SELF STUDY REPORT

FOR

4th CYCLE OF ACCREDITATION

ST. ALOYSIUS COLLEGE

ST. ALOYSIUS COLLEGE EDATHUA ALAPPUZHA DISTRICT
689573
https://aloysiuscollege.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

July 2022

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

St. Aloysius College, Edathua, established in 1965, is a Catholic minority educational institution owned and managed by St. George Forane Church, Edathua, and is affiliated to the Mahatma Gandhi University, Kottayam. The pristine campus in 29.5 acres of land is situated in the lush green rural side of Kuttanad. A breathtakingly beautiful mosaic of agricultural landscape spread across wetland and water, Kuttanad is abundant with paddy fields and biosaline agricultural/ aquacultural practices. Listed as one of the 'Globally Important Agricultural Heritage Systems' by Food and Agriculture Organization of the United Nations, it is the region with the lowest altitude in India and one of the few places in the world where agriculture is practised below sea level. Established to uplift the promising youth from the agrarian families in and around Kuttanad pedagogically, the college has been igniting the zeal for learning over 5 decades.

The college has undergone three cycles of accreditation, and secured Three Star in 2000, B+ in 2007 and A in 2015 respectively. The college offers 9 UG, 6 PG and 2 Ph.D programmes. The science departments of the college are supported by the DST-FIST scheme of the Government of India. The college has received funds from agencies such as UGC, DST, RUSA and KSCSTE. There are 1069 students in the current academic year 2021-22. 30 certificate courses were offered in the last 5 years. The digitally automated library system provides 35100 books, 12 academic journals, 45 periodicals, an audio library of 223 audio books, and utilises the INFLIBNET and NLIST facilities. The infrastructural facilities of the college include 9 equipped science labs, 4 computer labs, and a language lab.

The peculiar geographic feature of being located below sea level puts Kuttanad in the threat of recurring floods that cause damage to person and property. This often results in the loss of working days which impacts the college in its curriculum delivery and effective implementation of academic plans. Yet, the college displays resilience amidst such setbacks by working together and going the extra mile in our pursuit of excellence.

Vision

The college is grounded in the policy of catering to the educational needs of the rural community of Kuttanad, to uplift the region academically and to serve the society with important social and ethical ideals. The specific vision of the college is the 'formation of global citizens with academic excellence and integrity of character'. The college envisions providing education as a medium of social transformation by moulding individuals with strength of character, integrity as well as personal and social accountability.

Mission

The mission of the college is 'to mould our students into skilled, worthy global citizens who can uphold the core values of the college' and the motto of the institution is 'let thy Divine light shine miraculously'. The core values of the college are Belief in God, Love for others, Obedience, Optimism, Mettle and Studiousness (BLOOMS). True to its motto, vision and mission, the college upholds the responsibility to inculcate faith in God, love for humanity and faithfulness to the nation through imparting intellectual, physical and spiritual discipline. While the college strives to equip the students with the skills to survive in the competitive world, it

also encourages social and ecological consciousness, dignity of labour as well as professional, social and personal accountability. This is ensured in the team dynamics of the staff and students engaging in the academic, co-curricular and service oriented extension activities.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Backed by a visionary Management, the presence of the college in the higher education sector of Kuttanad is a perennial strength.
- Extension activities by clubs and departments, eco-sensitive programmes by Aloysian Study Centre on Kuttanad and the presence of Kuttanad Heritage Centre testify the social commitment of the institution.
- Mentoring, remedial support and peer teaching actively assist students with academic vulnerabilities.
- College has adopted OBE and a full-scale evaluation of outcome attainment is initiated for UG programmes from 2021-22 admission onwards.
- 30 certificate courses were provided in the last 5 years.
- Research labs supported with DST-FIST enable research collaboration.
- The college is a local chapter of SWAYAM-NPTEL.
- The teachers utilise new trends like Google Classroom, Quizziz and YouTube, and encourage assignment submissions through Google Classroom.
- There is a dynamic PTA and a Registered Alumni Association.
- Water is a distinctive element of Kuttanad which the college utilises through the swimming pool to equip aquatic sports champions, following our prestigious alumni and Arjuna awardees Sebastian Xavier and Saji Thomas.
- Aerobic compost unit, Biogas plant, and Chemical waste tank are used for effective disposal of waste materials.
- Administrative Office of the college is solely dependent on solar energy.
- DAISY Talking Book project with Screen Reader and Book Player software aids visually challenged students. The college owns 'Dhwani', an audio library for the visually impaired.
- There is a fully digitally automated library with KOHA v.21.05.
- Digital literacy programme "e-Samvijnan" equip our students to adapt to the digitized world.
- The college instils the message of Swachh Bharat, Fit India Abhiyan and Yoga in the students through the activities of clubs and forums.
- Career Guidance and Placement Cell organises placement drives and encourages the students to aspire for Civil Service through orientation programmes.
- The college promotes the 'earn while you learn' policy and encourages student entrepreneurship.
- Admission is administered fairly to applicants belonging to SC/ST/OBC, and timely disbursement of scholarships is ensured.
- There is an effective feedback collection mechanism, followed by proper action taken.
- The college offers co-education which ensures gender equality, and has a vibrant Women's Cell supported by Kerala State Women's Development Corporation.

Institutional Weakness

- Being a University affiliated college, the spectrum of curriculum design, planning and revision is restricted.

- The college is located in an ecologically sensitive zone prone to recurring floods that results in loss of working days.
- A majority of students hail from agrarian and coastal lands, lacking better communication skills and wider exposure, which often affects their examination results.
- The location of the college in a rural area results in inadequate sources of funding for research projects.
- Irrespective of the efforts made to invite industries and firms for campus placements, the remoteness of the area results in their disinterestedness.
- Insufficient linkage to industries and consultancy due to the remoteness of the locality hinders the vocational prospects of the students.
- The socio-economic constraints of the students often affect their learning and digital competency.
- Lack of foreign students and foreign collaboration hinders global exposure for the college.
- Financial constraints often result in delaying the infrastructural development.
- Lack of hostel facility for boys and absence of sports hostel discourages students from a distance to seek admission in the college.

Institutional Opportunity

- St. Aloysius College is the only one Government aided higher education institution in Kuttanad.
- Vocational programme of B. Sc Zoology (Aquaculture) can encourage student entrepreneurship in the field.
- Integrated BA & B. Ed programme can be pursued with respect to the vocational programme of B.A. English (Teaching) in concordance with NEP 2020.
- More research centres can be established in the college.
- Certificate courses incorporating industrial linkages can be designed to enhance the employability of students.
- Faculty and student collaboration in the regular academic scenario can be encouraged by utilizing the infrastructural facilities of partnering institutions.
- The expertise of the faculty can be utilized to develop e-content for various MOOC platforms.
- The college expects higher enrolment in MOOC courses in the coming years.
- Blended learning can be used to be more inclusive to students from remote or faraway places.
- The college can offer services in the collection and analysis of data on the local indices of Kuttanad – its agricultural status, opportunities of tourism, threats posed by floods and impact of pollution.
- The college can attract foreign students for research in the distinctive areas of agriculture and aquaculture.
- The possibility of foreign linkages can be explored by virtue of the location of the college in Kuttanad, a centre of tourist attraction.
- The full potential of the college alumni is yet to be tapped.

Institutional Challenge

- Time constraints and hectic semester schedule hinder the provision for field-based project works in the time table.
- The loss of working days on account of natural calamities like floods which hit the region at least twice a year impacts the teaching learning process.
- Frequent damage of facilities like rain water tank, biogas plant and vegetable garden as a result of inundation is a constant concern.

- The specific geographical feature of marshland results in greater construction costs compared to other regions.
- The wetland where the college is situated needs to be resurveyed by the Government, but the deferral in action from the authorities results in delayed infrastructural development.
- Delayed conduct of University examinations and publication of results affect timely progression of students.
- Timely mobilization of adequate funds to organize various co-curricular events is often a hurdle.
- Lack of industrial linkages due to the location of the college in a remote area is a point of concern.
- Negative growth in population in the neighbouring districts can affect the enrolment of students in the near future.
- The college is unable to establish new programmes in the aided stream due to government policies.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Being the only aided institution of higher education in Kuttanad, St. Aloysius College offers regular and vocational programmes. The college follows the CBCS syllabus and curriculum prescribed by Mahatma Gandhi University, Kottayam. The college offers 9 UG, 6 PG and 2 research programmes, of which 2 UG and 2 PG programmes are in the self-financing stream. Being situated in a rural area, the college creates opportunities for vocational employability by offering 3 vocational UG programmes: B.Sc. Physics- Electronic Equipment Maintenance (EEM), B.Sc. Zoology and Aquaculture and B.A. English (Teaching). In addition, several departments offer value-added courses and certificate courses. 30 certificate courses were given during the assessment period in which a total of 543 students participated. From the syllabus of Mahatma Gandhi University, 21 courses address cross-cutting issues of gender awareness, environmental sustainability and professional ethics in the curriculum.

The mechanism of the academic calendar and teacher's diary ensures effective and timely completion of the syllabus and related academic activities. The teacher's diary documents the details of the curriculum delivery and other academic activities. Internal examinations are held in every semester and the performance of the students is discussed in the Parent-Teacher-Student meetings periodically. The result analysis of the students is done and remedial sessions are provided to the students who need academic support.

A well-organised feedback system systematically collects responses from teachers, students, alumni and stakeholders annually and based on this, the scope of growth is explored regularly. The received data is analysed rigorously to make adequate recommendations regarding syllabus and content. These recommendations are then communicated to the Boards and Councils concerned.

The faculty members actively participate in curriculum design, implementation and research through their contributions in areas such as Boards of Study, Doctoral Committees, Curriculum Review/Restructuring Committees, Question Paper Setting and Panel of Subject Experts. All the faculty members are directly or indirectly involved in the formulation of policies regarding syllabus design and implementation. 8 teachers are members of the Board of Studies at the university and in autonomous colleges, for designing the curriculum during the assessment period.

Teaching-learning and Evaluation

- The admission process is carried out through the Centralized Allotment Process [CAP] of the affiliated University - Mahatma Gandhi University, Kottayam - following prescribed reservation policies.
- Average enrolment of students is 93.76 percent.
- 70.66 percent of the earmarked reserved seats were filled during the last five years.
- The learning levels of newly admitted students are assessed through orientation classes, entry-level examinations and bridge courses.
- Remedial coaching, peer teaching and SSP are designed for slow learners, whereas WWS, MOOCs and NET coaching target advanced learners.
- Student-fulltime teacher ratio in the year 2020-2021 is 16:1.
- Invited talks and seminars, visits to centres of academic excellence, intercollegiate fests and various club activities promote experiential learning. College magazines, manuscript magazines and poster-making competitions emphasize creative artistic talents.
- Teachers effectively use Google Classroom, Google Meet, MOODLE, YouTube, Quizizz, Google Forms, smart displays and social media for curriculum delivery and assessment process.
- Out of 70 full-time teachers, 20 have Ph. D as their highest qualification as in 2020-21.
- The college has an effective mentoring system with a mentor-mentee ratio of 1:20.
- The average percentage of full-time teachers against sanctioned posts during the last five years is 100% with an average teaching experience of 8.04 years.
- The internal assessment is done based on students' attendance, writing skills (assignment), presentation skills (seminar) and knowledge levels (test papers).
- Internal Examination Cell coordinates internal examinations and grievances are resolved through a three-level grievance redressal mechanism with two levels at the college and an upper level at the university.
- The College has switched over from the conventional mode of teaching learning activities to the Outcome Based Education (OBE). The OBE attainment evaluation is implemented at graduate level from the academic year 2021-22 onwards.
- The POs, PSOs, and COs are published on the college website and the class teachers make the students aware of the same.
- Result Analysis is done annually at the department and college levels and the average pass percentage is 68.76 during the last five years.

Research, Innovations and Extension

The college promotes research, innovation and extension activities in addition to the regular curriculum-based teaching and learning:

Research

- The Science Departments are supported by DST-FIST.
- The Departments of Physics and Commerce are recognised as Research Centres under the affiliation of Mahatma Gandhi University, Kottayam.
- 6 faculty members are recognised as Research Guides during the last 5 years.
- 16 Ph. D scholars are registered under the Research Guides of the college. Among them, 5 have been awarded with Ph. D and 3 have submitted their theses for adjudication.
- 9 faculty members availed a sum of Rs. 24,40,000 from the UGC as Grant for Minor Research Project.

Innovations

- Out of 79 research publications, 56 are published in reputed national and international journals and 23 in edited books with ISBN numbers.
- 113 research-oriented seminars and lectures were organised during the assessment period to create research aptitude among the students and faculty.
- *Aloysian Study Centre on Kuttanad* and *Kuttanad Heritage Centre* have become focal points of research and dissemination of knowledge on Kuttanad.
- To promote the creation and transfer of knowledge among the students and local community, initiatives like hands-on LED lamp assembling training and electronic equipment maintenance training were organized by the college.
- The college promotes entrepreneurship and supports 'earn while you learn' policy. 4 business proposals made by our students currently operate as fully functioning business enterprises.

Extension

1. The institution has organised 134 extension activities under the leadership of clubs and forums. Some of the major activities are:
   - Support schemes for improving the living standards of the poor and the destitute of the neighbouring community.
   - Awareness activities for environment protection and energy conservation to promote sustainability.
   - Medical camps and blood donation drives.
   - Support programmes during the yearly recurring flood and the recent COVID 19 pandemic.
   - Swachh Bharat Abhiyan for promoting the health and hygiene of the local community.
2. The college promotes collaborations with other institutions by sharing research facilities and academic knowledge. The college has 8 functional MoUs with different institutions during the last five years.

Infrastructure and Learning Resources

St. Aloysius College, Edathua is located on a serene stretch of 29.5 acres. The location facilitates easy access to both students and faculty. The College has 39 classrooms, of which 11 are ICT enabled with projectors. The infrastructural facilities for the teaching-learning process are spread across three blocks viz. Main Block, P. T. Joseph Block and Fr. Kottayil Block. Classrooms are equipped with Wi-Fi/LAN facilities.

There are 9 well-equipped laboratories for UG and PG programmes. Laboratories of the departments of Physics and Zoology are funded by the DST-FIST scheme. With the assistance from DST-FIST, the Postgraduate Department of Mathematics has set up a computational lab with training facility for MATLAB and Python software. As much as 36.68 percent of the annual budget allocation is meant for infrastructure augmentation. The 96 computers across departments, the computer labs, science labs and language lab are maintained and updated regularly.

The college has a chapel, women's hostel, herbal garden, Kuttanad Heritage Centre, rainwater harvesting unit, Solar Photovoltaic Energy Production Unit, 50 x 21 metres Semi-Olympic swimming pool, a playground for cricket and football, separate courts for other sports, a gymnasium and facility for practising yoga. Two furnished auditoriums, a media room, a smart room, a conference hall and a fully air-conditioned seminar hall facilitate the smooth conduct of the curricular and extracurricular activities of the college. There is a language lab for B.A. English students and a mini theatre for film viewing.

The college library is located on the ground floor with a total area of 3900 sq. ft. and a seating capacity of 70. The library is automated with the software KOHA version 21.05, and DSpace is used for the digital library. The e-resources are mainly accessed through the platform of INFLIBNET, DELNET, and e-Shodhsindhu. On an average Rs 1,00,000/- is spent annually for the purchase of books and journals. 300 Mbps and 150 Mbps bandwidth from BSNL and Asianet respectively ensures seamless internet connectivity.

Student Support and Progression

The college ensures the academic and co-curricular development of the students through multifarious activities. At the beginning of each academic year, the college publishes an updated prospectus and calendar including all details related to the curricular, extra-curricular and co-curricular activities. On average, 56.35 percent of students receive scholarships from Central and State Governments and national agencies and 6.89 percent avail scholarships and freeships provided by the institution. The college has a total of 80 endowments and proficiency prizes sponsored by the PTA, alumni, former faculty and philanthropists. A total of Rs. 3,04,850 was given to students as institutional scholarships and financial assistance from non-governmental bodies during the last five years. A total of 138 students got placed, 621 students went for higher studies and 50 students cleared competitive examinations like NET and KTET.

The college provides opportunities for the students to participate in sports, games, cultural and extra-curricular activities. There were 162 sports/cultural events and 1494 student participations during the assessment period. The college offers capacity building and skill enhancement initiatives such as career counselling, finishing school, NET and PSC coaching.

The College has a registered Alumni Association and the alumni has contributed a sum of Rs. 10,57,411 to the academic as well as infrastructural development of the institution. The institution maintains a transparent three-tier student grievance redressal system which focuses on the timely redressal of student grievances including sexual harassment and ragging. In addition to this, there is an online grievance submission facility.

Student programmes are conducted upholding the spirit of democracy. The elected College Union takes lead in organising various cultural and sports events on campus. The College Union/NCC/NSS organise celebrations of regional and national days to develop a spirit of patriotism. Capacity-building programmes for the students are arranged by the IQAC, various departments and clubs. The institution ensures active participation of students in the effective governance of the college by including them in the statutory bodies and also by consulting the College Union on matters related to students' welfare.

Governance, Leadership and Management

- The college is managed by St. George Forane Church, Edathua and the Vicar of the Parish functions as the Manager. The college fosters a culture of participative management where every member of the organisational paradigm enjoys operational freedom. The management ensures decentralised governance which enhances the commitment and the participation of the staff.
- IQAC is entrusted with the charge of preparing as well as annually reviewing the academic blueprint, focusing on effective implementation and utilisation of resources.
- The Staff Credit Society facilitates financial assistance in the form of loans and chit funds. The college encourages faculty to attend professional development programmes and provides financial support for teachers to attend conferences/workshops.

