. *Name of the department* : Statistics
2. *Year of Establishment* : 1979
3. *Names of Programmes/
Courses offered (UG, PG,
M.Phil., Ph.D., Integrated
Masters; Integrated Ph.D., etc.)* : (a) Core Course for B.A Economics
(b) Complementary Course on Statistics
for B.Sc. Mathematics and Physics
4. *Names of Interdisciplinary
courses and the departments /
units involved* : (a) Core Course for B.A Economics
(b) Complementary Course on Statistics
for B.Sc. Mathematics and Physics.
5. *Annual/semester/choice based
credit system (programme wise)* : Choice Based Credit and Semester System
6. *Participation of the department
in the courses offered by other
departments* : (a) Core Course for B.A Economics
(b) Complementary Course on Statistics
for B.Sc. Mathematics and Physics.
(c) Monitors Projects for VI semester
students of B.Sc Mathematics
7. *Courses in collaboration with
other universities, industries,
foreign institutions, etc.* : Nil
8. *Details of courses/programmes
discontinued (if any) with reasons* : No programmes are discontinued.
9. *Number of teaching posts*

	Sanctioned	Filled
Asst. Professors	1	1

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D./M.Phil. etc.,)

Name	Qualification	Designation	Specialization	No.of Years of Experience	No.of Ph.D. Students Guided for the last 4 years
Dr. Ansa Alphonsa Antony	Ph. D., NET	Assistant Professor	Reliability Theory	11	Nil

11. List of senior visiting faculty: Nil

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: No temporary faculty

13. Student-Teacher Ratio (programme wise):

100: 1 (B.Sc Mathematics)

60:1 (BA Economics)

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: NA

15. Qualifications of teaching faculty with DSc/D.Litt/ Ph.D/MPhil/PG:

Ph.D - 1

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: Nil

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: UGC sponsored minor project submitted in 2012- 1 (Rs.95,000/-)

18. Research Centre/facility recognized by the University: Being a UG department, there is no research centre.

19. Publications:

- **Publication per faculty-** 7 (prior to 2012)
- **Number of papers published in peer reviewed journals (national /international) by faculty and students** : 7
- **Number of publications listed in International Database** : 5
- **Citation Index** : 27
- **SNIP** : 0.25-0.69
- **SJR** : 0.273-0.98
- **Impact factor** : 0.466-0.781
- **h-index** : 3

20. Areas of consultancy and income generated:

The faculty offers free consultancy in statistical data analysis for students and faculty of the college.

21. Faculty as members in

- a) Editorial Boards :
- ✓ Member of the editorial board of Discourse Interdisciplinary Research Journal since 2013
- b) Reviewer
- ✓ Dr. Ansa Alphonsa Antony is a reviewer for Mathematical Reviews published by American Mathematical Society

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme : NA
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies : NA

23. Awards/Recognitions received by faculty and students

- Dr. U.S. Nair Young Statistician Award instituted by Indian Society for Probability and Statistics

24. List of eminent academicians and scientists/visitors to the department : Nil**25. Seminars/ Conferences/Workshops organized & the source of funding : Nil****26. Student profile programme/course wise:**

Name of the Course /programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
<u>B.A Economics</u>	As per UG CAP				
2012 – '13		61		61	98.3%
2013 – '14		57		57	100 %
2014 – '15		64		64	100%
2015 – '16		56		56	94.6 %
<u>B.Sc Maths/Physics</u>	As per UG CAP				
2012 – '13		61		61	100 %
2013 – '14		63		57	80.7 %
2014 – '15		58		64	65.3%
2015 – '16		55		56	54.16%

*M=Male *F=Female

27. Diversity of Student - NA

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? - NA

29. Student progression - NA

30. Details of Infrastructural facilities

- a) Library : Department Library : 59
Central Library : 523
- b) Internet facilities for Staff & Students : Wi-Fi enabled campus
- c) Class rooms with ICT facility : NA. Uses the ICT enabled class room of the Department of Mathematics
- d) Laboratories : NA

31. Number of students receiving financial assistance from college, university, Government or other agencies : NA

College

Years	Scholarship instituted by	Number of Students
		B.Sc.
2012-2013	Prof P. Leela (highest marks in Statistics University exam among the students of B.Sc Maths)	1
2013-2014		1
2014-2015		1
2015-2016		1

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts

Organized Exhibition “Mathematics in Nature” by the students in B.Sc Mathematics which was open for public and the staff and students from nearby schools and colleges used the opportunity.

33. Teaching methods adopted to improve student learning

❖ **Strategy for teaching:**

- For advance learners –
 - ✓ Students participate in intercollegiate competitions on the subject
 - ✓ Reading, assignments and problem solving not restricted within syllabus
 - ✓ Personal Attention
- For average learners –
 - ✓ Personal attention and continuous evaluation through weekly test papers
 - ✓ Encourages peer teaching among students

- For slow learners –
 - ✓ Remedial Teaching
 - ✓ Personal Attention

❖ **Techniques adopted for teaching:**

- Regular Lectures
- ICT enabled teaching
 - ✓ E-content
 - ✓ Classes using ppt slides for some modules to make the content more clear and interesting
 - ✓ e-submission of assignments
 - ✓ study material prepared by the faculty are made available to the students through e-mail
- Assignments based on statistical software, library books and internet
- Assignments on the applications and job opportunities in the subject
- Weekly test papers and rubrics

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

- Conducted a survey on 'Human Rights awareness among women' jointly with the Human Rights Forum of the College

35. SWOC analysis of the department and Future plans

Strength <ul style="list-style-type: none"> • Wide application of the subject • Enthusiasm of students • Faculty with good potential 	Weakness <ul style="list-style-type: none"> • No separate course on the subject in this college • Only few students get the opportunity for higher studies in this subject due to insufficient PG Statistics Courses in Kerala
Opportunity <ul style="list-style-type: none"> • The subject offers great job opportunity for the students • Wide application of the subject gives high opportunity for interdisciplinary collaborations for the department 	Challenges <ul style="list-style-type: none"> • Easy use of Statistical software diminish the importance of thorough knowledge in the area

Future plan:

- To incorporate more ICT tools in teaching
- The Department is trying to get a sanction for P.G in Statistics in the college.
- To be more actively involved in Research
- To take up major project and externally funded seminars
- To start a consultancy wing in data analysis for researchers in social sciences inside and outside the college

EVALUATIVE REPORT
POST GRADUATE DEPARTMENT OF
COMMERCE & RESEARCH (S/F)

1. *Name of the department* : Post Graduate Department of Commerce & Research (S/F)
2. *Year of Establishment* : 2013
3. *Names of Programmes/
Courses offered* :

UG : B.Com Model I – Computer Application
B.Com Model I – Finance and Taxation
B.Com Model I– Travel and Tourism

PG : M.Com– Management
M.Phil. – Business Studies

Short Term Courses : TAX Practitioner course
4. *Names of Interdisciplinary
courses and the departments /
units involved (Open Courses)* :
 - V Sem: Financial Investment (Department of communicative English)
 - VI Sem: Entrepreneurship Development. (Department of communicative English)
5. *Annual/semester/choice based
credit system (programme wise)* : Choice Based Credit and Semester System
6. *Participation of the department
in the courses offered by other
departments* : Financial Investment
7. *Courses in collaboration with
other universities, industries,
foreign institutions, etc.* : 1. Research Collaboration with Dayananda Sagar Business School (Recognized by All India Council for Technical Education), Bangalore as on 4th February 2015.

2. Research Collaboration with Airport Authority of India
3. State Bank of India, Aluva
4. National Insurance Company Pvt. Ltd.

MoU:

1. With Saurashtra College, Madurai to enhance the academic skills of students and teachers through resources, regular workshops, training programmes, capacity building and faculty development and career guidance and placement unit alignment
2. With Higher Education's Consultants an Academy (H.E.C.A), Kadavanthara as on 25th April, 2015 for skill development and employability skills training through various Diploma programmes to ensure quality graduates, post graduates and provide placement assistance in corporate sectors.
3. With Information And Communication Technology Academy Of Kerala (ICTAK), Trivandrum with the objective of improving employability skills of both the faculty and students through resources, regular workshop, training programmes, capacity building and faculty development, career guidance and placement unit alignment. It also ensures training, post training and certification.
4. With Cochin Business School (CBS), Kakkanad as on 1st January 2015 with the objective of improving employability skills of both the faculty and students through resources, regular workshop, training programmes, capacity building and faculty development, career guidance and placement unit alignment. It also ensures training, post training and certification.
5. Nehru Group of Institutions, Coimbatore to provide faculty development programmes, enhance the graduates and post graduates and to increase employability of the students under self-financing scheme.
6. Sapients, Ernakulam- To provide training programme on soft skill sessions and provide study materials for students of PG Department of Commerce.
7. Finmark Trainers India Pvt. Ltd.- To provide diploma and certification programme for the students of the college.
8. The Tax study centre, Ernakulam- To conduct training in Practical Accountancy, Tax Practitioner and Tally courses.

8. Details of courses/programmes discontinued (if any) with reasons - Nil

9. Number of teaching posts - NA

	Sanctioned	Filled
Associate Professors	1	1
Asst. Professors	17	17

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./ D.Litt. /Ph.D./M.Phil. etc.,)

Name	Qualification	Designation	Specialization	No.of Years of Experience	No.of Ph.D. Students Guided for the last 4 years
Dr. Sybila Pius Fernandez	M.Com, M. Phil., MBA, PHD	Associate Professor	Commerce	33 Yrs.	8
Mary David	M.Com, M.Phil.	Assistant Professor (Guest)	Commerce	15 Yrs.	
Radhika V R	M.Com, ,NET	Assistant Professor (Guest)	Commerce	6 Yrs.	
Jomsy Thomas	M.Com, MBA, NET	Assistant Professor (Guest)	Commerce	8 Yrs.	
Deepthi George	M.Com, NET, JRF	Assistant Professor (Guest)	Commerce	1 Yr	
Juno James	MTA	Assistant Professor (Guest)	Tourism	6Yr	
Karthika P Devan	M.Com, M.Phil., B.Ed.	Assistant Professor (Guest)	Commerce	6 Months	
Jibi Joseph	M.Com, M.Phil.	Assistant Professor (Guest)	Commerce	6 Months	
Kochuthresya Mathew	M.Com, M.Phil.	Assistant Professor (Guest)	Commerce	6 Months	
Nikhi Manoharan	M.Com, M.Phil.	Assistant Professor (Guest)	Commerce	2 Yrs.	
Jini Antony	MCA	Assistant Professor (Guest)	Computer science	5Yrs.	
Siji Mathew	MCA	Assistant Professor (Guest)	Computer science	14Yrs.	
Anjali R	MA(Literature), B.Ed., SET, CTET	Assistant Professor (Guest)	English	3 Yrs.	
Bindu Vinod	MA (Malayalam), Diploma in Psychology	Assistant Professor (Guest)	Malayalam	20 Yrs.	
Nify Francis	M.Com , NET	Assistant Professor (Guest)	Commerce	6 months	
Steffy Pius	M.Com	Assistant Professor (Guest)	Commerce	3 months	
Nimisha M. S	M.Com, B. Ed, SET	Assistant Professor (Guest)	Commerce	8 years	
Josna K P	MA(Hindi) , B.Ed.	Assistant Professor (Guest)	Hindi	3 Months	

