

**SELF STUDY REPORT**  
**OF**  
**ST.XAVIER'S COLLEGE FOR WOMEN**



**Affiliated to M.G University , Kottayam**

**Submitted to:**

**NAAC**

**National Assessment And Accreditation Council**

**“ Aragini Bhavan”**  
**2/4,Dr.Rajkumar Road,**  
**P.O.Box No. 1075,**  
**Rajaji Nagar,**  
**Banglore-560010**  
**India.**

**4-3-1999**

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## Part I

## Framework for Self-study

## I. Profile of the college

1. Name and address of the college : St. Xavier's College for Women,  
Aluva, Kerala

## 2. For Communication:

Telephone (Office)	Region Code	Telephone Number	Ext. No.
Principal	0484	623240	Nil
Vice-Principal	0484	623240	Nil

Fax No. : Nil

E.Mail : Nil

Telephone (Office) <i>Alt.</i>	Region Code	Telephone Number
Principal	0484	623768
Vice-Principal	0484	623768

Fax No : Nil

E.Mail : Nil

## 3. Type of the College :

Affiliated ☒ Constituent ☐

## 4. University to which the college is affiliated : Mahatma Gandhi University

## 5. Financial Category of the college:

Grant-in-aid ☒ Self-financing ☐ Government funded ☐

## 6. Does the University Act provide for autonomy to colleges?

Yes ☐ No ☒

If yes, has the college applied for autonomy?

Yes ☐ No ☒



7. Date of establishment of the college:

Month & Year

(MM - yyyy)

July 1964

8. Dates of UGC recognition:

	Month & Year (MM - yyyy)
i. Under 2f	January 1969
ii. Under 12B	January 1969

9. Is it recognised minority college?

Yes ☒ No ☐

10. Campus area in acres: 16 acres

11. Location of the college:

Urban ☐ Semi-urban ☒ Rural ☐ Tribal ☐ Any other:

12. Current number of programmes and departments of the college

a) Number of programmes:

Programmes	No
Certificate course	1
Diploma	-
U.G	10
P.G Diploma	1
P.G	2
M.Phil	-
Ph.D	-
Post Doctoral fellowship	-
Any others	-
Total	14

b) List the departments in the college: Faculty wise:

<b>Faculty of Science</b>
<b>Departments</b>
1. Mathematics 2. Physics 3. Statistics 4. Chemistry 5. Botany 6. Zoology
<b>Faculty of Arts</b>
<b>Departments</b>
7. Malayalam 8. Hindi 9. English 10. Economics 11. History 12. Political Science
<b>Faculty of Commerce</b>
<b>Department</b>
13. Commerce
<b>Any other</b>
<b>Departments</b>
14. Physical Education

13. Number of permanent and temporary members of the teaching staff at present:

	Female	Male	Total
<b>Permanent teachers</b>			
Teachers with Ph.D	3 ✓	-	3
Teachers with M.Phil	21 <del>27</del>	2	29 <del>29</del>
Teachers with P.G	24 45	-	24 45
<b>Temporary teachers</b>			
Teachers with Ph.D	1 ✓	-	1
Teachers with M.Phil	2	-	2
Teachers with P.G	5	-	5

14. Number of members of the non-teaching staff of the college at present:

	Female	Male	Total
Technical Staff	32 ✓	4	36
Administrative staff	13 ✓	-	13

15. Number of students enrolled in the college according to regions and countries:

**Certificate Diploma**

No regular course.

UG	Female		Male	Total
Students from the same state where the college is located	388	94-97	-	388
	391	95-98		391
Students from other states of India	8	94-97	-	8
	10	95-98		10
NRI students	-	-	-	-
Other overseas students	-	-	-	-
Grand Total	797		-	797



**P.G Diploma**

No regular course

PG	Female		Male	Total
Students from the same state where the college is located	48	98-99	-	48
Students from other states of India	-		-	-
NRI students	-		-	-
Other overseas students	-		-	-
Grand Total	48		-	48

M.Phil : Nil

Ph.D : Nil

16. Details of the last two batches of students:

	Batch 1			Batch 2		
	94-97	95-97		95-98	96-98	
	UG	PG	Total	UG	PG	Total
Admitted to the program (entry year)	396	21	413 414	401	19	420
Drop - outs	79	5	84	73	2	75
Appeared for the final year examination	317	16	333	328	17	345
Passed in the final examination	282	14	296	278		
Passed in first class	149	4	153	132		
University ranks, if any	2 <sup>nd</sup> Rank					

17. Give a copy of the last annual budget of the college with details of plan and non-plan revenue/expenditure (Attach separately)

Attached separately.

18. What is the 'unit cost' of college education? (unit cost = total annual revenue budget(actuals) divided by the number of students enrolled)

Unit Cost Rs. 11531

19. What is the temporal plan of academic work in the college?

Semester System ☐

Annual System ☒

Any other(specify)

20. Is the credit system of instruction followed?

Yes ☐ No ☒

21. Does the college have the following support services:

Central Library : Yes

Computer centre : Yes

Health centre : No

Sports facilities : Yes

Press : No

Workshop : No

Hostels : Yes

Guest house : No

Housing : No

Canteen : Yes

Welfare schemes : Yes

Grievance redressal cell : Yes

Vehicle parking shed : No

Non-resident centre : No

Any other (specify):

*A full time doctor with a generalist  
clinic is not available.  
First aid care facilities are  
available.*

*\* Guest room is available.*



22. Does the college have collaborations/ linkages with national/international institutions?

Yes ☒ No ☐

If yes, give details:

Accredited by National Open School to conduct Academic and Vocational Courses.

23. Does the management run other educational institutions besides the college?

Yes ☒ No ☐

If yes, give details:

Schools, Technical training institutes. Plus two course in 1998-99 (CBSE) in Humanities started in 1998-99.

24. Give details of the resource generated by the college last year through the following means:

Source funding	Number	Quantum (Rs.)
i. Donations	4	9,57,811.95
ii. Fund raising drives	Nil	Nil
iii. Alumni association	Nil	Nil
iv. Consultancy	Nil	Nil
v. Self-financing courses	Nil	Nil
Any others		
viii. College canteen	1	16,000.00
ix.		

*Donations*

1. PTA Contribution
2. UGC sponsored course fee eligible to college.
3. Management Contribution.
4. College Development fund.

## Criterion – wise Inputs

### Criterion I: Curricular Aspects

1. What is the range of programme options available to the students for award such as degrees, certificates and diplomas?

The college conducts courses for graduate and post-graduate studies.

The details of the courses:

Programme Options	Subjects	Awarding authority
i. Graduate Courses (3 Year programme)	<b>Mathematics</b> <b>Physics</b> Chemistry Botany Zoology Commerce Economics Malayalam English Communicative English	Mahatma Gandhi University
ii. Post-graduate Courses (2 year programme)	<b>Commerce</b> <b>Physics</b>	Mahatma Gandhi University.

The college offers enrichment courses in computer studies. The following table gives details of the courses offered:

Name of the Course	Duration	Certifying authority
i. C.A.C (Computer awareness course)	3 months	St. Xavier's Computer centre
ii. C.C.C.A (Certificate course in Computer Applications)	6 months	
iii. P.G.D.C.A (Post-Graduate Diploma Course in Computer Application)	1 ½ Years	

The College has the unique distinction of being the accredited centre for the National Open School offering a Plus Two course.



2. To what extent are the programme options career oriented?  
The conventional courses offered by the University are not job-oriented. The B.A Communicative English, sponsored by the U.G.C, is a job-oriented course with an application-oriented course structure and the course contents related to societal needs.
3. Do students have flexibility to pursue a programme with reference to:
- Time Frame  
No.  
The Graduate and the Post-graduate courses have to follow the time frame stipulated by the University.
  - Horizontal mobility  
No.
  - Elective options  
Being an affiliated college, no elective options.
  - Non-core options  
No.
4. How are the college missions and goals, if any (other than the general transmission and generation of knowledge), reflected through the curricula?  
The objectives of the college are to produce:
- Intellectually enlightened and
  - Spiritually motivated women. Special emphasis is given to value education.  
(moral instruction classes and tutorial hours)
5. Is there any mechanism to obtain feedback from academic peers and employers on the teaching programmes? If yes, how is the feedback used in the initiation, review and redesigning of teaching programmes? Give details.
- Yes ☐ No ☒
6. How long does it take for the college to introduce a new programme within the present university system?  
As soon as the sanction is obtained from the University and the required infra structural facilities are arranged, the programmes can be introduced.
7. Has the college introduced any new courses inspite of delay in University processes?  
If Yes, give details.

Yes ☒ No ☐

The B.A Communicative English launched in 1995, and sponsored by U.G.C. for 5 years, was retained as a self-financing course, at the expiry of the sponsorship period in 1998.



8. Give details of college-industry-neighbourhood networking, if any.

The course structure of B.A Communicative English has clear linkages with industry, business, service agencies etc. On-the-Job Training given to the students at the various industries of the locality establishes interaction between the institution and the external agencies.

The project work by M.Com students ensures direct interaction with industrial establishments.

The important areas on which Project-work is done: Financial Management, Marketing, Quality Management, Personnel Management etc.

9. Furnish details on the following aspects of curriculum design:

i) Innovation such as modular curricula:

No.

ii) Interdisciplinary/ multidisciplinary approach:

No.

10. Any other highlights:

## Criterion II – Teaching-Learning and Evaluation

1. Is it mandatory to judge the students knowledge and aptitude at the entry level (before admission) ?

Yes ☐ No ☒

It is not mandatory at the entry level. But the stress is given to the evaluation of the learner's Entry Behaviour with the aim of eliciting the Desired Behaviour. The performance of the students in the qualifying examination and their performance in the interview gives an insight into their knowledge and aptitude.

2. a. Is there a provision for assessing students' knowledge and skill for a particular programme(after admission) ?

Yes ☒ No ☐

If yes, cite examples.

After admission, the course-content is introduced to the students and they are given time to affirm their eligibility for the course. Strong and weak learners are identified through class tests and assignments. Option is given to change over to other subjects within a stipulated time.

2. b. Does the college provide bridge/remedial courses to the educationally disadvantaged students?

Yes ☒ No ☐

If yes, cite examples.

No bridge courses. But special remedial courses, outside the class hours are arranged for students who are found low to ensure that weak students from the SC/ST avail themselves of the facility.

2. c. Does the college offer enrichment courses?

Yes ☒ No ☐

If yes, give details.

Short enrichment programmes like personality development courses, Religious Retreats and counselling sessions are arranged. Access to seminars on their chosen subjects conducted outside the campus is also available. SC/ST students can take courses in computer.

2. d. How are advanced learners challenged to work ahead of the rest?

Students of high academic excellence are given challenges like competitive examinations, debates, seminars, Science Talent Test, Campus cream contest etc. A personality development course was organized in January 1999, in which students from all departments participated. Advanced learners are given chances to organise seminars,



Quiz competitions, Debates and Mock Assembly in the college. An inter-collegiate seminar on "Personality Development and Career Guidance for Women students" on 22-02-1999 and 23-02-1999.

3. a. Does the college encourage the teachers to make a teaching-plan?

Yes ☒ No ☐

If yes, when and how it is made?

The Head of the Department fixes up the syllabi of each term. Departmental meetings are arranged to confirm the effective and uniform execution of periodical targets and to devise strategies of new teaching methods.

4. Are syllabi unitised according to a teaching schedule through the semester/year?

Yes ☒ No ☐

If yes, give details of implementation in terms of monitoring, mid-course correction, etc.

- The timing of the terminal examinations stipulated by the college calendar.
- Syllabi covered according to a teaching schedule.
- HoD monitoring teaching and evaluation.
- Mid-course corrections – test papers and assignments.
- Internal assessment supervised by the co-ordinator.
- Marks register kept.
- Terminal examination on University model.

5. How does the college supplement the lecture method of teaching with other learner-centred teaching methods?

In addition to the conventional teaching aids, modern aids like Audio and Video cassettes are used. Students are assigned to prepare charts (for the lessons in Phonetics). The college has got well-equipped Science laboratories and an audio-visual room equipped with Over Head Projector, T.V, V.C.P, Radio and Tape Recorder. The language lab, with 18 positions facilitates the learning of pronunciation and accent through self examination and correction. Preparation of Herbarium (Botany) and collection of specimens (Zoology) are some other learner-centred activities. Computer assisted instructions is offered to B.Sc Physics (Digital Electronics and Computer Science, Language Basic & C) and M.Sc Physics (Electronics and computer Science).

6. Is there a centralised 'media' facility to prepare audio visuals and other teaching aids?

Yes ☐ No ☒

*we have one audio visual lab.*



7. Furnish the following:
- Teaching days : 190
  - Working days : 197
  - Work load : 1184 hours/year  
(Split-up work load in the appendix - p. 124)
  - Ratio of full-time teachers to part-time teachers (last two years): 16:1
  - Ratio of teaching staff to non-teaching staff (last two years): 8:5
  - Percentage of classes taught by full-time faculty : 95%

8. Are evaluation methods communicated to students at the beginning of the year?

Yes ☒ No ☐

If yes, give details.

The college calender stipulates the terminal exams, working days and holidays. The students are informed of the methods of internal and external evaluation, individual assignments, projects, on-the-job-training and viva-voce.

9. Does the college monitor the overall performance of students through periodical assessment?

Yes ☒ No ☐

If yes, give details.

Terminal examinations, assignments and tests are systematically conducted. The progress of the students intimated to the parents through progress cards.

*PTA meeting - open house programme two times I term & II term yearly.*

10. How are teachers recruited? When and how are new teaching positions created?

Give details.

Recruitments are made in accordance with the Government, University and U.G.C. Norms. Appointments are on the basis of general merit and community merit on a ratio of 1:1. New posts are created on the retirement /resignation of the teachers and on the introduction of new courses.

11. Provide the following information about the teaching staff recruited during the last two years.

Teaching staff recruited from	
Same State	Other States
4	Nil

Department of English - 2  
 Department of Physical Education - 1  
 Department of Physics - 1

b. How many teaching staff have left the college during the last 3 years: 6.

12. Does the college have the freedom and the resources to appoint and pay temporary/adhoc teaching staff?

Yes.

If yes, give details.

Temporary/ad hoc teaching staff are appointed by the management in times of need and it is supplemented by the financial aids from P.T.A.

If no, how are additional projects/expansions managed?

Expansion projects are taken up by the management with U.G.C. grants under the VIII Plan and by availing P.T.A. funds.

Expansion project of the VIII plan:

Auditorium, Library and class rooms.

13. Number of teaching staff who have attended seminars/conferences/workshops as participants/resource persons in the last two years:

Seminars:

National level - 13

State level - 13

Workshops - 8

Conference - 9

Resource persons - 2

14. Does the college follow the self-appraisal method to evaluate the performance of the faculty in teaching, research and institutional programmes?

Yes.

If yes, how is the self-appraisal analysed and used?

The insights received from student feed-back and the self-appraisal forms filled by the teachers are used for improving their performance.

15. Does the college follow any other performance appraisal method?

Yes ☒

No ☐

If yes, give details of the same and state how the results of the appraisal are used.

Staff meetings are conducted regularly in which new strategies of handling classes, its implementation, and the success and failure of implementation are discussed. The Principal evaluates the performance of teachers.

16. Does the college conduct refresher courses/ seminars/ conferences/ symposia/ workshops/ programmes for faculty development?

Yes ☒

No ☐



If yes, give details.

The college occasionally conducts seminars and symposia for faculty development. Inter-collegiate seminar on Aqua Culture, Environmental studies and Environmental Laws on 24<sup>th</sup> and 25<sup>th</sup> of February 1999. An Inter-collegiate seminar on "Personality Development" (22<sup>nd</sup> and 23<sup>rd</sup> of February 1999).

17. Give details on a few faculty development programmes and the number of teachers who benefited out of them, during the last two years:  
 M.Phil - 9  
 Provisionally selected under F.I.P - 2  
 Ph.D  
 Provisionally selected under F.I.P - 2
18. How many faculty have received teaching awards?  
 Nil
19. How many national and international level linkages have been established for teaching and/or research?  
 Nil
20. Any other highlights?  
 Nil



### Criterion III: Research, Consultancy and Extension

1. How does the college promote research?

- PG students doing project work  
M.Com students are assigned compulsory dissertation work, concentrating on the major industries in and around Aluva.
- Teachers are given study leave  
Teachers can avail of leave under the F.I.P. if and when selected for M.Phil or Ph.D.
- Teachers provided with seed money  
No.
- Research Committee for submitting project proposals  
No.
- Adjustment in teaching schedule  
Sometimes guest lecturers are appointed and at other times the existing members of the department put in extra work.

2. What percentage of teachers are engaged in active research in the college? (guiding research scholars, operating projects, publishing regularly etc.)  
10%

3. How many are full time research scholars and how many have registered as part time scholars? (Research scholar means M.Phil. or Ph.D student)

	M.Phil	Ph.D
Full-time	2	2
Part-time	1	7

4. Does the college provide financial support to research students?

Yes ☐ No ☒

5. Details of ongoing projects:

Total no. of projects	3
Funding Agency	2 - U.G.C 1 - Sahithya Academy, Trichur

→ supporting?  
the other 0?

6. Does the college publicise the expertise available for consultancy services?

Yes ☐ No ☒

7. Does the college have a designated person for extension activities?  
 Yes ☒ No. ☐

If yes, indicate the nature of the post.

Full - time ☐ Part - time ☐ additional charges ☒

8. Indicate broad areas of the various extension activities of the college:

- i. **Community development**  
Our NSS unit has adopted Madhavapuram colony.
- ii. **Social work**  
Our NSS and NCC girls regularly visit Government hospitals. NSS units have visited the S.O.S village, Aluva to render active service.
- iii. **Health and hygiene awareness**  
Annual medical check up. Attended Pulse Polio immunisation awareness camps. Participated a survey on Japan - fever.
- iv. **Medical Camp**  
Conducted by NSS at Thuravoor for the Fishermen community.
- v. **Adult education and literacy**  
Yes. Teachers have participated in the National Literacy Mission - Vimala Cross of Dept. of Zoology.
- vi. **Blood donation camp**  
The NCC cadets and NSS volunteers attended such camps and participated actively.
- vii. **AIDS awareness**  
Seminar was conducted and classes have been taken. Attended AIDS awareness camp held at Ernakulam.
- viii. **Environmental awareness**  
Under the sponsorship of the Kannan Devan Nature Club, regular competitions in essay writing, painting etc are conducted. Exhibition on medicinal plants and herbs was held for two days, which was open to the public. Seminars on environmental studies are held. The NSS also performs actively in this field.  
 Participation in Nature - cum - mini camps held at Peechi and Aluva.  
 Participation in the "Save Periyar Project".  
 Participation in the seminar organised by Mukthi on prevention of the in take of tobacco, alcohol, drugs etc.  
 Inter-collegiate seminar on Environmental studies - 24<sup>th</sup> and 25<sup>th</sup> of February 1999.

Are there any outreach programmes carried out by the college other than NSS & NCC, for example Population Education Club, Adult Education, National Literacy Mission or any other?  
 es.  
 National Literacy Mission.



10. How are students and teachers encouraged to participate in extension activities?

Students are encouraged to participate in extension activity through inspiring talks and by offering grace marks to the participants, by the University. Allowances are offered to the teachers who serve as Programme Officers and they can also avail of duty leave.

11. Does the college work and plan the extension activities along with NGO's and GO's?

Most of the NSS activities are carried out with the co-operation of the Aluva Municipality.

12. Any other highlights:

Under the auspices of the NSS, our students visited the tribal area at Kanthalloor, staying with them, inculcating in them sense of hygiene, conducting classes etc.

Our NCC cadets along with the NSS volunteers have been visiting the Blind Schools and orphanages in and around Aluva. One of our NCC cadets got selected into the Indian Team which visited the United Kingdom in 1997 under Youth Exchange Programme.