- The IQAC of the college organised 13 professional development and administrative training programmes for the teaching and non-teaching staff during the assessment period.
- The college follows a 360 degree Performance Appraisal System for teaching and non-teaching staff which works on three levels: evaluation by students, a self-appraisal, and the appraisal by the Principal.
- The Governing Body of the College oversees the efficient utilisation of the funds mobilized by the institution. Various administrative bodies like Planning and Purchase Committee, Building Committee, Library Committee and the Staff Council are involved in this process.
- The college received donations from non-governmental bodies worth Rs. 7,32,770 during the assessment period.
- Annual financial audits are carried out every year. The account statement is prepared by the Head Accountant. External auditors appointed by the Governing Body review the annual account statements. The Government audit is carried out by the office of the Deputy Director of Collegiate Education and the Accountant General.
- The IQAC of the college took the lead to set up G-Suite accounts for all the faculty and the students and to implement the e-governance system. The IQAC also ensures that the mentoring system is working properly on the campus.
- The IQAC periodically collects feedback from various stakeholders to ensure that the teaching-learning process proceeds as per the academic blueprint.

Institutional Values and Best Practices

- Gender equity is ensured in the routine activities as well as the amenities provided in the college. Marian Women's hostel provides accommodation to girl students. The Internal Complaints Committee ensure that grievances are redressed. Surveillance cameras are installed to ensure safety of person and property.
- Efficiency in the use of energy is achieved through using a Solar Energy plant with capacity of 5 kW, sensor-based equipment and energy efficient LED lighting.
- The college has a rain water harvesting tank with capacity of 1,00,000 litres.
- Waste water from the RO plants is collected in a tank and repurposed for use in toilets. The Aerobic Compost Unit in the college converts the biodegradable waste into manure.
- The college has adopted the 'Aloysian Green Protocol' which emphasises the prevention/reduction of waste. Single use plastic is banned in the campus and the use of reusable steel containers is encouraged. The college promotes the use of bicycles and organises bicycle rallies for common cause.
- In order to evaluate the efficacy of the green initiatives and energy usage, Green Audit and Energy Audit were carried out with the help of a certified agency.
- The college has disabled-friendly washrooms, ramps and signage. The unique initiative viz. Dhwani, the voice bank, apart from DAISY (Digital Accessible Information System) software, aids the visually challenged.
- The institution sets an example for community outreach during crisis times especially during flood and Covid pandemic by opening our doors to function as relief camps.
- Through the participation in nation level campaigns like Swatchh Bharat and by organizing different programmes the college sensitises its students and employees to the constitutional obligations.
- The Best Practices that makes the institution different are (i) SMARTURN- The digitalization practice in the institution and (ii) Service Learning. The former has the two-fold objective of preparing the students towards a digital world, as well as equipping the infrastructure of the college digitally. The latter focuses on inculcating social commitment and accountability in the students by upholding the values of selflessness and service to the community.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	ST. ALOYSIUS COLLEGE
Address	St. Aloysius College Edathua Alappuzha District
City	Edathua
State	Kerala
Pin	689573
Website	https://aloysiuscollege.ac.in

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal	Jochan Joseph	0477-2212264	9447596975	-	sacedathua@gmail.com
IQAC / CIQA coordinator	Jubin Antony	0477-2962262	8547885847	-	iqacsacedathua@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	Yes SAC_Minority_Certificate.pdf
If Yes, Specify minority status	
Religious	Yes
Linguistic	
Any Other	

Establishment Details	
Date of establishment of the college	19-07-1965

University to which the college is affiliated/ or which governs the college (if it is a constituent college)		
State	**University name**	**Document**
Kerala	Mahatma Gandhi University	View Document

Details of UGC recognition		
Under Section	**Date**	**View Document**
2f of UGC	20-10-1993	View Document
12B of UGC	20-10-1993	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	**Recognition/Approval details Institution/Department programme**	**Day,Month and year(dd-mm-yyyy)**	**Validity in months**	**Remarks**
No contents				

Details of autonomy	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	Yes autonomydoc_1657369856.pdf
If yes, has the College applied for availing the autonomous status?	No

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	**Address**	**Location***	**Campus Area in Acres**	**Built up Area in sq.mts.**
Main campus area	St. Aloysius College Edathua Alappuzha District	Rural	29.5	11000

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	**Name of Programme/Course**	**Duration in Months**	**Entry Qualification**	**Medium of Instruction**	**Sanctioned Strength**	**No.of Students Admitted**
UG	BA,English	36	Plus Two	English	30	25
UG	BA,Economics	36	Plus Two	English	60	60
UG	BSc,Mathematics	36	Plus Two	English	40	21
UG	BSc,Physics	36	Plus Two	English	32	17
UG	BSc,Chemistry	36	Plus Two	English	20	12
UG	BSc,Zoology	36	Plus Two	English	30	25

UG	BCom,Commerce	36	Plus Two	English	66	66
UG	BCom,Commerce Self Financing	36	Plus Two	English	50	48
UG	BSc,Physics Self Financing	36	Plus Two	English	30	10
PG	MA,Economics	24	Degree	English	21	14
PG	MSc,Mathematics	24	Degree	English	11	10
PG	MSc,Physics	24	Degree	English	11	7
PG	MCom,Commerce	24	Degree	English	16	14
PG	MA,English Self Financing	24	Degree	English	16	11
PG	MSc,Zoology Self Financing	24	Degree	English	16	12
Doctoral (Ph.D)	PhD or DPhil,Physics	60	Postgraduation	English	3	3
Doctoral (Ph.D)	PhD or DPhil,Commerce	60	Postgraduation	English	1	1

Position Details of Faculty & Staff in the College

Teaching Faculty											
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				1				2				44
Recruited	1	0	0	1	1	1	0	2	17	27	0	44
Yet to Recruit				0				0				0
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				24
Recruited	0	0	0	0	0	0	0	0	8	16	0	24
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				14
Recruited	10	4	0	14
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				10
Recruited	4	6	0	10
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				1
Recruited	1	0	0	1
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	1	1	0	4	10	0	17
M.Phil.	0	0	0	0	0	0	5	1	0	6
PG	0	0	0	0	0	0	14	18	0	32
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	1	0	2
M.Phil.	0	0	0	0	0	0	0	1	0	1
PG	0	0	0	0	0	0	1	12	0	13
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	134	0	0	0	134
	Female	150	0	0	0	150
	Others	0	0	0	0	0
PG	Male	13	0	0	0	13
	Female	55	0	0	0	55
	Others	0	0	0	0	0
Doctoral (Ph.D)	Male	2	0	0	0	2
	Female	2	0	0	0	2
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	16	13	23	14
	Female	27	31	21	34
	Others	0	0	0	0
ST	Male	0	0	0	1
	Female	0	0	1	0
	Others	0	0	0	0
OBC	Male	9	7	5	5
	Female	5	5	4	3
	Others	0	0	0	0
General	Male	119	113	125	124
	Female	209	209	213	214
	Others	0	0	0	0
Others	Male	8	18	12	12
	Female	18	15	16	19
	Others	0	0	0	0
Total		411	411	420	426

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	In concordance with the National Education Policy 2020, the college has well taken the vision for nurturing holistic, research oriented and multidisciplinary aspects of higher education. Although the college, being an affiliated institution, is unable to introduce new academic programmes, discussions and plans are in progress to formulate add on courses or skill enhancement certificate courses that go hand in hand with the NEP 2020. The discussions are in the incubation stage as they should also go in alignment with the guidelines issued by the University. Also the departments will be motivated to choose elective programmes for UG and PG curricula that are Interdisciplinary in nature. It is hoped that the

	college, situated in the rural premises of Kuttanad, will also be able to function as a vital key to the access of traditional and regional gems of knowledge.
2. Academic bank of credits (ABC):	The college is positively future oriented around equipping the youth to fulfil their aspirations in a flexible manner. The Academic Bank of Credits as a source of multidisciplinary and holistic education would ensure multiple entry and exit for the students in higher education. As a first step, the college plans to register at the Academic Bank of Credits portal so as to ensure students from various areas to be interested in learning courses offered here. It is hoped that once this step is taken, the presence of the college in the National Academic Depository would enable the students to partake in the education scenario digitally. In the period of wait until the National Education Policy is implemented, the departments are preparing to render certificate courses that are of multidisciplinary nature and that would instill interest for research in the students. As an affiliating college, currently the college faces the limitation of not being able to design the curriculum for degree courses but the hurdle will be met with by providing the students with courses that would enable them to update their knowledge, to develop their skills and achieve exposure to current streams of learning as well.
3. Skill development:	The emphasis given in NEP 2020 to vocational education is a welcome gesture because the college is situated in the remote background of Kuttanad and acts as the major source of Government aided learning in higher education in the region. The college already offers vocational courses in Aquaculture, Electronics and Equipment Maintenance and English (Teaching). It is hoped that when the University aligns the syllabus with the policies of NEP 2020, these courses will be able to meet the qualitative benchmarks of the new era. Meanwhile, the college would embark on providing a combination of theoretical education with OJTs or internships in order to enhance the employability of our students.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	The college offers courses in Hindi and Malayalam as part of the syllabus prescribed by the M. G. University. Apart from this, the events of the college are in line with upholding the Indian tradition with

	the vision of helping the students to imbibe the values of our native culture. The Folklore Club and the Heritage Museum of the college aim to instill the values of our culture in the students. Students will be encouraged to participate in events that are associated with local culture, local languages and local traditions. Besides, the courses on Environmental Science, Gender and Professional Ethics are rooted in the traditional values of the country.
5. Focus on Outcome based education (OBE):	The Programme Outcomes, Programme Specific Outcomes and Course Outcomes are defined in par with the University Syllabus. These outcomes are oriented around the cognitive faculties of Knowing, Understanding, Remembering, Applying, Evaluating and Creating. The process is not limited to the development of technical and hard skills but is extended to honing the skills of the students socially and ethically, envisioning them as responsible and constructive minded citizens of the nation in the future. The college has initiated the evaluation of OBE attainment from 2021-22 UG batch onwards. The methodology was discussed and finalized in the IQAC. The devised attainment evaluation considers the direct tools as well as the indirect tools.
6. Distance education/online education:	The Covid-19 pandemic has substantially transformed the global educational scenario and the college has also risen to the same by adapting to the new modes of blended learning. Just as the world shifted its perspective towards the digital platforms of rendering education, the college also offers its service online and offline. The students are encouraged to participate in MOOCs and other online courses apart from the regular classroom courses. There are teachers in the college who share their knowledge through e-content, online videos and YouTube. It is hoped that with the full-fledged implementation of the policies of NEP 2020, the college will be also be able to contribute to the global spectrum of education through online learning.

Extended Profile

1 Program

1.1

Number of courses offered by the Institution across all programs during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
546	524	524	524	468
File Description			Document	
Institutional data prescribed format			View Document	

1.2

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
17	16	16	15	15

2 Students

2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1096	1121	1144	1104	1098
File Description			Document	
Institutional data in prescribed format			View Document	

2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
132	120	117	117	121

File Description	Document
Institutional data in prescribed format	View Document

2.3

Number of outgoing / final year students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
380	392	392	352	368

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

Number of full time teachers year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
70	73	73	73	71

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
70	73	73	73	71

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 43

4.2

Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
199.94	309.07	318.58	251.29	133.95

4.3

Number of Computers

Response: 96

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The Institution ensures effective curriculum delivery through a well planned and documented process

Response:

The college has a well-curated vision in the planning and implementation of the curriculum. At the onset of every academic year, department level and college level meetings of faculty are convened to frame the academic blueprint through which the framed objectives can be achieved.

1. The IQAC prepares an academic calendar in concordance with the academic calendar prescribed by the M. G. University and is verified by the College Council (Staff Council). It is published in the college handbook and distributed among faculty and students.

2. At the outset of every academic year, Heads of the Departments ensure the preparation of a teaching plan containing details of courses to be taught, allocation of workload, details of seminars, assignments and examinations. The teacher's diary, a personal academic register, records the faculty members' engagement of classes, academic, co-curricular and research activities and examinations.

3. Periodic meetings of the departments, IQAC and Staff Council evaluate curriculum delivery and ensure the completion of the syllabus in time.

4. The effectiveness of curriculum delivery is assessed through class tests, internal examinations and end-semester evaluation. Two internal examinations are assigned to the students in each semester with proper evaluation. The projects undertaken by the students ensure hands-on experience on their subject with the guidance of the teachers.

5. Class-wise Parent-Teacher-Student interactive meetings are held in each semester to get the parents' feedback and to make them aware of the progress of their ward.

6. The science labs, computer labs, language lab and the library are utilised by the faculty to ensure effective curriculum delivery to the students. The books, journals and e-resources (N-LIST and DELNET) in the library are utilized.

7. Remedial teaching measures are undertaken to help academically weak students. Revision sessions are accommodated to the students as the semester examinations approach. Special classes on Saturdays and zero-hours are implemented whenever necessary.

8. All curricular and co-curricular activities are designed in such a way as to impart a healthy understanding of gender relations, human ethics, moral values and environmental awareness. Environment study is a major area in the UG syllabus.

9. Programmes like Walk With a Scholar (WWS) and Additional Skills Acquisition Programme

(ASAP) are conducted for the students to improve their academic skills. Scholar Support Programme (SSP) supports the academically weak students in the subjects that they need help with.

10. The students are made aware of the COs, PSOs and POs. Subject-wise lectures by external resource persons are arranged for better exposure of the students to their subjects. Teachers and students are encouraged to attend subject-based seminars and workshops for updating their knowledge.

11. The efficacy of the curriculum delivery is evaluated through a well-organised feedback system monitored by IQAC. Students' feedback is collected regularly through mentoring as well as questionnaires. The feedback analysis is conveyed to the teachers and corrective measures or necessary actions are taken timely.

File Description	Document
Upload Additional information	View Document
Link for Additional information	View Document

1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

Response:

The College Staff Council ensures the preparation of the academic calendar at the outset of every academic year for the benefit of the staff and students to ensure the smooth functioning of academic activities. This calendar, prepared in congruence with the Mahatma Gandhi University academic calendar, is further tweaked by the individual departments to suit their curriculum delivery and Continuous Internal Evaluation (CIE) based on theoretical or practical courses. The calendar is used to plan the activities of the clubs and associations, and also to allocate the monitoring and coordinating duties of the same to the faculty. The Governing Council, the Staff Council, the College Union, students' representative bodies, Women's Cell, clubs and associations form a part of the dynamics planned in the calendar.

CIE is a form of educational assessment that evaluates students' progress throughout a prescribed course, to track their progress in various fields of their learning process and offer them more support, guidance, and opportunities to improve during the course or programme. The CIE system is comprehensive, diagnostic and formative, guidance oriented and systematic in nature. CIE gives the opportunity for enough practice, helping to reduce the tension of the learner and leading him to optimum performance.

The methodology and the scheme of the internal evaluation are conveyed to the students by the faculty. The marks of the CIE are awarded based on the performance of students in class tests and internal examinations, assignments and regularity of attendance.

The CIE pattern followed by the institution is structured according to the Choice Based Credit and Semester [CBCS] System introduced by Mahatma Gandhi University, Kottayam. This gives the students ample opportunity to devote sufficient time to curricular and co-curricular activities. The CIE system adopted by the institution includes:

- Class tests, internal and model examinations: Model examinations also serve as a prelude to the university end-semester examination.
- Grievance Redressal: Grievances regarding internal assessments are resolved at the earliest in the departments concerned.
- As part of the internal evaluation, written assignments, seminar presentations and discussions are undertaken.
- Remedial classes and special tests for slow learners: In addition, peer teaching strategies are also employed.
- The students are informed of their pitfalls and consistently guided to improve their performance.
- For practical subjects, there is a continuous evaluation during the semester. The teacher concerned does a keen evaluation of day-to-day performance of the students which includes regularity, laboratory skill, results, and promptness in the submission of records and the marks obtained are recorded systematically.

File Description	Document
Upload Additional information	[View Document](#)
Link for Additional information	[View Document](#)

1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

Response: A. All of the above

File Description	Document
Institutional data in prescribed format	[View Document](#)
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View Document](#)
Any additional information	[View Document](#)
Link for Additional information	[View Document](#)

1.2 Academic Flexibility

1.2.1 Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

Response: 100

1.2.1.1 **Number of Programmes in which CBCS / Elective course system implemented.**

Response: 17

File Description	Document
Minutes of relevant Academic Council/ BOS meetings	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document
Link for Additional information	View Document

1.2.2 Number of Add on /Certificate programs offered during the last five years

Response: 20

1.2.2.1 **How many Add on /Certificate programs are offered within the last 5 years.**

2020-21	2019-20	2018-19	2017-18	2016-17
3	8	5	2	2

File Description	Document
List of Add on /Certificate programs	View Document
Brochure or any other document relating to Add on /Certificate programs	View Document
Any additional information	View Document
Link for Additional information	View Document

1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

Response: 9.7

1.2.3.1 **Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
77	216	142	58	50

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	View Document
Any additional information	View Document

1.3 Curriculum Enrichment

1.3.1 Institution integrates crosscutting issues relevant to Professional Ethics ,Gender, Human Values ,Environment and Sustainability into the Curriculum

Response:

A wide spectrum of curricular and co-curricular activities of the college have successfully incorporated the crosscutting issues relevant to gender, environmental issues, professional ethics and human values. The course on Environmental Studies and Human Rights proposed by the UGC has been incorporated into the curriculum of UG programmes in the Mahatma Gandhi University syllabus revision in 2017. The syllabus of UG and PG programmes covers in detail issues related to environment, gender sensitisation and human values. A total of 21 courses address the topics concerning gender sensitisation, environmental awareness and professional ethics. The issues related to gender sensitisation and environmental awareness in the conduct of curricular and co-curricular activities are addressed in the following ways:

Gender Sensitisation

1. Courses like "Gender Economics", "Literature and Gender" and Women Writing" respond to gender studies as an academic discipline and sensitise the students to gender discrimination, domestic violence and physical abuse.
2. The college has an actively functioning Women's Cell which brings prominent women personalities for invited talks to motivate and inspire the students. It also conducts seminars and other programmes like poster designing competition on gender equality.
3. The college NSS Unit gives training to female volunteers on driving two-wheelers as part of women empowerment.
4. An on-campus Women's Hostel ensures secure accommodation for girl students and is a boon to students from faraway places to focus on their studies and access to quality education.