11. List of senior visiting faculty

- ✓ Dr. Ratheesh Ambatt
- ✓ Dr. H. A Munaff (Joint Director Vidhya Bharathi)
- ✓ Dr Elizabeth George (Associate Professor, Adi Sankara Institute of Management)
- ✓ Ms Liance Mathew (Asst Professor, Cochin College)
- ✓ Mr. Maxi Jose (Financial Planner, Lotus Knowleath)
- ✓ Mr. John (Professional Careers)
- ✓ Mr. Manu K Eppen (Professional Careers)
- ✓ Mr. Mathew K Varghese
- ✓ Ms Sonia (National Institute of Tax studies)
- ✓ Ms. Preethy Viswanath (National Institute of Tax studies)
- ✓ Mr. Arun Somanathan Nair, Dhanalaxmi Bank

12. Percentage of lectures delivered and practical classes handled (program wise)

By temporary faculty - 5%

13. Student-Teacher Ratio (programme wise)

UG	-	19:1
PG	-	3:1
M. Phil	-	2:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled Academic support staff (technical) : Ms. Tulasi (Supported by Management)**15. Qualifications of teaching faculty with DSc/D.Litt/ Ph.D/MPhil/PG. :**

No. of teaching faculty with Ph. D	-	1
No. of teaching faculty with M. Phil	-	6
No. of teaching faculty with PG	-	11
No. of teaching faculty Pursuing Ph. D	-	2

16. Number of faculty with ongoing projects from

- a) National funding agencies** : 1 (Minor Research Project, 2013-2016)
- b) International funding agencies** : Nil

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received : Nil

18. Research Centre/facility recognized by the University: M. Phil Scholars use Research Centre of B.Com Regular.

19. Publications:

1. Publication per faculty /Students

Sybila Pius Fernandez	-	22
Jomsy Thomas	-	3
Nikhi Manoharan	-	1
Abiya thankam Babu	-	1
Deepthi George	-	3
Radhika V. R	-	2
Students	-	5

2. Number of papers published in peer reviewed journals (national / international) by faculty and students - **23**

3. Chapter in Books - **1**

4. Books Edited - **2**

5. Books with ISBN/ISSN numbers with details of Publishers - 1

Name	Name of the Book	Topic	ISBN No
Dr. Sybila Pius Fernandez	Indian Economy In the Globalized World	Forest Industrial Products In The Public Sector	81-7708-127-6
	India And Global Financial Crisis; Recession to Resurgence	Global Economic Recession And Its Brunt On Corporate India	-
Ms. Bindhu Vinod	Oru Cheruchedyude Kadha	-	-

20. Areas of consultancy and income generated: Thesis Correction of M. Phil students for Language and Statistics. Collecting an amount of Rs 200 from each student of M. Phil batch for Thesis correction.

21. Faculty as members in

a) **Editorial Boards:** Dr. Sybila Pius Fernandez, Ms. Jomsy Thomas, Ms. Mary David, Ms. Anjali R, Ms. Radhika V R

22. Student projects

- a) *Percentage of students who have done in-house projects including inter departmental/ programme:*

UG : 100%

PG : 100%

- b) *Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: 25%*

23. Awards/Recognitions received by faculty and students

Faculty

Ms. Bindu Vinod of PG Department of Commerce and Research (S/F) has won

- *“Ashrayateeram Manavika Patrapravarthaka Puraskaram”* by Ashrayateeram Paliative Trust, Trivandrum for the year 2016.
- 1st prize in the reality show *Mummy and Me* in Kairali T V in the year 2014

Students

- Sindhu Thomas, 1st Position, M.Phil.(Business Studies), M.G University Examination 2016-17
- Sr. Binu K J, 2nd Position, M.Phil.(Business Studies), M.G University Examination 2016-17
- Soumya Eapen, 3rd Position, M.Phil.(Business Studies), M.G University Examination 2016-17
- Aiswarya Devi S., 4th Position, M.Phil.(Business Studies), M.G University Examination 2016-17
- Reshma S., 6th Position, M.Phil.(Business Studies), M.G University Examination 2016-17
- Bindu P. K., 7th Position, M.Phil.(Business Studies), M.G University Examination 2016-17
- Chinchu P. C., 8th Position, M.Phil.(Business Studies), M.G University Examination 2016-17
- Ms. Carolin Judith won 3rd prize in Business Quiz in Divario '15, Commerce Fest Conducted by DiST, Angamaly on November 27, 2015.

- Ms. Swathi G Prabhu, Ms. Elizabeth Kezia, Ms Sethu kalyani of III B.Com bagged first prize for the *paper presentation* conducted by Rajagiri College, Kalamassery. Ms. Swathi G Prabhu won the *best Panalist award*.
- Ms. Sana Fathima of I B.Com CA secured first prize for the *Best Question* round in ICTAK, 2016.

24. List of eminent academicians and scientists/visitors to the department

- ✓ Dr. Md Abdul Hannan Mia (Associate Professor, University of Dhaka)
- ✓ Dr. L P Ramalingam (Principal , Saurashtra College Madurai)
- ✓ Dr. Saji T.G (Associate Professor , Sri C Achutha Menon Govt. College, Thrissur)
- ✓ Dr. Justin Paul(Full Professor, University of Puerto Rico Graduate school of Business, San Juan, PR, USA)
- ✓ Prof. Vijay Saini (Sr. Lecturer in Accountancy and Finance Faculty of Business & Information Technology, Manukau Institute of Technology New Zealand)
- ✓ Dr. E Muthukumar (Director and Associate Professor of Nehru College of Management, Coimbatore)
- ✓ Dr. S. Franklin John (Principal & Professor Nehru College of Management, Coimbatore)
- ✓ Dr. G. Alex Rajesh(Professor, Nehru College of Management, Coimbatore and Director, Centre of Excellence for Higher Education)
- ✓ Dr. T M Jacob (Associate Professor, Department of Statistics, Nirmala College, Muvattupuzha)

25. Seminars/ Conferences/Workshops organized & the source of funding

- a) **National** : 1. Inter Collegiate National Level workshop on Research Methodology (Self-funded)
- 2. Two day Faculty Development Programme (Self-funded)
- b) **International** : 1. Seminar on Financial literacy- a supreme tool in accelerating corporate social responsibility in the financial institutions (Registration fees and sponsorships)
- 2. Faculty Development Programme- Contemporary issues in Commerce, Economics and Business (Registration fees and sponsorships)

26. Student profile programme/course wise:

Name of the Course /programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
<u>UG Core Course</u>					
Computer Application	As per UG CAP	39		39	61.53%
Travel and Tourism		32		32	43.75%
<u>Open Course</u>					
Financial Investment	41	41	---	41	93%
<u>PG M.Com Management</u>	As per PG CAP	11	-	11	54.5%

*M=Male *F=Female

27. Diversity of Students

Name of the Course	%of students from the same state	% of students from other States	%of students from abroad
B.Com Computer Application	92%	5%	3%
B.Com Travel and Tourism	96%	0	4%
B.Com Finance and Taxation	96%	3%	1
M.Com Management	100	0	0
M.Phil. Business Studies	100	0	0

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

- Nil

29. Student progression

- Nil

Student progression	Against % enrolled
UG to PG	40
Employed	
• Campus selection	3
• Other than campus recruitment	
Entrepreneurship/Self-employment	-

30. Details of Infrastructural facilities

- a) Library : Department – 66, Central – 2835
Journals – 4
- b) Internet facilities for Staff & Students : Two computers with internet facility
Laptop-1, Printer-1
DVD Player-1, Speakers-2
Mike-1

c) Class rooms with ICT facility : One

d) Laboratories : One

31. Number of students receiving financial assistance from college, university, Government or other agencies

Sl No:	Class	No: of Students
1	III B.COM CA	4
2	III B.COM TT	1
3	II B.COM CA	3
4	II B.COM TT	0
5	II B.COM TAX	-
6	I M.COM	7

By Institution

Year	Award	Number Of Students Benefitted
2016-17	Endowment (PG Department of Commerce and Research(SF))	4
	Scholarship (Prof. Parvathy, Dept. of Chemistry)	4

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts

SL No:	Date	Programme	Faculty	Students
1	31-07-2015	The Opportunities & Skills In the Banking Sector	Time	3 RD Year
2	04-08-2015	Career Guidance Programme		3 RD Year
3	05-08-2015	Orientation on CS, CIMA, ACCA	Vidhya Bharathi Group of Institutions	3 RD Year
4	06-08-2015	Orientation on Tax Course	TAXMAN	2 nd & 3 rd Year
5	03-08-2015	Commencement of Diploma Course	TAXMAN	
6	25-11-2015	Personality Development Class	DR. Ratheesh Ambatt	3 RD & II M.com Year
7	12-01-2016	Opportunities & Challenges In Tourism Industry	Dr. H A Munaff	3 RD Years
8	04-08-2016	Life Skills Development Activity	MS. Usha	1 ST Years
9	29-04-2016	One Day Workshop on Research Methodology	Dr. Saji T.G	M.Phil
10	05-08-2016	Career Guidance Class	Mr. Navas Hassan	I B.Com
11	30-08-2016	Informatory Class on Starting Savings account	Mr. Kannan	I B.Com

12	24-10-2016	Capital Market awareness, Mutual fund and financial planning	Mr. maxi Jose	M.Com and M.Phil
13	3-11-2016	Personality Development	Mr. Joby Thomas	II and III B. Com
14	11-11-2016	Awareness class about ACCA	Mr. John & Mr. Manu K Eapen	I and II B. Com
15	17-11-2016	Career Guidance Class	Mathew K Varghese	III B. Com
16	21-11-2016	Tax Practitioner Course	Sonia & Preethy Viswanath	II B. Com
17	15-12-2016	Alternate Banking Channels Post Demonetization scheme of RBI	Mr. Arun Swaminathan Nair	II and III B. Com
18	30-1-2017 to 1-2-2017	Personality Development Class	Dr. Ratheesh Ambatt	3 rd year B.Com.
19	31-1-2017	Investment awareness and online trade	Ms. Liance Mathew	2 nd year B.Com.

33. Teaching methods adopted to improve student learning

- ✓ Teaching hours given to M.Com students in the B.Com classes under the guidance of the senior teachers.
- ✓ Teaching hours given to M. Phil students in the lower classes of nearby schools under the guidance of the senior teachers.
- ✓ Journal club activities for the M.Com and M. Phil students once in every month to strengthen their research aptitude.
- ✓ Student Centric Remedial Coaching Classes were taken by the teachers of different subject to ensure better performance of the students in the examination.
- ✓ Group Discussion and Debate for ensuring active participation of students in learning process.
- ✓ Each one teach one programme for enhancing communication, teaching, learning and presentation skills of students.
- ✓ Industrial Visits to get practical knowledge in Managing Enterprises and discussion with entrepreneurs.
- ✓ On job training to facilitate the Job potential of students.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

- ✓ Outreach programme in Ashokapuram Govt. LP School as a part of cleanliness week.

- ✓ Set up a library with 500 books and a shelf in Ashokapuram Govt. LP School.
- ✓ Distributed food packets at Evangel ashram, a rehabilitation centre for beggars, Koonammavu
- ✓ Support Cancer Patients by Marketing Power Soap Powder in Association with Pain and Palliative Care, Aluva.
- ✓ Inter school all Kerala Edu Fest in comic strip on the topic Insurance

35. SWOC analysis of the department and Future plans

Strength

- Dedicated, committed, consistent, well qualified and experienced faculties.
- The Department is registered as Research Centre for M.Phil in Business Studies.
- Continuing education till M.Phil.
- Varied course options for UG courses in Commerce.
- Department is working on outcome base teaching – learning process.

Weakness

- Under funding in Department and its related issues.
- Necessity for a Computer Lab solely for Commerce

Opportunity

- Continuing education for intellectual enrichment of students.
- To bring in extensive campus recruitments.
- To conduct workshops, seminars, conferences on a more regular basis that shall be fruitful for the faculties and the students.
- To convert our classrooms into SMART class making our UG and PG study experience more technologically advanced.