## Criterion IV: Infra Structure and Learning Resources

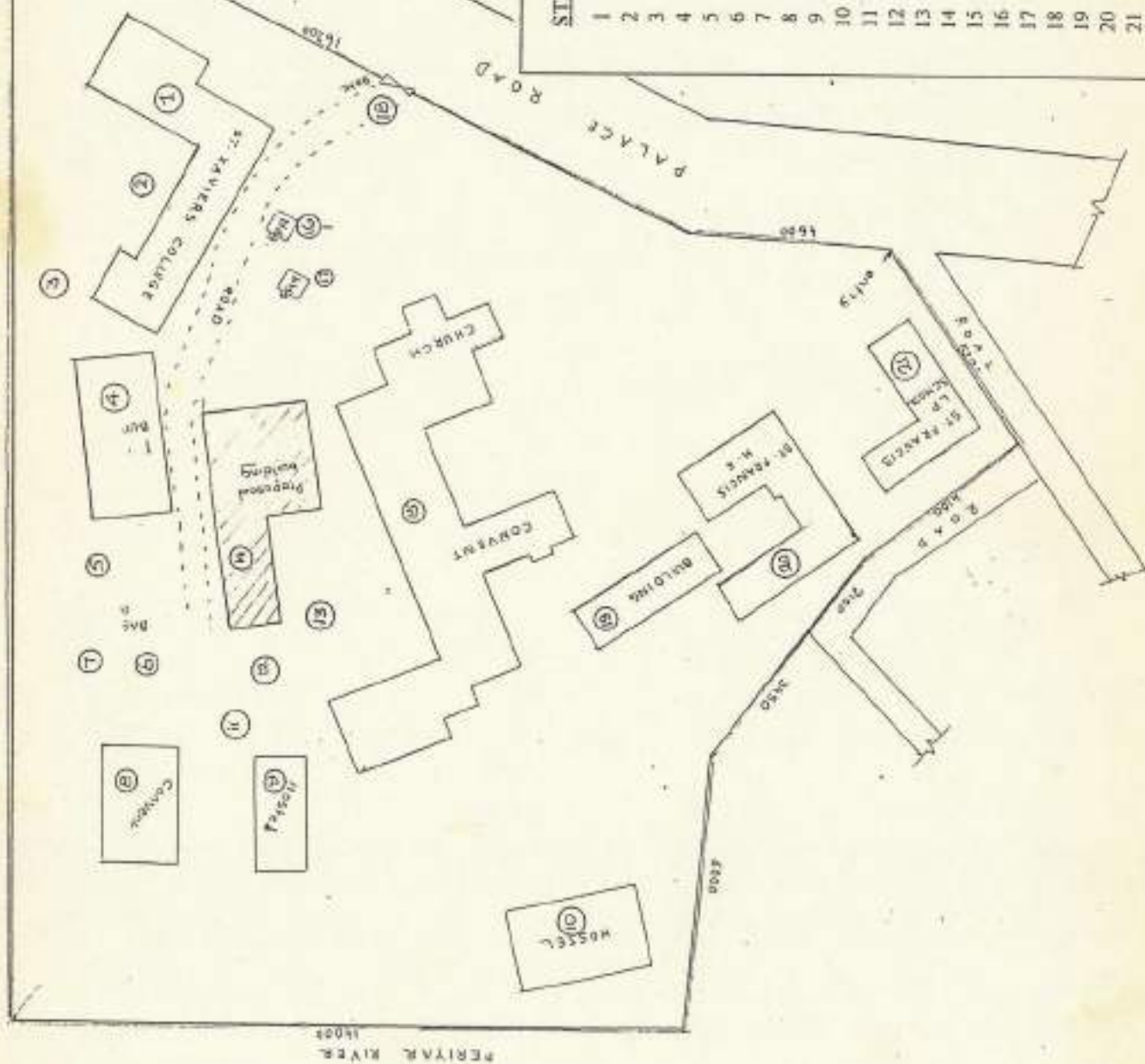
1. Enclose the master plan of the college campus indicating the existing buildings and the projected expansion in the future:  
Master plan of the college attached.
2. How does the college plan to meet the need for augmenting the infrastructure to keep pace with academic growth?  
The college provides basic Infrastructural facilities like Canteen, Co-operative store College bus, Cooler, Computer, Xerox machine, Generator and Invertor, well furnished and well-managed hostels (including sports hostel). The college improved its facilities and enhanced the conveniences for the staff and students with a long term plan and perspective. Well - equipped class rooms and laboratories for new courses (M.Sc Physics and B.Sc Chemistry) the language - lab for B.A Communicative English, the auditorium and the Basket Ball court are the achievements of the last five years.
3. How does the college propose to maintain its infrastructure?  
By maximum utilization of the existing facilities, meticulous planning for optimum utilization, timely repair and renovation.
4. How does the college ensure optimum use of its infrastructure facilities?  
The existing class rooms were re-arranged to accommodate new courses. The computer centre was installed within the available space. The newly constructed building accomodates the library on the ground floor, eight classrooms on the first floor and the college auditorium on the second floor. The class-rooms are rented out for U.G.C and Bank tests.
5. Does the college encourage using the academic facilities?
  - i. in collaboration with other agencies: Yes
  - ii. by external agencies: No

If yes, give details:  
The college has launched the National Open School for providing higher education facilities to needy learners.
6. What efforts are made to keep the campus beautiful?  
Apart from the structural planning with optimum space utilisation, the campus is always maintained neat and beautiful by landscape designs which include a botanical garden, well planted and reared shady trees, terraced settings of basket and volley ball courts with linear accommodation facilities etc. There is a full time gardener and sweeper incharge of the maintenance of the premises.

# ST. XAVIERS COLLEGE - ALWAYS

- 1 Main college building
- 2 Volley ball court
- 3 Bath rooms
- 4 Auditorium & Library building
- 5 Basket ball court
- 6 Volley ball court
- 7 Kabaddi court
- 8 Convent
- 9 Hostel
- 10 Hostel
- 11 Bath room
- 12 Bath room
- 13 Canteen building
- 14 Proposed building
- 15 Church - Convent
- 16 Building
- 17 Building
- 18 Main gate
- 19 High School
- 20 High School
- 21 L.P. School

buildings





7. Is there an advisory committee for the library?

Yes ☒ No ☐

8. Is the library interconnected with other libraries for inter-library borrowing?

Yes ☐ No ☒

9. Is there a book bank facility in the central library?

Yes ☐ No ☒

10. Are the following activities of the central library computerised?

i. Lending of books

No

ii. Purchase of books

No

iii. Lending of audio-visual material

No

iv. Book bank

No

v. Stock verification

No

Any others

No

11. Number of books/ journals/ periodicals that have been added to the central library during the last two years and their cost.

	The Year before last		The Year before	
	Number	Total cost (Rs. '000)	Number	Total cost (Rs. '000)
i. Text books	103	25288.25	79	94 614.60
ii. Other books	175		404	
iii. Journals and periodicals	2		3	
Any others				
iv.				
v.				

12. What are the other facilities such as reprography, video and audio cassettes made available in the library?

We have Reprographical facilities:

- Over-head projector, Audio-Video cassettes, V.C.R, T.V set and sophisticated Audio systems including Tape Recorders, Amplifiers, Headphones etc.
- A well-equipped language-lab with 18 positions. Student-teacher interaction is enhanced with the help of Phonetic tapes, recorded plays and speeches from agencies like B.B.C and CIEFL.



13. Furnish the following details:

- Working days of the library  
The library is functional for six days during a week.
- Working hours of the library  
The working schedule of the library is from 8.30 am to 4.30pm.
- Books in the library  
There are 43387 books in the library.

14. Is there a central computer facility in the college? If Yes, give the configuration and other hardware and software details.

Yes ☒ No ☐

(Configuration and software details are given in the appendix - p. 124)

15. Give the working hours of the computer centre and its access on holidays and off hours.

The regular working of the computer centre is from 8.30 AM to 5 PM during six days of the week. These six days include holidays also.

16. How many departments have computers of their own? Give the configuration and other details.

Physics Department - 1

#### CONFIGURATION

Pentium PII 300 Mhz

512 KB Cache

32 MB SD RAM

4.2 GB HDD

1.44 MB FDD

14" SVGA Colour Monitor

PCI - VGA with 1 MB RAM

17. What is the output of the centre in developing computer aided learning packages in various subjects during the last three years?

Teaching aid software is being developed in the computer centre for various subjects.

18. How are computers and their accessories maintained in the computer centre and other locations of the college?

The 14 computers and their accessories are maintained through Annual Maintenance Contract (A.M.C). They are guaranteed against structural or functional defects; and technical problems if any.

19. What are the various health services available to the students, members of the teaching and non-teaching staff of the college?

The college keeps up liaison with neighbouring hospitals and health centres. Annual medical check-up arranged. First aid facilities are available in the Physical Education Department. Aids awareness classes held by 'Sargavedi' Practical lessons on personal hygiene and hygienic environment (a seminar on Aids - Awareness) are given.

20. What are the physical and infrastructure facilities available in the sports and physical education centre? Give details.

Department of Physical Education maintains a health-club equipped with light weight training equipments :

- Thread - mill
- Stepper
- Ergocycle

The available ground is converted into play fields & courts for shuttle, volley Ball, kabaddi, and Basket Ball. The college hosts two All Kerala Inter-Collegiate Volley ball & Basket ball tournaments every year.

21. What are the incentives given to outstanding sports persons?

- A sports hostel is maintained which provides lodging and special food for thirty students in 3 games. (Basket ball, Volley ball & Kabaddi)
- Advanced coaching is given by qualified coaches employed by the college.
- The college has instituted cash awards and incentives to all outstanding players.
- 1. Gold medal to each student who represents the University which wins the first position in All India Inter University Championship
- 2. Cash-award to outstanding sports persons who excel in academic studies.
- 3. Special Cash-awards to the financially backward.
- 4. Special coaching schemes for SC/ ST students.
- All Kerala Inter-Collegiate Tournament in Volley ball & Basket ball conducted every year by the college.

22. Give details of the participation of students during the last year at the university, state, regional, national and international levels and of performance.

Participation of the Volley ball, Basket ball and Kabaddi teams at the Inter University, National and Regional levels. Winners and runners up.

**( For details see appendix - p. 127)**

23. What are the major physical and infrastructure facilities available in the workshop and centre for instrumentation?

No workshop based and instrumentation centre - based courses and such facilities are not available.



24. What are the various welfare programmes of the college? Give details.

- The student aid-fund for financially backward but academically better students.
- Ten items of scholarship and fee concession schemes (part and full fee concession). The assessment is made on the basis of merit-cum-socio-economic backwardness.
- 15 endowment prizes instituted in the name of distinguished Patrons, retired Principals and Professors of the college. Eligibility: exceptional academic performance in various disciplines.
- The college has a co-operative store and canteen for the benefit of the students.
- Transport facilities are made available to the students. (Two college buses in busy routes).

25. Is there a grievance redressal cell in the college?

Yes ☒

No ☐

If yes, how does it deal with grievances of the employees and others?

The redressal cell operates at two levels:

- The Departmental redressal cell where the HoD listens to the grievances of the students regarding internal assessment and takes decisions.

The College Redressal cell:

- The Principal listens to the complaints of the students and the final verdict is made.
- No formal grievance redressal cell for employees.
- The college council listens to grievances and take decisions when the occasion demands

26. How many students reside in the hostels? What is the percentage of resident students?

The number of Hostel inmates

Degree level. - 114

P.G Level - 7

(10% and 14% of the student strength of the degree and P.G courses respectively).

27. Any other highlights:

The college caters to the academic needs of the rural and urban segments of girl students. Being a minority institution, the college serves to uplift a backward community through education.



## Criterion V: Student Support and Progression

1. Furnish the following details:
  - Percentage of students appearing for the qualifying exam after the minimum period of study: 79.5%
  - Drop out rate: 20.5%
  - Progression to employment and further study (UG to PG or PG to Ph. D): 47.8%
  - Progression to employment: Data not available
  - Prominent Positions held by alumni  
Data not available, since there was a slump in the activities of the Association since 1995. The activities of the association have been revived in 1999 with efforts to be more in touch with the old students and their whereabouts.

2. How many students have passed the following examinations in the last five years?

UGC-CSIR (NET) Examination

GATE

Indian Civil Services Examinations:

GRE:

TOEFL:

GMAT:

Any others:

Data not available.

There is no monitoring system to keep track of the performance of students outside the college.

3. Does the college collect feedback from students regularly?

UG students	Yes
PG students	Yes
Research scholars	Nil

If yes,

- a. What was the feedback obtained from the students of last year?

Suggestions:

- To start new P.G courses
- Internet facility
- Computer training
- Improved transport facilities for students.

- b. Was it used for improvement?

Yes.

Response:

- M.Sc Physics started.

- Training programme in computer application introduced.
- P.G in Journalism contemplated
- College – buses in new routes

- c. Give details of the feedback mechanism which exists in the college.
- The college prepares a comprehensive questionnaire to evaluate the institution and this is distributed to the students. (Report prepared)
  - The executive committee meetings of Parent Teacher Association held periodically and general body meetings held annually, voice the suggestions and grievances of parents.
  - The tutorial system ensures open interaction between class teachers and students.

4. Does the college publish its updated prospectus annually?

Yes ☒ No ☐

If yes, what are the contents of the prospectus?

The college publishes prospectus annually. It is distributed free to prospective applicants. It contains information on:

1. The courses offered
2. Submission of applications
3. Enrolment details
4. College fees
5. Details of fee concessions granted by government
6. Details of assistance to the needy students, under the 'students aid fund scheme' provided by the U.G.C
7. Hostel accommodation.

5. What kind of financial aids are available to students from the central government, state government, the institution and others? Give details.

1. National merit Scholarship
2. District merit scholarship
3. State merit scholarship
4. MSCST scholarship
5. Sports scholarship
6. Muslim scholarship
7. Scholarship for physically handicapped
8. Scholarship for blind students
9. Fisheries scholarship for the children of fishermen
10. Labour Welfare scholarship
11. KPCR fee concession
12. Fees concession to OBC, OEC, SC and ST.
13. Students aid fund
14. University merit scholarship
15. Institution scholarship



6. Mention the number of students who have received financial aid during the last two years:

1. Merit Scholarship - 47
2. Merit-cum-means - 890
3. Any others - 15

(For details, see appendix - p. 128)

7. Does the college have an employment cell and a placement officer who offers career counselling to students? If yes, give details of the cell and its office.

Employment Cell : No

Placement Officer : No

The college does not have an employment cell and a placement officer. But career guidance is very effectively imparted to students by the career guidance cell with informative books and periodicals on job-opportunities. The cell conducts model bank tests, mock-interview, group-discussions, bio-data preparation and personality development sessions. The cell forwards applications to recruiting agencies for placement. A member of the teaching faculty is given the charge of the career guidance cell.

8. Do teachers participate in academic and personal counselling? Give details.

The existing tutorial system effectively caters to the academic and personal problems of the students. There is a weekly hour for moral instruction and a general counselling on value education, twice a year.

9. How many students were employed through placement service during the last year?

No placement services.

10. Does the employment cell motivate the students to seek self-employment?

Yes ☒ No ☐

If yes, how many are self-employed?

Motivation done by Career Guidance Cell.

Data of the self-employed not available.

11. Does the college have an Alumni Association?

Yes ☒ No ☐

If yes, indicate the activities of the Alumni Association?

The Alumni Association - OSAX (Old Students Association of St. Xavier's College) started functioning in 1990, with the Principal as president and a Committee to organise the activities. But there has been a slump in its activities since 1995. It has been revived in 1998-'99, with renewed vigour.



12. How are the policies and criteria of admission of students made clear to prospective students?

By means of the college prospectus. An active information unit is set up in the office during admission for clarifications.

13. State the admission policy of the college with regard to overseas students.

N.A

14. What are the support services given to overseas students?

N.A

15. What are the sports and recreational services/ facilities given to students?

i. **Indoor games & ii. Outdoor games**

The college runs a sports hostel with the aid of Kerala Sports Council, Trivandrum to give free boarding and lodging to 30 students in Basket Ball, Volley Ball & Kabadi. They receive special coaching in their respective games under expert coaches. The management offers incentives like cash awards & medals to outstanding players. Special coaching schemes are offered to SC/ST students. Two Inter-Collegiate Tournaments in Basket Ball and Volley Ball are conducted annually.

iii. **Nature Club**

Under the auspices of the College Unit of the Kannan Devan Nature Club, various activities are undertaken:

- Annual Picnic for the students
- Outdoor Expeditions
- Exhibitions
- Seminars
- Competitions in Essay-writing, Painting, Floral-carpet making etc.

iv. **Debate Clubs**

Debate clubs function under the auspices of English & Malayalam Literary Associations. These debate clubs conduct:

- Inter-departmental Debates on relevant topics
- Inter-departmental Quiz competitions (Literary & General)
- Mock Assembly
- Interaction-sessions with eminent personalities, freedom fighters etc.

v. **Student Magazines.**

The student Magazine - "The Xaverian" is brought out annually. A student editor (through college election) and a board of staff editors manage the activities of the magazine. The Department of English & the Department of Malayalam bring out their own manuscript magazines every year.

vi. **Cultural Programmes**

Under the auspices of The College Union, various cultural programmes are held -

- Competitions in dance, music, drama, literary competitions etc.
- Floral carpet competition for Onam and competition in Biblical play for Christmas.

- Participation in University Youth Festival.
- Performance on AIR, DD and Asianet.

**vii Audio-Video Facilities**

- Audio-visual Room with Overhead Projector, T.V, V.C.P.
- Radio and Tape-Recorder
- Language-Lab with 18 positions.

**viii Dance Music Competitions**

Dance and Music Competitions are held every year by the Students Council. Group items in Dance & Music are presented at the University Youth Festival and prizes are won (North Zone University Youth Festival – February, 1999).

**ix Essay-Writing**

The English and Malayalam Literary Associations and the Students Union conduct Competitions in essay-writing (in English, Malayalam & Hindi) on relevant topics. The prize winners are sent outside to represent the College at the University Youth Festival and at Inter-Collegiate Competitions. Participation in All India Essay Competitions on women's development(AIACHE).

**16. Any other highlights:**

- The Women's Cell – started in 1995
- Conduct programmes on public awareness, current social and political issues and problems faced by women.
- Conduct Mock Parliament and Mock Assembly.
- Programmes on Fashion designing, modelling and advertisement.
- Programmes chalked out for the year 1998-'99 :
- Classes on first-aid
- Marriage counselling
- A visit to the " Agadi Mandir" - Aluva



## Criterion VI: Organisation and Management

1. Does the college have an efficient internal co-ordinating and monitoring mechanism?

Yes ☒ No ☐

If yes, give details:

The college council (The Principal, Heads of Departments and two elected members of the teaching staff) take important policy decisions. The Staff Executive Committee, the association of the teaching staff, Non-teaching staff and Parent Teacher Association help in Co-ordinating, monitoring and executing the activities. The Governing Body consisting of the Mother General of C.T.C, Local manager, the Principal, Bursar and Nominees of the Management monitors the overall progress.

2. Were any committees/external agencies appointed during the last three years to improve the organisation and management?

Yes ☐ No ☒

3. Does the college have an inbuilt mechanism to check the work efficiency of the non-teaching staff?

Yes ☒ No ☐

If yes, give details:

The office superintendent and Head Of Departments supervise and evaluate. Periodical meetings are conducted by the Non-teaching staff with the Principal as the President.

4. Is there a special committee for preparing the academic calendar?

Yes ☒ No ☐

The College Council

5. During the last two years have all the decisions of the selection committee/ general body been approved?

Yes ☒ No ☐

6. Does the college conduct professional development programmes for non-teaching staff?

Yes ☒ No ☐

If yes, give details:

The college used to conduct classes to prepare the Non-teaching staff for eligibility tests. Now they are directed to the various professional agencies who actively cater to this need. Some of them have been able to

complete their graduation since their appointment in the college. A motivating talk on professional competence, service rules etc is scheduled for February 1999.