Environmental Sustainability Awareness

1. Courses like "Environmental Physics and Human Rights", "Environmental Economics", "Environment Management and Human Rights", "Environmental Biology and Human Rights" and "Environment, Ecology and Human Rights" are instances of the curricular response to environmental awareness across all the students from both Science as well as Humanities streams.

2. The Nature & Energy Club of the college organises seminars and webinars on Global environmental issues to sensitise the students regarding the global environmental pollutants and their after-effects.
3. The college became part of the "*Save Kuttanad* Campaign" by arranging a panel discussion on the issues faced by the people of Kuttanad.

Values

1. "Ethics in/as Literature" and "Postcolonial Literature" are courses that address values like integrity, humanity, sensitivity and empathy with respect to contemporary humanitarian issues.
2. "Methodology in Physics", "English for Careers", and "Principles of Business Decisions" are courses that render lessons on professional ethics.
3. A value education class is taken atleast once a month. The book titled 'Fragrance of Values', published by the college is used as a text for engaging these value education classes.
4. The college has an Anti-Ragging cell and an Anti-Harassment committee which ensure freedom, dignity and security to the students, and ensures that no student is mentally or physically harassed in the campus.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View Document
Any additional information	View Document

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 2.91

1.3.2.1 **Number of courses that include experiential learning through project work/field work/internship year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
15	15	15	15	15

File Description	Document
Programme / Curriculum/ Syllabus of the courses	[View Document](#)
MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship	[View Document](#)
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	[View Document](#)
Any additional information	[View Document](#)

1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year

Response: 35.58

1.3.3.1 **Number of students undertaking project work/field work / internships**

Response: 390

File Description	Document
List of programmes and number of students undertaking project work/field work/ /internships	[View Document](#)
Any additional information	[View Document](#)

1.4 Feedback System

1.4.1 *Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni*

Response: A. All of the above

File Description	Document
Any additional information (Upload)	[View Document](#)
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	[View Document](#)
URL for stakeholder feedback report	[View Document](#)	

1.4.2 Feedback process of the Institution may be classified as follows: Options:

     1.Feedback collected, analysed and action taken and feedback available on website

2. Feedback collected, analysed and action has been taken

3. Feedback collected and analysed

4. Feedback collected

5. Feedback not collected

Response: A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
Upload any additional information	[View Document](#)
URL for feedback report	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 93.76

2.1.1.1 **Number of students admitted year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
411	411	420	426	417

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
466	444	431	435	450

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 70.66

2.1.2.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
86	93	84	89	76

File Description	Document
Average percentage of seats filled against seats reserved	[View Document](#)
Any additional information	[View Document](#)

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners

Response:

The admission is carried out through the Centralized Allotment Process (CAP) of Mahatma Gandhi University on a merit basis. The students admitted are heterogeneous in terms of learning levels and hence we practise the teaching-learning strategies accordingly.

Assessment of Learning Levels

The assessment of learning levels of admitted students is primarily done through:

1. Entry Level Test
2. Personal Interview
3. Marks of the Qualifying Examination

An index mark is assigned to each student based on the above criteria to classify them into advanced, medium and slow learners. Flexibility in categorising the students based on their learning levels is possible considering their academic performance.

Programmes for Advanced Learners

- Advanced learners are selected for Walk with a Scholar (WWS) Programme of the Government of Kerala, where they are allotted to a faculty who acts as the internal mentor. Classes on communication, skill development and career-related opportunities are given by external experts.
- They are given guidance to register in various online courses/MOOC and NPTEL platforms and to join various certificate courses offered by the College.
- Selected students represent the college in intercollegiate quiz, debate and elocution competitions as well as in national seminars and workshops.
- Meritorious students are given cash awards, scholarships, merit certificates and other recognitions. Merit days are organized to honour exemplary advanced learners who win intercollegiate competitions.
- The Career Guidance and Placement Cell encourages students to aspire for civil service by organising orientation programmes led by external experts including eminent IAS officers.
- The 'Aloysian Exemplar' Contest, an annual competition to identify the best outgoing students, gives the opportunity for the advanced learners to hone their personality through grooming sessions.
- Advanced learners are included in the Sky-Up Team, an event management platform of the institution.

Programmes for Slow Learners

- Slow learners are given remedial classes which use the re-teaching strategy and focus more on the key concepts.

- They are given special revision classes before the start of the university examinations.
- The peer-teaching system where the advanced learners act as tutors gives a comfortable platform for the slow learners.
- Slow learners are selected for the Scholar Support Programme (SSP) of the Government of Kerala, which provides curricular support in weak subjects. Printed study materials and textbooks are also provided.
- The progress of the slow learners is sytematically monitored through the student mentoring system.
- Teachers prepare and distribute self-learning materials that suit the requirements of slow learners. Video classes on key concepts prepared and uploaded on YouTube by the teachers help the students to revisit difficult topics before the examinations.
- Focused interactions with the parents in each semester help and guide the slow learners.
- The trained Student Counsellor provides support to students facing learning difficulties.
- The sessions arranged by the departments and the Career Guidance and Placement Cell expose the slow learners to various career opportunities and options for higher studies.
- The SMARTURN initiative of the college is optimally used to enhance the digital competence of slow learners.
- Slow learners are also supported in the extracurricular programmes to channelize their creative energy.

File Description	Document
Upload any additional information	[View Document](#)
Past link for additional Information	[View Document](#)

2.2.2 Student- Full time teacher ratio (Data for the latest completed academic year)

Response: 16:1

File Description	Document
Any additional information	[View Document](#)

2.3 Teaching- Learning Process

2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Response:

The learning environment of the institution is centred on its students. The institution emphasizes outcome-based education and adopts experiential and participative learning methodologies.

College Level Initiatives

- The Green Army of the Research and Postgraduate Department of Commerce and the

Bhoomithrasena Club are participative learning platforms encouraging participation in environment-friendly initiatives like a plastic-free campus, mechanisms for waste disposal, vegetable gardening and organic farming.

- Clubs for Photography, Birds, Entrepreneurship, Quiz, Film, Debate and Elocution - all inculcate experiential and participative learning by making students acquire and share knowledge.
- The college has an event management platform led by the students named 'Sky-Up'. Leadership and organizing skills are fostered through the conduct of Arts Day, College Day, College Union celebrations, Association activities and Club initiatives.
- Intercollegiate competitions and other academic programmes in the college disseminate knowledge sharing and leadership development among students.
- Manuscript magazines, college magazines and poster-making competitions provide an opportunity to showcase the creative and artistic talents of students.
- By participating in national level campaigns like Swachh Bharat Abhiyan, the students engage in community development programmes.
- Students are exposed to different cultures with the aim of fostering national integration through Ek Bharat Shreshtha Bharat programme.
- Voice Donation forum under the auspices of the college library is an experiential learning platform where students can donate their voices for the benefit of the blind community.

Department Level Initiatives

- The Department of English offers a well-equipped language lab to enhance the communication skills of students.
- Industrial visits initiated by the Research and Postgraduate Department of Commerce offer an industrial learning experience for its students.
- Field trips are initiated by arts and science departments to nurture real-life learning experiences through observation and interaction.
- The Research and Postgraduate Department of Physics gives training to its students in assembling LED bulbs as a part of experiential learning.
- The Department of Chemistry trains its students in water testing and the service is extended to the community by its students.
- During the Covid time, the Department of Chemistry took initiative in preparing sanitiser and distributing the same to the local community.
- The Department of Zoology offers on-the-job training for final year UG students at institutes like Central Marine Fisheries Research Institute, Cochin.
- 'Eureka', an extension programme by the college, provides an experiential and participative learning platform for the students by elevating them as resource persons.
- Group projects by degree students and individual research projects by postgraduate students create a platform for participative learning.
- Paper presentations by students at the PG level and powerpoint competitions on relevant topics are also organized to enhance participative learning among students.
- Hands-on training on project report preparation and the use of statistical tools are imparted to students.
- Students' assignments, seminars and presentations are seen as essential parts of the learning process.
- Association activities of the departments pave way for the overall personality development of students.
- Peer learning programme inculcates the need for collective and collaborative research and study.

- Group discussions, case studies and quizzes are organized under the supervision of faculty members.

File Description	Document
Upload any additional information	View Document
Link for additional information	View Document

2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

Response:

The College follows a blended method of learning where offline teaching strategies are augmented by online teaching. Rather than acting in isolation, offline and online learning complement each other. The institution practices ICT-enabled teaching for networking and resource sharing.

The teachers utilize various tools and gadgets of ICT as a support to enhance and optimize the delivery of information in the following ways:

- Google Classroom, YouTube, Google Meet and Zoom are the blended learning platforms used for the attainment of an effective teaching-learning outcome.
- Smart displays like Jam board and online whiteboards enhance the quality of online teaching.
- Online platforms like Quizziz and Kahoot support online testing and evaluation.
- MOODLE is used by selected faculty for effective teaching, resource management as well as assessing students' performance during a course.
- The faculty members use YouTube channels to upload recorded videos of course contents and student presentations.
- College serves as a local chapter for SWAYAM-online NPTEL courses for teachers as well as students.
- WhatsApp and Telegram groups are used for sharing information and study materials among student groups.
- All departments have computers with internet access, a Wi-Fi connection, and classrooms with LCD projectors to facilitate an optimum learning environment.
- A smartboard is available in the smart room, facilitating the technology integration.
- The recording facility in the media room enables teachers and students to donate their voices to convert curriculum-based textbooks to audiobooks for visually impaired students.
- The Language Lab equipped with ETNL software acts as a centre for conducting Rural English Literacy Programme (RELP). Teachers conduct classes on Phonetics, Linguistics, stress, intonation, rhyme, rhythm and accent using the facilities available in the Language Lab.
- The College library is fully automated with KOHA.
- Students and faculty members make use of INFLIBNET, DELNET, e-PG Pathshala and databases through the College library.
- The College has a central computer laboratory and another laboratory set up with the aid of UGC for Mathematical Computation in the Department of Mathematics.
- M.Sc. Mathematics students are taught Python 3.4 as part of their curriculum to acquire

programming skills. Mathematics Department offers a certificate course on MATLAB 7.1 and a course on LaTeX typesetting software to acquaint themselves with writing scientific articles and publishing books.

- The Research and Postgraduate Department of Physics offers a certificate course on Origin software. The course is designed to be used as an ICT tool for plotting and analysing experimental results. The department also provides a facility for C++ programming as part of the M.Sc. and B.Sc. curriculum.
- The Research and Postgraduate Department of Commerce offers training to students on SPSS and Tally ERP 9 software to carry out their project work.
- To facilitate the teaching learning process, the teachers utilize the academic management software provided by Linways Technologies Pvt Ltd.
- The ICT tools helped the institution to cope with the Covid pandemic crisis and to offer classes uninterruptedly.

File Description	Document
Upload any additional information	[View Document](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	[View Document](#)

2.3.3 Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year)

Response: 20:1

2.3.3.1 Number of mentors

Response: 56

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	[View Document](#)
mentor/mentee ratio	[View Document](#)
Circulars pertaining to assigning mentors to mentees	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 100

File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	View Document
List of the faculty members authenticated by the Head of HEI	View Document
Any additional information	View Document

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 22.27

2.4.2.1 **Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
20	15	15	15	15

File Description	Document
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. and number of full time teachers for 5 years (Data Template)	View Document
Any additional information	View Document

2.4.3 Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)

Response: 8.04

2.4.3.1 **Total experience of full-time teachers**

Response: 563

File Description	Document
List of Teachers including their PAN, designation, dept and experience details(Data Template)	View Document
Any additional information	View Document

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

Response:

The College strictly adheres to the prescribed guidelines of the University concerning internal assessment. As per its guidelines, the continuous internal assessment is based on four components - students' attendance, writing skills (assignment), presentation skills (seminar/viva voce) and knowledge levels (internal examination marks) with fixed weightages for each component.

Transparency

- At the beginning of the year, the curricular activities, including the internal examination schedules are planned by the IQAC and published in the college calendar. Therefore, students know in advance the examination schedule.
- The instructions regarding the internal examination are announced one week before through the public address system and are displayed on the notice board.
- The answer scripts are valued and distributed to students within one week.
- The discussion of question papers at the time of distribution of valued answer scripts enables the students to verify the fairness of valuation.
- Internal examination results are communicated to the parents through departmental meetings of the Parent-Teacher Association at least once a semester. The marks are recorded in the progress report maintained by the department and are presented before the parents.
- Since the marks scored in the examinations conducted by the college are considered for calculating the internal marks, students are given the choice to improve their scores if they are interested. Those students who missed the examination due to genuine reasons are given another chance.
- Assignment/seminar topics for each course are given in advance. Timely submission of online or offline assignments is insisted upon. Assignments are returned to the students with proper suggestions and grading.
- Seminar presentations are made in the presence of the entire class and aggregate marks for each component of the seminar are communicated.
- Monthly and consolidated attendance statements are displayed on the department notice board at the end of the semester.
- The consolidated statement of internal marks is published on the college notice board before uploading to the University web portal.
- The three-tier grievance redressal mechanism comprising the teacher-in-charge at the first level, HOD at the second level and Principal at the third level, look into any grievances raised by students and resolves them with transparency and complete fairness.

Robustness

- The University question paper pattern is followed for the internal examinations conducted by the College.
- The Internal Examination is conducted centrally and the College Examination Cell overviews the smooth conduct of the internal examination. The students are given answer booklets modeled on the University style.
- Previous years' question papers are made available to the students for reference. This helps them to

prepare well for the examinations.

- As part of the innovations in internal examinations, some of the departments use online platforms like Kahoot and Quizziz, to conduct objective-type examinations.
- Students' attendance, assignment grades and marks scored in the internal examinations are captured in the academic management system.
- To prevent malpractices, examinations are conducted under CCTV surveillance.

File Description	Document
Any additional information	[View Document](#)
Link for additional information	[View Document](#)

2.5.2 Mechanism to deal with internal/external examination related grievances is transparent, time-bound and efficient

Response:

The institution has a Grievance Redressal Cell to deal with all kinds of students' grievances. The examination-related grievance redressal mechanism of the institution functions at three levels: firstly, at the department level; secondly, at the college level with the Principal as Chairman; and thirdly, at the university level. Students are made aware of this mechanism through the academic calendar, the college website and also through the public address system. Primary level complaints of students related to internal examination regarding grading, awarding of marks and appeal for re-examination are managed at the department level by the teacher and Head of the Department concerned. The students can raise their complaints through the grievance redressal form available on the college website and also by dropping their complaints in the complaint box provided. The grievances which are not resolved at the first level are brought to the attention of the Principal at the second level. Such grievances which demand the intervention of the University are taken up by the Grievance Redressal Cell of the University at the third level through the recommendation of the Principal. The students can also directly approach the Grievance Redressal Cell.

The timetable for internal examinations is displayed in the college calendar. If for some reason it has to be changed, it is done on a consensual basis taking the students into confidence after making sure that they get adequate time to prepare for the examinations. Uniformity is maintained in the pattern of questions and timetables. The internal examinations are supervised by teachers of other departments.

The institution takes utmost care by implementing transparency in examination-related matters to minimize complaints from students. The answer papers are given to the students for review and analysis. Also, internal grade sheets are given to the students for cross verification and a signature is obtained before it is uploaded to the University web portal. The University regulations for continuous internal evaluation are informed to the students well in advance. The students can independently calculate their marks and cross verify them with the internal assessment scores. CCTV installed in the examination halls also makes the whole process transparent. The differently abled students are given separate spacious rooms and extra time as per university norms during internal and external examinations. Timely submission of assignments is insisted upon. Retests are given to students who miss the internal tests on genuine reasons.

File Description	Document
Any additional information	[View Document](#)
Link for additional information	[View Document](#)

2.6 Student Performance and Learning Outcomes

2.6.1 Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Response:

- The University revised its curriculum and introduced Outcome Based Education (OBE) in 2017.
- The IQAC, with the objective of achieving its essence, organized faculty development programmes to explain Bloom's Taxonomy, its aims and objectives and to identify and design programme outcomes (POs) and programme specific outcomes (PSOs) based on the learning objectives mentioned in the University syllabus and in tune with the vision and mission of the institution.
- A committee was constituted in each department comprising the Head of the Department and a teacher assigned by the Head of the Department to monitor the preparation of course outcomes and programme outcomes.
- The course outcomes (COs) and correlation matrix drafted by the subject teachers were evaluated by the committee and handed over to the IQAC for further validation and approval.
- Each department has a booklet of POs, PSOs and COs and is available in the department for reference.
- The POs, PSOs and COs are published on the college website and on the notice board.
- The programme and course outcomes are discussed in the department staff meeting at the beginning of every academic year.
- The orientation programmes conducted at the beginning of every academic year for the first-year students give an overview of the program in the context of Outcome Based Education. The students are made aware of the scope and opportunities of the degree programme.
- The POs, PSOs and COs are communicated to the students during the orientation programmes and classroom interactions. Parents are also made aware of the same during the parents' meetings.
- At the onset of each semester the expected outcomes of each course are communicated to the students. The pattern of questions in the internal question papers and their association with the course outcomes are also discussed.
- During the teaching-learning process, the faculty consistently emphasizes the targets and standards to be achieved by the students.