Challenge

- Risk of losing prominent faculty members for genuinely better opportunities at other colleges.
- Lack of public funding of higher education.
- Growing Competition.

Future plans

- Encourage Student Projects & Faculty Projects
- Encourage PhD Scholars and Research trainees.

- To bring in extensive Campus recruitments.
- To bring in an enriched experience of using a fully equipped and loaded Commerce library.
- Emphasis on new Vocational Courses and PG courses.
- Conducting more National and International Seminars.

EVALUATIVE REPORT

DEPARTMENT OF MICROBIOLOGY (SF)

1. *Name of the department* : Microbiology
2. *Year of Establishment* : 2002
3. *Names of Programmes/
Courses offered (UG, PG,
M.Phil., Ph.D., Integrated
Masters; Integrated Ph.D., etc.)* : M.Sc. Microbiology (Self financing)
4. *Names of Interdisciplinary
courses and the departments /
units involved* : NA
5. *Annual/semester/choice based
(a) credit system (programme wise)* : M.Sc. Microbiology - CSS
6. *Participation of the department
in the courses offered by other
departments* : NA
7. *Courses in collaboration with
other universities, industries,
foreign institutions, etc.* : NA
8. *Details of courses/programmes
discontinued (if any) with reasons* - Nil
9. *Number of teaching posts*

	Sanctioned	Filled
Asst. Professors	5	5

10. *Faculty profile with name, qualification, designation, specialization,
(D.Sc./D.Litt. /Ph.D./M.Phil. etc.,)*

Name	Qualification	Designation	Specialization	No. of Years of Experience
Ms. Ruby M. Pillai	M.Sc., NET	Assistant Professor	Immunology	12 years
Sr. Betsy Maria K.J.	M.Sc., B.Ed., M.Phil.	Assistant Professor	Immunology	5 years
Ms. Rekha R.	M.Sc.	Assistant Professor	Environmental Microbiology	8 years
Ms. Shyamala M.P	M.Sc., M. Phil	Assistant Professor	Medical Biochemistry	7 years
Ms. Maya Mathew	M.Sc.	Assistant Professor	Biotechnology	5 years

11. List of senior visiting faculty -

- Dr. Raxit J. Jariwalla, Dr. Rath Research Institute, California, U.S.A.
- Shri. V.P. Balagangadharan, Former Dr.Brahmaprakash Scientist, VSSC, Trivandrum
- Dr. Thomas Philip, Former Principal, U.C. College , Aluva
- Dr Shyam Mukundan Diabetologist, (Lakshmi Nursing Home)
- Lt.Col.Dr.P.Nandakumar (Retd Dr from US)
- Dr. D.D. Nambudiri, Dean (Rtd.), College of Fisheries, Panangadu
- Dr. Jisha M.S., Associate Professor, School of Biosciences, MG University, Kottayam
- Dr. S. Bijoy Nandhan, Associate Professor, School of Marine Sciences, CUSAT
- Dr. Sebastian Rupert Mampilly, Adjunct professor, School of management Studies, CUSAT
- Dr. M.M. Prasad, PhD., ARS, Principal Scientist, Head of Division Microbiology, Fermentation and Biotechnology, Central Institute of Fisheries Technology
- Dr. Achuthsankar S.Nair, Professor & HOD, Dept of Computational Biology & Informatics, University of Kerala

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: M.Sc. Microbiology (100%)**13. Student-Teacher Ratio (programme wise): M.Sc. Microbiology: 6:1****14. Number of academic support staff (technical) and administrative staff; sanctioned and filled support staff (lab) -**

Academic support staff (technical) - Lab Assistant

Sanctioned	Filled
1	1

15. Qualifications of teaching faculty with DSc/D.Litt/ Ph.D/MPhil/PG.

M.Sc.NET	:	1
M.Phil	:	2
M.Sc.	:	2

16. Number of faculty with ongoing projects from) National b) International funding agencies and grants received: Nil**17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: NIL**

**18. Research Centre/facility recognized
by the University**

: As this is self-financing department, it cannot be recognized as a research centre

19. Publications:

❖ **Publication per faculty:**

	National Journals	International Journals
Faculty	3	-
Students	2(Abstract)	3(full paper)

20. Areas of consultancy and income generated:

Area of consultancy	Income generated
PG Student Projects	10000/-
Water quality analysis	2000/-
Total	12000/-

21. Faculty as members in

a) Editorial Boards- Discourse Interdisciplinary Research Journal

Year	Name of the faculty	Book/Journal
2015-16	Ruby M Pillai	Discourse Interdisciplinary Research Journal

22. Student projects

- a) Percentage of students who have done in- house projects including inter departmental/ programme – 17 %
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies : 83 %

23. Awards/Recognitions received by faculty and students

a. Faculty:

Awards/Recognition received	Name of the faculty/ Students
Best Oral Paper Award	Ms. Maya Mathew (2015-16)
Overall championship in sports (2015-16)	

b. Students:

Name	Batch	Competition	Price	Year	Place
Jismy Thankachan	2012-14	University Exam	Fifth place	2014	-
Jismol Poulose	2013-15	University Exam	First place	2015	-
Fathima K S Sobha Paul	2014-16	University Exam	Eighth Place Tenth place	2016	-
Neethu M. Philip	2014-16	Intercollegiate essay Writing Competition- Environment Day	First prize	2015	MES Marampally
Arya R.J	2014-16	Swami Vivekandha Quiz competition – NSS	Second Prize	2015	St. Xavier's College For Women, Aluva
Anjana Kaladharan	2014-16	Intercollegiate essay Writing Competition- Environment Day	Third prize	2015	MES Marampally
		Essay writing competition - BPCL Kochi Refinery	Second prize	2015	BPCL kochi Refinery
		Swami Vivekandha Quiz competition - NSS	Second prize	2015	St. Xavier's College For Women, Aluva

24. List of eminent academicians and scientists/visitors to the department

Year of visit	Name of the Scientist/ visitor to the department
2012-13	Dr. Raxit J. Jariwalla Dr. Rath Research Institute, California, U.S.A.
	Dr. D.D. Nambudiri, Dean(Rtd.), College of Fisheries, Panangadu
	Dr. A. K. Prema, HOD (Rd.) Zoology, Cochin College
	Dr. Jisha M.S. , Associate Professor, School of Biosciences, MG University, Kottayam
2013-14	Dr. Thomas Varghese, Sr. Consultant & Oncologist, Renai Medicity
	Dr. Leena Saju, Dietician, KIMS Hospital, Cochin
	Dr. Santhosh Varghese, Nephrologist, Christian Medical College, Vellore
	Mrs. Bhadra B., Deputy Mayor of Cochin
	Dr. Joe Thomas, Rheumatologist, Lourde Hospital
	DR.K.M. Ramesh Nair Senior Consultant Pulmonologist & Bronchoscopist

	Lakeshore Hospital & Research Centre, Cochin
	Dr. Ramesh Kumar, Director, Metropolis Laboratory, Cochin
	Dr. Thomas Philip, Former Principal, U.C. College , Aluva
2014-15	Lt.Col.Dr.P.Nandakumar (Retd Dr from US).
	Dr. Subash Chandra Bose, Director, Capacity and Communication Development Unit, Thiruvananthapuram
	Dr. S. Bijoy Nandhan, Associate Professor, School of Marine Sciences, CUSAT.
	Adv. Binoy Kadavan, Trademark Attorney , Advocate, High Court of Kerala
	Mr. Jithin Sankar N., Asst. Professor, Dept. of History, N.S.S. College, Changanacherry
	Shri. V.P. Balagangadharan Former Dr.Brahmaprakash Scientist, VSSC, Trivandrum
	Shri. Afsar.S Patent Attorney, Krishna & Saurastri Associates, Bangalore
	Shri. Nigel Vincent Project Scientist, PIC-Kerala, KSCSTE
2015-16	Dr. Varun G. Menon, Assistant Professor, SCMS, Karukutty
	Mrs. Gayatri Asst. Manager VFPCCK
	Prof. Dr. Edathil Vijayan FNASc. Prof. Dr. Shantikumar Nair Dr. R.S. Jayasree Dr. Sabu Thomas Dr.Deepthy Menon
2016-17	Ms. Samanatha Francis, Presentation College, Puthenvelikara
	Mr.Gigi K Joseph, Asst. Professor, Dept. of Zoology Nirmala College Muvattupuzha
	Dr. Grinson George, Senior Scientist, Central Marine Fisheries Research Institute(CMFRI), Kochi on the topic “Ozone and Climate Change”
	Mrs. Gayathri Asokan on “Importance of Pulses In food”.
	Dr. M.M. Prasad, PhD., ARS, Principal Scientist, Head of Division Microbiology, Fermentation and Biotechnology, Central Institute of Fisheries Technology.
	Dr Naresh Menon, CEO& Founder of ChromoLogic

	<p>Dr. Sebastian Rupert Mampilly, Adjunct Faculty Professor at School of Management Studies, CUSAT, Kerala</p> <p>Dr. T.M.Jacob, Associate Professor, Dept. of Statistics, Nirmala College , Muvattupuzha</p> <p>Dr. T.C.Thankachan, Assistant Professor, St.Thomas College for Teacher Education, Pala</p> <p>Dr. Achuthsankar S.Nair, HOD, Department of Computational Biology & Bioinformatics, University of Kerala</p> <p>Mr. Renjith Keshav, Managing Director, Insight JobGuru</p> <p>Dr. Madhab Lamsal, Professor, Head Department of Biochemistry, B.P. Koirala Institute of Health Science, Nepal</p> <p>Dr. Vinod Pallath, Ass. Professor, Faculty of Medicine, University of Malaya, Malaysia</p> <p>Dr. Gopal Nath, Professor Head, Department of Microbiology, Banaras Hindu University.</p> <p>Dr. Anup Poudyal, Assistant Professor Microbiology, B.P.Koirala Institute of Health Sciences, Nepal</p> <p>Dr. Sr. Ruby CTC, Prasanthi Counselling Centre, Ernakulam</p> <p>Dr. Wesley Jose, Clinical Associate Professor, Dept. of Medical Oncology & Hematology, AIMS, Cochin</p> <p>Dr. Shibu Jacob, Assistant Professor, Dept. of Nephrology, Christian Medical College, Vellore, T.N</p> <p>Mr. James Joseph, Founder Jackfruit365.com, Director, God's Own Food Solutions Private Ltd.</p>
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25. Seminars/ Conferences/Workshops organized & the source of funding

a) National

Year	Programme Organized	Source of funding	Amount of funding
2013-14	National seminar on Immune Disorders and Recent trends in Diagnostics	Department self funded + Sponsors	60,000
2015-16	Two day Science Academies' Workshop on 'Frontiers in Nanoscience and Technology' (Jointly organized)	National Science Academies	1,23,000

b) International:

Year	Programme Organized	Source of funding	Amount of funding
2016-2017	Immune response in Health and disease	KSCSTE	50,000

c) State

Year	Programme Organized	Source of funding	Amount of funding
2012-13	State level workshop on Microbial Techniques	KSCSTE	25,000/-
2013-14	IPR	KSCSTE	34,000
2014-15	Workshop on Technological advances in transforming Women's Lives	KSCSTE	35,000
2014-15	Two day Seminar on IPR	KSCSTE	54,000
2016-2017	Two day workshop on "Research Methodology, Writing Practices, Language and Soft Skills"	KSCSTE	50,000