7. What is the current tuition and other fee structure?

Programme		Tuition	Library	Laboratory	Others	Host-el	Messing
I Degree Course	B.Sc. Mathematics	300	25	25	440	1000	6000
	B.Sc. Physics-Chemistry-Maths Sub	300	25	75	440	1000	6000
	B.Sc. Physics-Maths, Statistics Sub	300	25	50	440	1000	6000
	B.Sc. Chemistry	300	25	75	440	1000	6000
	B.Sc. Botany & Zoology	300	25	100	440	1000	6000
	B.Com/B.A	300	25	Nil	440	1000	6000
II Degree Course	B.A \ B.Sc. Mathematics	300	25	25	110	1000	6000
	B.Sc. Physics-Chemistry-Maths Sub	300	25	75	110	1000	6000
	B.Sc. Physics-Maths, Statistics Sub	300	25	50	110	1000	6000
	B.Sc. Chemistry	300	25	75	110	1000	6000
	B.Sc. Botany & Zoology	300	25	100	110	1000	6000
	B.Com/B.A	300	25	Nil	110	1000	6000
III Degree Course	B.A \ B.Sc. Mathematics	300	25	Nil	110	1000	6000
	B.Sc. Physics	300	25	50	110	1000	6000
	B.Sc. Chemistry	300	25	50	110	1000	6000
	B.Sc. Botany & Zoology	300	25	50	110	1000	6000
	B.Com/B.A	300	25	Nil	110	1000	6000
I PG Course	I M.Com	563	50	Nil	210	1000	6000
	I Physics	563	50	250	340	1000	6000
II PG Course	II M.Com	563	50	Nil	210	1000	6000



8. Have there been changes in the tuition and other fees during the last three years, give details.  
Yes. During the academic years 1995-96 and 1996-97, University Union fund was Rs10/- per student. It has been raised to Rs 20/- during the year 1997-98.
9. Furnish the amount spent under the various heads of expenditure last year.  
(Table attached)
- Percentage of expenditure on academic services : 67.69 %
  - Percentage of expenditure on administration and other Common Services : 19.15 %
  - Percentage of expenditure on student welfare services: 1.81 %
10. During the last year did the College have an excess/deficit budget? Marginal excess/deficit.
11. Is there an internal audit mechanism?  
Yes ☒ No ☐
12. List the various loans available to the members of the teaching and non-teaching staff of the college. What are the requirements and the eligibility criteria necessary to obtain loans that are available?  
Teaching and non teaching staff have the facility of taking loans from their Provident Fund Deposit. The following table furnishes the details:

	Loan	Requirements	Eligibility Criteria
1	P.F Loan Refundable	Repayment in 36 instalments	Permanent employee
2	P.F Loan Non refundable	No repayment	20 years of Service
3	Housing Loan	Maximum period of repayment 15 years	Permanent employee with 5 years experience
4	Vehicle Loan	4-5 years for repayment	Permanent employee
5	Big-Buy Scheme for purchasing house hold articles	3-5 year for repayment	Permanent staff
6	Computer loan	Repayment	Permanent staff
7	Education loan for Children	Interest to be paid during the period and repayment after the completion of the course.	Permanent staff

## 13. Any other highlights?

The Parent Teacher Association formed on 16-3-1982 plays a pivotal role in the organisation and management of the college. The Annual General Body meetings provide the Scenario for discussion of grievances and suggestions for improvement. The P.T.A Executive Committee offers enthusiastic support to all developmental programmes. In 1998 the P.T.A organised a fund - raising programme to installation of a Computer Centre for the college. In constructing the new auditorium, in providing toilet facilities for the students, in allotting special funds for the sports students and also for awarding proficiency prizes, the P.T.A has offered generous support.



## Inputs from the Departments

### Department of English

1. Name and address of the department : Department of English,  
St. Xavier's College for Women,  
Aluva, Kerala.
2. Telephone number/s : 0484 - 623240 (College office)
3. Date of establishment of the department : 02-09-1968
4. Built-up area of the department in sq. m : 401.2 Sq.m
5. List the different programmes (Level of Study = Certificate / Diploma / UG / PG Diploma / PG / M.Phil / Ph.D. / Post Doctoral etc.) offered by the department together with the details required below :

Programme	Level of study	Cut-off % of Marks at entry	Student strength
B.A English Literature	U.G	45.4%	106
B.A Communicative English	U.G	"	63
B.A/B.Sc/B.Com General English	U.G	"	863

6. Number of Teaching , technical and administrative staff of the department.

	Male	Female	Total
Total no. of teachers	-	12	12
No. of teachers with Ph.D	-	-	-
No. of teachers with M.Phil	-	8	8
No. of teachers with PG	-	12	12
No. of technical staff	-	-	-
No. of administrative staff	-	-	-

7. Does the department have academic, administrative and financial autonomy?

	Yes	No
Academic matters	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Administration	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Finance	<input type="checkbox"/>	<input checked="" type="checkbox"/>

## 8. Number of students in the department during the current year :

	Female	Male	Total
Students from the same state where the college is located	164	-	164
Students from other states of India	Nil	-	-
NRI students	5	-	5
Other overseas students	Nil	-	-
Grand Total	169	-	169

## 9. Is there a method of assessing the student's academic standing in order to provide enrichment and/or remedial courses?

Yes ☒ No ☐

Remedial course in Language and Grammar is offered to weak students. Tests are conducted frequently and performance is assessed regularly. Brilliant students are assigned with the task of conducting Seminars, Workshops, Quiz etc.

## 10. Furnish the following details ( in figures):

- Books in the department library : 8217
- Journals/periodicals subscribed by the department : 10
- Computers in the department : Nil
- Research projects completed during the last three years and their total outlay : Nil
- Ongoing research projects : Nil
- Teachers who have attended national/international Seminars : 8
- Teachers who have been resource persons at workshops/seminars: 1

## 11. Details of the last two batches of students:

	Batch 1			Batch 2		
	UG	PG	Total	UG	PG	Total
Admitted to the programme(entry year)	1994 - 1997	-		1995 - 1998		
	40			37		
Drop-outs	12			9		
Appeared for the final year exam	28			28		
Passed in the final exam	24			24		
Passed in first class	8			7		
University ranks, if any	-			-		



12. What is the sanctioned teaching staff - strength and the present position?  
 Sanctioned : 12  
 Filled : 12
13. How often were national/international seminars, workshops etc. organised at the department?  
 No
14. Are there any international or national links/collaborations for teaching, research or both?  
 Nil.
15. List the teaching staff, with their designations, qualifications acquired recently, fields of specialisation, years of experience, age and sex (in the descending order of seniority) :

Name of the Teaching staff	Designation	Highest Qual.	Specialisation	Experience Yrs.	Age	Sex
Gourikutty P	Selection Grade	M.A	E.L.T	31	52	F
Cicily Gray	"	M.A	"	30	52	"
Tessy George	"	M.A	"	27	51	"
T.C Jayalakshmi	"	M.Phil	Indian writing in English	26	50	"
K.M Mary	"	M.A	E.L.T	23	50	"
Molly Joseph	Senior Scale	M.Phil, PGDTE	American Literature	18	42	"
K.T Mary	"	M.Phil	British Literature	15	49	"
L.F Pauly	Lecturer	M.Phil	Indian writing in English	10	42	"
MaryFathima Cross	"	M.Phil	British Literature	9	45	"
Lincy Joseph	"	M.Phil	"	5	32	"
Milon Franz	"	M.Phil	"	2	26	"
Jasmin Gonzalvaz	"	M.Phil	"	2	30	"

16. How many from the teaching staff have received national/ international recognition as fellows, awardees etc.?  
 Nil.

17. What percentage of the Faculty are in active research (guiding research scholars, operating projects, publishing regularly, etc.)?  
35%
18. List the major thrust areas within the subject in which research activities are being pursued.
- American Literature - William Carlos Williams
  - British Literature - Virginia Woolf
  - Comparative Literature - Women writers of Indian writing in English in recent years.
  - Comparative Literature - Indian Folk art against Elizabethan Dramatic concept.
19. Give details of ongoing projects funded by external agencies :  
Nil.
20. What are the basic and advanced facilities (like botanical garden, field laboratories, animal house, computing facility, major equipment like NMR etc.) acquired over the years?
- The language lab established with the U.G.C Aid and equipped for 18 students.
  - The Audio-Visual room, equipped with T.V, V.C.P, Tape recorder, Radio and an overhead projector.
21. What is the total number of publications (add the list) of the department in the last five years?  
Nil.
22. Has any one of the teaching programmes been dropped because it lost its immediate relevance or because it was not viable?  
No.
23. What is the average work load in terms of actual contact lectures per week per teacher?  
15 hours.
24. What is the average time spent by a teacher with students and how much time is spent on committees that deal with academic matters?  
30 hours/week  
10 hours/week respectively.
25. Does the department monitor overall performance of students through regular assessments?  
Yes ☒ No ☐



If yes, give methods and details of assessment.

By giving test papers and assignments to ensure the grasp of the text; by conducting Seminars and debates to improve communicative skills and quiz programmes to test their general knowledge. The students are given Personality Development courses; Classes and Sessions from resource persons outside the college.

26. How do the teachers update themselves for discharging their teaching/research responsibilities? Give details.

The teachers attend refresher courses in their respective subjects. They conduct and attend seminars. Maximum use of the library is made.

27. What is the annual budget allocation of the college to the department?

Rs. 1,18,000

28. How much of research funding has been generated by the teachers from other agencies?

Nil.

29. Do the teachers offer consultancy services and earn revenue for the college/department?

Yes ☐ No ☒

30. Furnish the following details:

Particulars	UG	PG	Research
Ratio of applications to available seats	27 : 1	-	-
Success rate (examination results)	86%	-	-
Progression to higher education rate	85%	-	-
Employment rate	Data not available		
Ratio of part-time teachers to full time teachers	No Part-time Teacher		
Ratio of academic staff to administrative staff	No administrative staff in the Dept.		

31. Furnish the following data:

- Ratio of students to teachers - 86 : 1
- Number of research papers published - Nil.

32. Has the department been participating in COSIP / COHSSIP / COSIST?

Yes ☐ No ☒

33. Any other highlights :

- The Dept. conducts the Vocational Degree Course – B.A Functional English, sponsored and financed by U.G.C. Mrs. Cicily Gray serves as the course co-ordinator, with four of the faculty members on the Board of Examiners.
- The English Literary Association – functions under the auspices of the English Department. Arranges interaction sessions with literary luminaries of National and International eminence.
- An interaction session with Jayanth Mahapatra (1996)
- A cultural interaction session with the Australian Poetess, Joy Beaudet Cripps.



## Department of Hindi

1. Name and address of the department : Department of Hindi, St. Xavier's College for women, Aluva, Kerala.
2. Telephone number/s : 0484 - 623240 (College office)
3. Date of establishment of the department : 02-09-1968
4. Built-up area of the department in sq. m : 400 Sq. m
5. List the different programmes (Level of Study = Certificate / Diploma / UG / PG Diploma / PG / M.Phil / Ph.D. / Post Doctoral etc.) offered by the department together with the details required below :  
Part II second language for Under-graduate courses.

6. Number of Teaching, technical and administrative staff of the department.

	Male	Female	Total
Total no. of teachers	-	4	4
No. of teachers with Ph.D	-	1	1
No. of teachers with M.Phil	-	-	-
No. of teachers with PG	-	4	4
No. of technical staff	-	-	-
No. of administrative staff	-	-	-

7. Does the department have academic, administrative and financial autonomy?

	Yes	No
Academic matters	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Administration	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Finance	<input type="checkbox"/>	<input checked="" type="checkbox"/>

8. Number of students in the department during the current year : NA
9. Is there a method of assessing the students' academic standing in order to provide enrichment and/or remedial courses?

Yes ☒ No ☐

By conducting test-papers, terminal examinations, giving assignments, and by conducting seminars and discussions. Special coaching is given to weak students.

10. Furnish the following details ( in figures):

- Books in the department library : No Dept. Library. Students use the general library. 3518 books
- Journals/periodicals subscribed by the department : 2
- Computers in the department : Nil
- Research projects completed during the last three years and their total outlay : Nil
- Ongoing research projects : Nil
- Teachers who have attended national/international Seminars :  
The H.O.D L.Gomathy Ammal attended the national symposium on "changing concepts of values in the contemporary Indian Society" organised by Hindi Dept., CUSAT.
- Teachers who have been resource person at workshops/seminars: Nil

11. Details of the last two batches of students:

	Batch 1			Batch 2		
	UG	PG	Total	UG	PG	Total
Admitted to the programme(entry year)	95-97 241			96-98 245		
Drop-outs	21			2		
Appeared for the final year exam	225			243		
Passed in the final exam	202			Results not published		
Passed in first class	81			"		
University ranks, if any	-	-	-	-	-	-

12. What is the sanctioned teaching staff strength and the present position?

Sanctioned : 4  
Filled : 4

13. How often were national/international seminars, workshops etc. organised at the department?

Nil

14. Are there any international or national links / collaborations for teaching, research or both?

Nil.



15. List the teaching staff, with their designations, qualifications acquired recently, fields of specialisation, years of experience, age and sex (in the descending order of seniority) :

Name of the Teaching staff	Designation	Highest Qual.	Speciali-sation	Experi-Ence Yrs.	Age	Sex
L.Gomathy Ammal	Selection Grade	M.A, B.Ed	Sanskrit	29	53	F
P.K. Mary	"	M.A	"	29	52	"
Shila Pappoo	S.S	M.A, P.G Diplom a in Admini- stration	-	17	44	"
Bridget Joseph: K	Jr. Lecturer	Ph.D	Fiction	2	32	"

16. How many from the teaching staff have received national / international recognition as fellows, awardees etc.?

Nil.

17. What percentage of the Faculty are in active research (guiding research scholars, operating projects, publishing regularly, etc.)?

Nil

18. List the major thrust areas within the subject in which research activities are being pursued.

- A study of the Poetic works of Naresh Mehta

19. Give details of ongoing projects funded by external agencies :

Nil.

20. What are the basic and advanced facilities (like botanical garden, field laboratories, animal house, computing facility, major equipment like NMR etc.) acquired over the years?

Computing facility.

21. What is the total number of publications (add the list) of the department in the last five years?

Nil.

22. Has any one of the teaching programmes been dropped because it lost its immediate relevance or because it was not viable?

No.

23. What is the average work load in terms of actual contact lectures per week per teacher?  
14 hours.

24. What is the average time spent by a teacher with students and how much time is spent on committees that deal with academic matters?  
30 hours/week  
10 hours/week.

25. Does the department monitor overall performance of students through regular assessments?

Yes ☒ No ☐

If yes, give methods and details of assessment.  
By conducting seminars, test papers, discussions.

26. How do the teachers update themselves for discharging their teaching / research responsibilities? Give details.  
Attending Refresher courses, seminars, symposium, reading periodicals and participating in discussions.

27. What is the annual budget allocation of the college to the department?  
Rs. 3000/- for purchasing books for the library.

28. How much of research funding has been generated by the teachers from other agencies?  
Nil.

29. Do the teachers offer consultancy services and earn revenue for the college/department?

Yes ☐ No ☒

30. Furnish the following details:  
NA

31. Furnish the following data:

- Ratio of students to teachers - 140 : 1
- Number of research papers published - Nil.

32. Has the department been participating in COSIP / COHSSIP / COSIST?

Yes ☐ No ☒



33. Any other highlights :

Every year the Dept. prepares and presents students for the Pre-test conducted by the Dhakshin Bharata Hindi Prachar Sabha. The College won the 2<sup>nd</sup> place in the All Kerala level for presenting the largest number of students in the year 1997-98. A few of our students have achieved 1<sup>st</sup> and 2<sup>nd</sup> ranks in the exam.

## Department of Malayalam

1. Name and address of the department : Department of Malayalam,  
St. Xavier's College for women,  
Aluva, Kerala.
2. Telephone number/s : 0484 - 623240 (College office)
3. Date of establishment of the department : 02-09-1968
4. Built-up area of the department in sq. m : 230.4 Sq. m
5. List the different programmes (Level of Study = Certificate / Diploma/ UG/ PG Diploma / PG / M.Phil / Ph.D. / Post Doctoral etc.) offered by the department together with the details required below :

Programme	Level of study	Cut-off % of Marks at entry	Student strength
B.A	Under graduate	44%	150

6. Number of Teaching , technical and administrative staff of the department.

	Male	Female	Total
Total no. of teachers	Nil	7	7
No. of teachers with Ph.D	Nil	2	2
No. of teachers with M.Phil	Nil	0	0
No. of teachers with PG	Nil	7	7
No. of technical staff	Nil	Nil	Nil
No. of administrative staff	Nil	Nil	Nil

7. Does the department have academic, administrative and financial autonomy?

	Yes	No
Academic matters	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Administration	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Finance	<input type="checkbox"/>	<input checked="" type="checkbox"/>



8. Number of students in the department during the current year :

	Female	Male	Total
Students from the same state where the college is located	135	-	135
Students from other states of India	-	-	-
NRI students	-	-	-
Other overseas students	-	-	-
Grand Total	135	-	135

9. Is there a method of assessing the students academic standing in order to provide enrichment and/or remedial courses?

Yes ☒ No ☐

Frequent Test papers, Seminars, model exams, Quiz, debate and discussions.

10. Furnish the following details ( in figures):

- Books in the department library : No Dept. Library. Students use general library. 8884 books.
- Journals/periodicals subscribed by the department : 8
- Computers in the department : Nil.
- Research projects completed during the last three years and their total outlay : 2
- Ongoing research projects : 3
- Teachers who have attended national/international Seminars : 3
- Teachers who have been resource persons at workshops/seminars: 3

11. Details of the last two batches of students:

	Batch 1			Batch 2		
	UG	PG	Total	UG	PG	Total
Admitted to the programme(entry year)	1994 - 1997	Nil		1995 - 1998	Nil	
	54			45		
Drop-outs	8			4		
Appeared for the final year exam	46			41		
Passed in the final exam	46			40		
Passed in first class	24			15		
University ranks, if any	Nil			Nil		

12. What is the sanctioned teaching staff strength and the present position?  
 Sanctioned : 7  
 Filled : 7
13. How often were national/international seminars, workshops etc. organised at the department?  
 Nil.
14. Are there any international or national links / collaborations for teaching, research or both?  
 No.
15. List the teaching staff, with their designations, qualifications acquired recently, fields of specialisation, years of experience, age and sex (in the descending order of seniority) :

Name of the Teaching staff	Designation	Highest Qual.	Specialisation	Experience Yrs.	Age	Sex
Dr.C.SanthaKumari	Lecturer Selection Grade	M.A Ph. D	ULLUR'S Poetry & Thiruvathira-kalippattu	27	51	F
Dr. K. Rathi	"	M.A M.Ed, Ph.D	Linguistics	19	46	"
Sr. Una	Lecturer, S.S	M.A	"	18	46	"
M.P. Vijayalakshmi	"	M.A, BEd	Ecoaesthetics in poetry	18	44	"
C.O Lilly	Lecturer	M.A, BEd	-	11	35	"
Mary Juliet C.D	"	"	-	11	36	"
Ambujakshy. P	Lecturer, S.G	M.A Sanskrit	-	24	50	"

16. How many from the teaching staff have received national / international recognition as fellows, awardees etc.?  
 Nil.
17. What percentage of the Faculty are in active research (guiding research scholars, operating projects, publishing regularly, etc.)?  
 29%



18. List the major thrust area within the subject in which research activities are being pursued.

FOLKLORE

LINGUISTICS

ECOLOGY IN LITERATURE

FEMALE WRITERS IN INDIAN LITERATURE. FEMINISM.

19. Give details of ongoing projects funded by external agencies :

Folklore - A detailed study of the various branches of the folklore - cherumakkalippattukal, Thiruvathirakkalippattukal and parichamuttum kalippattukal. The Basic aim of the study is to highlight the various aspects of rural literature and its art forms.