File Description	Document
Upload COs for all Programmes (exemplars from Glossary)	[View Document](#)
Upload any additional information	[View Document](#)
Past link for Additional information	[View Document](#)

2.6.2 Attainment of programme outcomes and course outcomes are evaluated by the institution.

Response:

Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) are an assortment of skills that are expected to be acquired by the students on completion of specific courses/programmes. The college defined the set of POs, PSOs and COs for all the programmes and courses after external and internal training programmes to the faculty. The POs, PSOs and COs thus defined for each undergraduate programme are published in the college website and were explained to the students. The college decided to start the evaluation of the attainment of PSOs and POs for the undergraduate programmes from the academic year 2021-2022.

In order to validate the feasibility of the evaluation process, the IQAC formed a committee called 'Aloysian Quality Assessment Cell for Outcome Based Education'. On the basis of the suggestions made by the committee, the proposed evaluation process was approved. The following Direct and Indirect Tools were used for the assessment of OBE:

1. Direct Tools

The Direct Tools of the evaluation process includes internal and external tools.

The Internal Tools include:

- Internal Examinations/Test papers/MCQs
- Assignments/Seminars/Viva Voce/Lab involvements

At least one internal examination and one assignment are mandatory for each course.

The end-semester university examination is the external tool for assessing CO attainment

2. Indirect Tool

The course exit survey is the only indirect tool in the evaluation process.

OBE Process

A weightage of 70% is given to the internal tool (continuous evaluation) and 30% to the external tool (end-semester examination). To calculate the total CO attainment, a weightage of 80% and 20% is given to the direct and indirect tools respectively. The PO and PSO attainment scores are derived from the CO

attainment scores using the PO-CO and PSO-CO correlation matrix.

The IQAC designed templates for outcome-based question paper, assignment and course exit survey and developed a Microsoft Excel based Calculator for the attainment evaluation.

As we have selected the 2021-2022 batch for implementing OBE, the attainment of Internal Tools and Course Exit Survey (Indirect Tool) alone is analyzed so far. The complete CO attainment would be calculated after the publication of the first semester results by the University.

File Description	Document
Upload any additional information	_____
Paste link for Additional information	_____

2.6.3 Average pass percentage of Students during last five years

Response: 68.76

2.6.3.1 **Number of final year students who passed the university examination year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
248	291	293	260	205

2.6.3.2 **Number of final year students who appeared for the university examination year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
380	392	392	352	368

File Description	Document
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View Document](#)
Upload any additional information	[View Document](#)
Paste link for the annual report	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.7

File Description	Document
Upload database of all currently enrolled students (Data Template)	[View Document](#)

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants received from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)

Response: 119.4

3.1.1.1 **Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	95	24.4

File Description	Document
List of endowments / projects with details of grants	[View Document](#)
e-copies of the grant award letters for sponsored research projects / endowments	[View Document](#)
Any additional information	[View Document](#)

3.1.2 Percentage of teachers recognized as research guides (latest completed academic year)

Response: 5.71

3.1.2.1 **Number of teachers recognized as research guides**

Response: 4

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 16.36

3.1.3.1 **Number of departments having Research projects funded by government and non-government agencies during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	4	5

3.1.3.2 **Number of departments offering academic programes**

2020-21	2019-20	2018-19	2017-18	2016-17
11	11	11	11	11

File Description	Document
Supporting document from Funding Agency	[View Document](#)
List of research projects and funding details	[View Document](#)
Any additional information	[View Document](#)
Paste link to funding agency website	[View Document](#)

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Response:

- The college has been engaging in activities to create an ecosystem to ensure the transfer of knowledge among students and neighbouring communities.
- The Incubation Centre of the college supports the entrepreneurship capabilities of students. Innovative solutions to address day-to-day concerns through business models are facilitated through this platform.

Programmes organised by the college for the creation and transfer of knowledge can be summarised as follows:

1. Knowledge transfer is made possible by the institution by providing for students extensive academic and orientation sessions on various competitive examinations. The college offers orientation programmes for Civil Services aspirants.
2. The institution has opened up an ecosystem of research on campus. 'Aloysian Instrumentation Centre', an Interdisciplinary Research Centre, works actively to support the research acumen of students in Physics and allied disciplines. The Research Centre in Commerce provides sources of information on the latest trends in business and marketing.
3. The students are informed about the advancements in their respective academic disciplines through

competitions, workshops and exhibitions conducted by the departments.

4. To transfer knowledge about the culture and history of Kuttanad, the college has a platform called "Aloysian Study Centre on Kuttanad". Under this platform, the college maintains a curated museum - Kuttanad Heritage Centre - to share research on the geography, culture and history of Kuttanad for the research scholars and students alike.

5. Bhoomithrasena, a green initiative, spreads awareness on ecologically sensitive practices and actively takes part in ecological restoration through afforestation, recycling, promoting alternatives for single-use plastics and cleaning water bodies in and around the campus. This initiative also promotes methods like aquaponics to the students to familiarise Bio-farming practices.

6. Banner-Making Club of the college trains our students to design cloth banners that can be recycled to limit the use of plastic banners on campus.

Programmes/ initiatives supported by the Incubation Centre can be summarised as follows:

1. 'Matsya Mitram', a fish farming initiative, offered by the college has helped students to practice fish farming themselves. The students of the Department of Zoology have developed a fish feed under this initiative that was supplied to the farmers of Kuttanad free of cost.

2. As part of the community teaching initiatives, two students of our college are running tutorial centres for school students.

3. 'Sumi's Cakes' is an innovative entrepreneurial venture by one of our students. The college incubation centre promotes the selling of the product among teachers and students on campus.

4. Guidance and consultation are given to interested candidates to start initiatives in business by the Research and Postgraduate Department of Commerce.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

3.2.2 Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the last five years

Response: 113

3.2.2.1 **Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
53	28	17	8	7

File Description	Document
Report of the event	[View Document](#)
List of workshops/seminars during last 5 years	[View Document](#)
Any additional information	[View Document](#)

3.3 Research Publications and Awards

3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years

Response: 4

3.3.1.1 **How many Ph.Ds registered per eligible teacher within last five years**

Response: 16

3.3.1.2 **Number of teachers recognized as guides during the last five years**

Response: 4

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	[View Document](#)
Any additional information	[View Document](#)
URL to the research page on HEI website	[View Document](#)

3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years

Response: 0.78

3.3.2.1 **Number of research papers in the Journals notified on UGC website during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
15	11	18	5	7

File Description	Document
List of research papers by title, author, department, name and year of publication	[View Document](#)
Any additional information	[View Document](#)

3.3.3 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.32

3.3.3.1 **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
7	4	7	2	3

File Description	Document
List books and chapters edited volumes/ books published	[View Document](#)
Any additional information	[View Document](#)

3.4 Extension Activities

3.4.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.

Response:

The policy of the college to work 'in and for Kuttanad' is the foundation for the extension programmes organized for the neighbourhood. The college has organised 134 extension and outreach activities in the last five years with the following objectives:

1. To develop a sense of responsibility, self-esteem and morality in our students.
2. Encourage students to make the nearby community aware of basic health and hygiene practices.
3. To motivate students to spread awareness about the need for the preservation and protection of our habitat.

The summary of the extension and outreach activities organised in the college is as follows:

- Environment friendly initiatives: The programmes organized by the Aloysian Study Centre on Kuttanad, Bhoomitrasena, Green Army, NCC and NSS portray the concern of the institution

towards sustainability. This sensitises the students to the pressing environmental issues of Kuttanad which is situated in an ecologically fragile region.

- Flood relief activities: College plays a key role in mitigating the severe impact of the annually recurring floods on our local community. Especially in the great deluge of 2018, essentials such as groceries, clothing, cleaning kits, and books were distributed. This was an occasion for students to learn the reciprocity of social living.
- Extending the acquired skills for others: The skills that the students acquire are not limited to the four walls of the classrooms. They are led to extend the same for the benefit of the society by conducting workshops. The repairing of damaged electronics items free of cost by the students of the Department of Electronic Equipment Maintenance and LED lamp assembling sessions arranged by the Research and Postgraduate Department of Physics are appreciated by the local community.
- Care for the Destitute: To inculcate a sense of togetherness and responsibility towards community, NCC and NSS take initiatives to supply food, clothes and other necessities to the destitute and inmates of the nearby rehabilitation centres and old age homes.
- Swachh Bharat Abhiyan initiative: College makes it a point to instill the message of Swachh Bharat Abhiyan in the students by organizing programmes and participating in Government initiatives. To practise the Swachh Bharat Abhiyan, our students volunteer for cleaning activities at railway stations, KSRTC bus stands, water bodies, roadsides, hospitals and old age homes.
- Awareness building initiatives: Days of national and international importance are celebrated to create awareness about social, environmental and health issues among the public. The students use their artistic and creative talents to organize innovative activities like flash mobs to sensitise themselves and the public regarding AIDS, road safety, drug abuse and contagious diseases
- Service oriented initiatives: Through the Blood Donors' Forum, the college encourages students to donate blood without hesitation. The college organized free medical camps and hair donation drives to instil the message of selfless service.
- Fight against Covid-19: Our students volunteered to mitigate the effects of the Covid-19 pandemic by conducting programmes like Covid vaccination awareness rally and Covid survey. Masks, gloves and sanitisers were distributed free of cost to overcome the crisis.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

3.4.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

Response: 18

3.4.2.1 **Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
7	5	2	3	1

File Description	Document
Number of awards for extension activities in last 5 year	View Document
e-copy of the award letters	View Document

3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

Response: 139

3.4.3.1 **Number of extension and outreached Programmes conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
51	43	20	13	12

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	View Document

3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years

Response: 56.3

3.4.4.1 **Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
702	848	672	365	549

File Description	Document
Report of the event	<u>View Document</u>
Average percentage of students participating in extension activities with Govt or NGO etc	<u>View Document</u>

3.5 Collaboration

3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year

Response: 50

3.5.1.1 **Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
14	18	6	9	3

File Description	Document
e-copies of related Document	<u>View Document</u>
Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship	<u>View Document</u>

3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years

Response: 8

3.5.2.1 **Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
7	1	0	0	0

File Description	Document
e-Copies of the MoUs with institution/ industry/corporate houses	[View Document](#)
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	[View Document](#)
Any additional information	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Response:

St. Aloysius College offers 9 Undergraduate, 6 Postgraduate and 2 Research programmes. The infrastructural facilities for the teaching-learning process are provided across the Main block, Fr. Kottayil block and Dr. P. T. Joseph block. A planning committee is deployed to ensure the infrastructural enhancement of the college.

Classroom Facilities: There are 39 classrooms of which 11 are ICT enabled with multimedia projectors. Classrooms are spacious, furnished and provided with white/blackboards and a public address system. There is a Media Room, a Smart Classroom and Fr. Punnappadom Hall for seminars and video conferencing. Examination halls are equipped with CCTV cameras. A fully automated Library using the KOHA management system and a digital library (DSpace version 6.3) provides necessary academic assistance for students.

Laboratory Facilities: The college has 9 laboratories for UG and PG courses. The laboratories of the departments of Physics and Zoology are funded by the DST-FIST scheme.

The Department of Zoology has a crescent lab, cooling centrifuge with stabilizer, PCR Thermal cycler, and Invitrogen - E Gel imager with UV Light base, Horizontal Immersed Gel, Vertical Electrophoresis Unit, UV Transilluminator, and a Deep Freezer for both UG and PG students.

The Research and Postgraduate Department of Physics has laboratories for UG, PG and Research programmes along with an Instrumentation lab and possesses equipments like UV Visible Spectrophotometer, Photo Luminescence, FTIR Spectrometer, Dip Coating and Spin Coating Units, Hydraulic Pelletizer, to name a few.

The Department of Chemistry has a laboratory furnished with Muffle Furnace and Electric Balance (Sartorius) and provides water testing facility for the general public.

The Postgraduate Department of Mathematics has a computational laboratory with MATLAB and Python software.

The UG and PG Departments of English maintain a Language Lab and a facility for screening movies respectively for effective teaching and learning of Phonetics.

Computer Facilities: There are 96 computers across departments, computer lab, language lab, and science labs. The computers are maintained and updated regularly.

Other Facilities: All departments have faculty rooms with a desktop, printer, Wi-Fi and intercom facilities. The Guest Room near the college office is also utilized for academic purposes. Separate rooms are provided for the IQAC, NSS, NCC, various clubs and cells. A room to conduct examination-related

works is provided on the ground floor. The herbal garden and the Kuttanad Heritage Centre are sources of learning for students. The college ensures clean and potable drinking water by placing water filters and water coolers. The Staff Cooperative Society serves the academic needs of the student community. A cafeteria, near the college ground, caters to both students and staff. The rain water harvesting unit, capable of storing 100000 litres of water, provides a regular water supply on campus. There is a solar photovoltaic energy production unit of 5000 Watts and 8 solar-powered street lights each with 50 Watts capacity on campus. Regular power supply is ensured on campus via a standby generator with 30 kV capacity.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

4.1.2 The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Response:

The Department of Physical Education of the college provides opportunities for students to excel in sports and athletics. The college provides infrastructural facilities for sports, games and cultural activities and moulds students for the University and State level teams. Apart from athletics and individual events, the institution has teams for cricket, football, badminton, handball, water polo and swimming. A UGC-funded swimming pool is used for aquatic training. The students have excelled in Taekwondo, winning inter-collegiate tournaments.

Sports Facilities: The college has a 50×21 meters swimming pool with 8 lanes to train students in water sports and a 48000 sq. ft. area playground utilized for various track and field events. The ground is capable of hosting football and cricket tournaments. Apart from annual inter-departmental sports competitions the College also conducts the Rev Fr. Punnappadom Intercollegiate football tournament, volleyball tournaments and cricket Tournaments. The college also has softball, hockey, ball badminton, shuttle badminton, volleyball, and basketball courts. Separate cement Cricket pitches for net practice help students in developing their cricketing instincts. A gymnasium with fitness equipment and yoga mats is functioning near the Department of Physical Education. Space for yoga training, capable of accommodating 50 students, is also available on the terrace.

Sl. No.	Facilities	Area/Size (in sq. ft.)	Year of Establishment
1	Play Ground Foot Ball/ Cricket	48000	1965
2	Volley Ball Court	1740	1993
3	Basket Ball Court	6542	1995
4	Main Auditorium - Indoor (Badminton, yoga etc.)	14,000	2002
5	Table Tennis	3 Boards	2014
6	Health Centre and Gymnasium	900	2014
7	Yoga (Roof Top)	5000	2014
8	Swimming Pool	11300	2018

Cultural Activities: College ensures smooth functioning and promotion of cultural activities for students.

Clubs and forums like Film and Drama Club, Debate Club, Aloysian Shakespeare Club, Literary Club, Quiz Club, Aquatic Club, Arts Club, Bhoomitrasena, Catholic Students Movement [CSM], Music Club, Folklore Club, Health Club, Nature and Energy Club, Readers' Club, Yoga Club, Vincent De Paul Society, Women's Forum and PG Students' Forum function to cater to the aesthetic taste and skills of the student population. The college has an event management team, named Sky-Up, comprising of students and teachers. The institution organizes Arts Day, Sports Day and College Day every year and felicitates the student performers. Days like Yoga Day, Onam, Christmas, and Keralapiravi are vibrantly celebrated in tune with the cultural sentiment of the state. The college uses the main auditorium with a capacity of 900, Fr. Punnappadom Hall, Mini Auditorium and an open portico for organizing these cultural events.

Sl. No.	Facilities for cultural activities	Area/Size (in sq. ft.)	Seating Capacity
1	Mini Auditorium	1600	80
2	Mar. Kavukattu Auditorium	14,000	900
3	Fr. Punnappadom Hall	2,100	100
4	Smart room	900	50
5	PG Smart Room	350	20
6	Conference Hall	300	20

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. *(Data for the latest completed academic year)*

Response: 41.86

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 18

File Description	Document
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View Document
Upload any additional information	View Document
Paste link for additional information	View Document

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 27.41

4.1.4.1 **Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
33.89	19.78	156.83	133.64	15.15

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	[View Document](#)
Upload audited utilization statements	[View Document](#)
Upload any additional information	[View Document](#)

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS)

Response:

The College Library is a repertoire of rich knowledge resources with a collection of over 35,100 books and subscriptions to top periodicals and journals. The college library is located on the main campus on the ground floor with a total area of 3900 sq. ft. and a total seating capacity of 70. The library uses KOHA version 21.05 for the overall management of library operations, and DSpace for the digital library.

1. Name of ILMS : **KOHA**

   Nature of automation : Full

   Version : 21.05

   Library catalogue access : 172.105.37.138:8001

   Year of automation : 2013

   Year of updation : 2020

2. Name of digital library : **DSpace**

   Version : 6.3

   Digital Library Access : 172.105.37.138:8080/xmlui

   Year of Installation : 2020

Features of KOHA ILMS

- It supports Linux, Unix, Windows, and MAC operating systems.
- It ensures 24x7 access to staff and students, through its cloud servers and has a customizable search facility.
- It is used to send emails and messages for dues and other notifications.
- Flexible report generation is possible through KOHA.
- World Wide Web technologies such as XHTML, CSS and JavaScript make KOHA a robust platform.