Day observations

Year	Programme Organized	Source of funding	Amount of funding
2013	World Environment Day Celebration	KSCSTE	20,000/-
2013	International Ozone day Observation (Zoology & Biochemistry)	KSCSTE	20,000/-
2014	National Science Day	KSCSTE	20,000/-
2015	World wetland day	KSCSTE	15,000/-
2015	World Environment Day Celebration (Botany, Bhoomithrasena)	KSCSTE	18,000/-
2015	International Ozone day awareness activities (Bhoomithrasena club, Quiz club)	KSCSTE	20,000/-
2016	National Science Day (Botany)	KSCSTE	20,000/-
2016	World wetland day(Botany)	KSCSTE	20,000/-
2016	World Environment Day Celebration (Zoology, Research Promotion Council, Bhoomithrasena)	KSCSTE	20,000/-
2016	Ozone Day Celebration	KSCSTE	15,000/-
2016	International Year of Pulses (2016)	KSCSTE	20,000/-
2017	National Science Day -Advancements in Science and Technology for the Specially Abled Persons (Zoology)	KSCSTE	20,000/-
2017	Wet Land Day	KSCSTE	18000/-

26. Student profile programme/course wise

Name of the Course /programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
<u>MSc Microbiology</u>	As per UG cap				
2012 – ‘13		05		05	60%
2013 – ‘14		13		13	85%
2014 – ‘15		09		09	56%
2015 – ‘16		14		14	50.0%

*M=Male *F=Female

27. Diversity of Students

Name of the Course	%of students from the same state	% of students from other States	%of students from abroad
MSc Microbiology	98 %	2 %	

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? - Nil

29. Student progression

<i>Student progression</i>				
	2015-2016	2014-2015	2013-2014	2012-2013
Employed				
• Campus selection				
• Other than campus recruitment	21%	55%	61%	40%
Entrepreneurship/Self-employment	14%	22%		

30. Details of Infrastructural facilities

a) Library

Central library-1471

Department Library-88

Journals- Departmental- 4

Central library-2

E books- 25

b) Internet facilities for Staff & Students: Wifi enabled department and laboratory with 3 computers and 1 Laptop

c) Class rooms with ICT facility -1

d) Laboratories- 3

a. Microbiology labs -2

b. Biochemistry /Molecular biology-1

Major Equipments are

- Laminar air flow
- Hot Air Oven
- Incubator
- Water Bath
- Cooling Centrifuge
- Transilluminator
- Autoclave
- Distillation Unit
- Electrophoretic Apparatus
- Trilocular microscope

31. Number of students receiving financial assistance from college, university, Government or other agencies

Year	Class	Number of students					
		Lakshadweep	OBC	OEC	SC	ST	Cultural
2012-13	I M.Sc.		1(SAF)	1			
	II M.Sc.						
2013-14	I M.Sc.		1 (SAF)				
	II M.Sc.						
2014-15	I M.Sc.		1 (SAF)	1	1		
	II M.Sc.						
2015-16	I M.Sc.	1	1 (SAF 1(cooperative society)	1	1		1
	II M.Sc.						
2016-2017	I M.Sc.		1 SAF	1			

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts

2012-13	International Lecture on Nutrition, Chronic & Infectious Disease	Dr. Raxit J. Jariwalla Dr. Rath Research Institute, California, U.S.A.
	Academic Week Lecture on Polycystic Ovarian Syndrome	Dr. Laxmi Laxmanan, Gynaecologist, Amritha Hospital
	Special Lecture on Mental Health	Dr. S.D.Singh, Sr. Psychiatrist, KIMS Hospital, Cochin
	3 Day State Level Seminar & Workshop on Microbial Techniques & Principles	Prof Dr. D.D.Namboothri, Dr. D.D. Nambudiri, Dean(Rtd.), College of Fisheries, Panangadu

2013-14	Two day National seminar on Immune Disorders and Recent trends in Diagnostics	Santosh Varughese, Consultant Nephrologist, CMC, Vellore & Dr. T. Thomas Philip, Former principal of UC college
	World Environment Day	Dr. Shanavas , Scientist, Pollution Control Board
	Special Lecture on Nutrition	Dr. Leena Saju, KIMS Hospital, Cochin
	Special Lecture on Breast Cancer Awareness	Dr. Thomas Varghese, Sr. Consultant & Oncologist, Renai Medicity, Cochin
2014-15	Special Lecture on Ebola- The deadly virus	Lt.Col.Dr.P.Nandakumar (Retd Dr from US)
	Special Lecture on Diabetic Care	Dr Shyam Mukundan Diabetologist, (Lakshmi Nursing Home)
	Special Lecture on Wetland Conservation	Dr. S. Bijoy Nandhan, Associate Professor, School of Marine Sciences, CUSAT
	Soft Skill development Programme	Dr. Varun G. Menon, Assistant Professor, SCMS, Karukutty
2015-16	WED	Mrs. Gayatri Asst. Manager VFPCCK
	Paper bag making	Kudumba sree member Mrs. Mercy
	International Ozone Day & Quiz competition	Mr. Jithin Sankar N., Asst. Professor, Dept. of History, N.S.S. College, Changanacherry
	Science Academies' Lecture Workshop	Prof. Dr. Edathil Vijayan FNASc. Prof. Dr. Shantikumar Nair Dr. R.S. Jayasree Dr. Sabu Thomas Dr. Deepthy Menon
	Bioinformatics skill development programme	Ms. Samanatha Francis, Presentation College, Puthenvelikara
2016-17	WED	Mr.Gigi K Joseph, Asst. Professor, Dept. of Zoology Nirmala College Muvattupuzha
	Ozone Day Celebration	Dr. Grinson George, Senior Scientist, Central Marine Fisheries Research Institute(CMFRI), Kochi on the topic "Ozone and Climate Change"
	2016 International Year of Pulses	Mrs. Gayathri Asokan on "Importance of Pulses In food".

	Advancement in Microbiology Research and Opportunities therein	Dr. M.M. Prasad, PhD., ARS, Principal Scientist, Head of Division Microbiology, Fermentation and Biotechnology, Central Institute of Fisheries Technology.
	International talk on Applied microbiology - Medical Diagnosis	Dr Naresh Menon, CEO& Founder of ChromoLogic
	Workshop on “Research Methodology, Writing Practices, Language & Soft Skills”	Dr. Sebastian Rupert Mampilly, Adjunct Faculty Professor at School of Management Studies, CUSAT, Kerala Dr.T.M.Jacob, Associate Professor, Dept. of Statistics, Nirmala College , Muvattupuzha Dr.T.C.Thankachan, Assistant Professor, St.Thomas College for Teacher Education, Pala Dr.Achuthsankar S.Nair, HOD, Department of Computational Biology & Bioinformatics, University of Kerala Mr.Renjith Keshav, Managing Director, Insight Job Guru
	International Conference On “Immune Response in Health & Disease”	Dr. Madhab Lamsal, Professor, Head Department of Biochemistry, B.P. Koirala Institute of Health Science, Nepal Dr. Vinod Pallath, Ass. Professor, Faculty of Medicine, University of Malaya, Malaysia Dr. Gopal Nath, Professor Head, Department of Microbiology, Banaras Hindu University. Dr.Anup Poudyal, Assistant Professor Microbiology, B.P.Koirala Institute of Health Sciences, Nepal Dr.Sr.Ruby CTC, Prasanthi Counselling Centre, Ernakulam Dr.Wesley Jose, Clinical Associate Professor, Dept. of Medical Oncology & Hematology, AIMS, Cochin Dr.Shibu Jacob, Assistant Professor, Dept. of Nephrology, Christian Medical College, Vellore, T.N Mr.James Joseph, Founder Jackfruit365.com, Director, God’s Own Food Solutions Private Ltd.

33. Teaching methods adopted to improve student learning

Power point presentations, Animations, video, e books, FLASH video,
Student centered Teaching- group and chalk method, role play, hands on activities,
Brain storming sessions, Journal club, Industrial visits,
Story board teaching Interdisciplinary lectures

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

- Blood Group Detection
- Body Mass Index calculation & Maintenance of data for the College (initial stage)
- Water Analysis
- Distribution of food Packets to the needy
- Blood Donation
- Breast cancer awareness programme
- Cancer fund donation
- Onam celebration with inmates of St. Antony's Old Age Home, Kongorpilly
- X'mas celebration with mentally challenged students, Karunalayam, Aluva
- Contribution towards house construction
- Free Health check up camp with KIMS hospital/ Aster Medicity
- World Environment day observation 2013, 2015, 2016
- International Ozone Day Observation 2013, 2015, 2016
- National Science Day Observation 2014, 2016, 2017
- World Wetland Day Observation 2015, 2016, 2017
- International Year of Pulses 2016
- Eye check-up in collaboration with Little Flower hospital, Angamaly,
- Sujal- Nalla Vellam Nalla Nadinu" Technological advances in transforming Women's lives 2014- awareness programme
- Blood grouping camp and health awareness programme at Madhavapuram colony
- Sponsorship for an academically bright and financially backward GIRL child
- Financial assistance provided
 - Chennai Relief fund
 - Student of CMS College, Kottayam
- Medical aid for father of student, Commerce Dept. & Zoology Dept.
- Kit (Bed spread, Towel) for Hemophilia patients at General Hospital, Aluva

- Donated Books and Pen to Women Guidance Cell
- Contributed books for setting up library in Janaseva Sishu Bhavan
- Cleaning premises of Manakkathazham Pond, Keezhmadu Panchayat

35. SWOC analysis of the department and Future plans

Strength	Research Aptitude of Faculty and students Student projects are undertaken in the department for both UG & PG Dedicated & Consistent Guest Faculty
Weakness	Unavailability of centralized funds due to non-regularization of PG course
Opportunities	PG Microbiology Regularization Developing into a Research Centre Placements in allied areas Increasing consultancy services by establishing more equipped microbiology & molecular biology lab
Threat	Self financing course

Future Plans: Publication of study material by department

Publication of student projects

Water quality analysis for public

EVALUATIVE REPORT

DEPARTMENT OF COMMUNICATIVE ENGLISH

1. *Name of the department* : Communicative English
2. *Year of Establishment* : 2015 (The Department of Communicative English was re-launched after being a part of the Department of English for nearly two decades. It started in 1995 as a UGC sponsored vocational course)
3. *Names of Programmes/
Courses offered* : (UG, PG, M. Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) B.A. English Literature and Communication Studies-Model III- Double Main
4. *Names of Interdisciplinary
courses and the departments /
units involved* : Open Course – English for Careers
5. *Annual/semester/choice based
credit system (programme wise)* : Choice based credit system
6. *Participation of the department
in the courses offered by other
departments* : **Core Courses:**
Financial Investment
Entrepreneurship development
Open Course
English for Careers
7. *Courses in collaboration with
other universities, industries,
foreign institutions, etc.* : Neo Film School, Kaloor
8. *Details of courses/programmes
discontinued (if any) with reasons* : Nil
9. *Number of teaching posts*

	Sanctioned	Filled
Assistant Professors	5	5

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./ D.Litt. /Ph.D./M.Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students Guided for the last 4 years
Sonia John Markose	M.A. NET PGDPR	Assistant Professor on Contract	Mass Communication	5	0
Bindu Varghese	M.A.	Assistant Professor on Contract	English Language & Literature	16	0
Namita Jonas	M.A. NET	Assistant Professor on Contract	Mass Communication	2	0
Mary Tomsy	M.A. B. Ed.	Assistant Professor on Contract	English Language & Literature	1	0
Arya Balachandran	M.A. NET	Assistant Professor on Contract	English Language & Literature	1	0

11. List of senior visiting faculty -

- Dr Fatima Cross (Rtd) - Dept. of English, St Xavier's College for Women, Aluva.
- Siby Malayil, Film director, NEO Media school
- Jain Joseph, Cinematographer, Director, Neo Film School
- Ms. Leela Joseph, Head of the Department of Communicative English, St. Teresa's College Ernakulam,
- Mr. Jagdeep Murali, Senior Manager, Club FM, Ernakulam

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: 100

13. Student-Teacher Ratio (programme wise): 21:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: Nil

15. Qualifications of teaching faculty with DSc/D.Litt/ Ph.D/MPhil/PG:

PG - 5

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: Nil

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: Nil

18. Research Centre/facility recognized by the University - Nil

19. Publications: - Nil

20. Areas of consultancy: Content development and Proof reading

Income generated : AUS \$100 per month

21. Faculty as members in

a) National committees - Nil

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental/programme- 100%

b) Percentage of students placed for projects in organizations outside the Institution i.e. in Research laboratories/Industry/ other agencies

On the job training: 100%

23. Awards/Recognitions received by faculty and students

STUDENTS 2016-17

1) Natasha Biji Joseph (II B.A. Communicative English)

❖ State award for Best Student Co-ordinator, Tourism Club

STUDENTS 2015-16

1) Honey Rose Varghese of B.A English Literature and Communication Studies

❖ A popular Cine artist, in Mollywood.