Funding agency	Amount (Rs.)	Duration (Yrs.)	Collaboration, if any
SAHITYA ACADEMY	To be sanctioned	2 Yrs.	Nil

20. What are the basic and advanced facilities ( like botanical garden, field laboratories, animal house, computing facility, major equipment like NMR etc.) acquired over the years?  
Computing facility.

21. What is the total number of publications (add the list) of the department in the last five years?

Publications: 13

1. One Book - 'Bakthi Deepika Oru Patanam' - Dr. C. Santhakumari
2. Three articles published in Bhasha Poshini, Kerala Kaumudi - Dr. C. Santhakumari
3. Three articles published - Dr. Rathi
4. Five articles accepted for publication in Indian Literature (Sahitya Academy Publication), Mathrubhumi and Karpooram - Dr Rathi
5. A paper on Folklore - Prof. Ambujakshy

22. Has any one of the teaching programmes been dropped because it lost its immediate relevance or because it was not viable?  
No.

23. What is the average work load in terms of actual contact lectures per week per teacher?

13.6 hours/week.

6 hrs for the Subsidiary Sanskrit Teacher.

24. What is the average time spent by a teacher with students and how much time is spent on committees that deal with academic matters?

30 hours/week spent with students.

10 hours for committees that deal with academic matters.

25. Does the department monitor overall performance of students through regular assessments?

Yes ☒ No ☐

If yes, give methods and details of assessment.

Test papers, terminal examinations, assignments, seminars and workshop.

26. How do the teachers update themselves for discharging their teaching/research responsibilities? Give details.

Attending refresher courses, Reading periodicals and journals, attending seminars, discussions and debates. Educational programmes in T.V, Radio etc help us to develop our faculties.

27. What is the annual budget allocation of the college to the department?

Rs. 25,000/-

28. How much of research funding has been generated by the teachers from other agencies?

Nil.

29. Do the teachers offer consultancy services and earn revenue for the college/department?

Yes ☐ No ☒

30. Furnish the following details:

Particulars	UG	PG	Research
Ratio of applications to available seats	5:1	-	-
Success rate (examination results)	100%	-	-
Progression to higher education rate	50%	-	-
Employment rate	Data not available		
Ratio of part-time teachers to full time teachers	No Part-time Teacher		
Ratio of academic staff to administrative staff	No administrative staff in the Dept.		



31. Furnish the following data:

- Ratio of students to teachers - 25:1
- Number of research papers published - 6.

32. Has the department been participating in COSIP / COHSSIP / COSIST?

Yes ☐ No ☒

33. Any other highlights :

Malayalam Association functions under the auspices of the Malayalam Dept. The Association conducts debates, seminars and interaction sessions with famous writers like Vishnu Narayanan Namboodiri, Kamala Das, C.Radhakrishnan, O.N.V etc. The Association brings out a manuscript magazine every year. In connection with the Golden Jubilee year of independence, a freedom fighter from Aluva was invited and honoured with a Ponnada.

## Department of Mathematics

1. Name and address of the department : Department of Mathematics,  
St. Xavier's College for women,  
Aluva, Kerala.
2. Telephone number/s : 0484 - 623240 (College office)
3. Date of establishment of the department : 02-09-1968
4. Built-up area of the department in sq. m : 238 Sq.m
5. List the different programmes (Level of Study = Certificate / Diploma/ UG/ PG Diploma / PG / M.Phil / Ph.D. / Post Doctoral etc.) offered by the department together with the details required below :

Programme	Level of study	Cut-off % of Marks at entry	Student strength
B.Sc Mathematics	U.G	70%	144

6. Number of Teaching , technical and administrative staff of the department.

	Male	Female	Total
Total no. of teachers	-	5	5
No. of teachers with Ph.D	-	Nil	Nil
No. of teachers with M.Phil	-	1	1
No. of teachers with PG	-	5	5
No. of technical staff	-	Nil	Nil
No. of administrative staff	-	Nil	Nil

7. Does the department have academic, administrative and financial autonomy?

	Yes	No
Academic matters	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Administration	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Finance	<input type="checkbox"/>	<input checked="" type="checkbox"/>



## 8. Number of students in the department during the current year :

	Female	Male	Total
Students from the same state where the college is located	129	-	129
Students from other states of India	-	-	-
NRI students	7	-	
Other overseas students	-	-	
Grand Total	129	-	129

## 9. Is there a method of assessing the students academic standing in order to provide enrichment and/or remedial courses?

Yes ☒ No ☐

We give tests to know their academic standing and if found necessary, we give remedial classes during evenings and holidays.

## 10. Furnish the following details ( in figures):

- Books in the department library : 2293
- Journals/periodicals subscribed by the department : 2
- Computers in the department : Nil
- Research projects completed during the last three years and their total outlay : Nil
- Ongoing research projects : Nil
- Teachers who have attended national/international Seminars : 1 National Science Congress (1998)  
Two members of the teaching faculty attended a seminar on Numerical Analysis conducted by the Dept. of Mathematics, Maharajas College, Ekm.
- Teachers who have been resource persons at workshops/seminars: Nil

## 11. Details of the last two batches of students:

	Batch 1			Batch 2		
	UG	PG	Total	UG	PG	Total
Admitted to the programme (entry year)	52	-	52	49	-	49
Drop-outs	14	-	14	7	-	7
Appeared for the final year exam	38	-	38	42	-	42
Passed in the final exam	38	-	38	41	-	41
Passed in first class	30	-	30	32	-	32
University ranks, if any	-	-	-	-	-	-

12. What is the sanctioned teaching staff strength and the present position?  
 Sanctioned : 5  
 Filled : 5
13. How often were national/international seminars, workshops etc. organised at the department?  
 Nil
14. Are there any international or national links / collaborations for teaching, research or both?  
 Nil.
15. List the teaching staff, with their designations, qualifications acquired recently, fields of specialisation, years of experience, age and sex (in the descending order of seniority) :

Name of the Teaching staff	Designation	High-est Qual.	Speciali-sation	Exper-ience Yrs.	Age	Sex
C. Sumangala Devi	HOD	M.Sc	Statistics	29	52	F
Ritamary Thomas	Lecturer Selection Grade	"	Differential Equations	30	53	"
K. Omana	"	"	Staistics	27	51	"
C.R Savithry	Lecturer Senior Scale	M.Phil	Theory of Waves + Complex Variables	18	50	"
M.J Mery	Lecturer	M.Sc	Statistics + Fluid Dynamics	12	43	"

16. How many from the teaching staff have received national/ international recognition as fellows, awardees etc.?  
 HOD is the receipient of Director General's (N.C.C) Commendation Award.
17. What percentage of the Faculty are in active research (guiding research scholars, operating projects, publishing regularly, etc.)?  
 Nil
18. List the major thrust area within the subject in which research activities are being pursued.  
 Nil
19. Give details of ongoing projects funded by external agencies :  
 Nil.



20. What are the basic and advanced facilities (like botanical garden, field laboratories, animal house, computing facility, major equipment like NMR etc.) acquired over the years?  
Computing facility.

21. What is the total number of publications (add the list) of the department in the last five years?  
Nil.

22. Has any one of the teaching programmes been dropped because it lost its immediate relevance or because it was not viable?  
Nil.

23. What is the average work load in terms of actual contact lectures per week per teacher?  
13.4 hours.

24. What is the average time spent by a teacher with students and how much time is spent on committees that deal with academic matters?  
a) 6 hours/day or 30 hours/week  
b) 5 hours/week.

25. Does the department monitor overall performance of students through regular assessments?

Yes ☒ No ☐

By giving test papers, conducting seminars, giving assignments, conducting quiz programmes and other competitions.

26. How do the teachers update themselves for discharging their teaching/research responsibilities? Give details.  
By attending refresher courses, seminars and by doing reference.

27. What is the annual budget allocation of the college to the department?  
Rs. 21000/-

28. How much of research funding has been generated by the teachers from other agencies?  
Nil.

29. Do the teachers offer consultancy services and earn revenue for the college/department?

Yes ☐ No ☒

30. Furnish the following details:

Particulars	UG	PG	Research
Ratio of applications to available seats	5:1	-	-
Success rate (examination results)	99%	-	-
Progression to higher education rate	More than 50%	-	-
Employment rate	Data not available		
Ratio of part-time teachers to full time teachers	Nil		
Ratio of academic staff to administrative staff	Nil		

31. Furnish the following data:

- Ratio of students to teachers - 29:1 (Main only)  
53:1 (Including Subsidiary)
- Number of research papers published - Nil

32. Has the department been participating in COSIP / COHSSIP / COSIST?

Yes ☐ No ☒

33. Any other highlights :

- Department is actively participating in all curricular and co-curricular activities of the college.
- Mathematics Association has been functioning under the auspices of the Department since 1968.
- The Association arranges interaction sessions with eminent Mathematicians, every year.
- The Association conducts Quiz programmes.
- Mementos are awarded to rank holders. Our students have set glorious tradition of securing ranks (I & II) over the years.



## Department of Statistics

1. Name and address of the department : Department of Statistics,  
St. Xavier's College for women,  
Aluva, Kerala.
2. Telephone number/s : 0484 - 623240 (College office)
3. Date of establishment of the department : 01-01-1979
4. Built-up area of the department in sq. m : 100 Sq. m
5. List the different programmes (Level of Study = Certificate / Diploma/ UG/ PG Diploma / PG / M.Phil / Ph.D. / Post Doctoral etc.) offered by the department together with the details required below : A paper in statistics is offered to B.Sc Physics, B.Sc Maths and B.A Economics.
6. Number of Teaching , technical and administrative staff of the department.

	Male	Female	Total
Total no. of teachers	-	1	1
No. of teachers with Ph.D	-	-	-
No. of teachers with M.Phil	-	-	-
No. of teachers with PG	-	1	1
No. of technical staff	-	-	-
No. of administrative staff	-	-	-

7. Does the department have academic, administrative and financial autonomy?

	Yes	No
Academic matters	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Administration	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Finance	<input type="checkbox"/>	<input checked="" type="checkbox"/>

8. Number of students in the department during the current year : NA
9. Is there a method of assessing the students academic standing in order to provide enrichment and/or remedial courses?

Yes ☒ No ☐

Through test papers, question answer sessions (oral), seminars, assignments etc.

## 10. Furnish the following details ( in figures):

- Books in the department library : 240
- Journals/periodicals subscribed by the department : Nil
- Computers in the department : Nil
- Research projects completed during the last three years and their total outlay : Nil
- Ongoing research projects : Nil
- Teachers who have attended national/international Seminars : 1
- Teachers who have been resource person at workshops/seminars: Nil

## 11. Details of the last two batches of students:

	Batch 1 (1995-'97)			Batch 2(1996-'98)		
	Maths	Physics	Economics	Maths	Physics	Economics
Admitted to the programme (entry year)	45	19	66	46	49	65
Drop-outs	7	4	9	3	10	5
Appeared for the final year exam	38	15	57	43	39	60
Passed in the final exam	38	14	54	41	21	51
Passed in first class	26	13	Nil	34	17	10
University ranks, if any	-	-	-	-	-	-

## 12. What is the sanctioned teaching staff strength and the present position?

Sanctioned : 1  
Filled : 1

## 13. How often were national / international seminars, workshops etc. organised at the department?

Nil

## 14. Are there any international or national links / collaborations for teaching, research or both?

Nil.



15. List the teaching staff, with their designations, qualifications acquired recently, fields of specialisation, years of experience, age and sex (in the descending order of seniority) :

Name of the Teaching staff	Designation	Highest Qual.	Specialisation	Experience Yrs.	Age	Sex
P. Leela	Senior Grade, Lecturer	M.Sc	Industrial Statistics	20	49	F

16. How many from the teaching staff have received national / international recognition as fellows, awardees etc.?  
Nil.
17. What percentage of the Faculty are in active research (guiding research scholars, operating projects, publishing regularly, etc.)?  
Nil
18. List the major thrust area within the subject in which research activities are being pursued.  
Nil
19. Give details of ongoing projects funded by external agencies :  
Nil.
20. What are the basic and advanced facilities (like botanical garden, field laboratories, animal house, computing facility, major equipment like NMR etc.) acquired over the years?  
Nil
21. What is the total number of publications (add the list) of the department in the last five years?  
Nil.
22. Has any one of the teaching programmes been dropped because it lost its immediate relevance or because it was not viable?  
No.
23. What is the average work load in terms of actual contact lectures per week per teacher?  
15 hours.
24. What is the average time spent by a teacher with students and how much time is spent on committees that deal with academic matters?  
30 hours/week  
10 hours/week respectively.

25. Does the department monitor overall performance of students through regular assessments?

Yes ☒ No ☐

Through test papers, assignments.

26. How do the teachers update themselves for discharging their teaching / research responsibilities? Give details.

By attending refresher courses, whenever possible, attending seminars and workshops on the subject.

27. What is the annual budget allocation of the college to the department?

Nil

28. How much of research funding has been generated by the teachers from other agencies?

Nil.

29. Do the teachers offer consultancy services and earn revenue for the college/ department?

Yes ☐ No ☒

30. Furnish the following details:

Particulars	UG	PG	Research
Ratio of applications to available seats	27 : 1	-	-
Success rate (examination results)	86%	-	-
Progression to higher education rate	85%	-	-
Employment rate	Data not available		
Ratio of part-time teachers to full time teachers	No Part-time Teacher		
Ratio of academic staff to administrative staff	No administrative staff in the Dept.		

31. Furnish the following data:

- Ratio of students to teachers - 70 : 1
- Number of research papers published - Nil.

32. Has the department been participating in COSIP / COHSSIP / COSIST?

Yes ☐ No ☒

33. Any other highlights :



## Department of Physics

1. Name and address of the department : Department of Physics,  
St. Xavier's College for women,  
Aluva, Kerala.
2. Telephone number/s : 0484 - 623240 (College office)
3. Date of establishment of the department : 02-09-1968
4. Built-up area of the department in sq. m : 414 Sq. m
5. List the different programmes (Level of Study = Certificate / Diploma/ UG/ PG Diploma / PG / M.Phil / Ph.D. / Post Doctoral etc.) offered by the department together with the details required below :

Programme	Level of study	Cut-off % of Marks at entry	Student strength
B.Sc Physics	Under graduate	70.4%	38
M.Sc Physics	Post graduate	55%	12

6. Number of Teaching , technical and administrative staff of the department.

	Male	Female	Total
Total no. of teachers	-	7	7
No. of teachers with Ph.D	-	1	1
No. of teachers with M.Phil	-	2	2
No. of teachers with PG	-	7	7
No. of technical staff	1	4	5
No. of administrative staff	-	-	-

7. Does the department have academic, administrative and financial autonomy?

	Yes	No
Academic matters	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Administration	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Finance	<input type="checkbox"/>	<input checked="" type="checkbox"/>

8. Number of students in the department during the current year :

	Female	Male	Total
Students from the same state where the college is located	115	-	115
Students from other states of India	-	-	-
NRI students	-	-	-
Other overseas students	-	-	-
Grand Total	115	-	115

9. Is there a method of assessing the students academic standing in order to provide enrichment and/or remedial courses?

Yes ☒ No ☐

Test papers conducted – Seminars arranged – Assignment works given – counselling done frequently.

10. Furnish the following details ( in figures):

- Books in the department library : 2263
- Journals/periodicals subscribed by the department : 4 Journals .  
Life membership in " Indian Association of Physic teachers". Their Journal ' Bulletin ' subscribed by the department (monthly Journal)
- Computers in the department : One – Under U.G.C.
- Research projects completed during the last three years and their total outlay : Nil
- Ongoing research projects : Nil
- Teachers who have attended national/international Seminars : Nil
- Teachers who have been resource person at workshops/seminars: Nil

11. Details of the last two batches of students:

	Batch 1			Batch 2		
	UG	PG	Total	UG	PG	Total
Admitted to the programme(entry year)	39	-	39	37	12	49
Dropouts	12	-	12	16	-	16
Appeared for the final year exam	27	-	27	21	-	21
Passed in the final exam	22	-	22	21	-	21
Passed in first class	18	-	18	16	-	16
University ranks, if any	-	-	-	-	-	-



12. What is the sanctioned teaching staff strength and the present position?  
 Sanctioned : 7  
 Filled : 7
13. How often were national / international seminars, workshops etc. organised at the department?  
 Nil
14. As there any international or national links / collaborations for teaching, research or both?  
 Nil.
15. List the teaching staff, with their designations, qualifications acquired recently, fields of specialisation, years of experience, age and sex (in the descending order of seniority) :

Name of the Teaching staff	Designation	High-est Qual.	Speciali-sation	Experi-ence Yrs.	Ag e	Sex
Madhavikutty . N	Selection grade Lecturer	M.Sc	Wireless	30	52	Femal e
Philomina Sosa	..	M.Sc	Electronic s	25	50	..
Annamma V.C	..	M.Sc M.Phil	..	24	50	..
Lizamma Mannual	Senior grade Lecturer	M.Sc	..	19	46	..
E.A. Emily	Selection grade Lecturer	M.Sc	..	22	45	..
Sara T.P	..	M.Sc	..	27	52	..
Dr. Nirmala Paul	On leave	Ph.D	-	-	-	..
Susamma P.P	On leave	M.Phil	-	-	-	..
Latha Devi P.K	Lecturer Senior Scale	M.Sc	Solid State Electronics	14	37	..
Sheena Xavier	Lecturer	M.Sc	..	9	32	..
Leena Deenja N.G	Lecturer	M.Sc	..	8	32	..

16. How many from the teaching staff have received national/ international recognition as fellows, awardees etc.?  
 Nil.

17. What percentage of the Faculty are in active research (guiding research scholars, operating projects, publishing regularly, etc.)?  
Nil
18. List the major thrust areas within the subject in which research activities are being pursued.  
Nil
19. Give details of ongoing projects funded by external agencies :  
Nil.
20. What are the basic and advanced facilities (like botanical garden, field laboratories, animal house, computing facility, major equipment like NMR etc.) acquired over the years?  
Computer facility
21. What is the total number of publications (add the list) of the department in the last five years?  
Nil.
22. Has any one of the teaching programmes been dropped because it lost its immediate relevance or because it was not viable?  
Nil.
23. What is the average work load in terms of actual contact lectures per week per teacher?  
15 hours.
24. What is the average time spent by a teacher with students and how much time is spent on committees that deal with academic matters?  
40 hours/week  
6 hours/week respectively.
25. Does the department monitor overall performance of students through regular assessments?  
Yes ☒ No ☐  
Test papers, assignments and seminars frequently given, helps in monitoring the performance.
26. How do the teachers update themselves for discharging their teaching / research responsibilities? Give details.  
Through refresher courses, Seminars, and workshops.
27. What is the annual budget allocation of the college to the department?  
Rs. 1,51,000/-



28. How much of research funding has been generated by the teachers from other agencies?  
Nil.

29. Do the teachers offer consultancy services and earn revenue for the college/ department?

Yes ☐ No ☒

30. Furnish the following details:

Particulars	UG	PG	Research
Ratio of applications to available seats	5:1	6:1	-
Success rate (examination results)	100%	-	-
Progression to higher education rate	60%	-	-
Employment rate	Data not available		
Ratio of part-time teachers to full time teachers	No Part-time Teacher		
Ratio of academic staff to administrative staff	No administrative staff in the Dept.		

31. Furnish the following data:

- Ratio of students to teachers - 45:1
- Number of research papers published - Nil.

32. Has the department been participating in COSIP / COHSSIP / COSIST?

Yes ☐ No ☒

33. Any other highlights :

Sanctioned M.Sc Course in 1998 November, Students admitted and classes going on.