Features of DSpace Digital Library Software

- DSpace is used to store digital material such as articles, technical reports, books, theses, data sets, administrative records, bibliographic datasets, images, audio and video files, e-formatted digital library collections, learning objects and web pages.
- DSpace in St. Aloysius College library provides easy access to the materials, both by listing and searching.

Library Services

- There are special sections for reading, lending and references. Internet browsing facility is available for students and staff.
- The library is fully computerized and digitized with Machine Readable Catalogue facility for searching and bar-coding for detection and transparency.
- Books are classified according to the Dewey Decimal Classification Scheme 22nd edition.
- We provide Open Access facility in the library, actualizing the prime objective of providing the right information for the right user at the right time.
- An outstanding part of the library is the service to the visually impaired students in the college and the public. This is accomplished through the following ways:
    - The library has installed DAISY (Digital Accessible Information System) software in association with the Kerala Federation of the Blind Youth Forum and Kerala State Youth Welfare Board.
    - The Daisy Talking Book Project comprises three other softwares i.e., NVDA (Screen reader), AMIS (DAISY book player for windows) and Audacity (digital audio editor and recording application software). It has a collection of around 200 books including short stories, novels and books on competitive examinations.
    - There is a voicebank, viz Dhwani which comprises 75 students, who have volunteered for the compilation of audiobooks for the benefit of visually impaired students.
- The college offers internship facility for B. LiSc and M. LiSc students.
- The college library records the footfall through Digital Entry and Exit facility.
- High-Speed internet browsing facility is provided in the library.

Library Awards and Certificates

- Best Library User Award is instituted for students who utilize the services of the college library most effectively.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for Additional Information	[View Document](#)

4.2.2 The institution has subscription for the following e-resources

1. e-journals
2. e-ShodhSindhu
3. Shodhganga Membership
4. e-books
5. Databases
6. Remote access to e-resources

Response: A. Any 4 or more of the above

File Description	Document
Upload any additional information	[View Document](#)
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (Data Template)	[View Document](#)

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 1.03

4.2.3.1 **Annual expenditure of purchase of books/e-books and subscription to journals/e- journals year wise during last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
1.06	0.85	1.04	1.33	0.89

File Description	Document
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the last five years (Data Template)	[View Document](#)
Audited statements of accounts	[View Document](#)
Any additional information	[View Document](#)

4.2.4 Percentage per day usage of library by teachers and students (foot falls and login data for online access) during the latest completed academic year

Response: 7.89

4.2.4.1 Number of teachers and students using library per day over last one year

Response: 92

File Description	Document
Details of library usage by teachers and students	[View Document](#)
Any additional information	[View Document](#)

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

The college has incorporated modern IT facilities and is looking forward to completing digitized automation of the daily activities of the college. Academic, administrative and admission processes are integrated with IT to make the process easier, more efficient and transparent.

- The College has 96 computer systems including Laptops which are connected via Wi-Fi/LAN and overhead projectors.
- 300 Mbps and 150 Mbps bandwidth from BSNL and Asianet respectively ensures seamless internet connectivity in the college.
- All the departments are equipped with computers, printers and Wi-Fi connectivity with separate routers.
- The library is automated with KOHA and DSpace with a cloud server facility.
- The library has access to e-books, e-journals, and databases through N-LIST, Delnet and DOAB.
- The College has an e-content development centre with an e-capturing facility.
- Video conferencing facilities are arranged in the conference room.
- The college is using an Academic Management System to avail features like:
    - Course Material Distribution
    - Timetable Management for Faculty
    - Attendance Marking and Report Generation
    - Lesson Planner
    - Document Repository
    - Digital Library
    - Faculty Evaluation/ Faculty Feedback
    - Examination Management
- The college website is regularly updated and has social media presence on Facebook and YouTube.
- The safety of the campus is ensured through a camera surveillance system.
- The students' entry and exit from the library is recorded using barcode scanner.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

4.3.2 Student - Computer ratio (Data for the latest completed academic year)

Response: 11:1

File Description	Document
Upload any additional information	[View Document](#)
Student – computer ratio	[View Document](#)

4.3.3 Bandwidth of internet connection in the Institution

Response: A. ?50 MBPS

File Description	Document
Upload any additional Information	[View Document](#)
Details of available bandwidth of internet connection in the Institution	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

Response: 42.93

4.4.1.1 **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
104.56	143.47	78.28	75.6	82.07

File Description	Document
Upload any additional information	[View Document](#)
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View Document](#)
Audited statements of accounts	[View Document](#)

4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Response:

There is an established system for proper maintenance and utilization of physical, academic and support facilities of the college. There is a full-fledged Governing Body administering the working of the college under the purview of St. George Forane Church, Edathua. The governing body is functioning under the leadership of the Manager. A Bursar (financial administrator) who is appointed by the Manager looks after the day-to-day running and maintenance of the physical infrastructural facilities of the college.

Maintenance of Physical Infrastructural Facilities

Supporting staff are assigned the task of maintaining various physical facilities of the college, including the premises, building, furniture, classrooms, laboratories and auditorium,. Two full-time security staff, a gardener and other maintenance staff are available on campus.

There are separate lab assistants for the department laboratories. They manage various materials and equipment kept in the laboratories. They report the lab requirements to the respective Heads of the Departments.

There is a purchase committee constituted in the college, representing various departments, to supervise the purchase of equipment and materials. Yearly budget allocation is made for carpentry works, maintenance of buildings and premises of the college. Maintenance of the college auditorium, swimming pool, seminar halls and other general facilities of the college is done under the direct supervision of the Bursar. There is a separate staff for the maintenance of generators and other electrical appliances.

The library is managed by a librarian and supporting staff. It is automated with an integrated library management system named KOHA and equipped with the Digital Library DSpace. The purchase committee regularly meets and discusses the requirements, based on which tenders are invited.

The women's hostel of the college is entrusted to the Congregation of Adoration Sisters for administration. The gymnasium and various sports equipment are managed and supervised by the Head of the Department of Physical Education of the college.

Maintenance of IT Facilities

There are separate service agencies for providing service maintenance of various IT facilities of the

college. In the case of maintenance of computers, a separate maintenance register is kept. Maintenance staff is made available by Matrix Computers, Edathua. Likewise, maintenance of reprographic facilities, projectors and camera surveillance systems is managed by various AMCs. The Academic Management System of the college is facilitated by Linways Technologies Pvt. Ltd. Kochi. An MOU is signed with them to ensure annual maintenance and updation of the software.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 56.35

5.1.1.1 **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

2020-21	2019-20	2018-19	2017-18	2016-17
534	574	657	617	752

File Description	Document
upload self attested letter with the list of students sanctioned scholarship	[View Document](#)
Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)	[View Document](#)

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 6.89

5.1.2.1 **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

2020-21	2019-20	2018-19	2017-18	2016-17
80	78	76	76	73

File Description	Document
Upload any additional information	[View Document](#)
Number of students benefited by scholarships and freeships institution / non- government agencies in last 5 years (Date Template)	[View Document](#)

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

    1.Soft skills
    2.Language and communication skills
    3.Life skills (Yoga, physical fitness, health and hygiene)
    4.ICT/computing skills

Response: A. All of the above

File Description	Document
Details of capability building and skills enhancement initiatives (Data Template)	[View Document](#)
Any additional information	[View Document](#)
Link to Institutional website	[View Document](#)

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 28.26

5.1.4.1 **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
310	324	311	315	312

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	[View Document](#)
Any additional information	[View Document](#)

5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

Response: A. All of the above

File Description	Document
Upload any additional information	[View Document](#)
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	[View Document](#)
Details of student grievances including sexual harassment and ragging cases	[View Document](#)

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 7.45

5.2.1.1 **Number of outgoing students placed year - wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
11	12	23	36	56

File Description	Document
Upload any additional information	[View Document](#)
Self attested list of students placed	[View Document](#)
Details of student placement during the last five years (Data Template)	[View Document](#)

5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 163.42

5.2.2.1 **Number of outgoing student progression to higher education during last five years**

Response: 621

File Description	Document
Upload supporting data for student/alumni	[View Document](#)
Details of student progression to higher education (Data Template)	[View Document](#)
Any additional information	[View Document](#)

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)

Response: 66.93

5.2.3.1 **Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations,** *etc.***)) year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
7	23	13	5	2

5.2.3.2 **Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
10	28	15	8	6

File Description	Document
Upload supporting data for the same	[View Document](#)
Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template)	[View Document](#)
Any additional information	[View Document](#)

5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

Response: 71

5.3.1.1 **Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) year-wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
5	22	20	19	5

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year	[View Document](#)
e-copies of award letters and certificates	[View Document](#)
Any additional information	[View Document](#)

5.3.2 Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities following duly established processes and norms (student council, students representation on various bodies)

Response:

The students are actively involved in the decision making bodies like IQAC, Grievance Redressal Cell, Anti-Ragging Committee and Library Committee. The College Union facilitates students to engage themselves effectively in co-curricular and extracurricular activities of the college and provides opportunities to become responsible citizens.

The executive members of the Union are elected in the Parliamentary Mode by the class representatives who are elected through the secret ballot. The Union consists of a Chairperson, Vice Chairperson, General Secretary, two University Union Councillors, Arts Club Secretary, Sports Secretary and Student Magazine Editor. The activities of the students carried out under the leadership of the College Union are supervised by the Staff Advisors to the College Union.

Apart from the College Union, the activities of clubs and forums like Women's Cell, Debating and Elocution Club, Quiz Club, Film Club and Bhoomithrasena are managed by the students along with the

faculty coordinators. A distinctive feature of the college is an event management platform of students named 'Sky-Up' where students learn and practise the leadership and organizational skills. Each department of the college has an Association to coordinate various student activities. A member of the faculty is given charge of the Association. A secretary and executive committee elected from the students organise the activities of each Association.

Activities of the NCC, coordinated under Army and Navy wings, are led by a Senior Under Officer and a Cadet Captain respectively. The working of the college-level NSS unit is also led by unit secretaries who coordinate different activities.

Days of importance like Independence Day, Republic Day, Road Safety Week, National Science Day, Women's Day, Gandhi Jayanti, World Environment Day, AIDS Day, Teachers' Day, Hindi Divas and Human Rights Day are observed and celebrated by the College Union, clubs and/or Department Associations. The students celebrate festivals like Onam and Christmas with a spirit of unity and amity.

Following are some of the programmes organised under the leadership of student representatives in the college every year:

- Freshers Day: At the beginning of every academic year, students of the Department Associations take the initiative to organise a welcome for the freshers of the department. This creates a fraternal spirit among the students and also introduces the amenities of the college to the newcomers.
- Association Day/Department Fest: The students are actively involved in organising the Association Day at the department annually. A major attraction of the programme is the presence of a resource person of national/state-wide eminence who would deliver an invited lecture.
- Arts Fest: Arts Day is coordinated by the Arts Club Secretary of the College Union in order to showcase and nurture the talents of the students in various cultural events. The College Union takes initiative to conduct competitions to select the students to represent the college in University Youth Festivals.
- College Day: It is organised with a variety of programmes where students vibrantly perform on stage. Eminent personalities are invited to the campus by the College Union.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 32.4

5.3.3.1 **Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
29	29	30	50	24

File Description	Document
Upload any additional information	View Document
Report of the event	View Document
Number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions (Data Template)	View Document

5.4 Alumni Engagement

5.4.1 There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Response:

The Alumni Association of St. Aloysius College, Edathua (Official Registration Number REG.ALP/TC/43/22) has been functioning as a supportive organ of the college in its academic and infrastructural needs. The Alumni Association of the college functions both at the college and department levels. Annual meetings and get-togethers in the college are conducted on the second Saturday of January every year. Besides the common alumni meetings organised at the college level, department-wise alumni meetings are conducted to foster their relationship with the department. Alumni Association organizes a farewell programme every year to honour the retiring teachers and non-teaching staff.

Financial Contributions

The college Alumni Association has chapters in UAE, Brunei and Bahrain. The Association has been extending their financial support in the development of infrastructure facilities of the institution.

- Over the last five years, a good number of alumni have contributed Rs. 10,57,411/-generously.
- The Alumni Association Bahrain Chapter provided financial assistance of Rs. 30,400/- to the families of the students who were affected by the flood in 2018.
- The Association also initiated cash prizes for university rank holders every year.
- A laptop and projector costing a sum of Rs. 1,00,000/- has been contributed by B.Com Finance and Taxation 1993-95 batch.
- Members of the Alumni have instituted 11 Scholarships and endowments to meritorious students which are awarded during the Merit Day celebrations.
- The 1982-85 UG batch of the Postgraduate Department of Mathematics contributed Rs. 1,50,000 towards various welfare measures initiated by the department such as scholarships to meritorious students, financial support to economically backward students, and financial support for academic

programs like Jubilee webinar Series, intercollegiate paper presentation competitions and elocution competitions.

- The alumni of the Department of EEM have offered two scholarships for the department. They collected and contributed Rs. 35,000/- and Rs.70,000 for the Electronics Exhibition and Fest hosted by the department in 2018-19 and 2019-20 respectively.
- The EEM Alumni have also met the medical expenses of two seriously injured students and contributed Rs. 2,40,000 to them.

Other Contributions

- The college takes pride in the fact that 3 of our alumni are Arjuna awardees – Olympian Mr. Sebastian Xavier (swimming), Asian Champion Mr. Saji Thomas (rowing) and Mr. Johnson Varghese (boxing). Surfing champion and Olympian Mr. Rocha C Mathew is also a former student of the college. All of them are well known in sports and have brought laurels to the institution.
- Mr. Sebastian Xavier, Mr. Saji Thomas and Mr. Rocha C. Mathew extend personal mentoring and support to our students whenever they are available in their native place.
- The Alumni Association organizes lectures in memory of Adv V. Vinod Kumar, an eminent lawyer who was a former student of the college, and distinguished personalities are invited to the campus to deliver the keynote address. Besides, an All-Kerala Adv. V. Vinod Kumar Memorial Intercollegiate Debate Competition is conducted every year by the Association.

In short, the alumni of the college acts as a pillar of strength and a perennial source of support to the Aloysians.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

5.4.2 Alumni contribution during the last five years (INR in lakhs)

Response: A. ? 5 Lakhs

File Description	Document
Upload any additional information	[View Document](#)
Link for any additional information	[View Document](#)

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of and in tune with the vision and mission of the institution

Response:

St. Aloysius College, Edathua is a premier institution set amidst the farmlands of Kuttanad, providing quality education with a mission "to mould the students as skilled, worthy, global citizens who can uphold the core values of the college." The college envisions the "formation of global citizens with academic excellence and integrity of character" who can champion the cause of a just society.

The college was the realisation of the dreams of a generation of native agriculturalists who yearned for a higher education institution that they could easily access, that understood the socio-cultural landscape of Kuttanad and reflected that insight in its approach towards education. The Catholic Church fulfilled this dream and allowed thousands of young natives to transcend their boundaries and stand tall as citizens of the new world. Upholding the Christian ideals of love, compassion and service, the Church had lit the lamp of wisdom in their minds and continues to do so, with the motto "let thy Divine light shine miraculously." The majority of students come from various parts of Kuttanad and the college is proud of the fact that all communities, irrespective of their religious, cultural and social differences, hold an equal and fair share of representation.

The college is owned by St. George Forane Church Edathua and the Vicar of the Parish functions as the Manager of the college. The Principal is assisted by the Staff Council and the IQAC in all academic and non-academic matters. The suggestion given by IQAC regarding curricular and co-curricular activities are discussed in the Staff Council meetings and communicated to all the staff members. All significant issues are discussed in the general body meetings of the teaching and non-teaching staff, thus ensuring participative management. The College promotes the activities of the Students' Union and encourage students to develop leadership qualities, aiding them to evolve as global citizens. The Principal conveys all the major decisions of these councils to the Governing Body for approval.

At the college office, Jr. Superintendent and the Head Accountant, with the help of the office staff, maintain the accounts, admission, examinations and the service-related files of the teaching and non-teaching staff. The Head Accountant maintains all the pertinent registers such as Acquittance Register, Fee Collection Register, Chalan Register, Stock Register of UGC and State Government Funds etc. College Bursar supervises all financial matters related to infrastructure development.

The developmental activities implemented in the campus are guided by the strategic plan prepared based on the recommendations of various committees. The college perfects its action plan by taking into account the interactions made by the Principal and faculty members with the students, alumni, parents, prominent academicians and prospective employers, and by evaluating their feedback. The educational, cultural and material needs of the region are analysed. Accordingly, a plan is formulated that enables the college to strive for academic excellence, global competence, eco-friendly outlook and social commitment.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

6.1.2 The effective leadership is visible in various institutional practices such as decentralization and participative management

Response:

The College Governing Body works hand-in-hand with the Staff Council and the IQAC to formulate quality action plans and policies. The Principal guides the Staff Council in implementing these within the academic and administrative framework of the college. Action plans for all operations are formulated by the IQAC after consulting with the Staff Council, and the Principal's interaction with students, alumni, parents, peers, prospective employers and eminent personalities is considered a critical ingredient in the formulation of such plans. The primary objective of this process is to safeguard the interests, aspirations and needs of the stakeholders.