2) Natasha Biji Joseph (II B.A. English Literature and Communication Studies)

❖ Third Prize in the Essay Writing Competition conducted by District Tourism Promotion Council.

❖ First prize in Paper Presentation organized by Speed Wings Aviation Academy.

3) Akansha Nair (III B.A. English Literature and Communication Studies)

❖ Third prize in the Essay Writing Competition conducted by State Bank of India.

4) Jiffna Henry (III B.A. English Literature and Communication Studies)

❖ Best N.S.S. student co-ordinator award by Mahatma Gandhi University.

5) Fatima Jiju

- ❖ Third Prize in RJ Hunt conducted by Club FM.

6) Aiena Varghese

- ❖ First Prize in Paper Presentation organized by Speed Wings Aviation Academy.

STUDENTS 2014-15

1) Amrutha Krishnan

- ❖ Secured Third Position in the Mahatma Gandhi University B.A. English Literature and Communication Studies

2) Binitha M. Jose

- ❖ Secured fourth position in the Mahatma Gandhi University B.A. English Literature and Communication Studies

3) Reshma Rajeev (III B.A. English Literature and Communication Studies)

- ❖ Recipient of the Prestigious Bharatiya Kala Samithi 2014.
- ❖ Selected as the Yuva Prathibha in Bharathanatyam 2014.

4) Pearl Augustine (III B.A. English Literature and Communication Studies)

- ❖ Best Speaker at National Youth Conference Coimbatore.

STUDENTS 2013-14

1) Unnimaya Muraleedharan (II B.A. English Literature and Communication Studies)

- ❖ Best Tourism Club Student Co-ordinator Award by District Tourism Promotion Council.

2) Binitha M Jose

- ❖ A Grade for English Recitation Mahatma Gandhi University Youth Festival.
- ❖ First Prize for English Recitation held at K.E. College Mannanam.

3) Pearl Augustine

- ❖ Third Prize in All Kerala Elocution Contest at Assumption College Changanasserry

STUDENTS 2012-13

- 1) Geethu M. Jose (III B.A. English Literature and Communication Studies)
 - ❖ First Position in Mahatma Gandhi University B.A. English Literature and Communication Studies Degree Examination.
- 2) Sanam Azeez
 - ❖ Fifth Position in Mahatma Gandhi University B.A. English Literature and Communication Studies Degree Examination.

24. List of eminent academicians and scientists/visitors to the department

1. Sri. Chinnan T. Pynadath, General Secretary, Association for Environmental Protection, Aluva.
2. Dr. V.N. Nithyanantha Bhat, Rtd. Associate Professor, The Cochin College, Ernakulam.
3. Smt. Sunitha Krishnan, Indian social activist and chief functionary and co-founder of Prajwala, a non-governmental organization
4. Dr V.S. Vijayan, Renowned Environmentalist.
5. K A Shaji, Senior Correspondent of 'The Hindu',
6. Dr B Hariharan, Institute of English, University of Kerala, Thiruvananthapuram.
7. Dr Tessy Anthony C., Department of English, St. Teresa's College, Ernakulam.
8. Smt. Shinie Antony, a short-fiction writer
9. Sri. Johny Lukose, News Director, Manorama News.
10. M P Basheer, Journalist, India Vision
11. Dr Sebastian Paul, former Member of Parliament and member of Press Council.
12. Dr Krishnan Unni P., Delhi University
13. Dr N. Prasanth Kumar, Department of English, Sree Sankara University of Sanskrit, Kalady.
14. Sri. Maxin James, Writer
15. Dr Joseph Koyipally, Associate Professor, Department of English, Central University of Kerala, Kasargode.
16. Dr Sunil P. Elayidom, Associate Professor, Department of Malayalam, Sree Sankara University of Sanskrit, Kalady.

17. Sri. Sibi Malayil, Film Director.
18. Sri. A. Sahadevan, Associate Editor, India Vision.
19. Sri. I. Shanmughadas, Author, Critic, Essayist.
20. RJ Mathukutty, Radio Mango
21. RJ Kartik, Club FM
22. RJ Rafi, Club FM
23. RJ Dion, Club FM
24. Sri. Joe Siby Malayil
25. Sri. Jagdeep Murali, Senior Manager, Club FM

25. Seminars/Conferences/Workshops organized & the source of funding

a) National

- ❖ U.G.C. Sponsored National Seminar on Media and Culture: Creations and Trans Creations on 24th and 25th September 2014.
- ❖ Mise en Scene-Workshop on News Production and Short Film Making on 15th February 2013.

26. Student profile programme/course wise:

Name of the Course /programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
BA English Literature and Communication Studies					
2012-2013	As per UG cap	36		36	97.56
2013-2014	As per UG cap	29		29	90
2014-2015	As per UG cap	41		41	97.56
2015-2016	As per UG cap	36		36	68
2016-2017 (till 3 rd sem)	As per UG cap	36		36	70.58
Open Course					
2015-2016		74		74	90
2016-2017		76		76	Results awaiting

*M=Male *F=Female

27. Diversity of Students

Name of the Course	%of students from the same state	%of students from other States	%of students from abroad
B.A. Comm. English	99%	1%	0%

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Sl. No.	Competitive Exams 2012-2016	No. of Students
1	CAT	15
2	TISSNET	4
3	EFLU Entrance Test	5
4	MAT	11
	Total	35

29. Student progression

Student Progression	Against % Enrolled			
	2012-13	2013-14	2014-15	2015-16
UG To PG	54.28	82	75.6	42.8
Employed				
• Campus Selection	8.57	5.7	5.7	2.8
• Other than Campus Selection	9.7	45.3	8.57	5.7
Entrepreneurship/Self-employment	8.5	9.7	9.67	2.8

30. Details of Infrastructural facilities

1. Library

- ❖ Well-furnished library with about 500 books.
- ❖ UG projects.
- ❖ Good collection of Compact Discs, short films and documentaries.
- ❖ Good collection of Magazines and Research journals.

2. Internet facilities for Staff & Students

- ❖ One Desktop Computer and 1 Laptop with Internet Connection.

3. Class rooms with ICT facility

- ❖ One Class Room with ICT Facility

4. Laboratories

- ❖ One Language Laboratory

31. Number of students receiving financial assistance from college, university, Government or other agencies:

A) Scholarships Instituted by College

Period	Scholarship Instituted by	No. of Students
		B.A.
2012-13	Rev. Sr. Charles	1
	Rev. Sr. Gracious	1
	Rev. Sr. Percy	1
	Proficiency endowment	3
	Student Aid Fund	1
2013-14	Rev. Sr. Charles	1
	Rev. Sr. Gracious	1
	Prof. Gourikutty Endowment	1
	Rev. Sr. Percy	1
	Proficiency endowment	3
	Student Aid Fund	1
2014-15	Rev. Sr. Charles	1
	Rev. Sr. Charles	1
	Late Prof. Mrs. T. B. Thomas Endowment	1
	OSAX	1
	Proficiency endowment	3
	Student Aid Fund	1
2015-16	Rev. Sr. Charles	1
	Rev. Sr. Gracious	1
	Rev. Sr. Bencitta	1
	Proficiency endowment	3
	Prof. Ambujakshi	1
	Rev. Sr. Percy	1
	Student Aid Fund	1

B) Scholarships Instituted by University

Period	Agency	No. of Students
2012-16	Mahatma Gandhi University – Cultural Scholarship (2014-15)	

C) Scholarships Instituted by Government : Nil

32. Details on student enrichment programmes (special lectures/ Workshops/ seminar) with external experts

Year	Special Lectures	Workshops	Seminars
2012-13	NIL	Mise-en-Scene: A Workshop on Short Film and Feature Film on 15-02-2013	NIL
2013-14	a) Mr. A. Sahadevan, Associate Editor, India Vision, discussed the grammar of movie making-shot, scene, sequence	Session on Photo Journalism on 6 th Dec 2013 by M.P. Basheer, Journalist, India	UGC Sponsored National Seminar on Literature and Environment: Deep Ecological Perspectives on

	b) Editors role and duties in Indian Scenario by Dr. K.A. Shaji, Senior Correspondent, The Hindu on 26 th Nov 2013	Vision	11 th and 12 th July 2013
2014-15	<p>1. A life Orientation Class by Retd. Prof. Dr. Annie Chacko, St. Teresa's College Ernakulam.</p> <p>2. Dr. Janaki Sreedharan, Associate Professor, Calicut University, gave a talk on Dalit Literature and its relevance in the present social scenario</p>	A workshop on Radio- The Style and Language	<p>1. UGC sponsored National Seminar on Media and Culture: Creations and Transcreations on 24th and 25th September 2014</p> <p>2. Seminar on Introduction to Cinema</p>
2015-16	<p>1. Talk by Dr. Mary Fatima Cross</p> <p>2. Mrs. Laiby Babu (Municipal Councillor, Kalamassery</p> <p>3. Talk on Career Guidance by Dr. Sai Prasad, HOD, Department of Communication, COMITS</p>	<p>1. Workshop on Research Methodology</p> <p>2. Workshop on Photography by Shri. Joe Siby Malayil</p>	1. Seminar on "New Trends in Indian Cinema" by the renowned Director Sri. Sibi Malayil
2016-17	<p>1. A talk on "Reading the Cinema" by Dr. Soby Joseph, Director, Kalabhavan Universal Media School</p> <p>2. A talk on advertising Scenario by Mr. Balakrishnan, Radio Presenter, All India Radio, Cochin</p> <p>3. A talk on "growing popularity of FM Radio" by RJ Neena, Radio Mango, Cochin.</p> <p>4. A talk on New forms of Literature by Mt. N.S Madhavan IAS, a renowned Malayalam writer.</p> <p>5. A talk on "careers in Digital media Dr. Sai Prasad, Head of the Department of Communication, COMMITS, Bangalore.</p>	<p>1. One day workshop on Pagination by Mr. Bijith M. Bhaskar, Assistant Professor, KMM College, Thrikkakara</p> <p>2. Workshop on short film making by Mr. Sridev Namboothiri, Short Film maker</p>	

33. Teaching methods adopted to improve student learning

- ❖ Short Learning Objects (SLO)
- ❖ Interactive methods like group discussions, debates and Q&A sessions
- ❖ Project based learning like creating ad campaigns
- ❖ Student Centered Learning
- ❖ Computer assisted learning like power point presentations, audio, and audio-visual clips
- ❖ Role Play
- ❖ Film Screening
- ❖ Experimental learning like campus radio, campus news paper, campus blog and short film making
- ❖ Sharing e-notes
- ❖ Group presentations

34. Participation in Institutional Social Responsibility (ISR) and Extension activities**Activities**

- ❖ We visit “Snehakoodu” an orphanage on a weekly basis and teach children out there.
- ❖ Our 4 students work as volunteers for MAD, (Make A Difference), a youth driven, non-profit organization working to ensure equitable outcomes for children in orphanages and street shelters.
- ❖ Visit to orphanages
- ❖ Save Periyar Project

35. SWOC analysis of the department and Future plans**Strength**

- ❖ Faculty with communication industry experience
- ❖ Technology integrated teaching and learning
- ❖ Enhancement through event management

Weakness

- ❖ Constraint of Space
- ❖ Lack of funds

Opportunities

- ❖ Communication Skills Training can be introduced
- ❖ Media collaborations
- ❖ Student training through OJT

Challenges:

- ❖ Unscientific curriculum
- ❖ Hectic work schedule for students and faculty
- ❖ Lack of basic knowledge of English among students

Future Plans

- ❖ Tie up with a local channel
- ❖ To set up a audio visual room

POST ACCREDITATION INITIATIVES

The Third Cycle of Accreditation of the college was carried out in the year 2012. The peer-team visited the college during 26-28, April 2012. The peer team made twelve recommendations for the quality enhancement of the college. The desire for excellence guides our initiatives aimed at quality maintenance and sustenance. The college has tried to adhere to the recommendations of the peer team. The recommendations made by the peer team and the actions taken on them are given below:

Initiate Masters Programmes in a few subjects

Keeping in mind the significance of PG programmes in Higher Education Institutions, the College has initiated two Masters programmes viz. M.A Malayalam and M. Com Management (SF) and a research programme, M. Phil in Business Studies (SF). Also, the institution has applied for PG courses in Mathematics, Statistics, Economics, Botany and M.Com Finance (SF). The applications submitted to MG University for the research centres in English and Physics are under consideration by the University.