## Department of Chemistry

1. Name and address of the department : Department of Chemistry,  
St. Xavier's College for women,  
Aluva, Kerala.
2. Telephone number/s : 0484 - 623240 (College office)
3. Date of establishment of the department : 1968-'69 (Chemistry Subsidiary)  
1995-'96 (Chemistry Main)
4. Built-up area of the department in sq. m : 500 Sq. m
5. List the different programmes (Level of Study = Certificate / Diploma/ UG/ PG Diploma / PG / M.Phil / Ph.D. / Post Doctoral etc.) offered by the department together with the details required below :

Programme	Level of study	Cut-off % of Marks at entry	Student strength
B.Sc Chemistry	U.G	60%	90

6. Number of Teaching , technical and administrative staff of the department.

	Male	Female	Total
Total no. of teachers	-	9	9
No. of teachers with Ph.D	-	-	-
No. of teachers with M.Phil	-	2	2
No. of teachers with PG	-	8	8
No. of technical staff	1	4	5
No. of administrative staff	-	-	-

7. Does the department have academic, administrative and financial autonomy?

	Yes	No
Academic matters	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Administration	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Finance	<input type="checkbox"/>	<input checked="" type="checkbox"/>



8. Number of students in the department during the current year :

	Female	Male	Total
Students from the same where the college is located	80	-	80
Students from other states of India	-	-	-
NRI students	1	-	1
Other overseas students	-	-	-
Grand Total	80	-	80

9. Is there a method of assessing the students academic standing in order to provide enrichment and/or remedial courses?

Yes ☒ No ☐

The students are assessed through test papers, assignments and terminal examinations and weak students are given remedial classes. Challenges are given to bright students to bring out their potentials.

10. Furnish the following details ( in figures):

- Books in the department library : 1033
- Journals/periodicals subscribed by the department : 8
- Computers in the department : Nil
- Research projects completed during the last three years and their total outlay : Nil
- Ongoing research projects : Nil
- Teachers who have attended national/international Seminars : Nil
- Teachers who have been resource person at workshops/seminars: Nil

11. Details of the last two batches of students:

	Batch 1			Batch 2		
	UG	PG	Total	UG	PG	Total
Admitted to the programme(entry year)	25, 1995-'98	-	25	31, 1996-'99	-	31
Drop-outs	6	-	6	13	-	13
Appeared for the final year exam	19	-	19	18	-	18
Passed in the final exam	13	-	13	Exam not yet conducted	-	-
Passed in first class	9	-	9	7	-	-
University ranks, if any	-	-	-	-	-	-

12. What is the sanctioned teaching staff strength and the present position?  
 Sanctioned : 11  
 Filled : 9
13. How often were national/international seminars, workshops etc. organised at the department?  
 No
14. Are there any international or national links/ collaborations for teaching, research or both?  
 No.
15. List the teaching staff, with their designations, qualifications acquired recently, fields of specialisation, years of experience, age and sex (in the descending order of seniority) :

Name of the Teaching staff	Designation	High-Est Qual.	Specialisation	Experience Yrs.	Age	Sex
B.Anila	Lecturer Sel. Grade	M.Sc	-	29	50	F
Vijayalakshmi Amma .S	"	"	-	28 ½	53	"
Kallyani Ammal K.F	"	"	-	27	50	"
Leena P.J	Lecturer Sr.Grade	"	-	20	47	"
Laila Josph	"	M.Sc	-	18	44	"
Mitty C.J	"	M.Sc M.Phil	-	16	43	"
Parvathy T.P	"	M.Sc	-	16	43	"
Beena Joseph	Lecturer	M.Sc M.Phil	Organic photo Chemistry	2 ½	33	"
Radha . P	Guest Lecturer	M.Sc	-	6 mont hs	24	"

16. How many from the teaching staff have received national/ international recognition as fellows, awardees etc.?  
 Nil.
17. What percentage of the Faculty are in active research (guiding research scholars, operating projects, publishing regularly, etc.)?  
 Nil
18. List the major thrust areas within the subject in which research activities are being pursued.  
 Nil



19. Give details of ongoing projects funded by external agencies :  
Nil.
20. What are the basic and advanced facilities (like botanical garden, field laboratories, animal house, computing facility, major equipment like NMR etc.) acquired over the years?  
Nil.
21. What is the total number of publications (add the list) of the department in the last five years?  
Nil.
22. Has any one of the teaching programmes been dropped because it lost its immediate relevance or because it was not viable?  
No.
23. What is the average work load in terms of actual contact lectures per week per teacher?  
16 hours.
24. What is the average time spent by a teacher with students and how much time is spent on committees that deal with academic matters?  
26 hours/week  
10 hours/week respectively.
25. Does the department monitor overall performance of students through regular assessments?  
Yes ☒ No ☐  
Through Seminars and test papers.
26. How do the teachers update themselves for discharging their teaching / research responsibilities? Give details.  
Attending refresher courses and workshops conducted by universities and U.G.C.
27. What is the annual budget allocation of the college to the department?  
Rs. 1,42,000
28. How much of research funding has been generated by the teachers from other agencies?  
Nil.
29. Do the teachers offer consultancy services and earn revenue for the college/ department?  
Yes ☐ No ☒

30. Furnish the following details:

Particulars	UG	PG	Research
Ratio of applications to available seats	5:1	-	-
Success rate (examination results)	88%	-	-
Progression to higher education rate	75%	-	-
Employment rate	Data not available		
Ratio of part-time teachers to full time teachers	No Part-time Teacher		
Ratio of academic staff to administrative staff	No administrative staff in the Dept.		

31. Furnish the following data:

- Ratio of students to teachers - 29:1
- Number of research papers published - Nil.

32. Has the department been participating in COSIP / COHSSIP / COSIST?

Yes ☐ No ☒

33. Any other highlights :



## Department of Botany

1. Name and address of the department : Department of Botany,  
St. Xavier's College for women,  
Aluva, Kerala.
2. Telephone number/s : 0484 - 623240 (College office)
3. Date of establishment of the department : 02-09-1968
4. Built-up area of the department in sq. m : 341 Sq. m
5. List the different programmes (Level of Study = Certificate / Diploma/ UG/ PG Diploma/ PG / M.Phil/ Ph.D./ Post Doctoral etc.) offered by the department together with the details required below :

Programme	Level of study	Cut-off % of Marks at entry	Student strength
B.Sc Botany	U.G	47.4%	124

6. Number of Teaching , technical and administrative staff of the department.

	Male	Female	Total
Total no. of teachers	-	5	5
No. of teachers with Ph.D	-	-	-
No. of teachers with M.Phil	-	-	-
No. of teachers with PG	-	5	5
No. of technical staff	-	3	3
No. of administrative staff	-	-	-

7. Does the department have academic, administrative and financial autonomy?

	Yes	No
Academic matters	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Administration	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Finance	<input type="checkbox"/>	<input checked="" type="checkbox"/>

8. Number of students in the department during the current year :

	Female	Male	Total
Students from the same state where the college is located	106	-	106
Students from other states of India	-	-	-
NRI students	-	-	-
Other overseas students	-	-	-
Grand Total	106	-	106

9. Is there a method of assessing the students academic standing in order to provide enrichment and/or remedial courses?

Yes ☒ No ☐

If yes, give methods and details of assessment.

Through test papers, quiz, competitions, assignments, remedial classes etc.

10. Furnish the following details ( in figures):

- Books in the department library : 1002
- Journals/periodicals subscribed by the department : 4
- Computers in the department : Nil
- Research projects completed during the last three years and their total outlay : Nil
- Ongoing research projects : Nil
- Teachers who have attended national/international Seminars : Nil
- Teachers who have been resource person at workshops/seminars: Nil

11. Details of the last two batches of students:

	Batch 1			Batch 2		
	UG	PG	Total	UG	PG	Total
Admitted to the programme(entry year)	1994 – 1997	-		1995 – 1998		
	36		36	30		30
Drop-outs	5		5	2		2
Appeared for the final year exam	31		31	28		28
Passed in the final exam	30		30	26		26
Passed in first class	18		18	13		13
University ranks, if any	-			-		



12. What is the sanctioned teaching staff strength and the present position?  
 Sanctioned : 5  
 Filled : 5
13. How often were national/international seminars, workshops etc. organised at the department?  
 Nil
14. Are there any international or national links / collaborations for teaching, research or both?  
 Nil.
15. List the teaching staff, with their designations, qualifications acquired recently, fields of specialisation, years of experience, age and sex (in the descending order of seniority) :

Name of the Teaching staff	Designation	Highest Qual.	Specialisation	Experience Yrs.	Age	Sex
Thressia S.D	HOD Lecturer S.G	M.Sc	General	30	54	F
Margret Alexius	Lecturer S.G	M.Sc	General	29	52	F
Teresa K.C	Lecturer S.G	M.Sc	General	27	50	F
Mary K. J	Lecturer S.S	M.Sc	General	19	48	F
Mary M. J	Lecturer	M.Sc	General	14	44	F

16. How many from the teaching staff have received national/ international recognition as fellows, awardees etc.?  
 Nil.
17. What percentage of the Faculty are in active research (guiding research scholars, operating projects, publishing regularly, etc.)?  
 Nil
18. List the major thrust area within the subject in which research activities are being pursued.  
 Nil
19. Give details of ongoing projects funded by external agencies :  
 Nil.
20. What are the basic and advanced facilities (like botanical garden, field laboratories, animal house, computing facility, major equipment like NMR etc.) acquired over the years?  
 Botanical garden: There is a botanical garden of many rare plants maintained by a full time gardener.

21. What is the total number of publications (add the list) of the department in the last five years?  
Nil.
22. Has any one of the teaching programmes been dropped because it lost its immediate relevance or because it was not viable?  
Nil.
23. What is the average work load in terms of actual contact lectures per week per teacher?  
16 hours/week
24. What is the average time spent by a teacher with students and how much time is spent on committees that deal with academic matters?  
40 hours/week  
5 hours/week respectively.
25. Does the department monitor overall performance of students through regular assessments?  
Yes ☒ No ☐
- If yes, give methods and details of assessment.  
By seminars, test papers, assignment, quiz programmes, competitions etc.
26. How do the teachers update themselves for discharging their teaching / research responsibilities? Give details.  
By attending refresher courses, seminars and workshops conducted by different agencies, reading books and periodicals and journals and participating in discussions.
27. What is the annual budget allocation of the college to the department?  
Rs. 111475/-
28. How much of research funding has been generated by the teachers from other agencies?  
Nil.
29. Do the teachers offer consultancy services and earn revenue for the college/ department?  
Yes ☐ No ☒



30. Furnish the following details:

Particulars	UG	PG	Research
Ratio of applications to available seats	5:1	-	-
Success rate (examination results)	97%	-	-
Progression to higher education rate	60%	-	-
Employment rate	Data not available		
Ratio of part-time teachers to full time teachers	No part-time teacher		
Ratio of academic staff to administrative staff	No administrative staff in the Dept.		

31. Furnish the following data:

- Ratio of students to teachers - 24:1
- Number of research papers published - Nil.

32. Has the department been participating in COSIP / COHSSIP / COSIST?

Yes ☐ No ☒

33. Any other highlights :

## Department of Zoology

1. Name and address of the department : Department of Zoology,  
St. Xavier's College for women,  
Aluva, Kerala.
2. Telephone number/s : 0484 - 623240 (College office)
3. Date of establishment of the department : 02-09-1968
4. Built-up area of the department in sq. m : 610 Sq. m
5. List the different programmes (Level of Study = Certificate / Diploma/ UG/ PG Diploma / PG / M.Phil / Ph.D. / Post Doctoral etc.) offered by the department together with the details required below :

Programme	Level of study	Cut-off % of Marks at entry	Student strength
B.Sc Zoology	U.G	60%	124

6. Number of Teaching , technical and administrative staff of the department.

	Male	Female	Total
Total no. of teachers	-	6	6
No. of teachers with Ph.D	-	-	-
No. of teachers with M.Phil	-	3	3
No. of teachers with PG	-	6	6
No. of technical staff	-	3	3
No. of administrative staff	-	-	-

7. Does the department have academic, administrative and financial autonomy?

	Yes	No
Academic matters	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Administration	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Finance	<input type="checkbox"/>	<input checked="" type="checkbox"/>



8. Number of students in the department during the current year :

	Female	Male	Total
Students from the same state where the college is located	104	-	104
Students from other states of India	Nil	-	Nil
NRI students	6	-	6
Other overseas students	Nil	-	Nil
Grand Total	110	-	110

9. Is there a method of assessing the students academic standing in order to provide enrichment and/or remedial courses?

Yes ☒ No ☐

Through test papers, assignments, Seminars, question - answer sessions, quiz, science aptitude tests and remedial classes.

10. Furnish the following details ( in figures):

- Books in the department library : 1512
- Journals/periodicals subscribed by the department : 5
- Computers in the department : Nil
- Research projects completed during the last three years and their total outlay : Nil
- Ongoing research projects : Nil
- Teachers who have attended national/international Seminars : 5 (national)
- Teachers who have been resource persons at workshops/seminars: 1

11. Details of the last two batches of students:

	Batch 1			Batch 2		
	UG	PG	Total	UG	PG	Total
Admitted to the programme(entry year)	1994-'97 36	-	36	1995-'98 49	-	49
Drop-outs	14	-	14	12	-	12
Appeared for the final year exam	22	-	22	37	-	37
Passed in the final exam	21	-	21	35	-	35
Passed in first class	15	-	15	26	-	26
University ranks, if any	-			2 <sup>nd</sup> Rank		1

12. What is the sanctioned teaching staff strength and the present position?  
 Sanctioned : 6 :  
 Filled : 6
13. How often were national / international seminars, workshops etc. organised at the department?  
 A U.G.C seminar on Aqua Culture, Environmental Studies and Environmental Laws on 24-02-1999 and 25-02-1999.
14. Are there any international or national links / collaborations for teaching, research or both?  
 Nil.
15. List the teaching staff, with their designations, qualifications acquired recently, fields of specialisation, years of experience, age and sex (in the descending order of seniority) :

Name of the Teaching staff	Designation	Highest Qual.	Specialisation	Experience Yrs.	Age	Sex
J. Santha Sebastian	HOD Lecturer SG	M.Sc	Cytology	29	53	F
Vimala Cross	Lecturer SG	M.Sc	Ichthyology	28	50	F
M.Merita Paul	Lecturer SG	M.Sc	General	26	49	F
Sr.K.T.Mary	Principal	M.Sc M.Phil	General	24	49	F
C. J. Euphrasia	Lecturer SG	M.Sc M.Phil	Marine Biology Aquaculture	16	45	F
Sr.Karmaly	Lecturer SG	M.Sc M.Phil	General	17	46	F

16. How many from the teaching staff have received national / international recognition as fellows, awardees etc.?  
 None.
17. What percentage of the Faculty are in active research (guiding research scholars, operating projects, publishing regularly, etc.)?  
 17 % of the faculty are doing research for Ph.D
18. List the major thrust areas within the subject in which research activities are being pursued.  
 Bio-systematics of Formicidae.



19. Give details of ongoing projects funded by external agencies :  
NA

20. What are the basic and advanced facilities (like botanical garden, field laboratories, animal house, computing facility, major equipment like NMR etc.) acquired over the years?

Overhead projector, Autoclave, Oven, photocalori-meter, PH micrometer, Camera lucida, micrometer, microscopes(binocular & dissection), haemometer, haemocytometer, sphygmomanometer, Stethoscope, Centrifuge, Distillary apparatus, Museum (preserved specimens, skeletons, models, charts etc.)

21. What is the total number of publications (add the list) of the department in the last five years?

3

1. Proceedings of Indian National Science Academy, B.63. No.1 and 2, PP21-30(1997) – Euphrasia C. J
2. Paper presented at the Fourth Indian Fisheries Forum held at CUSAT on November 24 -28, 1996 is under publication – Euphrasia C. J
3. Contributors to the book " Biochemistry, Physiology and Developmental Biology " published as 'Study Material Series' by Zoological Society of Kerala – Santha Sebastian and Euphrasia C.J

22. Has any one of the teaching programmes been dropped because it lost its immediate relevance or because it was not viable?

No.

23. What is the average work load in terms of actual contact lectures per week per teacher?

16 hours/week

24. What is the average time spent by a teacher with students and how much time is spent on committees that deal with academic matters?

40 hours/week and 6 hours/week respectively.

25. Does the department monitor overall performance of students through regular assessments?

Yes ☒ No ☐

If yes, give methods and details of assessment.

By conducting test papers, Assignments, Seminars, Quiz programmes etc. Two terminal examinations are conducted by the department and the progress cards are sent. Internal assessment is made through tests and assignments and the marks added to the final score.

26. How do the teachers update themselves for discharging their teaching/ research responsibilities? Give details.

Professional updating is achieved by attending refresher courses, seminars and workshops, periodicals, journals, magazines and books are regularly referred to keep pace with the fast growing field of science and technology.

All teachers of the department have attended (i) a minimum of two refresher Courses each, conducted by Kamaraj, Kerala, Calicut or Mahatma Gandhi Universities (ii) Workshops conducted by Zoological society of Kerala and (iii) Seminars sponsored by Xavier Board of Higher Education and AIACHE. 68% of the teachers have participated in various seminars and workshops organised by agencies like Asian Fisheries Society (Indian Branch), Eco -fraternity, DIET, Equations (Bangalore), Mahatma Gandhi, Kerala and Calicut Universities

27. What is the annual budget allocation of the college to the department?  
Rs. 1,22,000/-
28. How much of research funding has been generated by the teachers from other agencies?  
Nil.
29. Do the teachers offer consultancy services and earn revenue for the college/department?

Yes ☐ No ☒

30. Furnish the following details:

Particulars	UG	PG	Research
Ratio of applications to available seats	5 : 1	-	-
Success rate (examination results)	95%	-	-
Progression to higher education rate	60%	-	-
Employment rate	Data not available		
Ratio of part-time teachers to full time teachers	No Part-time Teacher		
Ratio of academic staff to administrative staff	No administrative staff in the Dept.		



31. Furnish the following data:
- Ratio of students to teachers - 20 : 1
  - Number of research papers published - One, One is under publication.

32. Has the department been participating in COSIP / COHSSIP / COSIST?

Yes ☐ No ☒

33. Any other highlights :

Two of the faculty members, who are among the contributors to the book " Biochemistry, Physiology and Developmental Biology " intended for the B.Sc Zoology students and published by Zoological Society of Kerala, are the editors of the same and its first edition was brought out in December '98.

One faculty member, presented a scientific paper in the Fourth Indian Fisheries Forum held at School of Marine Sciences, CUSAT in November, 1996 conducted by Asian Fisheries Society, Indian branch. It is under publication.

One of the teachers has applied for a SRF Project of STEC to study the biosystematics of Formicidae.

The HOD is a member in the Board of Studies for Zoology, M.G.University. The department is in charge of the Accredited Centre of National Open School in the College and the HOD is the Co-ordinator of the same.

A member of the department was the co-ordinator for the 3-day workshop on " Air Pollution and Ambient Air Quality Management and Monitoring Techniques" organised by Eco-fraternity.

One of the members has participated in the National Literacy Mission. Another member is the Chairperson of the Committee on Women's issues, Cochin Refineries Limited.

## Department of Economics

1. Name and address of the department : Department of Economics,  
St. Xavier's College for women,  
Aluva, Kerala.
2. Telephone number/s : 0484 - 623240 (College office)
3. Date of establishment of the department : 02-09-1968
4. Built-up area of the department in sq. m : 230.4 Sq. m
5. List the different programmes (Level of study = Certificate / Diploma / UG / PG  
Diploma / PG / M.Phil / Ph.D. / Post Doctoral etc.) offered by the department  
together with the details required below :

Programme	Level of study	Cut-off % of Marks at entry	Student strength
B.A Economics	U.G	53.2%	180

6. Number of Teaching , technical and administrative staff of the department.

	Male	Female	Total
Total no. of teachers	-	4	4
No. of teachers with Ph.D	Nil	Nil	Nil
No. of teachers with M.Phil	Nil	1	1
No. of teachers with PG	Nil	4	4
No. of technical staff	-	-	-
No. of administrative staff	-	-	-

7. Does the department have academic, administrative and financial autonomy?

	Yes	No
Academic matters	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Administration	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Finance	<input type="checkbox"/>	<input checked="" type="checkbox"/>



8. Number of students in the department during the current year:

	Female	Male	Total
Students from the same state where the college is located	166	Nil	166
Students from other states of India	1	Nil	1
NRI students	Nil	Nil	Nil
Other overseas students	Nil	Nil	Nil
Grand Total	167	Nil	167

Is there a method of assessing the students academic standing in order to provide enrichment and/or remedial courses?