The institution goes through administrative and organizational changes periodically. The college avails the service of a full-time Bursar to handle financial matters of infrastructural development and all other financial matters are supervised by the Principal. Coordinators are appointed for the effective conduct of self-financing departments. Various departments and clubs are given full operational autonomy in executing the plans and policies in tune with the mission and vision of the institution, and IQAC conducts academic audits to ensure effective implementation.

Case Study: Student Mentoring System

The idea that everyone, teaching and non-teaching staff alike, should play an equal part in all the relevant activities of the college is at the core of our institutional governance. A discussion of how the college manages the Student Mentoring System will explicate this fact. The Principal entrusts the Heads of the Departments with the responsibility of executing the student mentoring system. The Heads of the Departments in turn appoints teachers as mentors and assigns mentees to them.

The college envisions the Student Mentoring System as a vital part of students' overall development during the course of their study. Apart from the class teacher who is in charge of keeping track of the academic development of the students in a class, each student is allotted an additional mentor. Through personal interactions the mentor channelises the creative energy of the mentee to nuture his/her holistic development. Each mentor will have 20-25 students under his/her tutelage.

The Student Mentoring System works on two levels: personal and group. At the personal level, the mentor meets/interacts with the mentee at least once every semester to track his/her developments and to record his/her needs and aspirations. At the group level, the mentor assembles all his mentees for a session periodically to discuss matters relevant to that particular group as revealed from his/her interviews with the mentees. Mentors keep a data sheet on each of the students assigned to him/her.

Mentors are required to prepare and submit yearly reports based on the work done to the Heads of the Departments. They recommend relevant changes in the mentoring approach if required. The mentors also

present the various needs of the students before the HODs. After discussing with the Principal, the HODs take the necessary steps for this. In this way, all the faculty members, from top to bottom, are involved and play a significant role in the execution of the Student Mentoring System.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

The planning and decision-making process involved in the development and progress of this institution is hierarchical and efficiently organized. Even though the Governing Body is responsible for devising strategies for growth and diversification, these plans are carefully analysed by the Staff Council and then by the General Body. IQAC is then entrusted with the preparation of the academic blueprints, focusing on effective implementation and utilization of resources. The perspective plan is reviewed every year by the IQAC and the Management to ensure its appropriateness, and relevant changes are incorporated into it after seeking necessary approvals. Some areas identified in the strategic plan are academic excellence, ICT-enabled campus, building students' overall ability, research, green campus, sports, enhancement of human values and moral upliftment, and infrastructure development.

The college built an 8-lane swimming pool (50 × 21 metres) in 2019, which encapsulates the essence of efficiency displayed by the management and the decision-making team in forming and deploying strategic plans. A Building Committee was formed on 14/08/2014 to oversee the construction process. The committee is comprised of the Principal, Vice-Principal, Bursar, University representative, representative of PWD, representatives from the teaching and non-teaching staff and the architect.

A proposal was sent to the UGC and it was approved on 08/01/2015 under the UGC XII Plan, and a grant amount of Rs. 1,50,00,000/- was allocated to the college under the scheme "Development of Sports Infrastructure and Equipment in Colleges." Funds were raised from other sources as donations from alumni and well-wishers. The committee, after scrutinizing the tenders received, awarded the construction, supply and installation and commissioning of the swimming pool to Eternity Pools and Gardens Pvt. Ltd., Trivandrum. Even though construction of the pool began on 10/10/2017, it was interrupted and delayed by the great flood of 2018. The pool was inaugurated on 27/03/2019. The total cost of construction was estimated to be Rs. 2,39,27,203/-.

The blessing of the swimming pool was done by the Auxiliary Bishop of Changanassery Archdiocese, Mar Thomas Tharayil. Although being primarily an area surrounded by water and populated by people adept in the sport of swimming, Kuttanad lacked the space, the resources and the infrastructure that can help them elevate their skills to a higher level. Therefore, the college is proud to present to its students a Semi-Olympic swimming pool capable of giving wings to their dreams.

File Description	Document
Upload any additional information	View Document
strategic Plan and deployment documents on the website	View Document
Paste link for additional information	View Document

6.2.2 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules and procedures, etc.

Response:

The College is owned and managed by St. George Forane Church, Edathua. The Archbishop of Changanassery is the Patron. The Vicar of St. George Forane Church, Edathua, is the Manager. The college has a Governing Body that holds the power to finalize all decisions concerning the college.

The Manager is the President of the Governing Body. He is responsible for the appointment of all the functionaries including the Principal and the Bursar, and makes the final decisions on other appointments, promotions and disciplinary issues. The Principal of the college is the Secretary of the Governing Body. It also contains a representative of the staff. The Principal is tasked with the responsibility of conveying the decisions of the Governing Body to the Staff Council. He is also the head of all the academic and administrative units within the campus. The Vice Principal assists Principal in academic and administrative matters and makes recommendations in disciplinary issues.

The Staff Council is another statutory body, consisting of all the Heads of the Departments, two representatives from the Staff Association, the NAAC Coordinator, the IQAC Coordinator, the Librarian, and the Office Superintendent. The purpose of this council is to assist the Principal in matters regarding academics, administration, discipline and student service.

The IQAC consists of representatives from faculty members, administrative staff, alumni, management, stakeholders and students. It proposes academic plans, based on the directives from the State Government, UGC, Higher Education Department, University and the Managing Board. It takes into consideration the feedback from students, parents, alumni, teaching and non-teaching staff and other staheholders and analyses them to formulate a comprehensive action plan in discussion with the Staff Council.

The Heads of the Departments evolve time-bound action plans for each semester on the directions of the Staff Council and the IQAC. They ensure the conduct of continuous evaluation, interaction with parents, seminars, workshops, competitions, bridge courses, certificate courses, remedial sessions and outreach programmes. The faculty members assist the Heads of the Departments in the execution of these plans through the curricular and co-curricular activities of the department.

The Office Superintendent and the office staff assist the Principal in the administration of the college. The Bursar handles the financial matters related to the infrastructure development of the college. The Students' Union voices the opinions, suggestions and needs of the students, and organizes various functions in the college. The Parent Teacher Association and the Alumni also support the college in all its activities.

Other advisory committees that assist the Staff Council are Admission Committee, Internal Complaints Committee, Discipline Committee, Anti-Ragging Committee, Grievance Redressal Cell, Library Advisory Committee, NSS Advisory Committee, Purchase Committee, CBCS Internal Assessment Co-ordination Committee, Student Counselling and Mentoring Committee.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)
Link to Organogram of the Institution webpage	[View Document](#)

6.2.3 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Response: A. All of the above

File Description	Document
Screen shots of user interfaces	[View Document](#)
ERP (Enterprise Resource Planning) Document	[View Document](#)
Details of implementation of e-governance in areas of operation, Administration etc	[View Document](#)
Any additional information	[View Document](#)

6.3 Faculty Empowerment Strategies

6.3.1 The institution has effective welfare measures for teaching and non-teaching staff

Response:

The college has put in place several welfare measures to complement the mental and physical health of its staff, make them feel motivated and sharpen their critical acumen.

Teachers are encouraged to attend various workshops/seminars/training programmes/ Refresher Courses and are granted duty leave while they do so. They are also given motivational lectures, annual animation programmes as well as competence enhancing seminars and workshops by the college. The staff is made aware of various government welfare measures and privileges such as gratuity, pension, provident fund, GIS, GPAIS etc. The staff can avail of casual leave, medical leave, maternity leave, paternity leave and special casual leaves as per government norms.

PTA, as well as the Management, advances the salary of government guest lecturers/newly appointed staff until they receive their salary from the government. The Staff Credit Society & Staff Co-operative Society of the college offers loans, deposits and chitty facilities to all its members. Special financial needs of the teaching and non-teaching community are addressed by the Staff Association. Supporting Staff members are given financial assistance for medical treatments and the education of their children. Guest faculty are appointed during the maternity leave of teaching and nonteaching staff.

Staff Association provides assistance at the university and at the Office of the Deputy Director of Collegiate Education for different services beneficial to the entire staff of the college. Staff Association arranges staff tours and retreats every year to spread an air of positivity among the community.

Teachers achieving remarkable feats in their respective fields are honoured by the Staff Association. Festivals like Christmas and Onam are celebrated by the Staff Association to foster a sense of togetherness. Retiring staff members are honoured by the institution by presenting them with a memento, as a token of appreciation, during events organized by the college. Female staff is provided hostel facility on request. Library and laboratory facilities are continuously upgraded to encourage research. All the teachers are given access to free internet while at the college.

Separate parking space is allotted for the staff. Security guards are given their own cabins inside the campus. Financial assistance is given to the staff during emergency.

File Description	Document
Upload any additional information	View Document

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 8.9

6.3.2.1 **Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
7	9	4	6	6

File Description	Document
Upload any additional information	View Document
Details of teachers provided with financial support to attend conference, workshops etc during the last five years	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 2.6

6.3.3.1 **Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
2	7	4	0	0

File Description	Document
Upload any additional information	[View Document](#)
Reports of the Human Resource Development Centres (UGC ASC or other relevant centres)	[View Document](#)
Reports of Academic Staff College or similar centers	[View Document](#)
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	[View Document](#)

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 21.73

6.3.4.1 **Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
25	21	15	8	9

File Description	Document
Upload any additional information	[View Document](#)
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	[View Document](#)
IQAC report summary	[View Document](#)
Details of teachers attending professional development programmes during the last five years	[View Document](#)

6.3.5 Institutions Performance Appraisal System for teaching and non-teaching staff

Response:

The Performance Appraisal System for teaching and non-teaching staff of our college works on three levels: evaluation by students, self-appraisal, and the appraisal by the Principal.

Every year, students are provided with an opportunity to evaluate and rate the performance of their teachers. For this, a detailed questionnaire is prepared for the students to answer. IQAC records their responses and evaluates them to form a consolidated report which is then submitted to the Principal. The parameters evaluated using the questionnaire include the knowledge base of the teacher, regularity in taking class, completion of syllabus, communication skill, sincerity and commitment of the teacher, teacher's ability to integrate course material with the social environment and other issues to provide a broader perspective and the accessibility of the teacher in and out of the classes. The whole process is strictly confidential. The Principal meets with the teachers after analysing the report to give them proper feedback.

The teachers in aided stream follow the CAS-API-based appraisal system for promotion as per the UGC Guidelines. The college has a 360 degree review process consisting of the self appraisal, feedback from students and the comments from HoD/ Principal. The appraisal form is designed to shed light on the teaching-learning process as well as the teacher's involvement in the administrative, curricular, co-curricular and extra-curricular activities. The form is also meant to record the contributions a teacher has made to his/her field. It provides a clear picture of the academic vigour and the research aptitude of the teacher by mapping all the seminars/conferences/courses/training programmes he/she has attended and giving a list of all the publications and presentations he/she made within the year.

Teachers are also provided with a diary to keep track of the academic activities. Each faculty member is also evaluated for the various responsibilities bestowed on her as coordinator of the extracurricular/ extension activities. The annual reports of each association/club are used to measure the performance in assigned responsibilities.

The Principal, with the help of the Superintendent, oversees the performance of the non-teaching staff. The appraisal form of the non-teaching staff is reviewd by the Principal and he/she meets them in person to provide proper feedback.

File Description	Document
Upload any additional information	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The account statement prepared by the Head Accountant is further verified by the Office Superintendent and the Principal. During the internal audit, auditors appointed by the Governing Body verify the expenses met by the Management, PTA and the Alumni. The external audit is carried out by the Office of the Deputy Director of the Collegiate Education, and the Accountant General of Kerala.

Financial decisions are made only after detailed discussions in the Governing Body and Staff Council Meetings. All UGC and government fund-aided projects are audited by chartered accountants and the utilisation certificates are forwarded to the funding agencies on time. Every transaction is registered through PFMS, recorded and accounted for. The audit objections and corresponding remarks, if any, are addressed by the Management by presenting timely and proper clarifications to settle the audit objections.

The annual financial statement is prepared at the end of every financial year and is sent to the office of the Deputy Director of the Collegiate Education and the Accountant General for final auditing. There are periodic visits from the Office of the Director of the Collegiate Education, Thiruvananthapuram, to examine the financial statements, files and receipts. There are random audits from the Accountant General's Office, Thiruvananthapuram as well.

File Description	Document
Upload any additional information	[View Document](#)

6.4.2 Funds / Grants received from non-government bodies, individuals, philanthropers during the last five years (not covered in Criterion III)

Response: 7.33

6.4.2.1 Total Grants received from non-government bodies, individuals, Philanthropers year wise during the last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
0.77	4.56	0.95	0.13	0.92

File Description	Document
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	[View Document](#)
Any additional information	[View Document](#)
Annual statements of accounts	[View Document](#)

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

The college mobilizes funds through:

- Fees collected from the students of both aided and self-financing programmes.
- Financial assistance from UGC and Government aided agencies like DST, RUSA, and KSCSTE.
- Cash prizes, endowments and scholarships instituted by the former faculty members, alumni, philanthropists and Staff Association.
- Financial support from the Management.
- Sponsorships from PTA, alumni and former faculty members.
- Grants-in-aid from the Government of Kerala.
- Scholarship amount from UGC and the Government of Kerala.

The Governing Body of the College oversees the efficient utilisation of the funds mobilized by the institution. Various committees like Planning and Purchase Committee, Building Committee and Library Committee and the Staff Council are involved in this process. Annual financial audits are carried out to ensure the effective usage of these funds. Annual Budgets are prepared to carefully plan the disbursement of these funds.

Funds generated by the management are utilized for developmental requirements. A portion of fees entitled to the usage by the college is also used for this purpose. Fees collected from the students of self-financing programmes are used to pay the salary of faculty and the balance amount is allocated for the purchase of materials for the department as well as for the developmental activities of the department. Sponsorships from PTA, Alumni and former faculty members are used to carry out necessary construction projects.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the

quality assurance strategies and processes

Response:

IQAC plays a key role in developing a quality culture in the institution. Some of the quality-focused initiatives proposed by IQAC and implemented in the college are:

- Implementing G-Suite for Education in College and giving accounts to all staff and students.
- Devising strategies to successfully conduct online classes and training faculty to use online tools.
- Acquiring DST FIST Sponsorship and implementing the project effectively.
- Organizing webinars, seminars and workshops.
- Successfully carrying out mentoring.
- Successfully preparing the DPR for RUSA funding.
- Participation in NIRF.
- Managing and monitoring academic data management software for the effective management of student data.
- Promoting extension activities among clubs and forums.
- Academic calendar preparation and management.
- Feedback collection from various stakeholders and its analysis.
- Starting new certificate courses for students.
- Promoting green initiatives on the campus and conduct Green and Energy Audits.

Practice 1: Implementing Online Education and e-governance

G Suite Accounts for Students and Staff

The college moved to a G-Suite platform and online classes were effectively carried out using this when COVID made the physical classes impossible. IQAC suggested and took the lead to give G-Suite accounts to all faculty and students. This helped to conduct the classes smoothly without any security breaches on a user-friendly platform. Departments organized many webinars using the platform which attracted sizeable participation from students and research scholars in and out of Kerala.

Students' Attendance and Data Management

The college used to rely on manual attendance entry, but IQAC took the initiative to capture students' attendance through a student data management software. IQAC arranged training for faculty to utilize the system efficiently. Attendance captured in an online format made the monitoring easy. Students' data was also captured in the software and it increased the accessibility of students' information whenever required. The system was adopted quickly and it became an integral part of the institution.

Online Feedback Collection

IQAC facilitates the collection and analysis of feedback from students, teachers, alumni and parents. The method of collecting feedback got upgraded from the manual to the digital platform. This has also made the data collection process easy, quick and transparent. With the online method, feedback collection has become an important annual activity in the college action plan.

Practice 2: Student Mentoring System

IQAC has initiated an active mentoring system ideal to the needs of our college. IQAC also monitors the functioning of mentoring system in the college. Students are allotted mentors and a minimum of one meeting per semester happens between mentor and mentee. If required more meetings are conducted with initiative from the mentor. IQAC prepares a format for documenting the meetings between mentor and mentee. During the Covid times, although the mentoring platform was shifted to the online mode, the practice was not discontinued. The mentoring system assuredly provides a much-needed cushion for the students when they face crises or unforeseen events.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives   )

Response:

IQAC has a multilevel review process in place to ensure that the institution is going on the right track. Different levels of reviews existing in the College at the behest of IQAC are:

1. IQAC conducts a comprehensive result analysis and review soon after the University publishes the results.
2. IQAC collects feedback from various stakeholders in a systematic way. The collected data is analysed and the results are reviewed.
3. At the beginning of every academic year, an academic calendar is prepared and a review of the previous year is conducted. During the year, changes are suggested to be taken in the face of unforeseen developments.
4. An academic plan is prepared and maintained by the faculty in a common template given by IQAC. This helps to review the progress in curriculum delivery.
5. Parent-Teacher meeting conducted after the internal examinations helps to review the academic progress of the students.
6. Self-appraisal forms and their review helps the staff to achieve the set goals.
7. POs, PSOs and COs were framed under the scrutiny of IQAC and a system was put into place for the attainment evaluation of Outcome Based Education
8. IQAC reviews and gives suggestions on mentoring and remedial classes.

A detailed account of the selected two methods of review mechanism facilitated and implemented by IQAC is given below.

Practice 1: Staff Appraisal Record

- The college implements appraisal forms for all the staff in the college under the behest of IQAC.
- The initiative is in addition to the mandatory performance-based appraisal system proforma. which the faculty needs to submit to the University for their career advancement.
- All the staff members fill out the appraisal forms with their achievements and contributions in that academic year and their reporting authority/ Head of the Department reviews the document.
- The reporting authority/ Head of the Department assesses the staff on select parameters and is given to the Principal for review.
- The system devised by IQAC ensures proper monitoring and helps to achieve the set goals.
- It also serves as documentary proof of the achievements and initiatives.