Initiate more vocational, skill development and areas specific courses, relevant for the needs of the locality

The Institution offers five vocational/skill development programmes (Fashion Technology, Global Trade and Management, Food Processing (Cookery), Computer Applications, Tally and Tax Practitioner). Human Rights and Duties Education, an add on course that is relevant to the needs of current society is also offered.

The institution runs 22 vocational/skill development courses under the banner of ASAP in collaboration with the Government of Kerala.

Establish more collaborative linkages with other national and international institutes

The institution has established 18 MoUs and eight collaborations of which one is international and the rest are national establishments.

Teachers be encouraged to conduct doctoral research, undertake more UGC research projects and publish more papers.

12 members of the faculty were awarded Ph. D. in the last five years. Seven faculty members have availed FDP to complete their research. 18 faculty members are pursuing research leading to Ph.D. One major project, 23 minor projects and 23 student projects were externally funded by various agencies during the last four years. 20 minor projects out of these is funded by the UGC. The faculty has 90 publications in International Journals, 79 in National Journals, of which 40 publications are registered in international databases. The faculty are actively involved in publishing research papers, general articles and books.

Teachers be encouraged to acquire formal consultancy expertise

The college endeavours to promote consultancy to facilitate optimum use of available resources. The amount received from consultancy is utilized for further development of research. The amount generated from consultancy excluding goodwill consultancies for the last five years is Rs. 90,730/-

Students be coached for competitive exams and professional services

All the PG departments conduct NET coaching classes. Coaching for competitive examinations (JAM, CAT and Bank Coaching) are conducted by Mathematics department, Physics department and the department of Commerce.

A well - equipped and spacious health care/clinic be established.

A health care clinic catering to the medical needs of students and faculty is functioning and is visited by doctors on a weekly basis.

Financial assistance be expanded and assistance be given to teachers and students for field surveys and excursions and presentation of papers outside the state and abroad.

Financial assistance is provided to teachers, non-teaching staff and students for excursions, conferences, workshops and paper presentations in and outside the state.

Students be encouraged to participate more in inter-university and national extra-curricular activities.

Students regularly participate in Inter-university, National/International level sports meets. In the last five years 11 awards have been won at the national level and three at international level. Our student Sophia M Joe has won several national beauty pageants and represented India at Miss Deaf World and Europe 2014.

NCC be strengthened by introducing Navy Wing

The institution has promptly applied for NCC Naval and NCC Air Wing and the application is under consideration.

Sports wing be strengthened by creating swimming pool so as to encourage students to participate at inter university level aquatic sports

The institution has entered into an agreement with Periyar Club allowing our students to share their swimming pool.

Common rooms as also other class rooms be provided with more fans.

The common rooms are provided with fans. Classrooms have been fitted with extra fans.



ST. XAVIER'S COLLEGE FOR WOMEN, ALUVA

Aluva - 683 101, Kerala, India

(Nationally Re-Accredited with 'A' Grade and Affiliated to Mahatma Gandhi University, Kottayam)

www.stxaviersaluva.ac.in, e-mail: college@stxaviersaluva.com,

Fax: 0484-2628840, Tel: 0484-2623240

DECLARATION BY THE HEAD OF THE INSTITUTION

I certify that the data included in this Self Study Report (SSR) are true to the best of my knowledge. This SSR is prepared by the institution after internal discussions, and no part thereof has been outsourced. I am aware that the peer team will validate the information provided in this SSR during the peer team visit.

Date: 26/04/2017

Place: Aluva



Sr. Reethamma V.A.

Principal/Head of the Institution

(Name and Signature with Office seal)

PRINCIPAL
ST. XAVIER'S COLLEGE FOR WOMEN
ALUVA-683 101, KERALA



ST. XAVIER'S COLLEGE FOR WOMEN, ALUVA

Aluva - 683 101, Kerala, India

(Nationally Re-Accredited with 'A' Grade and Affiliated to Mahatma Gandhi University, Kottayam)

www.stxaviersaluva.ac.in, e-mail: college@stxaviersaluva.com,

Fax: 0484-2628840, Tel: 0484-2623240

CERTIFICATE OF COMPLIANCE

(Affiliated/Constituent/Autonomous Colleges and Recognized Institutions)

This is to certify that St. Xavier's College for Women, Aluva, Kerala fulfils all norms

1. Stipulated by the affiliating University and/or
2. Regulatory Council/Body [such as UGC, NCTE, AICTE, MCI, DCI, BCI, etc.] and
3. The affiliation and recognition is valid as on date.

In case the affiliation / recognition is conditional, then a detailed enclosure with regard to compliance of conditions by the institution will be sent.

It is noted that NAAC's accreditation, if granted, shall stand cancelled automatically, once the institution loses its University affiliation or Recognition by the Regulatory Council, as the case may be.

In case the undertaking submitted by the institution is found to be false then the accreditation given by NAAC is liable to be withdrawn. It is also agreeable that the undertaking given to NAAC will be displayed on the college website.

Date: 26/04/2017

Place: Aluva



Principal/Head of the Institution

Sr. Reethamma V.A.
(Name and Signature with Office seal)

PRINCIPAL

ST XAVIER'S COLLEGE FOR WOMEN
ALUVA-683 101, KERALA

भारत सरकार
राष्ट्रीय अल्पसंख्यक शैक्षणिक संस्था आयोग
GOVERNMENT OF INDIA
NATIONAL COMMISSION FOR MINORITY EDUCATIONAL INSTITUTIONS

प्रथम तल, जीवन तारा भवन, ५, संसद मार्ग
पटेल चौक, नई दिल्ली - ११०००९
1st Floor, Jeevan Tara Building, 5, Sansad Marg
Patel Chowk, New Delhi - 110001

Dated.....

**ON CONSIDERATION OF THE DOCUMENTARY EVIDENCE
PRODUCED BEFORE THE COMMISSION, THE COMMISSION IS
SATISFIED THAT FOLLOWING INSTITUTIONS NAMELY:-**

Sl. No.	File No.	Name of the Institutions
1.	F. No. 979 of 2008	St. Anne's High School, Kottapuram, Thrissur Dist., Kerala.
2.	F. No. 980 of 2008	St. Joseph's Lower Primary School, Kuttikanam, Peermade, Kerala.
3.	F. No. 981 of 2008	L.F. High School, Panaikulam, Alangad, Kerala.
4.	F. No. 982 of 2008	S.H.J. Upper Primary School, Eloor North, Udyogamandal, Kerala.
5.	F. No. 983 of 2008	Queen Mary's English Medium High School, Mudickal, Perumbavoor, Kerala.
6.	F. No. 984 of 2008	O.L.F. High School, Kumbalanghy, Cochin, Kerala.
7.	F. No. 985 of 2008	L.F. Lower Primary School, Panaikulam, Alangad, Kerala.
8.	F. No. 987 of 2008	St. Francis Xavier's Lower Primary School, Aluva, Cochin, Kerala.
9.	F. No. 988 of 2008	School of Nursing, P.S. Hospital, Maradu, Thripunithura, Cochin, Kerala.
10.	F. No. 989 of 2008	St. Michael's Lower Primary School, Kottapuram, Thrissur Dist., Kerala.
11.	F. No. 990 of 2008	I.J. Lower Primary School, Thundathumkadavu, Varapuzha, Cochin, Kerala.
12.	F. No. 993 of 2008	HGC Girls Higher Secondary School, Thottakkattukara, Aluva, Kerala.
13.	F. No. 994 of 2008	St. Francis Higher Secondary School for Girls, Aluva, Kerala.
14.	F. No. 995 of 2008	CKC Girls High School, Ponnurunny, Cochin, Kerala.
15.	F. No. 996 of 2008	LMCC HSG, Ernakulam, Chathiath, Kerala.



[Signature]
National Commission for
Minority Educational Institutions
New Delhi, New Delhi
Govt. of India, New Delhi

भारत सरकार

राष्ट्रीय अल्पसंख्यक शैक्षणिक संस्था आयोग

GOVERNMENT OF INDIA

NATIONAL COMMISSION FOR MINORITY EDUCATIONAL INSTITUTIONS

प्रथम तल, जीवन तारा भवन, ५, संसद मार्ग

पटेल चौक, नई दिल्ली - ११०००१

1st Floor, Jeevan Tara Building, 5, Sansad Marg

Patel Chowk, New Delhi - 110001

Dated.....

16.	F. No. 997 of 2008	St. Joseph's Girls High School, Varapuzha, Cochin, Kerala.
17.	F. No. 319 of 2009	HGC Girls High School, Thottakkattukara, Aluva, Kerala.
18.	F. No. 320 of 2009	St. Francis High School for Girls, Aluva, Cochin, Kerala.
19.	F. No. 321 of 2009	CKC Lower Primary School, Ponnurunny, Vyttila, Cochin, Kerala.
20.	F. No. 322 of 2009	LMCC Lower Primary School, Ernakulam, Chathiath, Cochin, Kerala.
21.	F. No. 323 of 2009	St. Joseph's Lower Primary School, Varapuzha, Cochin, Kerala.
22.	F. No. 986 of 2008	St. Xavier's Training College for Women, Aluva, Kerala.
✓ 23.	F. No. 329 of 2009	St. Xavier's College for Women, Aluva, Kerala.

MANAGED BY THE CONGREGATION OF THERESIAN CARMELITES OF ST. JOSEPH'S VIDYABHAVAN GENERALATE, ARE MINORITY EDUCATIONAL INSTITUTIONS WITHIN THE MEANING OF SECTION 2(g) OF THE NATIONAL COMMISSION FOR MINORITY EDUCATIONAL INSTITUTIONS ACT 2004. CONSEQUENTLY, IT IS HEREBY DECLARED THAT THE AFORESAID INSTITUTIONS ARE MINORITY EDUCATIONAL INSTITUTIONS COVERED UNDER ARTICLE 30 OF THE CONSTITUTION OF INDIA.

GIVEN UNDER MY HAND AND THE SEAL OF THE COMMISSION ON THIS 12TH DAY OF AUGUST, 2009.