Yes ☒ No ☐

By conducting tests, terminal examinations, & Internal assessments the weak students are stream lined and given special attention by giving them remedial courses. Bright students are given incentives to bring out their potentials in conducting discussions, debates etc.

9. Furnish the following details (in figures):

- Books in the department library : 1516
- Journals/periodicals subscribed by the department : 3
- Computers in the department : Nil
- Research projects completed during the last three years and their total outlay : No
- Ongoing research projects : No
- Teachers who have attended national/international Seminars : No
- Teachers who have been resource persons at workshops/seminars: No

Details of the last two batches of students:

	Batch 1			Batch 2		
	UG	PG	Total	UG	PG	Total
Admitted to the programme(entry year)	1997-'98 69	-	69	1998-'99 65	-	65
Drop-outs	11	-	11	5	-	5
Appeared for the final year exam	58	-	58	60	-	60
Passed in the final exam	47	-	47	54	-	54
Passed in first class	8	-	8	13	-	13
University ranks, if any	-	-	-	-	-	-

12. What is the sanctioned teaching staff - strength and the present position?  
 Sanctioned : 4  
 Filled : 4
13. How often were national/international seminars, workshops etc. organised at the department?  
 A seminar is conducted annually under the auspices of the Planning Forum.
14. Are there any international or national links / collaborations for teaching, research or both?  
 No.
15. List the teaching staff, with their designations, qualifications acquired recently, fields of specialisation, years of experience, age and sex (in the descending order of seniority) :

Name of the Teaching staff	Designation	High-est Qual.	Speciali-sation	Experi-ence Yrs.	Age	Sex
Rebecca Mathen	HOD	M.A	Econom-ics	29	54	F
K.B Thankam	S.L.G Lecturer	"	"	29	51	"
Sr. Electa	"	M. Phil	"	24	51	"
Sr. Reetamma	Lecturer	M.A	"	3	36	"

The Subsidiary subjects offered to B.A Economics are:  
 Paper I - Modern World History and Paper II. Political Science

16. How many from the teaching staff have received national international recognition as fellows, awardees etc.?  
 Nil.
17. What percentage of the Faculty are in active research (guiding research scholars, operating projects, publishing regularly, etc.)?  
 Nil.
18. List the major thrust areas within the subject in which research activities are being pursued.  
 Nil.
19. Give details of ongoing projects funded by external agencies :  
 Nil.



20. What are the basic and advanced facilities (like botanical garden, field laboratories, animal house, computing facility, major equipment like NMR etc.) acquired over the years?  
Computing facility.
21. What is the total number of publications (add the list) of the department in the last five years?  
Nil.
22. Has any one of the teaching programmes been dropped because it lost its immediate relevance or because it was not viable?  
No.
23. What is the average work load in terms of actual contact lectures per week per teacher?  
13 hours/week.
24. What is the average time spent by a teacher with students and how much time is spent on committees that deal with academic matters?  
30 hours/week with students  
10 hours/week in committees.
25. Does the department monitor overall performance of students through regular assessments?

Yes ☒ No ☐

The teachers give periodical tests and assignments to students in their respective topics to ensure the knowledge of the text. Two terminal examinations are conducted every year. Half yearly examination is conducted on the university model.

26. How do the teachers update themselves for discharging their teaching/research responsibilities? Give details.  
By attending refresher courses and seminars.
27. What is the annual budget allocation of the college to the department?  
Rs. 36000/-
28. How much of research funding has been generated by the teachers from other agencies?  
Nil.
29. Do the teachers offer consultancy services and earn revenue for the college/department?

Yes ☐ No ☒

30. Furnish the following details:

Particulars	UG	PG	Research
Ratio of applications to available seats	27 : 1	-	-
Success rate (examination results)	80%	-	-
Progression to higher education rate	75%	-	-
Employment rate	Data not available		
Ratio of part-time teachers to full time teachers	Nil		
Ratio of academic staff to administrative staff	Nil		

31. Furnish the following data:

- Ratio of students to teachers - 55: 1
- Number of research papers published - Nil.

32. Has the department been participating in COSIP / COHSSIP / COSIST?

Yes ☐ No ☒

33. Any other highlights :

The Planning Forum:

The Planning Forum is functioning under the auspices of the Economics department. Every year, seminars are conducted on important Socio-economic issues. "A plan week" was celebrated for the Degree students and a training programme on Spoken English was conducted through a seminar.



## Department of History

1. Name and address of the department : Department of History,  
St. Xavier's College for women,  
Aluva, Kerala.
2. Telephone number/s : 0484 - 623240 (College office)
3. Date of establishment of the department : 02-09-1968
4. Built-up area of the department in sq. m : 230 Sq. m

5. List the different programmes (Level of Study = Certificate / Diploma / UG / PG Diploma / PG / M.Phil / Ph.D. / Post Doctoral etc.) offered by the department together with the details required below :  
NA

Offering History as subsidiary to B.A Economics.

Table attached with the input from the department of Economics.

6. Number of Teaching, technical and administrative staff of the department.

	Male	Female	Total
Total no. of teachers	-	2	2
No. of teachers with Ph.D	-	-	-
No. of teachers with M.Phil	-	-	-
No. of teachers with PG	-	2	2
No. of technical staff	-	-	-
No. of administrative staff	-	-	-

7. Does the department have academic, administrative and financial autonomy?

	Yes	No
Academic matters	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Administration	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Finance	<input type="checkbox"/>	<input checked="" type="checkbox"/>

8. Number of students in the department during the current year : NA  
Offering History as subsidiary to B.A Economics.

Table attached with the input from the department of Economics.

9. Is there a method of assessing the student's academic standing in order to provide enrichment and/or remedial courses?

Yes ☒ No ☐

Through test papers, assignments, question - answer sessions, debates, discussions etc

10. Furnish the following details (in figures):

- Books in the department library : 580
- Journals/periodicals subscribed by the department : Nil
- Computers in the department : Nil
- Research projects completed during the last three years and their total outlay : Nil
- Ongoing research projects : Nil
- Teachers who have attended national/international Seminars : 1
- Teachers who have been resource persons at workshops/seminars: None

11. Details of the last two batches of students:

	Batch 1			Batch 2		
	UG	PG	Total	UG	PG	Total
Admitted to the programme(entry year)	1994 - 1997 53	-	- 53	1995 - 1998 55	-	- 55
Drop-outs	-	-	-	-	-	-
Appeared for the final year exam	53	-	53	55	-	55
Passed in the final exam	53	-	53	55	-	55
Passed in first class	16	-	16	20	-	20
University ranks, if any	-	-	-	-	-	-

12. What is the sanctioned teaching staff strength and the present position?

Sanctioned : 2  
Filled : 2

13. How often were national / international seminars, workshops etc. organised at the department?  
Nil

14. Are there any international or national links / collaborations for teaching, research or both?  
Nil.



15. List the teaching staff, with their designations, qualifications acquired recently, fields of specialisation, years of experience, age and sex (in the descending order of seniority) :

Name of the Teaching staff	Designation	Highest Qual.	Specialisation	Experience Yrs.	Age	Sex
Phelixa C.P	Lecturer Selection Grade	M.A	History of civilization (Toyenbee)	27	51	F
Tessy K.R	Lecturer Selection Grade	M.A	History of civilization (Toyenbee)	23	50	F

16. How many from the teaching staff have received national / international recognition as fellows, awardees etc.?  
Nil.
17. What percentage of the Faculty are in active research (guiding research scholars, operating projects, publishing regularly, etc.)?  
Nil
18. List the major thrust area within the subject in which research activities are being pursued.  
Nil
19. Give details of ongoing projects funded by external agencies :  
Nil
20. What are the basic and advanced facilities (like botanical garden, field laboratories, animal house, computing facility, major equipment like NMR etc.) acquired over the years?  
Nil
21. What is the total number of publications (add the list) of the department in the last five years?  
Nil.
22. Has any one of the teaching programmes been dropped because it lost its immediate relevance or because it was not viable?  
No.
23. What is the average work load in terms of actual contact lectures per week per teacher?  
11 hours

24. What is the average time spent by a teacher with students and how much time is spent on committees that deal with academic matters?  
30 hours/week  
10 hours/week respectively.

25. Does the department monitor overall performance of students through regular assessments?

Yes ☒ No ☐

If yes, give methods and details of assessment.

By giving test papers and assignments, question-answers sessions etc.

26. How do the teachers update themselves for discharging their teaching/research responsibilities? Give details.  
The teachers attend refresher courses, seminars, read books on the concerned subjects etc

27. What is the annual budget allocation of the college to the department?  
Rs. 5000

28. How much of research funding has been generated by the teachers from other agencies?  
Nil.

29. Do the teachers offer consultancy services and earn revenue for the college/department?

Yes ☐ No ☒

30. Furnish the following details:  
NA

31. Furnish the following data:

- Ratio of students to teachers - 60 : 1
- Number of research papers published - Nil.

32. Has the department been participating in COSIP / COHSSIP / COSIST?

Yes ☐ No ☒

33. Any other highlights :



## Department of Political Science

1. Name and address of the department : Department of Political Science,  
St. Xavier's College for women,  
Aluva, Kerala.
2. Telephone number/s : 0484 - 623240 (College office)
3. Date of establishment of the department : 02-09-1968
4. Built-up area of the department in sq. m : 200 sq. m
5. List the different programmes (Level of Study = Certificate / Diploma/ UG/ PG Diploma / PG / M.Phil / Ph.D. / Post Doctoral etc.) offered by the department together with the details required below : NA
6. Number of Teaching , technical and administrative staff of the department.

	Male	Female	Total
Total no. of teachers	-	1	1
No. of teachers with Ph.D	-	-	-
No. of teachers with M.Phil	-	1	1
No. of teachers with PG	-	1	1
No. of technical staff	-	-	-
No. of administrative staff	-	-	-

7. Does the department have academic, administrative and financial autonomy?

	Yes	No
Academic matters	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Administration	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Finance	<input type="checkbox"/>	<input checked="" type="checkbox"/>

8. Number of students in the department during the current year : NA

9. Is there a method of assessing the students academic standing in order to provide enrichment and/or remedial courses?

Yes ☒ No ☐

Through test papers, question answer sessions (oral), project work, debates etc.

## 10. Furnish the following details ( in figures):

- Books in the department library : No dept. library. 280 books
- Journals/periodicals subscribed by the department : None
- Computers in the department : Nil
- Research projects completed during the last three years and their total outlay : Nil
- Ongoing research projects : Nil
- Teachers who have attended national/international Seminars : 1
- Teachers who have been resource person at workshops/seminars: Nil

## 11. Details of the last two batches of students:

	Batch 1		Batch 2		Total
		UG		UG	
Admitted to the programme(entry year)	Eng. Lit. 1994 – 1997 (Sub.)	Economics 1994-97 (Sub)	Eng. Lit. 1995-98 (Sub.)	1995 – 1998 Economics (Sub.)	
	53	57	29	59	
Drop-outs					
Appeared for the final year exam	53	57	29	59	
Passed in the final exam	17	42	24	53	
Passed in first class	11	12	11	18	
University ranks, if any	-	-	-	-	

## 12. What is the sanctioned teaching staff strength and the present position?

Sanctioned : 1

Filled : 1

## 13. How often were national/international seminars, workshops etc. organised at the department?

Nil

## 14. Are there any international or national links / collaborations for teaching, research or both?

Nil.



15. List the teaching staff, with their designations, qualifications acquired recently, fields of specialisation, years of experience, age and sex (in the descending order of seniority) :

Name of the Teaching staff	Designation	Highest Qual.	Specialisation	Experience Yrs.	Age	Sex
Panikkar Indu	Selection Grade, Lecturer	M.Phil	Media and Politics	24	49	F

16. How many from the teaching staff have received national/ international recognition as fellows, awardees etc.?  
Nil.
17. What percentage of the Faculty are in active research (guiding research scholars, operating projects, publishing regularly, etc.)?  
Nil
18. List the major thrust area within the subject in which research activities are being pursued.  
"The role of the media, especially the newspapers in influencing the politics of Kerala".
19. Give details of ongoing projects funded by external agencies :  
Nil.
20. What are the basic and advanced facilities (like botanical garden, field laboratories, animal house, computing facility, major equipment like NMR etc.) acquired over the years?  
Nil
21. What is the total number of publications (add the list) of the department in the last five years?  
Nil.
22. Has any one of the teaching programmes been dropped because it lost its immediate relevance or because it was not viable?  
No.
23. What is the average work load in terms of actual contact lectures per week per teacher?  
12 hours.
24. What is the average time spent by a teacher with students and how much time is spent on committees that deal with academic matters?  
30 hours/week  
10 hours/week respectively.

25. Does the department monitor overall performance of students through regular assessments?

Yes ☒ No ☐

Through the test papers, assignments, informal debates etc.

26. How do the teachers update themselves for discharging their teaching/research responsibilities? Give details.

Attending refresher courses whenever possible, attending seminars and workshops on the subject, updating by availing of the latest books and periodicals on the subjects.

27. What is the annual budget allocation of the college to the department?  
Rs. 3000/-

28. How much of research funding has been generated by the teachers from other agencies?

Nil.

29. Do the teachers offer consultancy services and earn revenue for the college/department?

Yes ☐ No ☒

30. Furnish the following details: NA

31. Furnish the following data:

- Ratio of students to teachers - 100 : 1
- Number of research papers published - Nil.

32. Has the department been participating in COSIP / COHSSIP / COSIST?

Yes ☐ No ☒

33. Any other highlights :



## Department of Commerce

1. Name and address of the department : Department of Commerce,  
St. Xavier's College for women,  
Aluva, Kerala.
2. Telephone number/s : 0484 - 623240 (College office)
3. Date of establishment of the department : 24-12-1982
4. Built-up area of the department in sq. m : 297.29 Sq. m
5. List the different programmes (Level of Study = Certificate / Diploma/ UG/ PG Diploma / PG / M.Phil / Ph.D./ Post Doctoral etc.) offered by the department together with the details required below :

Programme	Level of study	Cut-off % of Marks at entry	Student strength
B.Com	U.G	62.8%	48
M.Com	P.G	50%	20

6. Number of Teaching , technical and administrative staff of the department.

	Male	Female	Total
Total no. of teachers	1	9	10
No. of teachers with Ph.D	-	-	-
No. of teachers with M.Phil	1	8	9
No. of teachers with PG	1	9	10
No. of technical staff	-	-	-
No. of administrative staff	-	1	1

7. Does the department have academic, administrative and financial autonomy?

	Yes	No
Academic matters	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Administration	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Finance	<input type="checkbox"/>	<input checked="" type="checkbox"/>

## 8. Number of students in the department during the current year :

	Female	Male	Total
Students from the same state where the college is located	175	-	175
Students from other states of India	3	-	3
NRI students	1	-	1
Other overseas students	-	-	-
Grand Total	179	-	179

## 9. Is there a method of assessing the student's academic standing in order to provide enrichment and/or remedial courses?

Yes ☒ No ☐

Student's academic performance is evaluated through periodical tests, internal assessments and terminal examinations.

## 10. Furnish the following details (in figures):

- Books in the department library : 2385
- Journals/periodicals subscribed by the department : 3
- Computers in the department : Nil
- Research projects completed during the last three years and their total outlay : Nil
- On going research projects : Nil
- Teachers who have attended national/international Seminars : 7
- Teachers who have been resource person at workshops/seminars: 1

## 11. Details of the last two batches of students:

	Batch 1			Batch 2		
	UG	PG	Total	UG	PG	Total
Admitted to the programme (entry year)	1994-1997			1995-1998	38	181
	142	38	180	143		
Drop-outs	5	3	8	1	1	2
Appeared for the final year exam	47	16	63	43	17	60
Passed in the final exam	34	14	48	31	Results not yet published	-
Passed in first class	16	2	18	16	-	-
University ranks, if any	-	-	-	-	-	-



12. What is the sanctioned teaching staff strength and the present position?  
 Sanctioned : 10  
 Filled : 10
13. How often were national/international seminars, workshops etc. organised at the department?  
 The department has been conducting Inter University Seminars for P.G students from time to time.
14. Are there any international or national links /collaborations for teaching, research or both?  
 No
15. List the teaching staff, with their designations, qualifications acquired recently, fields of specialisation, years of experience, age and sex (in the descending order of seniority) :

Name of the Teaching staff	Designation	High-est Qual.	Speciali-sation	Experi-ence Yrs.	Age	Sex
P.K Somasekharan Unni	Selection Grade Lecturer	M.Phil	Financial Manage-ment	25	51	M
Patricia Janet Netto	Senior Lecturer	M.Phil	Investment Manage-ment	16	42	F
Sybila Pius Fernandez	Senior Lecturer	M.Phil	Financial Manage-ment	15	40	F
P. Vimala	Senior Lecturer	M.Phil	Financial Manage-ment	16	38	F
Rani K.A	Senior Lecturer	M.Phil	Financial Manage-ment	14	38	F
Mary Varghese P	Senior Lecturer	M.Phil	Financial Manage-ment	14	38	F
Raji Joseph	Senior Lecturer	M.Phil	Financial Manage-ment	14	38	F
Mary Mildred	On leave					
Mary Joan George	Senior Lecturer	M.Com	Investment Manage-ment	13	42	F
Mercy Varghese	Senior Lecturer	M.Com, LLB	Investment Manage-ment	13	38	F

16. How many from the teaching staff have received national/ international recognition as fellows, awardees etc.?  
No.
17. What percentage of the Faculty are in active research (guiding research scholars, operating projects, publishing regularly, etc.)?  
10% of the teachers are guiding M.Phil research Scholars of Madurai Kamaraj University.  
10% of the teachers are publishing articles in journals.
18. List the major thrust area within the subject in which research activities are being pursued.
  - Financial Management
  - Costing
  - Marketing
19. Give details of ongoing projects funded by external agencies :  
Nil.
20. What are the basic and advanced facilities (like botanical garden, field laboratories, animal house, computing facility, major equipment like NMR etc.) acquired over the years?  
1- Overhead Projector.  
2- Spectrum + Computer.
21. What is the total number of publications (add the list) of the department in the last five years?  
3 Publications – By Prof. Somaseharan Unni
  1. Profitability Farms in Kerala (Published in Management Researches 1998)
  2. Profitability Analysis of Travancore – Cochin Chemicals Ltd. (Indian Commerce Bulletin)
  3. Safety Performance Analysis (Indian Commerce Bulletin)
22. Has any one of the teaching programmes been dropped because it lost its immediate relevance or because it was not viable?  
No.
23. What is the average work load in terms of actual contact lectures per week per teacher?  
11.5 hours – Without considering P.G weightage.
24. What is the average time spent by a teacher with students and how much time is spent on committees that deal with academic matters?  
30 hours/week with students  
10 hours/week in Committees



25. Does the department monitor overall performance of students through regular assessments?

Yes ☒ No ☐

If yes, give methods and details of assessment.

Test papers, Terminal Examinations, Assignment evaluation, Evaluating the students performance in seminar and workshop.

26. How do the teachers update themselves for discharging their teaching/ research responsibilities? Give details.

Attending refresher courses, Inter collegiate, Inter University and National seminars.

27. What is the annual budget allocation of the college to the department?  
Rs 45000/-

28. How much of research funding has been generated by the teachers from other agencies?

Nil.

29. Do the teachers offer consultancy services and earn revenue for the college/department?

Yes ☐ No ☒

30. Furnish the following details:

Particulars	UG	PG	Research
Ratio of applications to available seats	8:1	3:1	-
Success rate (examination results)	4:3	8:7	-
Progression to higher education rate	60%	20%	-
Employment rate	Data not available		
Ratio of part-time teachers to full time teachers	No Part-time Teacher		
Ratio of academic staff to administrative staff	10%	10%	-

31. Furnish the following data:

- Ratio of students to teachers - 18:1
- Number of research papers published - Nil.