Practice 2: Feedback Collection and Review

- IQAC is in charge of collecting feedback from various stakeholders.
- From 2019-2020 the feedback collection is moved to the online platform.
- Students' feedback of every teacher is collected and the average score of every teacher on the defined criterion is calculated. The Principal shares the results with each faculty in a one-on-one meeting.
- Students' feedback on their overall view of the campus is collected and the results are reviewed at IQAC, Staff Council and Management levels.
- Feedback is also collected from teachers, alumni and employers and the analysis results are made into a report form. Based on the feedback analysis, action is taken to improve the weak spots and to strengthen the strong factors of the college.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

6.5.3 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
2. **Collaborative quality intitiatives with other institution(s)**
3. **Participation in NIRF**
4. **any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

Response: A. All of the above

File Description	Document
Upload e-copies of the accreditations and certifications	[View Document](#)
Upload details of Quality assurance initiatives of the institution	[View Document](#)
Upload any additional information	[View Document](#)
Paste web link of Annual reports of Institution	[View Document](#)

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.

Response:

Gender equity and sensitivity are incorporated into the routine activities of the college and are endorsed through gender equity promotion programmes. The college keeps all students on par, irrespective of gender. The college organises orientation programmes where the students are motivated to develop a broader outlook in terms of gender. In the teaching of the modules on gender issues, equity of gender is emphasised and students are made aware of the need to subvert gender stereotypes in society and media images. Gender equity-based courses like "Gender Economics", "Literature and Gender" and "Women Writing" are offered in the college. Classroom discussions and structured programmes sensitise the students towards the gender queer. Office bearers of all clubs are selected irrespective of gender. The statutory bodies like Anti-Sexual Harassment Cell, Anti-Ragging Cell and IQAC select both male and female student representatives.

The cafeteria and 'Thanalmaram' (green space for recreation) provide students opportunities for socialization and mingling. Training in sports and games is given equally to both men and women. International Women's Day is celebrated every year to promote the cause of women empowerment.

Specific facilities provided and measures initiated by the college for the students include:

1. Safety and Security

- Surveillance cameras at various vantage points enable round-the-clock checking by security guards at the gate to ensure safety.
- It is made mandatory that all students must wear ID cards.
- Marian Women's Hostel offers residential facilities for women with appropriate security arrangements.
- In the light of increasing violence against women in the society self defense training programme was conducted for the female students
- A separate two-wheeler parking area is provided for female students.

2. Counselling

- Efficient mentoring system for regular academic and personal counselling.
- Faculty mentors provide constant care and support to the mentees.
- The service of a professional counsellor is made available to needy students.
- Seminars were conducted to make the students aware about the do's and don'ts on cyber space.

3. Common Rooms

- Women's Hall and rest room are provided for female students.
- There is a napkin vending machine in the Women's Hall to dispense sanitary napkins.

- There are incinerators in the toilet to dispose of the used sanitary pads.
- Special toilets are built for differently abled students.
- Sick room facility with a bed and first aid kit is provided for emergency treatment.

4. Sports Facilities

- A gymnasium under the guidance of the Department of Physical Education functions for the benefit of students.
- Cricket net facility is made available to boys and girls.
- A shuttle badminton indoor court facility is available for girl students.
- Yoga and Taekwondo practices are arranged for girl students.

5. Other Measures

- The Women's Cell of the college conducts various gender sensitization programmes and awareness campaigns on women's safety.
- Grievance Redressal and Internal Complaints Committee redress the grievances of its stakeholders to ensure gender equity.

File Description	Document
Link for specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	[View Document](#)
Link for annual gender sensitization action plan	[View Document](#)

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

1. Solar energy
2. Biogas plant
3. Wheeling to the Grid
4. Sensor-based energy conservation
5. Use of LED bulbs/ power efficient equipment

Response: A. 4 or All of the above

File Description	Document
Geotagged Photographs	[View Document](#)
Any other relevant information	[View Document](#)
Any other relevant information	[View Document](#)

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- **Solid waste management**
- **Liquid waste management**
- **Biomedical waste management**
- **E-waste management**
- **Waste recycling system**
- **Hazardous chemicals and radioactive waste management**

Response:

The college has adopted a Green Protocol - Aloysian Green Protocol - which centres on the "3 R's: Reduce, Reuse, and Recycle." It emphasizes the prevention/reduction of waste at its source. All the stakeholders are directed to take the ethical responsibility in reducing individual waste generation.

Solid Waste Management

- The use of single-use plastic is strictly banned within the campus.
- Replacement of single-use disposable cups in college coffee counters with reusable glasses, encouragement of steel food containers, popularization of trendy Cotton Carry Bag in lieu of plastic carry bags, avoidance of flex boards, and use of digital display boards during Seminars/Conferences are some of the plastic waste reduction initiatives.
- Separate colour-coded bins are provided on the campus to segregate biodegradable and non-biodegradable waste and the waste generated is collected on a daily basis. Biodegradable waste materials like food waste and plant leaves are converted into organic manure in the Aerobic compost unit with 4 bins, each with a capacity of 40 kg. The food remains from the college and hostel are fed to the Biogas plant.
- Non-biodegradable waste including bottles, cans, plastics and broken glassware is handed over periodically to scrap dealers for recycling. Incinerators installed in the women's restroom and hostel are used for the disposal of sanitary pads.
- Paper waste is sold to vendors for recycling at regular intervals. To reduce the use of paper in administrative work, admission procedures, payment of exam fees, question banks, internal mark entry, attendance entry and notification of exam invigilation duty are done online. The public addressing system of the college, intercom facilities, digital signboards and awareness boards also helps in reducing paper waste.

Liquid Waste Management

- In accordance with its 3R policy, water from the rainwater harvesting system is used in washrooms and gardens.
- Wastewater from the RO plant is collected in a tank and is used in the toilets.
- Wastewater from the chemistry and physics research labs is drained into a four-layered concrete pit to prevent the contamination of groundwater.

E-Waste Management

- E-waste generation is curtailed by optimal and periodic maintenance of electronic equipment. An

agreement is signed with a local firm to effectively manage all electronic waste such as CPUs, monitors, hard disks and laboratory equipment scraps.

- UPS batteries are recharged and repaired regularly. The CRT monitors have been upgraded to power-efficient LED ones. The cartridges used in printers are refillable.

Chemical Waste Management

- The 'micro analysis technique' which demands only a few milligrams or drops of chemicals and reagents, is used in Chemistry and Physics laboratories for the qualitative analysis of organic compounds.
- Organic waste is segregated from inorganic waste and is collected and reused. Strong acids and bases are either neutralized or diluted to a pH between 5.5 and 10.5 and then drained. Other inorganic wastes are washed down with excess water and drained into a four-layered concrete tank to prevent the contamination of groundwater.

File Description	Document
Any other relevant information	View Document
Link for Relevant documents like agreements/MoUs with Government and other approved agencies	View Document
Link for Geotagged photographs of the facilities	View Document

7.1.4 Water conservation facilities available in the Institution:

1. **Rain water harvesting**
2. **Borewell /Open well recharge**
3. **Construction of tanks and bunds**
4. **Waste water recycling**
5. **Maintenance of water bodies and distribution system in the campus**

Response: A. Any 4 or all of the above

File Description	Document
Geotagged photographs / videos of the facilities	View Document
Any other relevant information	View Document
Link for any other relevant information	View Document

7.1.5 Green campus initiatives include:

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**

3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

Response: A. Any 4 or All of the above

File Description	Document
Various policy documents / decisions circulated for implementation	[View Document](#)
Geotagged photos / videos of the facilities	[View Document](#)
Any other relevant documents	[View Document](#)
Link for any other relevant information	[View Document](#)

7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:

1. Green audit
2. Energy audit
3. Environment audit
4. Clean and green campus recognitions / awards
5. Beyond the campus environmental promotion activities

Response: A. Any 4 or all of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	[View Document](#)
Certification by the auditing agency	[View Document](#)
Certificates of the awards received	[View Document](#)
Any other relevant information	[View Document](#)
Link for any other relevant information	[View Document](#)

7.1.7 The Institution has disabled-friendly, barrier free environment

1. Built environment with ramps/lifts for easy access to classrooms.
2. Divyangjan friendly washrooms
3. Signage including tactile path, lights, display boards and signposts
4. Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

Response: A. Any 4 or all of the above

File Description	Document
Policy documents and information brochures on the support to be provided	[View Document](#)
Geotagged photographs / videos of the facilities	[View Document](#)
Details of the Software procured for providing the assistance	[View Document](#)
Any other relevant information	[View Document](#)
Link for any other relevant information	[View Document](#)

7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).

Response:

St. Aloysius College, Edathua strives to inculcate in its students the democratic values of cultural, regional, linguistic and communal harmony. It upholds the value of secularism and makes its stakeholders abide by the same. By incorporating students and staff from diverse socio-economic and regional backgrounds, the college becomes the microcosm of a country unified in its diversities.

Cutting across all faiths and communities, the institution observes days of cultural and regional significance. Onam and Christmas celebrations are conducted every year to promote the ideas of oneness and harmony. In addition, such events bring about a positive interaction among students of diverse social and cultural backgrounds. Differently abled students are given every opportunity to excel and shine. The voice donation forum constituted within the campus to meet the academic needs of the visually challenged is an initiative in this regard.

Outreach programmes are organized by almost every department to hone social leadership skills and transform students into responsible citizens. Students are encouraged to participate in such programmes so that they become aware of their social responsibilities and duties. The relief camps set up in the college during floods, distribution of flood relief materials and sanitation kits to neighbouring local bodies, opening the college out to the public during local festivals, regular cleaning drives and environmental awareness campaigns are all proof enough to demonstrate the inclusive environment that prevails within the campus.

Our college tries its best in reaching out and meeting the needs of the underprivileged. The college provides special scholarships and financial aid to deserving students, irrespective of caste, creed or religion. Our students regularly provide mid-day meal packets to the inmates of Snehabhavan, a destitute home located nearby. This practice which has been underway for more than a decade is indeed one of our institution's finest accomplishments.

File Description	Document
Link for supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View Document](#)
Link for any other relevant information	[View Document](#)

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

Acknowledging that the Constitution does not remain a mere abstract entity but is a living example and a beacon of hope that touches the lives of every commoner, St. Aloysius College, Edathua envisioned that its noble ideals and principles reach out to each student and employee of the Institution. This vision is showcased through the elegantly displayed Preamble of the Constitution near the main building. It serves as a great tribute and honour to the founding fathers of the Indian Constitution.

Sensitization of Constitutional Obligations through Institutional Practices

- The college upholds the constitutional values of socialism through envisioning education as a tool for social change
- The constitutional value of secularism is maintained through respecting religious plurality in the campus.
- Democracy as a constitutional value is emphasised in all the horizontal and vertical levels of interactions in the college – between the management to the staff, the staff to the students and among students themselves. Also the election process of student representatives and office bearers of the Students' Union itself is a mirror to the emphasis of practising democracy in the institution and inculcating the same in the student as a responsible citizen of India.
- Right to Equality is ensured in the campus. Equality, an important constitutional value, is ensured among everyone studying and working in the campus irrespective of their gender, class or caste.
- The students, as a community of Indian citizens, are motivated to be accountable with respect to their fundamental duties. The daily classes end with the National Anthem and this ensures that the students keep up with the practice of respect towards the same.

Sensitization of Constitutional Obligations through Programmes organized

The college organizes various activities to sensitize students and staff on the constitutional obligations. The trainings imparted and programmes organized on the values, rights and duties of citizens help the Aloysian community to conduct as a responsible citizen of the country. The yearly Constitutional Obligation sensitization activities of the college community can be categorised into four major heads as;

1. Observation of nationally important days
2. Participation in various national level campaigns organized by Government
3. Programmes to create awareness and build moral values
4. Seminars and classes

Observation of nationally important days enables the Aloysian community strengthen the unity and create a feeling of belongingness above caste and creed. Participation in various national level campaigns organized by the government aims to foster national integration. In addition to the state-initiated programmes various other activities are also organised in the college to uphold the Constitutional values and to create awareness among students and staff. Seminars and classes are organised in the college to inspire and motivate the Aloysian community to contribute in nation building.

File Description	Document
Link for details of activities that inculcate values necessary to render students in to responsible citizens	View Document
Link for any other relevant information	View Document

7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.

1. **The Code of Conduct is displayed on the website**
2. **There is a committee to monitor adherence to the Code of Conduct**
3. **Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
4. **Annual awareness programmes on Code of Conduct are organized**

Response: A. All of the above

File Description	Document
Details of the monitoring committee composition and minutes of the committee meeting number of programmes organized reports on the various programs etc in support of the claims	View Document
Code of ethics policy document	View Document
Any other relevant information	View Document

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

The college takes utmost care in the promotion and maintenance of nationalist, democratic, secular and patriotic values as envisaged by the Constitution of India. The institution is keen on keeping the spirit of these observations, thereby transcending religious, caste, class and regional barriers. To instil these values in the students, the college observes days of national importance with due respect and care. Some of the instances include:

- **World Environment Day**: In compliance with the institution's green protocol, we observe this day to spread the message of an eco-friendly existence. Planting saplings on the campus is a custom that has traditionally been followed to this day.
- **World Blood Donor's Day**: The college has a large group of students willing to donate blood at any time. This is of great help to the patients admitted to nearby hospitals.
- **International Day of Yoga**: The college NCC unit observes World Yoga Day by organising various sessions. The cadets along with their Commanding Officer demonstrate various asanas during the programme.
- **Kargil Vijay Divas**: With great pride, NCC cadets observe Kargil Victory Day and commemorate the soldiers who fought for our country.
- **Independence Day**: It is observed with due reverence. The flag hoisting ceremony is followed by the Principal's message emphasizing patriotism and national integrity. A parade by the Naval and Army wings of NCC is performed on the day.
- **Teachers' Day**: Department wise Teachers' Day celebration is held every year. Students load the teachers with gifts and meaningful messages are also conveyed.
- **Ozone Day**: The Research and and Postgraduate Department of Physics conducts Ozone Day by organizing quizzes, photography and poster-making competitions. These help to affirm the green ethics of the college.
- **Onam Festival**: The students celebrate on a grand scale the traditional harvest festival of Kerala by reinventing the cultural heritage of the state in all its symbolic diversity.
- **Gandhi Jayanthi**: To comply with the message of cleanliness propagated by the Father of our Nation, the NCC Army and Navy cadets of the College conduct different programmes on October 2 every year. They conduct a cleaning campaign every year as part of the celebrations.
- **Human Rights Day**: Our NCC cadets regularly organise a series of talks thematically centred on human rights. Pledges are taken and posters are designed as part of the programme.
- **Christmas Celebration**: Department-wise celebrations include association meetings where messages of world peace and human welfare are conveyed and gifts are exchanged.
- **Republic Day**: Besides the customary Republic Day parade by the two NCC wings, the institution convenes a flag hoisting ceremony in which the Principal speaks on constitutional values.

File Description	Document
Link for Geotagged photographs of some of the events	View Document
Link for any other relevant information	View Document
Link for Annual report of the celebrations and commemorative events for the last five years	View Document

7.2 Best Practices

7.2.1 Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Response:

Best Practice I

Title of the practice: Service Learning

Objectives:

1. To inculcate social commitment in students by making them aware of the lives of marginalized communities.
2. To inculcate empathy towards the people in need and engage the student community in the process of social change.
3. To enable the students to think beyond the academic realm and connect with the needs of the people.
4. To enrich the students with human values in concordance with the core values of the college.
5. To uphold the motto "not me but you" and thereby highlight the need for selfless service.

The Context:

The institution has adopted an educational policy that links personal development with cognitive development, touching feelings as well as thought. The activities of the college revolve around the set of core values labeled "BLOOMS." "Love for Others" indicated by the alphabet "L" has been put into practice in "Service Learning."

The Practice:

Every year the college conducts a variety of outreach programmes to serve the larger community. Some of the initiatives include

1. **Food for the needy**: Nearly fifty food packets are distributed to the destitute in a nearby orphanage named "Snehabhavan" every Wednesday. The staff and students of the college actively participate in this noble venture without fail.
2. **"Nanmamaram"**: As part of this programme, students are encouraged to bring stationery items of every day use during Christmas every year. The volunteers of the college collect such stationery items, wrap them in gift papers and put them on display on a tree kept apart for the same. The gifts thus collected are distributed among the poor in nearby old age and destitute homes.
3. **Blood donation camps**: The college promotes the cause of saving lives by encouraging its students to donate blood. The college conducts centralized blood donation camps to support this noble cause. In addition, the NSS maintains a list of blood donors who donate blood as and when requested.
4. **Supporting villages**: The college has chosen a backward village named "Parethodu" to extend a supporting hand. Self- employment classes and training in organic farming are given to women in the village. The cleaning of the roads in the village is also done by the students of the college.
5. **Flood Relief Camp and distribution of sanitation kits**: Since the college is situated in a water-logged area, floods and related damage are a regular occurrence here. The college sets up flood relief camp within its premises every year during the monsoon season. The students of the college always rise up to the occasion and serve the people in need. Establishment of free medical camps, distribution of financial aid, study materials and sanitation kits to the flood affected and cleaning drives are conducted every year. In August 2019, the college auditorium functioned as a relief camp. The students donated drinking water and sanitation kits to the camp inmates.

6. **Palliative care**: The college conducts classes on palliative care so that the students gain first- hand knowledge on taking care of the old people. The students are sensitized on the need to protect and take care of the aged.