(R. RENGANATH)
SECRETARY

सचिव/Secretary
राष्ट्रीय अल्पसंख्यक शैक्षणिक संस्था आयोग
NATIONAL COMMISSION FOR
MINORITY EDUCATIONAL INSTITUTIONS
भारत सरकार, नई दिल्ली
Govt. of India, New Delhi

UNIVERSITY GRANTS COMMISSION
EMVADUR SHAH ZAFAR MARG
NEW DELHI.

F.13-17/68(CD)

4 January 1969.

The Registrar,
 Kerala University,
Trivandrum.

Sub:- U.G.C.-Preparation of list of colleges under
 section 2(f) of the U.G.C. Act, 1956.

Ir,

I am directed to refer to your letter number GC2-1368/67
 dated 26-12-'68 on the above subject and to say that the names of
 the following colleges have been included in the list of colleges
 prepared under section 2(f) of the U.G.C. Act, 1956:

1. Sree Narayana College, Chempazhanthi.
2. St. Thomas College, Pazhavangadi p.o., Ranni.
3. Deva Matha College, Kuravilangad.
4. St. Stephen's College, Uzhavoori.
5. Milad-e-sherief Memorial College, Kayamkulam.
6. N.S.S. College, Kochurampuram, Shertallai.
7. St. Xavier's College for women, Alwaye.
8. Thirumala Devaswom Medical College, Alleppey.

Yours faithfully,

sd/-

(L.R:Mal)

for secretary.

Copy to:

1. The Principals of the above colleges for information.
2. E.O. (C-I).




sd/-

(Under Seal)

COLLEGES UNDER SECTION 2 (F)& 12(B) OF THE UGC ACT 1956

The University Grants Commission (UGC) provides financial assistance to eligible colleges which are included under Section 2(f)* and declared fit to receive central assistance (UGC grant) under Section 12 (B)** of UGC Act, 1956 as per approved pattern of assistance under various schemes. The number of colleges included under Section 2(f)/12(B) of UGC Act 1956 as on 31.3.2006 is 6014. Out of these, 5449 colleges have been declared eligible to receive central assistance, including UGC grants under Section 12(B)** of UGC Act 1956. Remaining 565 colleges are recognized under Section 2(1) of UGC Act 1956 but not yet declared fit for receiving central assistance as they do not fulfill the conditions laid down for such status.

S.No.	College	University	Status
228	St. Xavier's College VAIKOM. Distt., Kottayam, Kerala Kerala		Under Section : 2(f)&12(B)
229	St. Xavier's College for women ALWAYS. Distt., Ernakulam, Kerala Kerala		Under Section : 2(f)&12(B)
230	Sullamussalam Arabic College P.B. No. 510, Areacode, Malappuram, Kerala 673 639 Kerala 673 639	University of Calicut	Under Section : 2(f)&12(B)
231	Sunniyya Arabic College Chennamangallur (PO), Mukkam (Via), Calicut Kerala		Under Section : 2(f)&12(B)
232	T. M. Government College Malappuram Distt., Tirur, Kerala Kerala		Under Section : 2(f) & 12 (B)
233	T.K. Madhava Memorial College		Under Section : 2(f)&12(B)



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद
विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission

Quality Profile



Name of the Institution : St. Xavier's College for Women
Place : Aluva, Dist. Ernakulam, Kerala

Criteria	Weightage (W_i)	Criterion-Wise Grade Point Averages (Cr_i GPA)	$W_i \times Cr_i$ GPA
I. Curricular Aspects	050	3.20	160
II. Teaching-Learning and Evaluation	450	3.23	1454
III. Research, Consultancy and Extension	100	3.10	310
IV. Infrastructure and Learning Resources	100	3.10	310
V. Student Support and Progression	100	3.10	310
VI. Governance and Leadership	150	2.57	386
VII. Innovative Practices	050	2.90	145
Total	$\sum_{i=1}^7 W_i = 1000$		$\sum_{i=1}^7 (W_i \times Cr_i \text{ GPA}) = 3075$

$$\text{Institutional Score} = \frac{\sum_{i=1}^7 (W_i \times Cr_i \text{ GPA})}{\sum_{i=1}^7 W_i} = \frac{3075}{1000} = \boxed{3.08}$$

Grade = A **Descriptor** = VERY GOOD

Date : July 05, 2012



Director

- This certification is valid for a period of Five years with effect from July 05, 2012
- An institutional CGPA on four point scale in the range of 3.01 - 4.00 denotes A grade (Very Good), 2.01 - 3.00 denotes B grade (Good), 1.51 - 2.00 denotes C grade (Satisfactory)
- Scores rounded off to the nearest integer



PEER TEAM REPORT

on

Institutional Assessment and Accreditation

of

St. Xavier's College for Women

Aluva-683101

Kerala

Dates of Visit: April 26-28, 2012

National Assessment and Accreditation Council

An Autonomous Institution of the University Grants Commission

P.O Box No.1075, Nagarbhavi, Bangalore-560 072, India

Section 1 : General	Information
1.1 Name & Address of the Institution:	St. Xavier's College for Women Aluva- 683101, Kochi, Kerala
1.2 Year of Establishment :	1964
1.3 Current Academic Activities at the Institution (Numbers):	
• Faculties/Schools:	02
• Departments/Centres	Departments—16
• Programmes/Courses offered	UG--11 PG—4 Certificate course-6 UG Diploma—5 PG Diploma-5 Off campus courses-4
• Permanent Faculty Members:	48
• Permanent Support Staff:	30
• Students:	1408
1.4 Three major features in the institutional context(as perceived by the Peer Team)	<ul style="list-style-type: none"> Only women's college in a semi-urban locality in Aluva, affiliated to Mahatma Gandhi University, Kottayam with a student strength of 1408 Recognised by National Minority Commission as a Minority educational institution, catering to girls from Catholics, Muslims, Scheduled Castes and Tribes A disciplined ambience in the institution
1.5 Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	<ul style="list-style-type: none"> April 25-28, 2012
1.6 Composition of the Peer Team which Undertook the on-site visit:	
Chairperson	Prof.(Dr.)Bharati Ray 6-B, Sonali 8/2A, Alipore Park Road Kolkata 700027
Member Co-ordinator	Prof. Gulshan Rai Kataria Prof. Department of English Punjab University Patiala
Member	Dr (Mrs.).Kiran Angra Principal MDSD Girls College, Ambala

1 Curricular Aspects:

1.1 Curricular Design & Development:	<ul style="list-style-type: none"> Academic programmes are in line with the goals and objectives of the institution. Curriculum designed by M.G University
1.2 Academic Flexibility:	<ul style="list-style-type: none"> College offers BA, B.Sc.& B.Com; M.A in English. M.Sc in Physics and Microbiology and M.Com in Financial Management; Certificate Course in English, a number of U.G. Diploma, and P.G.Diploma courses and 4 Off-campus programmes Five self-financed courses & five skill-oriented courses Flexibility for interchange of courses is limited
1.3 Feedback on Curriculum	<ul style="list-style-type: none"> Feedback from students, peers, alumni and employers obtained. Informal feedback from stakeholders
1.4 Curriculum Update	<ul style="list-style-type: none"> As it is an affiliated college curriculum updated by University once in five years. One teacher is member of BOS Syllabi of add on courses are designed and updated by teachers
1.5 Best Practices in Curricular Aspects (if any):	<ul style="list-style-type: none"> Introduction of a few new departments and Add on Courses

2 Teaching, Learning & Evaluation

2.1 Admission process & student profile	<ul style="list-style-type: none"> Admission information is given publicity through prospectus and website. Selection for admission based on merit in the qualifying examination and interview Reservation policy followed for granting admission
2.2 Catering to diverse needs	<ul style="list-style-type: none"> Mentoring system yet to be formalized Tutor ward system exists Remedial programmes exist in rudimentary form

2.2.3 Teaching-Learning Process:	<ul style="list-style-type: none"> • Pedagogy includes predominantly lecturing in most subjects; project work, field trips, visits to research labs, group discussions, quiz and role play in a few subjects. • ICT enabled teaching learning process in some subjects • Courses and coaching for competitive and other examinations lacking
2.2.4 Teacher Quality:	<ul style="list-style-type: none"> • 48 teachers appointed out of 67 sanctioned posts. 27 temporary teachers. Some teachers appointed according to UGC norms, some appointed by management. Only one teacher from outside the State; 18 teachers have Ph.D degree, and 22 have M.Phil Degree • Faculty members update their knowledge by attending seminars workshops, refreshers and orientation courses • Young scientist award for one teacher
2.2.5 Evaluation Process and Reforms:	<ul style="list-style-type: none"> • Institution monitors progress of students through continuous assessment, class room interactions, weekly tests and take home assignments. • Methods and results communicated to students and parents
2.2.6 Best Practices in Teaching-Learning and Evaluation (If any):	Devotion and commitment of teachers
2.3 Research, Consultancy & Extension:	
2.3.1 Promotion of Research:	<ul style="list-style-type: none"> • 4 minor projects ongoing; 4 teachers availed of FIP • Research cell exists • A proper research budget is yet to be created
2.3.2 Research and Publications Output:	<ul style="list-style-type: none"> • Only a few research publications • 5 text books published by teachers of some departments. • Two research guides recognized by university
2.3.3 Consultancy:	<ul style="list-style-type: none"> • Faculty members yet to develop expertise for consultancy work.

2.3.4 Extension activities	<ul style="list-style-type: none"> • Extension activities in collaboration with NGO's and GO's • General outreach programmes like blood donation, AIDs awareness, eye donation awareness, adoption of village etc undertaken
2.3.5 Collaboration:	<ul style="list-style-type: none"> • Informal linkages with service organizations and NGOs • National/ International research collaboration yet to be developed
2.3.6 Best Practices in Research, Consultancy & Extension (If any):	<ul style="list-style-type: none"> • Achievements of NCC cadets and NSS Volunteers; have won many awards; a teacher won state award; four national level basketball players
2.4 Infrastructure and Learning Resources:	
2.4.1 Physical Facilities for Learning:	<ul style="list-style-type: none"> • College has well furnished class rooms, laboratories, some new buildings have been constructed after accreditation, a fire alarm installed, generator & one lift installed • Language Lab needs to be expanded • Health centre is poorly equipped in terms of space and medical aids
2.4.2 Maintenance of Infrastructure:	<ul style="list-style-type: none"> • Infrastructure maintained very well • Budget allocation made for maintenance and repair work
2.4.3 Library as a Learning Resources	<ul style="list-style-type: none"> • Library partially computerized, Reprographic & internet facilities with INFLIBNET, open access system but no inter library borrowing facility, no book bank. • Library has 55325 books, 16845 text books, , 29 magazines, 109 Indian, 6 Foreign journals, audio-visual resources, some material acquired from World Bank etc, but no manuscripts. • Library committee exists
2.4.4 ICT as Learning Resources:	<ul style="list-style-type: none"> • College has 150 computers; departments have computer and internet facilities and printers, • College has own website • Computer training is given to all students