32. Has the department been participating in COSIP / COHSSIP / COSIST?

Yes ☒

No ☐

Teachers are participating in conferences.

33. Any other highlights :

Our department has been accepted as the centre for Research Reference and Guidance by Madurai Kamaraj University. Seven Scholars have completed M.Phil successfully through this centre. Our department has been conducting inter university seminars for students. This is the only Women's College offering P.G course in commerce for women under the M.G University.

#### COMAX

The Commerce Association of St. Xavier's College For Women, Aluva was started during the academic year 1996-'97. The Association has been arranging various competitions for the students. COMAX is conducting seminars and workshops for the overall development of students. It also imparts career guidance to students.

- COMAX programmes translate concepts into applied tools.
- Interacting with personnel from industrial sectors exposes them to specific issues.
- Venue for sharing experiences through cultural presentations and discussions.



## Department of Physical Education

1. Name and address of the department : Department of Physical – Education,  
St. Xavier's College for women,  
Aluva, Kerala.  
: 0484 – 623240 (College office)
2. Telephone number/s : 02-09-1964
3. Date of establishment of the department : 100 Sq.m
4. Built-up area of the department in sq. m : 100 Sq.m
5. List the different programmes (Level of Study = Certificate / Diploma / UG / PG Diploma / PG / M.Phil / Ph.D. / Post Doctoral etc.) offered by the department together with the details required below:  
NA
6. Number of Teaching, technical and administrative staff of the department.

	Male	Female	Total
Total no. of teachers	1	1	2
No. of teachers with Ph.D.	-	-	-
No. of teachers with M.Phil	1	-	1
No. of teachers with PG	-	1	1
No. of technical staff	3	-	3
	Coaches		
No. of administrative staff	-	-	-

7. Does the department have academic, administrative and financial autonomy?

	Yes	No
Academic matters	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Administration	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Finance	<input type="checkbox"/>	<input checked="" type="checkbox"/>

8. Number of students in the department during the current year :  
NA

9. Is there a method of assessing the students academic standing in order to provide enrichment and/or remedial courses?

Yes ☒ No ☐

Since Physical Education is not considered as a classroom subject, students (players) are assessed by their regular performance in their respective games.

10. Furnish the following details ( in figures):
  - Books in the department library : NA
  - Journals/periodicals subscribed by the department : NA
  - Computers in the department : Nil
  - Research projects completed during the last three years and their total outlay: Nil
  - Ongoing research projects : Nil
  - Teachers who have attended national/international Seminars:  
National Seminars - 2
  - Teachers who have been resource persons at workshops/seminars: 1
11. Details of the last two batches of students:  
NA
12. What is the sanctioned teaching staff strength and the present position?  
Sanctioned : 2  
Filled : 2
13. How often were national/international seminars, workshops etc. organised at the department?  
Nil
14. Are there any international or national links/collaborations for teaching, research or both?  
No.
15. List the teaching staff, with their designations, qualifications acquired recently, fields of specialisation, years of experience, age and sex (in the descending order of seniority) :

Name of the Teaching staff	Designation	Highest Qual.	Specialisation	Experience Yrs.	Age	Sex
Tony Daniel	Sl. Lecturer	M. Phil	Sports Psycho.	20	46	M
Cicily Pearly Alex	Lecturer	M. PE	Sports Physio-Logy	2 years & 5 months	28	F



16. How many from the teaching staff have received national/ international recognition as fellows, awardees etc.?  
One – Qualified as National Technical Official in Athletics.
17. What percentage of the Faculty are in active research (guiding research scholars, Operating projects, publishing regularly, etc.)?  
50%
18. List the major thrust areas within the subject in which research activities are being pursued.
- Sports Management
  - Training Methods
19. Give details of ongoing projects funded by external agencies :  
Nil.
20. What are the basic and advanced facilities (like botanical garden, field laboratories, animal house, computing facility, major equipment like NMR etc.) acquired over the years?  
Nil
21. What is the total number of publications (add the list) of the department in the last five years?  
Nil.
22. Has any one of the teaching programmes been dropped because it lost its immediate relevance or because it was not viable?  
NA.
23. What is the average work load in terms of actual contact lectures per week per teacher?  
1 - 3 hours in the playfields/day.
24. What is the average time spent by a teacher with students and how much time is spent on committees that deal with academic matters?  
2 - 3 hours/week
25. Does the department monitor overall performance of students through regular assessments?
- Yes ☒ No ☐

Students (players) assessed by their performance in the Inter - collegiate / University Tournaments.

26. How do the teachers update themselves for discharging their teaching/research responsibilities? Give details.  
NA

27. What is the annual budget allocation of the college to the department?  
RS 50,000/-

28. How much of research funding has been generated by the teachers from other agencies?  
Nil.

29. Do the teachers offer consultancy services and earn revenue for the college/department?

Yes ☐ No ☒

30. Furnish the following details:  
NA

31. Furnish the following data:

- Ratio of students to teachers - 1000 : 1
- Number of research papers published - Nil.

32. Has the department been participating in COSIP / COHSSIP / COSIST?

Yes ☐ No ☒

33. Any other highlights :  
Nil



## Self – analysis of the Institution (Part – II)

### St. Xavier's college for Women, Aluva

Ideally located on the banks of the River Periyar at the heart of the Municipal Town Aluva, an integral part of Greater Cochin, St. Xavier's College is blessed with a fine blending of the rural and urban setting and style that facilitates the advantages of both. True to the goal it has set forth, the college reaches out to the rural backward segment of society that needs support and uplift. Every girl student who has had the privilege to be educated in this institution has left its portals as a mature, knowledgeable, conscientious and confident young woman, a fine product of our academic vision and accomplishment. We cherish a great tradition of dedication and service to the cause of total education – an education that imparts clarity of thought and knowledge, purity of mind and body and sanctity of vision.

The Congregation of TERESIAN Carmalites under the patronage of the Arch Bishop of Varapuzha constitutes the Managing Body of St. Xavier's College Aluva. They run nine schools and a college with the motto, "Reach out and touch, oneself, others and God". St. Francis Girls High School and St. Xavier's College work in close proximity to achieve the desired goals. Higher education becomes meaningful only with relevance to the requirements of society. St. Xavier's College extends higher education to the backward minority, the rural folk of fishermen and farmer community. The objectives of this institution as stipulated in the college calendar are, "to produce intellectually illumined, socially upright, spiritually enlightened women, who in their specific roles develop right attitudes so that their relationships with others produce harmony, to achieve academic excellence, to develop personality, to develop spiritual and moral values and to instill social awareness and social justice.

Named after St. Francis Xavier, the epitome of knowledge and service, St. Xavier's College for Women started as a Junior college in 1964. It had a humble beginning of 238 students, 22 teachers and 15 classrooms. Rev. Sr. Redempta



M.A, M.S, Ph.D was the first Principal. The college underwent steady growth in the following years. Affiliation was obtained for Degree courses in Mathematics, Botany, Zoology, Economics and Malayalam. In course of time B.Sc Physics, B.A English Language and Literature and B.Com were introduced. With the help of U.G.C a hostel started functioning with 150 students in 1973. The first Post-graduate course was started in Commerce in 1984-85. A degree course in Chemistry and a U.G.C sponsored Vocational Degree Course in Communicative English started in the year 1995-96. Post Graduate course in Physics was sanctioned in 1998-99.

At present, the college has 860 students at the predegree level, 1125 at under graduate and 49 at the post graduate levels. There are 78 members of the teaching staff and 50 in the non-teaching staff. The well run college hostel, which can accommodate 250 students, now caters to the needs of 130 students. The College also maintains a sports hostel with the aid of Kerala Sports Council Trivandrum, which provides free Board and Lodging to 30 students in Basket ball, Volley ball and Kabaddi. The concerted efforts of the teaching, non-teaching staff and students find fulfilment in the glorious achievements in academic and non-academic fields. Down the years, twelve students have distinguished themselves by securing ranks in various university examinations. A good number of students have excelled themselves in competitive examinations and a few have entered the Civil Service. The Department of Physical Education has gauged enviable heights and brings laurels to the college at the University. Inter – University, State and National levels in Volley ball, Basket ball, Hand ball and Kabaddi. The reputation of the college to a large extent is built upon the brilliant performance of our sports-stars. The college can be proud of the fact that most of our sports-stars have got placements in the central and state government services and in many prestigious private institutions. Inter-collegiate tournaments in Basket ball and Volley ball are conducted by the college every year.

The college provides proper atmosphere for full-fledged student activities in the field of fine arts, social service, personality development and leadership. Competitions are held in the college campus annually in various literary and stage items. The selected winners compete at the University level and bag



prizes. One of our former students is now a renowned play-back singer. Oppana, Group-dance, Margamkali, Thiruvathirakkali and folk dance are our prize winning items in the University Youth Festival. The College Magazine and the Manuscript Magazines bring out the literary and writing talents of our students. The Debating club and the Quiz club are very active and show their excellence in inter-collegiate competitions.

The politics-free campus of the college offers scope for uninhibited union activities. The peace and tranquillity of the college is not disturbed by the activities of the politically motivated unions of students, teachers and non-teaching staff. The following associations, clubs and cells function smoothly and very actively for the over all development of our college.

1. The College Union
2. Science Association (Physics, Chemistry, Botany and Zoology)
3. Mathematics Association
4. Comax
5. The English Literary Association
6. The Malayalam Literary Association
7. Planning Forum
8. Kannan-Devan Nature Club
9. Career Guidance cell
10. Women's cell
11. Parent – Teacher Association
12. Staff Association
13. Old students Association
14. Former English students Associations (FESTA)

The N.C.C and N.S.S units are very active in the field of social and community service. Our N.S.S activities have been stretched to remote tribal areas like Kanthallor and include adoption of some colonies. Through multi-faceted and sustained efforts, the college has been able to live up to the great goals it has set forth in social, cultural and academic service.

## Accreditational objectives of the College

- Self-awareness can keep us away from being overly critical and unrealistically hopeful. An introspective self-discovery was our prime objective in undergoing accreditation. The need of the hour is to build on our strengths and to work on our weaknesses.
- By securing accreditation we want to avail ourselves of the plan-based developmental support of U.G.C in executing our plans and schemes.
- We envisage a future with more national and inter-national linkages.
- In the present consumer-oriented society, education has to partake of the inevitable responsibility of serving the demands of its consumers – the students who need quality education.
- Through accreditation the institution can be exalted into a true centre of empowerment, a pioneer institution in women's education for enhancing the status of women, by offering exclusive opportunities for the development of their personality and exposure to the challenges of life. Many new projects and programmes can be worked out in that direction.

## Procedural Aspects

It was in 1998 that we were informed about the process of Assessment and Accreditation of Institutions of High Education by NAAC, Bangalore. Participation of the Principal and a member of the faculty in the seminars conducted at St. Tresa's College, U.C College and the three day workshop on "Higher Education: Quality Issues" held in the Mahatma Gandhi University campus in November 1998, organized by College Development Council and guided by experts on the NAAC Peer team gave the real impetus to launch this challenging task and to go ahead with it. Under the inspiring guidance of the Principal, Staff meetings were held frequently and the faculties were made fully aware of the need for assuring and enhancing the quality of education we provide and for evaluating the strengths and weaknesses of our programmes.



performance, facilities and efforts. A Steering Committee with 10 members of the faculty was formed.

1. Jayalakshmy T. C (Co-ordinator)
2. Somasekharan Unni (Convenor)
3. Sumangala Devi
4. Tessy George
5. Rita Mary Thomas
6. Molly Joseph. M
7. Euphrasia C.J
8. Sr. Clodit
9. Patricia Janet
10. Fathima Cross

A team of the following teachers worked in the various stages of the Project.

1. Annie Varghese (Rtd. Prof. Dept. Of English)
2. Sr. Della
3. Savithri C.R
4. Panikker Indu
5. Raji Joseph
6. P. Vimala
7. Sheena Xavier
8. Latha Devi P.K
9. Merita Paul
10. Milan Franz
11. Lincy Joseph
12. Cicily Gray
13. S. Vijayalakshmy Amma

All the members of the staff whole heartedly co-operated with the preparation of the reports of the various activities and associations. Data collection for the profile and criteria was delegated to teams of two members each. Collation of information from various departments was done by the team work of each department under the HoD. The data collected under criterion

inputs and departmental inputs was consolidated into the final draft by a team of teachers. Members of the faculty were also involved in the computer printing, proof reading and correction. A team of five teachers worked on the self-analysis of the institution. Deadlines were set for each stage to accelerate the completion of the work within the stipulated time.

On the whole, the work has instilled a new sense of unity and team spirit in us. It became a creative activity with all the thrill and spirit of a joined endeavour for a common cause. The sincere support of the Principal, clerical staff and office; the close involvement and whole hearted co-operation of the faculty and the voluntary services offered by Mrs. Annie Varghese our retired colleague gave us the onward drive to complete this project in time.

It may be mentioned that as the space in the floppy disc supplied by NAAC is insufficient to accommodate comprehensive answers, we have been obliged to avail the option of collecting the data in Part I as printout framework. For an over all evaluation, the floppy disc with consolidated data has also been enclosed (Zip File).

## Curricular Aspects

At the curricular level within the rigid framework of academic establishmentarian and statutory stipulations binding higher learning in the State, the college offers relevant options to its students in various disciplines. The updated syllabus offers to B.Sc Physics and Mathematics students, electives like Mechanics, Operational Research and Computer Programming. Similarly, B.A Economics students can choose from Optionals such as Money, Financial Institutions and Markets, Banking – central and commercial, Public Finance and Financial Management. By availing the flexibility offered by U.G.C (and now by University) the course components are properly synthesised with relevance to the local and regional needs. A few of our faculty members are on the Board of examiners. In 1995, the college launched a three-year degree course in Communicative English sponsored by the U.G.C. The course was designed to give maximum exposure to students to a wide variety of professional fields such as media, education, tourism, front-office jobs and entrepreneurship. As part of



this course On the Job Training is arranged as a beneficial apprenticeship. This has helped to establish societal relevance through an interactive process between the institution and the external agencies. M.Com students do research for their dissertation work in areas of modern industry and banking.

The college has furnished computer facilities to students to train them from the level of lay-man computer awareness to a thoroughly job-oriented Post Graduate Diploma course in Computer Application.

The college has the unique distinction of being a recognized centre of the National Open School offering non-conventional education for aspiring learners.

In designing and implementing the curriculum our focus is on the formation of socially useful citizens and the options are widened to get the most out of specified academic courses as well as to get insights into varied professional opportunities. The fact that we have to function within the restraints of infra structure, resources and the crippling frames of stereo-typed courses and curriculum cannot be overlooked. We look forward to more of infra structural support and a liberalized curriculum design.

### **Teaching – Learning**

Teaching becomes a meaningful process only when the learner - need at the entry level is assessed. The Desired Behaviour requires parity of treatment with the Entry Behaviour. Being an affiliated college we have limitations in introducing new methods in entry level assessment. Such an assessment is partly achieved through the evaluation of the student - performance in the previous examinations and in the interview conducted before admission. In the other stages the student performance is evaluated through class assignments and the candidates are given the option to change over to the subject that suits them better. Students at low-performance level are supported by Remedial courses and those at high performance level are enriched through Personality development courses, seminars, debates and competitive examinations. Organized by the Dept. of Zoology a U.G.C sponsored inter-collegiate seminar on Aqua Culture, Environmental studies and Environmental laws was conducted on the 24<sup>th</sup> and 25<sup>th</sup> of February 1999. Students who out perform others are sent



for Campus-cream contest, National Talent Test and Maths Olympiad. Teachers thus motivate the students to adopt proper learning styles and to acquire learning abilities.

### **Teaching Schedule**

Keeping in view the number of working days in each term, each Head of the Department fixes the syllabus of that term. Departmental meetings are periodically arranged to confirm the effective and uniform execution of targets and to devise strategies of new teaching methods. Quarterly and Half Yearly Examinations are conducted on the University model for evaluation. Internal Assessment is done with utmost care under the supervision of a co-ordinator who collects the separate registers of marks from the class teachers. To elicit learner involvement, students are asked to prepare teaching aids like posters, charts, models, maps, graphs, specimens etc. It is experienced that learning is better when the material to be learnt has some personal relevance to the student. Some of the selected charts are hung in places like the Language Lab.

### **Audio-Visual facilities, Computer Centre and Language Lab**

The college has well-equipped science laboratories and an audio-visual room with an Over-head Projector, T.V, V.C.P, Radio and Tape Recorder. Recorded video cassettes are played on the V.C.P for instructional purposes and for Personality Development. The tape recorder is used for the development of conversational skills, expressiveness and for techniques of effective dramatisation. In making use of these audio visual aids the concerned teachers work out a scheme of their own in accordance with their teaching purpose and syllabus.

There are twelve computers in the college, and a computer exclusively for the Dept. of Physics. The computer centre caters to the needs of students and teachers alike, and develops teaching aid software for various subjects.

The Language-Lab offers 18 student positions and two teacher positions with a central control Board and monitor. Students learn pronunciation and accent; the teacher and pupils interact at the corrective and practising levels



with the help of standard phonetic tapes from agencies such as the B.B.C and CIEFL.

## Evaluation

Periodical assessment of the student - performance is brought out through the progress-card which is checked, evaluated and counter signed by the Principal. Being an affiliated college we do not have a performance monitoring system. But the college evaluates the performance of the faculty by supplying feedback forms to the students occasionally. Staff meetings are conducted regularly for teacher-performance appraisal. The P.T.A also supplies pertinent suggestions for improvement. New strategies of handling classes and its implementations are discussed in detail during the staff meetings.

The feedback mechanism had been functioning informally until 1999 through occasional questionnaires and interactive tutorial hours. It was taken up formally in January 1999 through prepared questionnaires and the effectiveness is assessed for necessary improvisation. We have plans to extend feedback outlets to parents as well. The P.T.A Executive Meetings and General Body Meetings voice the grievances and appreciation of parents. Taking cues from this, computer courses were started and college bus service was extended to new routes and M.Sc Physics started. We have applied for P.G courses in English and Malayalam and are aspiring to start Degree course in Microbiology.

It requires special mention that all the members of the teaching staff are available in the campus from 9.30 to 3.30. Inorder to ensure their presence and availability to the students, movement out of the campus is restricted with the prior sanction of HoD. We are absolutely free from one of the most undesirable developments in higher education, politicisation of campus. Ours is a uniquely politics - free campus. We have no teaching, non-teaching or student unions with political affiliations.



## Research Consultancy and Extension

Quality or Core-Competency is now the touchstone of modern higher education to exist effectively in tune with the changing times. The paradigm shift from the teacher-centred to the learner-centred learning, highlights the thrust areas like research, consultancy and extension. What is needed is more of freedom from the academic straight-jacketing of time-bound debilitating frames of stereo-typed courses and curriculum.

Only a small percent of teachers are at present engaged in active research in the college. A limited few enjoy the facility of study-leave under F.I.P. No seed money or any other financial help is provided. Inspite of all these, 26 teachers have completed their M.Phil and 4 teachers have completed Ph.D. Dr. Rathy of the Dept. of Malayalam and Dr. Nirmala Paul of the Dept. Of Physics have secured Post-Doctoral Degrees. Dr. Rathy has made valuable contribution to the field of research by formulating some research tools on Methodology. Dept. of Malayalam, Zoology and Commerce have some publications to their credit. Malayalam Department has got 12 articles and one book; and Zoology and Commerce have three publications each. Projects are undertaken by depts. Like Malayalam which deal with daringly new ventures like exploration of true Kerala culture through folk-songs, primitive rhythms and multifarious dance forms indigenous to Kerala. The Dept. of Zoology is awaiting approval of a project on "Bio-systematics of Formicidae". Some of the members of the faculty serve as Resource persons and Research Guides. Prof. Tony Daniel (Dept. of Physical Education) was qualified as National Technical Official in Athletics. The N.C.C Officer Maj. C. Sumangala Devi was honoured with the "Commendation Award" from the Director General, N.C.C New Delhi in 1998.