2.4.5 Other Facilities:	<ul style="list-style-type: none"> College has women's rest rooms, vehicle parking and telephone facilities; canteen facilities, auditorium, Gymnasium, basket ball, volley ball and table tennis courts, transport service. Hostel facilities for 175 students Sports facilities exist though inadequate enthusiasm
2.4.6 Best Practices in the development of Infrastructure and Learning Resources (If any):	<ul style="list-style-type: none"> Rainwater harvesting and vermin compost installed to make the campus eco-friendly A Kids Corner to help the teachers with small children
2.5 Student Support and Progression:	
2.5.1 Student Progression:	<ul style="list-style-type: none"> System of monitoring the progression of the student in place. Pass percentage in some subject is good with university ranks Dropout rates 2% in UG and 0.5 in PG but 7% in P.G Microbiology
2.5.2 Student Support:	<ul style="list-style-type: none"> Financial assistance to students through some endowments and some scholarships, but no freeships. Career Counselling and Placement cell are functioning but need to be systematized. Government recognized Tourism Club and Entrepreneurship Development Club function in the college.
2.5.3 Student Activities:	<ul style="list-style-type: none"> Students' Council in place A few students participated in inter-collegiate cultural and sports events; but not in any inter University or national event. Alumni association active
2.5.4 Best Practices in Student Support and Progression (If any)	<ul style="list-style-type: none"> Retired teaching and non teaching staff render services for student welfare; a warm community feeling exists
2.6 Governance and Leadership:	
2.6.1 Institutional Vision and Leadership:	<ul style="list-style-type: none"> Vision and mission statement of the college are in tune with the higher education policy of the country Collective decision by the Principal and different committees

2.6.2 Organizational arrangement	<ul style="list-style-type: none"> • Management is supportive • Principal has succeeded in generating trust and enthusiasm all around • Meetings of various academic & administrative bodies regular.
2.6.3 Strategy Development and Deployment:	<ul style="list-style-type: none"> • Administrative and financial departments partially computerized • MIS yet to be established • Perspective plan and academic calendar exists.
2.6.4 Human Resource Management:	<ul style="list-style-type: none"> • Faculty development programmes for teaching and training programmes for non-teaching staff • Self appraisal by the staff
2.6.5 Financial Management and Resource Mobilization:	<ul style="list-style-type: none"> • The accounts of the College are not regularly audited • Further resources to be mobilized for students and teachers educational trips/ exchange programmes
2.6.6 Best Practices in Governance and Leadership (If any):	<ul style="list-style-type: none"> • Participatory system in governance
2.7 Innovative Practices:	
2.7.1 Internal Quality Assurance System:	<ul style="list-style-type: none"> • IQAC exists but is weak
2.7.2 Inclusive Practices:	<ul style="list-style-type: none"> • Caters to a good percentage of SC / ST / OBC students • Four differently abled students • Facilities for differently abled students inadequate
2.7.3 Stakeholder Relationships:	<ul style="list-style-type: none"> • Parents are involved in various college activities • Stakeholders' relationship is satisfactory.
Section III: Overall Analysis	
3.1 Institutional Strengths:	<ul style="list-style-type: none"> • Institution has adequate academic and administrative infrastructure facilities and ICT resources • Dedicated teachers and non-teaching Staff • Good disciplined ambience
3.2 Institutional Weaknesses:	<ul style="list-style-type: none"> • Lack of enthusiasm to pursue research • Consultancy lacking; collaboration inadequate • Non-filling of sanctioned posts of teachers

3.3 Institutional Opportunities	<ul style="list-style-type: none">• More Entrepreneurship and Skill development Programmes for the students can be developed keeping in view the global market• Can develop collaboration with neighbouring colleges and national and international institutions.• Scope for starting industry and marine linked programmes
3.4 Institutional Challenges:	<ul style="list-style-type: none">• Keeping pace with modern day development in teaching and research.• Production of good human resources to accept the global challenges.• Initiating consultancy for generating funds and establishing Industry – Institute Partnership Cell.

Section IV: Recommendations for Quality Enhancement of the Institution

- Initiate Masters Programmes in a few subjects
- Initiate more vocational, skill development and areas specific courses, relevant for the needs of the locality.
- Establish more collaborative linkages with other national and international institutes.
- Teachers be encouraged to conduct doctoral research, undertake more UGC research projects and publish more papers.
- Teachers to be encouraged to acquire formal consultancy expertise
- Students to be coached for competitive exams., and professional services
- A well equipped and spacious health care / clinic to be established
- Financial assistance to be expanded and assistance be given to teachers and students for field surveys, excursions and presentation of papers outside the state and abroad.
- Students to be encouraged to participate more in inter-university and national extra-curricular activities
- NCC be strengthened by introducing Navy wing.
- Sports-wing be strengthened by creating a swimming pool so as to encourage students to participate at inter-university level aquatic sports.
- Common rooms as also other class rooms be provided with more fans.

Name and Signature with date

1. Chairperson *Bharati Ray. 28/4/12*
2. Member Coordinator: *Edno 28/4/12*
3. Member: *[Signature] 28/4/12*

I have gone through the report and I agree with the contents of the report.

Paul T F

Signature of the Head of the Institution

ST. T. F. PAULY
PRINCIPAL
ST. XAVIER'S COLLEGE FOR WOMEN
ALUVA-683101. KERALA



9

Diary No. 4814



विश्वविद्यालय अनुदान आयोग
नैरुत्य प्रादेशिक कार्यालय
UNIVERSITY GRANTS COMMISSION

SOUTH WESTERN REGIONAL OFFICE
P.K. Block, Palace Road, Gandhinagar
Bangalore-560 009.
Phone : (080) 2228 0380 Fax : (080) 2228 0381

3-4(043)/2012(UG)(XII PLAN)/KLMG043/SWRO

The Accounts Officer
South Western Regional Office
University Grants Commission
P.K. Block, Palace Road
Gandhinagar, Bangalore

21-Mar-14

Sub: Release of Grants-in-aid to ST. XAVIER'S COLLEGE FOR WOMEN, ALUVA, ERNAKULAM DISTRICT
for the year 2013-2014 under "General Development Assistance" (Plan)

Sir/Madam,

I am directed to convey the sanction of the University Grants Commission for payment of grant of Rs.1139940/- for the year 2013-2014 equivalent to 40% of XIIth Plan allocation to ST. XAVIER'S COLLEGE FOR WOMEN, ALUVA, ERNAKULAM DISTRICT for "General Development Assistance" (Plan), expenditure to be incurred during 2013-2014.

NAME OF THE SCHEME	HEAD OF ACCOUNT	ALLOCATION	GRANT TO BE SANCTIONED BY 2013-14 40% OF ALLOCATION	GRANT ALREADY SANCTIONED IN 2012-13 AS Ad-hoc GRANT (Other than Building)	GRANT NOW BEING SANCTIONED (Other than Building)	BALANCE
		Rs.	Rs.	Rs.	Rs.	Rs.
General Development Assistance (Block Grant)	2(B)	3662350/-	1464940/-	325000/-	1139940/-	2197410/-

You are requested to utilise the sanctioned amount proportionately as detailed below :-

GENERAL - 883453.5/-	SC - 170991/-	ST - 85495.5/-
----------------------	---------------	----------------

- The amount released may be utilised within the allocated amount under Grant-in-aid General (31) and Capital Assets (35) as conveyed vide letter no. 3-4(043)/2012(UG)(XII PLAN)/KLMG043/SWRO dated 21-Mar-2014. Re-appropriation of funds between Grant-in-aid General (31) and Capital (35) is not permissible.
- The sanctioned amount is debitable to 2(B) and is valid for payment during the financial year 2013-2014 only.
- The amount of the Grant shall be drawn by the Accounts Officer/Drawing and Disbursing Officer, South Western Regional Office, UGC, Bangalore on the Grants-in-aid bill and shall be disbursed to and credited to the Principal of the College through Electronic mode as per the following details:
 - Details (Name & Address) of Account Holder: ST. XAVIER'S COLLEGE FOR WOMEN, ALUVA, ERNAKULAM DISTRICT
 - Account No: 0804101050692
 - Name & address of Bank branch: CANARA BANK, PALACE ROAD, ALUVA-683101
 - MICR Code: 682015010
 - IFSC Code: CNRB0000804
 - Type of Account: SB
- This grant can be availed by aided colleges/courses only.
- The grant is subject to the adjustment on the basis of utilisation certificate in the prescribed proforma submitted by the College.
- The college shall maintain proper accounts of the expenditure out of the grants which shall be utilised only on approved items of expenditure.
- The College may follow the General Financial Rules, 2005 and take urgent necessary action to amend their manuals of financial procedures to bring them in conformity with GFRs, 2005 and those don't have their own approved manuals on financial procedures may adopt the provisions of GFRs, 2005 and instructions/guidelines there under from time to time.

Contd.2

3-4(043)/2012

- 2 -

3-4(043)/2012(UG)(XII PLAN)/KLMG043/SWRO

8. The Utilization Certificate to the effect that the grant has been utilized for the purpose for which it has been sanctioned shall be furnished to UGC as early as possible after the close of current financial year.
9. The assets acquired wholly or substantially out of University Grants Commission's Grant shall not be disposed or encumbered or utilised for the purposes other than those for which the grant was given without proper sanction of the UGC and should at any time the College ceased to function, such assets shall revert to the University Grants Commission.
10. A Register of Assets acquired wholly or substantially out of the grants shall be maintained by the College in the prescribed proforma.
11. The grantee institution shall ensure the Utilization of grants-in-aid for which it is being sanctioned/paid. In case of non-utilization/part utilization thereof, the simple interest @ 10% per annum as amended from time to time on unutilised amount from the date of drawal to the date of refund as per provisions contained in General Financial Rules of Govt. of India will be charged.
12. The College shall follow strictly the Government of India/UGC's guidelines regarding implementation of the reservation of policy [both vertical (for SC, ST and OBC) and horizontal (for person with disability etc.)] in teaching and non-teaching posts.
13. The College shall fully implement the Official Language Policy of Union Govt. and comply with the Official Language Act, 1963, and Official Languages (Use for Official Purposes of the Union) Rules, 1978 etc.
14. The sanction is issued in exercise of the delegation of powers vide UGC office order No.130/2013[F.No.10-11/12(Admn. IA & B)] dated 28/5/2013.
15. The College shall take immediate action for its accreditation by National Assessment and Accreditation Council (NAAC).
16. The accounts of the College will be open for audit by the Comptroller and Auditor General of India in accordance with the provisions of General Financial Rules, 2005.
17. The annual accounts i.e. balance sheet, income and expenditure statement and statement of receipts and payments are to be prepared strictly in accordance with the Uniform Format of Accounting prescribed by the Government.
18. The funds to the extent are available under the Scheme.
19. This issues with the concurrence of IFD vide Diary No. 7783 and dated 04-03-2014 respectively.
20. An amount of Rs.162500/- out of the grant of Rs. 325000/- sanctioned vide letter No.3-4(043)/2012(UG)(XII PLAN)/KLMG043/SWRO dated 30-03-2013 has been utilized by the College for the purpose for which it was sanctioned and noted in Grants-in-aid Register at Page No - 426.
21. The grant is sanctioned on the basis of the information/documents provided by the college. In case of any discrepancy in the above information and the college is found ineligible for the above grant at the time of expert committee meeting the college is liable to refund the sanctioned grant along with interest.
22. The college shall ensure involvement of Technical advice on and supervision of specifications and construction standards.
23. College should abide by the UGC Regulation on curbing the menace of ragging in the Higher Educational Institution 2009, and shall take action in accordance with these regulations against those found guilty of ragging and/or abetting ragging actively or passively or being part of an conspiracy to promote ragging.

Yours faithfully

(Dr.N. Gopukumar)
Deputy Secretary

Copy to

1. The Principal
ST. XAVIER'S COLLEGE FOR WOMEN
ALUVA
ERNAKULAM DISTRICT - 683 101
(He/She is requested to abide by these instructions/guidelines of sanction order.)
2. Officer of Director General of Audit, Central Revenues, AGCR Building, I.P. Estate, New Delhi
3. The Director
Department of Collegiate Education
Vikas Bhawan, Thiruvananthapuram - 33
4. The Dean/Director, College Development Council
MAHATMA GANDHI UNIVERSITY
PRIYADARSHINI HILLS (PO)
KOTTAYAM - 686 560
5. Office copy

(Neethu S Thulaseedharan)
Education Officer