The research output of teachers is scanty and it is recognized as a weak area. Women teachers do need more time and facilities to pursue research, instead of being over-loaded with unwieldy syllabus, university paper valuation and supervision. More opportunities should be opened up for effective utilization of our potential in the field of research and trained man - power in specialised areas.



## **Student Support and Progression**

The financial dependence on the Government puts the college in restraints regarding the successful implementation of its plans and policies. The focus is on the uplift of backward community and during admission, 60% seats are allotted to various categories including this section. The criteria for admission to the various courses are given in detail in the prospectus which is annually updated. According to the norms set by the university only 40% of the seats are given on general merit.

The college provides 15 endowment prizes for the academic excellence and 10 items of scholarship for fee-concession schemes on the basis of merit-cum-socio-economic backwardness. There are 158 Proficiency Prizes awarded by P.T.A to outstanding performers at curricular and extra curricular levels. The college runs a sports hostel with the aid of Kerala Sports Council-Trivandrum to give free board and lodging to 30 students in Basket ball, Volley ball and Kabaddi. There are two memorial trophies instituted and annual tournaments held. One is Msgr. Augustin Maveli Memorial Trophy for Volley ball and the other Rev. Sr. Redempta Memorial Trophy for Basket ball.

## **Cultural Activities**

The association of various disciplines [English, Malayalam, Commerce and Science subjects] promote the cultural activities of students. The unit of Kannan Devan Nature Club arranges various competitions, interactions, seminars and exhibitions. The debating club conducts inter-departmental debates and delegates teams for inter-collegiate debate competitions. Parliament awareness is created by conducting Mock-Assembly, Mock-Parliament etc. Inter departmental quiz competitions and inter-action sessions with eminent personalities are arranged. Cultural exchange between the East and the West was facilitated by arranging an interaction session with Joe Beaudit Cripps – the Australian Poetess. "The Xavierian" the college magazine gives insight into the activities, the dreams and aspirations of students. Every year the college conducts competitions in cultural items and the outstanding performers are sent for University Youth Festival. It is to be mentioned with pride that our students



bagged first and second prizes in the North Zone Youth Festival conducted by M.G University held from 18<sup>th</sup> to 20<sup>th</sup> of February 1999 at Kolenchery. Special training is given to the participants with the help of paid professionals. Onam and Christmas are celebrated in a colourful festive manner in the campus.

The Mathrubhoomi study circle "Sarga Vedi" was inaugurated in the college in the month of February and enriching sessions on leadership, creative writing and personality development were held. "Sarga vedi" is expected to be operational effectively in the years to come.

### **The Alumni Association**

OSAX [ Old Students Association of St. Xavier's College] was started in 1990. Inspite of the initial slump It has been renewed with the meeting conducted on 3<sup>rd</sup> February 1999 presided by the Principal who is also an old student of this college. About 100 participants registered their names and a new executive committee was formed for the proper functioning of the Association. FESTA [Former English Students Association] functions under the auspices of the Department of English. It is regretted that the exact data of student-progression to P.G and employment is not kept in proper record. We have not been able to tap the funds of Alumni for growth and expansion. The notification published in the newspaper for collecting information on student progression did not receive the expected response. Efforts are taken with renewed vigour to make the Alumni Association stronger so that the institution can grow on its aid and support.

### **Infra Structure and Learning Resources**

The handling of the infra structural facilities of the college keeps in view the maximum utilization of the available facilities providing scope for further expansion. The construction of the New Block, New Basket ball Court and Language Lab have been accomplished on these lines for optimal utilization in the field of arts, science and sports. Meticulous planning is made in resource management with regard to prudent utilization of space and other facilities at no risk to the targetted convenience, hygiene and aesthetic perfection. Though



the library is not computerised, we have reprographical facilities. The college co-operative store and the canteen work in full swing for student welfare. The college hostel can accommodate 250 students. The computer centre, the well-equipped Science Laboratories and the Language Lab are real assets of the college. The Department of Physical Education maintains a health club equipped with light weight training equipments.

Economically backward students are helped through Student Aid Fund and exceptional academic performance in various disciplines are encouraged through Endowment Awards. Ten items of scholarship and a few fee concession schemes are offered to the students. Assessment is made on the basis of merit cum socio-economic backwardness. The P.T.A fund is also utilized for proper encouragement and recognition for creditable achievements in curricular, co-curricular and extra-curricular activities.

### **Grievance Redressal Cell**

As it is the way with any diversified establishment, grievances arise and have to be attended to. The College Grievance Redressal Cell functions effectively both at the Departmental and College Council level for the benefit of the students. At present there is no formal grievance redressal cell for employees.

### **Resource Constraints**

During the last six years the budget for higher education has been cut drastically in the context of economic crisis and the need for allocation to other sectors. We have experienced acute shortage of funds for timely repair, renovation and expansion. Our Old Block Building needs total demolition and re-construction. There is no common staff room for the teaching staff. We need more class rooms, and with the limited space we are struggling hard to materialise another vital need — a Non – Resident centre for students.

## Supporting Services and Extension Activities

The N.C.C, N.S.S, Planning forum, Career Guidance Cell, Women's Cell, National Open School, Nature Club and Legal Literacy Centre are the supporting services channelising student potential.

### N.C.C.

The pioneering work taken up by the unit of N.C.C under 4(K) Girls BN, starting from 1971 is still kept up with its vigour, earnestness and efficiency. Our cadets actively participated in Annual Training camps, Hospital Attachment Course in Indian Navel Hospitalship Sanjeevani, basic leadership courses (New Delhi, Santhi Niketan, Gwalior etc), National Integration Camps(Andaman, Agra, Allahabad etc.), and courses in Mountaineering, Rock climbing, Trekking etc. Every year a cadet from our college represents Kerala in the Republic Day Parade at New Delhi. This year one of our students secured the Cherry Blossom award for the best turn out and another a gold medal for the cultural activities. N.C.C scholarship and Chandrashekharan Nair Gold medal are awarded to our students for outstanding academic performance. Our cadets are serving as officers in the Indian Navy, as defence personnel etc. Some of the cadets have shown their excellence by getting selected into the Indian team to U.K under the Youth Exchange Programme in 1997 and by being ranked as the best cadet from Kerala in the Basic Leadership Course held at New Delhi. Hand in hand with the N.S.S Unit, N.C.C is active in rendering social service. They have stretched their activities in various directions such as health and hygiene awareness, medical camps, adult education and literacy, blood donation camp, aids awareness campaigns and afforestation.

### N.S.S

The N.S.S of our college has got a brilliant record ever since it started functioning in the year 1976-77. The college has 4 N.S.S units with more than 300 volunteers and 4 programme officers. Our students have actively participated in seminars and workshops on Legal Awareness, Aids Awareness(CUSAT), Pulse Polio Immunization, Survey on Japan Fever, Nature camps, Pre-RD camp(Chennai)



etc. We have fulfilled the major activities of National Service schemes like Literacy programme, consumer protection, environment protection, protection of women's rights and abolition of drugs and alcohol consumption. The involvement of N.S.S in the "Save Periyar Project" with the planting of 1500 saplings to prevent soil erosion and the series of social service activities chalked out in connection with the Golden Jubilee Celebrations of Indian Independence are really commendable. It has adopted Madhavapuram Colony for uplift and support and is offering services to SOS Village, Choondy.

#### **Career Guidance Cell, Women's Cell**

Though there is no Placement Cell, The Career Guidance Cell conducts model competitive tests, mock-interviews, group discussions etc. and directs students to centres such as LIS, People Plus which are situated in Ernakulam District. Under its initiative an inter-collegiate seminar on 'Personality Development and Career Guidance for Women Students' was conducted on 22<sup>nd</sup> and 23<sup>rd</sup> of February. The Women's cell holds seminars and discussions on current social and political issues related to women. It has contributed 10 sewing machines to poor women in the locality. Its effort to elevate the status of womanhood and motherhood are reflected in observing days like Mother's Day and Grand Parent's Day. Since 1998-99 is dedicated to grand parents, on 10<sup>th</sup> February students paid a visit to the Old Age Home at Chunagamvely with gifts as tokens of caring and sharing. The women's cell is planning to adopt this Old Age Home for continuous service and support.

#### **Planning Forum, Nature Club**

The Planning Forum conducts seminars and offers laudable service towards inculcating thrift and saving habit in students and instils in them an awareness of the prevailing economic developments. The unit of Kannan Devan Nature Club sponsored by KNDC works towards fostering a new eco-awareness and the need for a pollution free environment. Plants are supplied for afforestation and exhibitions are conducted on rare medicinal herbs and plants.



### **National Open School**

The inauguration of the National Open School in 1998-99 opened new vistas of effective dissemination of information related to Distance Education and Open Learning. Nothing fits more into the modern scenario of globalization and information technology. The prioritised client groups include girls and women, scheduled tribes, rural folk, urban poor, unemployed and the physically and mentally disadvantaged. Apart from the senior secondary course that is functioning now, we have applied for vocational courses like computer, library science, secretarial practice and beauty care.

To the weak disadvantaged SC/ST students of the college, special coaching classes in English and Computer awareness are offered with the aid of UGC. Thus the extension activities towards the uplift of the weak community are wide and varied and elude proper consolidation.

### **Organization and Management**

The excellence of an institution is judged not in terms of its physical growth but in terms of the efficient and proper utilization of the available facilities through a well-organized set up. The organization and management of the college is based on the co-ordinated efforts of the Xaverian Community which includes the staff, students, guardians the former students and the general public.

The governing body, constituted by the Mother General of C.T.C, Local Manager, The Principal, The Bursar and Nominees of the Manager meets twice a year and monitors the overall progress. The recruitment of employees is done without compromising eligibility norms. The important policy decisions are made by the college council consisting of the Principal, Heads of Departments and two elected members of the teaching staff. The Staff Executive Committee, the Association of the Teaching staff, Non-teaching staff and Parent Teacher Association help in co-ordinating, monitoring and executing the activities. While the Heads of Department are responsible for the efficient functioning of their



respective departments, the Principal and the Office Superintendent supervise and evaluate works allotted to the non-teaching staff.

### **The Parent – Teacher Association**

The Parent Teacher Association is an active body which puts forward relevant suggestions and directions towards better management. The following contributions made by the P.T.A are thankfully acknowledged here.

- Funds for the construction of the auditorium.
- Allotment of special funds for the sports-stars and the proficiency winners.
- Financing the conduct of the half-yearly examinations.
- The setting up of the infra structure for the newly sanctioned courses.
- The installation of the computer centre.
- Appointment of adhoc staff.
- Publication of college magazine
- General maintenance

In fact the college witnessed marked growth and progress only after the formation of P.T.A which became operational from 1982 onwards.

### **The Sports – Scenario**

The achievements of the college in sports and games make a brilliant history. The incentives and support given to our sports stars are sports hostel, advanced coaching by qualified Coaches, Cash-awards to the financially backward and gold medals to outstanding players. We have achieved outstanding results. The achievements of our players in the year 98-99 deserve special mention. By being winners in 18 Inter-collegiate Tournaments and more than 20 All Kerala Tournaments, our Basket ball, Volley ball and Kabaddi teams have brought laurels to their alimater. 3 of our players are qualified to participate in the 5<sup>th</sup> National Games held at Imphal.

4 of our Volley ball players represented M.G. University at the All India Inter-University Tournament and became winners and one of them captained the University Team. The HoD of Physical Education Department, Prof. Tony Daniel is selected as the Technical Official in 9 International athletic meets and recently in the 5<sup>th</sup> National Games. He is also included as a member/ official of



the organising Committee for conducting various National and International Seminars.

### **Other good practices**

Religious and Moral Instruction classes are conducted regularly. Every day the college session begins with a prayer. The activities of the Catholic students include monthly First Friday Mass and weekly prayer meetings. Annual retreats are conducted for Pre-degree and Degree students and special counselling-sessions are extended to all students. Spiritual seminars and workshops are also conducted for the teaching and the non-teaching staff. Our students take active participation in "Campus Meets" by Jesus Youth and the life orientation programme.

Students are encouraged to take part in charitable activities that are extended to the sick, suffering and less fortunate. A voluntary contribution of Rs.56,000 to the Cancer Cure Fund was handed over to Mar Gregorious Karunya Nilayam, Gandhi Nagar Kottayam. An amount of Rs. 12,500 was offered to an employee in a neighbouring establishment for kidney transplantation.

### **Conclusion**

The Accreditation process gave us the unique experience of a thoroughly introspective evaluation of our curricular and extra-curricular activities since the beginning of the college. An objective evaluation of our facilities, resources and potential has been made possible in an unprecedented way and we are immensely thankful to NAAC for this. At the same time we got an opportunity to understand our inadequacies at various levels in the course of the evaluation.

The ideal location, well furnished laboratories, student hostel, computer centre, sports hostel, canteen, college buses, Volley ball and Basket ball courts are our assets at the infra structural level. The totally politics-free campus, the avowed commitment to the vulnerable sections of society with focus on Women, well organized and dedicated N.C.C and N.S.S units and the totally involved PTA are our plus points on the functional side. Effective management and the concerted efforts of the Xaverian fraternity have contributed signally to all the achievements till date, and we are proud of them.



This does not in any way make us overlook our inadequacies and limitations. Infra structural inadequacies such as buildings in urgent need of renovation, new buildings for classrooms, finance for schemes such as a non-residential centre, common staff room, internet facilities and a conference hall require immediate and urgent attention. At the academic level we have not been able to exploit our immense potential in areas such as research and updating of teaching skills. We have been made more aware of the need to improve quality, which has become the touchstone of higher education. Inflexible and stereotyped teaching modules for conventional courses have always been a stumbling block in our educational endeavour. Re-orienting and sensitising programmes for the functional excellence of the teaching and non-teaching sections of our college are urgently required.

It may be mentioned that as a direct effect of this self-appraisal, we have taken initiatives to launch a comprehensive feed-back mechanism and a renovated Alumni. This has resulted in a more student-centred academic vision as against the former teacher-centred exercise and a socially oriented student training and approach.

It is our earnest hope that this self-evaluation would evoke adequate appreciation, direction and help from the UGC and its functionaries during the plan period. The entire system of higher education being in need of renewal, reorganisation and revitalisation, we wish that we would be able to fulfil our commitment and be successful in carrying out our educational mission.

## APPENDIX

Criterion II Q. No. 7

Work load:

Subject	Total Number of Hours
English	193 Hours
Malayalam & Sanskrit	88 Hours
Hindi	66 Hours
Mathematics	72 Hours
Statistics	25 Hours
Physics	158 Hours
Chemistry	171 Hours
Botany	81 Hours
Zoology	81 Hours
History	26 Hours
Economics	53 Hours
Politics	32 Hours
Commerce	138 Hours

Criterion IV Q. No.14

### CONFIGURATIONS OF SYSTEMS

PCI  
 Allaz 486-DX2 EISA/ Mhz  
 256 Cache  
 8MB RAM/ 1.2 GB HDD  
 1.44 MB FDD/ 1.2 MB FDD  
 32 Bit Mylex SCSI Control Card with 4 MB RAM  
 14" Mono Monitor  
 16 Bit Ethernet Card



PC2	Melstar 386 SX/ 40 Mhz 16 MB RAM 125 MB HDD/ 1.44 MB FDD 14" SVGA Mono Monitor 16 Bit Ethernet Card
PC3	Melstar 386 SX/ 40 Mhz 2 MB RAM 14" Mono Monitor 16 Bit Ethernet Card
PC4	Garuda 386 DX/ 40 Mhz 2 MB RAM 14" Mono Monitor 16 Bit Ethernet Card
PC5	Melstar 386 DX/ 40 Mhz 4 MB RAM 125 MB HDD/ 1.44 MB FDD 14" SVGA Mono Monitor 16 Bit Ethernet Card
PC6	Garuda 386 DX/ 40 Mhz 4 MB RAM 14" SVGA Mono Monitor 16 Bit Ethernet Card
PC7	Melstar 386 DX/ 66 Mhz 4 MB RAM 14" Mono Monitor 16 Bit Ethernet Card
PC8	Melstar 486-DX2/ 66 Mhz 256 Cache 4 MB RAM 240 MB HDD/ 1.44 MB FDD 14" UVGA Mono Monitor 32 Bit 3 Com Ethernet Card
PC9	CX 486 DX2 - S/ 66 Mhz 128 Cache 8 MB RAM 1 GB HDD 1.44 FDD 14" VGA Colour Monitor

PC10	Pentium II @233 Mhz 32 MB SD RAM 16 KB on chip L1 Cache 512 KB Cache L2 memory 1.44 MB FDD 2.1 GB HDD 14" SVGA Colour Monitor 24 x CD ROM Drive 3D Sound Card Stereo Speakers PCI - VGA graphics accelerator with 1 MB VRAM
PC11	Pentium P II 300 Mhz 512 KB Cache 32 MB SD RAM 4.2 GB HDD 1.44 MB FDD 14" SVGA Colour Monitor PCI - VGA with 1 MB RAM
PC12	Pentium P II 300 Mhz 512 KB Cache 32 MB SD RAM 4 GB HDD 1.44 MB FDD 14" SVGA Colour Monitor PCI VGA with 1 MB VRAM
PC13	Cyrix MII 233 Mhz 512 KB Cache 16 MB RAM 2 GB HDD 1.44 FDD 14" SVGA Monitor
PC14	Cyrix MII 233 Mhz 512 KB Cache 16 MB RAM 2 GB HDD 1.44 FDD 14" SVGA Monitor

PR1 Godrej Tensai - 132 Dot Matrix Printer  
 PR2 L & T Scribe 36 Dot Matrix Printer  
 PR3 Deskjet HP 670c  
 UPS1 Power one 2 KVA Online  
 BAT1 Crompton Greaves x 4 Batteries



**SOFTWARE AVAILABLE**

DOS  
 Wordstar  
 Lotus  
 Basic  
 C Language  
 Fortran  
 Cobol  
 Visual Foxpro  
 Windows 3.11  
 Windows 95  
 Windows 98  
 MS Office  
 Foxpro

**Criterion IV Q. No.22**

Details of the participation of the students in Sports and Games

**I. Volley Ball**

- All India Inter University - 3 (Runners)
- National Level
  - Women's Nationals - 2 (Runners)
  - Senior Nationals - 1 (Participant)
  - Sub - Junior Nationals - 1 (Participant)
- Regional level
  - Winners - 8 tournaments
  - Runners - 4 tournaments
  - Participation - 2 tournaments
  - Total - 14 tournaments

**II. Kabaddi**

- University Level
  - M.G University South Zone Kabaddi Championship - 3 students (Participants)
- National Level
  - Kerala State Kabaddi Championship at south zone level - 2 students (Performance - 3<sup>rd</sup> place)
- Senior Nationals - 3 (Participants)
- Regional Level
  - Winners - 2 tournaments
  - Runners - 2 tournaments
  - Participants - 2 tournaments

**III. Basket Ball**

- All India Inter University - 5 students (Runners)
- National Level
  - Women's Nationals - 2 (Winners)
  - Junior Nationals - 2 (Participants)
  - Sub - Junior Nationals - 1 (Runner)
  - Senior nationals - 1 (Participants)
  - Federation Cup - 2 (Runners)
- Regional Level
  - Winners - 4 tournaments
  - Runners - 4 tournaments
  - Participants - 5 tournaments
  - Total - 13 tournaments

**Criterion V Q. No 6**

	<b>Scholarships</b>	<b>1996-'97</b>	<b>1997-'98</b>
1	National merit	2	1
2	District merit	1	1
3	State merit	5	3
4	MSCST	1	1
5	Sports	1	2
6	Muslim	3	2
7	Physically handicapped	4	3
8	Blind	3	1
9	Fisheries	25	19
10	Labour Welfare	3	2
11	KPCR fee concession	196	216
12	Fees concession to OBC, OEC, SC,ST	166	179
13	Students aid fund	17	60
14	University merit	16	15
15	Others	2	2