7. **Cleaning drives**: The institution educates its students on the need for a clean and healthy environment by initiating cleaning and greening drives in the campus as well as its nearby roads and villages. The college conducts "Swachhta Hi Seva Campaign" under the leadership of NCC. As part of the campaign, NCC Cadets regularly clean the nearby KSRTC bus station and its surroundings. The cadets of the Green Army clean the main road after local festivals such as Chakkulathukavu Pongala and Edathua church feast, the times when people throng in large numbers.

8. **Hair donation**: Our students are encouraged to donate hair to cancer victims. Hair donation camps are conducted by the college to promote this cause.

9. **Covid fighters**: When the Covid-19 pandemic hit the country, the students of the college rose up to the occasion and helped the needy in all ways possible. Our students under the leadership of NCC and NSS stitched cloth masks and distributed them among the general public and in public institutions like government primary health centre, bust station, etc. The students under the leadership of the Department of Chemistry, made hand sanitizers and distributed them free of cost in offices and among the general public. The teachers also collaborated with local self-government bodies in checking and controlling the rapid spread of the pandemic.

10. **Fishermen Awareness Programmes**: The Department of Zoology regularly conducts awareness programmes for fish farmers in a bid to support and encourage local agricultural practices.

11. **Providing financial aid**: The college provides financial help to economically backward students who are in need. In the academic year 2019-20, the management, staff and students joined hands to raise funds for two of our students who met with accidents.

12. **Visit to nearby orphanage on special days**: The students of the college, especially the NCC and NSS volunteers, are taken to nearby destitute homes on special days. Such visits transform them into empathetic and responsible citizens, who are able to count on their blessings rather than drawbacks.

13. **Campaign against Social Evils**: The college conducts campaigns against social evils to educate its students as well as the general public. The NCC and NSS units of the college join hands in conducting candle light marches and road campaigns to create awareness on issues like child abuse and violation of traffic rules violation

Evidence of Success:

All these programmes have been designed with utmost care and thought and they aim at bridging the gap between classroom learning and the needs of the country. The programmes conducted under this banner were mostly pre-planned, while activities in connection with Covid were in response to the need. However, all the activities were organized with the objective of imparting the philosophy and the value of service to our students, which we consider as one of the core objectives of education. The confidence generated in students -manifested through the active participation and display of leadership capabilities- is a clear indication of the impact of these activities on our students. Also, our initiatives like the distribution of sanitizers, sanitation kits and food packets were lauded by the people of neighbouring areas which, in a way, is the true demonstration of the success of our ventures.

Problems Encountered and Resources Required:

1. Time constraints can be overcome only if social service becomes a mandatory part of the

curriculum.
2. Lack of convenient transportation.
3. Lack of volunteering agencies to carry out programmes.
4. Lack of finance is a very big constraint which can be solved only through the initiation of more collaborative efforts.

Best Practice II

Title of the practice: SMARTURN – The Digitalization practice in the institution

Objectives:

The college approaches SMARTURN with two-fold objectives: the first being centered on the digital competency of the students, and the second being oriented on the digitalization of the institution.

Initiatives centered on the students

1. To nurture a growing community of digitally empowered youngsters as envisaged and recommended by the previous NAAC peer team.
2. To make the students independent, confident and discerning users of technology
3. To enhance the proficiency of the students in handling the popularly used professional softwares by offering specifically designed certificate courses
4. To empower students to contribute to and survive in a paperless/cashless digital economy by training them to use online banking and other online transactions
5. To expose students to the digital potential of online courses on Humanities, Science, Technology and Management through the SWAYAM-NPTEL platform
6. To streamline the student learning process through GSUITE for education
7. To enable the students to update their knowledge using e-resources in the library

Initiatives centered on the institution

1. To upgrade the digital infrastructure of the college and introduce WiFi in the campus
2. To digitally upgrade the library and to familiarize the students with KOHA software and online resources such as INFLIBNET, D Space and OPAC.
3. To enhance digitally assisted teaching, learning and evaluation process
4. To integrate digital technology into the administrative system of the college
5. To professionalize the digital users of the college through GSUITE for Education by providing email ids and ensuring data security

The Context:

In today's world, communication and access to information are invariably linked to digital technologies like internet, social media and mobile devices. Digitalization pervades all processes and levels of higher education viz, teaching, learning, evaluation and research. To thrive and push oneself ahead in a society where the digital landscape keeps on changing, one must be able to access, manage, manipulate and create information in an ethical and sustainable way. Rural Kuttanad is an area prone to the problem of 'digital

divide'. The terrain itself poses major challenges in comfortably accessing digital technology. A majority of the students of our college hail from a rural background where digital literacy is almost non-existent. A large number of the students face the socio-economic disadvantage of being less able to access high speed internet or broadband facilities in their own home or locality. This often hinders their academic activities such as accomplishing projects, applying online or appearing for online courses from home. In a bid to bridge the gap between the digitally privileged and underprivileged, the college has launched **"SMARTURN"** in hopes to help its students reap the full benefits of a digitized world.

The Practice:

1. e-Samvijnan

Even before the advent of the Covid-19 pandemic and at a time when digital literacy was relatively less, the college initiated a digital literacy programme entitled "e-Samvijnan" in an attempt to develop ICT literacy skills among students. An expert committee of teachers designed a detailed syllabus to expose the students to computer and its functions, fundamentals of MS Office, Internet banking, emails, online banking and e-commerce. The entire student community is divided into small groups for the successful implementation of the programme. Such groups are allotted specific sessions and the trainers under the supervision of respective class teachers ensure the active participation of every student in a class. Recorded video lectures covering the various topics in the syllabus are also given at regular intervals.

2. Certificate Courses

The departments of the college also conduct many certificate courses in computer and its related applications for the benefit of students. A large number of students lack the practical knowledge of handling the desktop/laptop computers or using various softwares. Most of their digital knowhow is limited to the use of smartphones, that too after the strike of the pandemic. The college takes pride in its farsightedness whereby various certificate courses based on computer knowledge were imparted even in the years before the pandemic struck the world. The major ones are listed below:

1. CPP Programming
2. Computer Hardware and Software Installation
3. Basics of Origin Software
4. MS Office
5. Basic Course in MATLAB
6. Type setting using LaTeX
7. C++ Basics

3. SWAYAM/ NPTEL: Local Chapter

The National Programme on Technology and Enhanced Learning (NPTEL), a project funded by the Ministry of Human Resource Development (MHRD), provides e-learning through online web and video courses in Engineering, Sciences, Technology, Management and Humanities. Our college has been recognized as a SWAYAM-NPTEL local chapter and our teachers and students are encouraged to enroll in SWAYAM-NPTEL courses. The college, under the aegis of the library, organized awareness classes for students regarding the relevance and significance of NPTEL/online courses. Such initiatives began as early as 2018, at a time when the knowledge about online courses was relatively less. The various departments of the college, under the leadership of class teachers, also encouraged students to register for SWAYAM-

NPTEL courses. As a result of these initiatives, during the course of the last two years, almost 296 enrollments are registered for various courses.

4. Online Curriculum Delivery

The digital literacy programme came to its full swing when the Covid-19 pandemic hit the country in 2020. The entire teaching-learning process switched over to the online platform. Our students were then given special training in the use of online learning platforms such as Google Meet, Google Classroom and Zoom. The college uses GSUITE for Education from Google Workspace providing exclusive email account with institutional domain for all its stakeholders including students. The students use this platform to access Google Classroom for submission of assignments besides utilizing the reference materials posted by the teachers. A few exams were conducted via Quizziz. Regular Parent-Teacher meetings were conducted online during the pandemic situation where physical meeting was impossible. Many international webinars and conferences were organized on online platforms.

5. Infrastructural Facilities

In terms of infrastructure, the institution provides digital resources and ICT enabled tools to support the teaching, learning and administration processes. 300 Mbps and 150 Mbps bandwidth of internet connectivity provided by BSNL and Asianet respectively is utilized for 24*7 Wi-Fi-facility in the campus.

There is an ETNL software-based language lab for training in communication. Classes in phonetics and the screening of movies are done with the aid of the language laboratory.

A computational laboratory with MATLAB set up with the help of DST-FIST assistance in the Department of Mathematics helps students in technical computing and also in solving many problems related to different mathematical subjects.

6. Administration

The college implemented digitalization in administration through the installation of the Academic Management software provided by Linways. Students' admission and fee details, work arrangement, attendance, updating the details of the staff etc. are done through Linways. Individual emails in domain and exclusive social media pages and groups are used for the dissemination of information.

7. Examination Cell

The college has digitalized the Examination Cell as a result of which circulars and notifications regarding examinations are circulated only through official Whatsapp groups.

8. Library

Our library is fully automated with KOHA (Version 21.05) and thereby offers a customizable search facility. D Space, the software used in digital library, provides easy access to materials through listing as well as searching. The library is also equipped with a machine-readable catalogue facility.

 A voice bank and studio viz, DHWANI functions as part of the college library for the benefit of visually impaired students.

Evidence of Success:

At the end of the "e-Samvijnan" course, the students were given practical assignments and it was found out that all the participants in the course had familiarized themselves with the basic usage of computer and its related applications. It enabled them to carry out every day activities such as browsing, banking and so on with ease.

The fully automated library enables the students to update their knowledge with the digital resources. The increased use of online learning platforms, applications and resources provides testimony for the success of the digital learning resources provided by the institution. The regular use of online learning platforms such as Google Meet and Google Classroom help our students clarify their doubts, brainstorm ideas, conduct seminars, submit assignments and attend examinations in a more systematic and convenient manner. It has to be admitted that while the socio-economic disadvantage of the locality prevails, the digital empowerment of the students may not match up the global benchmarks. Yet, it is encouraging to see that the students of the college are now empowered learners who can use internet and digital technology in their lives in a constructive manner.

Problems Encountered and Resources Required:

1. Technical issues confronted during the usage of ICT.
2. Shortage of gadgets and moderate/high speed internet for economically backward students.
3. Even though a large majority of our candidates enroll themselves for NPTEL courses, the busy academic schedule prevents many from pursuing and completing the course in a prompt manner.
4. Security issues exist as online platforms are prone to cyber-attacks.

File Description	Document
Link for Best practices in the Institutional web site	[View Document](#)
Link for any other relevant information	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

St. Aloysius College in and for Kuttanad

Being the only government aided Arts and Science College situated in Kuttanad, St. Aloysius College, Edathua strives to preserve the cultural heritage of the land and to address the issues faced by its neighbourhood. As a remote hamlet earlier primarily dependent on water transport, the lack of road networks in Kuttanad denied access to higher education to the people of the land. Realizing the situation, St. George Forane Church founded the college in 1965, in a water-logged site once deemed unsuitable for

construction of buildings.

The unique terrain has benefits and drawbacks as well. Recurring floods during annual monsoons and water scarcity during summer are the most prominent among the disadvantages. The water-logged terrain aggravates the impact of pollution. Although road connectivity and educational infrastructure have eventually developed, opportunities for education received by students of Kuttanad are far less when compared to students from other regions. The following initiatives make the intitution distinctive:

1. Seminars and Workshops Addressing Kuttanad

"Aloysian Study Centre on Kuttanad" (ASCK) of the college arranges educational seminars and workshops to enlighten the academic community and also to give recommendations to the agencies involved.

- ASCK organized a webinar on "Below Sea Level Farming & Integrated Water Resource Management; What Kuttanad can learn from the Dutch?" on 5th June 2020. ASCK organized a panel discussion on the topic "Ecological Conservation of Kuttanad through Scientific Methods" on World Environment Day- 2021 and a panel discussion "Save Kuttanad Campaign" on 23/06/2021.
- The Zoology Association of the College organised a seminar on the "Prospects of Fish Farming in Kuttanad" on 21 November 2019, a regional webinar titled 'Fish Culture in Kuttanad: Challenges and Solutions' on 08 August 2020 and a seminar on "Potential of Ornamental Fish Culture as a Business Activity" on 29 January 2019.

2. Efforts in preserving cultural heritage

- The college has a Heritage Museum with artefacts and agricultural equipment that were in use in Kuttanad before the advent of mechanisation. Students from the nearby schools visit the museum to acquaint themselves with the heritage of the land of their origin.
- NCC cadets and NSS volunteers visit places of cultural importance and clean the surroundings. Student visits to Karumadikuttan Statue at Karumadi, Kunchan Nambiar Memorial at Ambalapuzha, Sree Krishna Temple museum in Ambalapuzha, Thullal Silpam at Ambalapuzha and Kumaranasan statue at Kumarakodi Pallana are some of the examples. NSS organized a programme titled "Nadanpattu Kalari" where folk singers were invited and students were given lessons on the origin and meaning of folklore.
- The college library maintains a separate section in the library for regional writers like Thakazhi Sivasankarapillai.
- Snake boat races are an important part of the cultural history of Kuttanad. Naval NCC cadets and other students who are trained in rowing participate in boat races conducted in various parts of the district.

3. Eco-consciousness Drives

Kuttanad is one of the most eco-sensitive areas in Kerala. Hence, it is very important to preserve the fragile ecosystem that the college is part of.

- Keeping this in mind, the college has incorporated this into the programme outcomes of both UG and PG programmes.
- Action-oriented programmes are done like cleanliness drives, tree planting programmes etc.

Instances include Cleaning streams and removing water hyacinth at Punnakunnathussery, cleaning the stream near Vettuthodu bridge in collaboration with the local panchayat and cleanliness drives carried out at Edathua Primary Health Centre and KSRTC depots.

4. Relief Activities

- During floods, the college opens up the main auditorium of the college for flood relief camps. During the great flood of 2018, even the main building and classrooms were opened out to the affected people. The college organized a medical camp in association with St. Thomas Hospital Chethipuzha in a nearby village at Punnakunnathussery after the flood of 2018. Our students also distributed cleaning and sanitary items among the people. With the help of NGOs, books were distributed to students who lost them during the 2018 flood. With the help of Bahrain Malayalee Association, our college provided financial support to selected families from the neighbourhood.
- During Covid-19 pandemic, the college auditorium served as Covid First-Line Treatment Centre.

5. Water Analysis by the Department of Chemistry

The water testing unit in the department of Chemistry offers its service to the public. Our students collect water samples from their homes and vicinities to test their quality. The department also offers a certificate course on water analysis.

6. Extension Programmes for School Students

Various departments of the college offer their services to nearby schools regularly. The Research and Postgraduate Department of Commerce visited nearby higher secondary schools and organized a programme titled "Ignite the Young Minds on Stock Market". The Department of English conducted "A Gateway to Better English" for the students of nearby schools. The self-financing department of English conducted a workshop for the teachers of St. Aloysius High School on the topic "A Guide to English Grammar". The Department of Mathematics organizes quiz and elocution competitions for nearby higher secondary school students. The Department of Physics organizes "Eureka," an annual science exhibition for school students. The students of the Postgraduate Department of Zoology (self-financing) offer support to school students in preparing their projects and developing models for science exhibitions.

On World Fisheries Day, B.Sc. Zoology students organized an exhibition of indigenous fishes of Kuttanad for students of nearby schools. They distribute annual newsletters on public health like "AIDS: Communities Make Difference" and "Corona Virus: Its Epidemiology, Symptomology and Control" to nearby schools and the public.

7. Training sessions in swimming utilizing the water-scaped locale

St. Aloysius College has a proud history in aquatic competitions. The Arjuna award winner and Olympian Mr. Sebastian Xavier, Arjuna award winner and Asian Champion Mr. Saji Thomas (Rowing) and Surfing champion and Olympian Mr. Rocha C Mathew are notable alumni in aquatic field who have brought laurels to the institution. The college has a swimming pool set according to Olympic standards. The college water polo team and swimmers regularly bag prizes at University level competitions.

File Description	Document
Link for appropriate web in the Institutional website	[View Document](#)
Link for any other relevant information	[View Document](#)

5. CONCLUSION

Additional Information :

St. Aloysius College is the outcome of the long vision and hard work of the people of Kuttanad region. Their quenchless zeal to get quality education to their children led to the formation of this noble institution of higher education. The administrators and staff of the college are well aware of the mission and vision that the founders set for this institution. It is with much contentment and pleasure that the founding fathers saw their children climbing and reaching the academic and careers heights through the education they gained at St. Aloysius College.

With the passage of time, the college has touched the following milestones:

- An increase in the number of programmes offered.
- Imparting value education.
- An increase in the number of rank holders in University examinations.
- An increase in the number of faculty involved in research and academics.
- Uplifting the students in the IT scenario.
- Extending its service to neighbourhood through extension activities.
- Opening up infrastructure to neighbourhood.
- Produced reputed alumni like Olympian Mr. Sebastian Xavier (Swimming), Asian Champion Mr. Saji Thomas (Rowing) and Olympian Mr. Rocha C Mathew (Surfing).

Going forward, the college aims to achieve the following:

- To be a champion of the cause of Kuttanad, especially in the context of recurring floods.
- To remain as a beacon of cultural rootedness through the college museum 'Kuttanad Heritage Centre' and related activities in a time where longstanding practices including those of agriculture are fading away.
- To further upgrade the infrastructure facilities so as to keep up with the technological progress in the world.
- To guide students to a global standard by effectively implementing and evaluating OBE.
- To rededicate itself to the vision and compete with other institutions with a healthy vigour.

Concluding Remarks :

Established in 1965, St. Aloysius College, Edathua has journeyed into eons of transformation over the five decades since its inception. What began as an institution once deemed as situated in a site under water has risen to the prestigious institute of learning today with the patronage of the management, St. George Forane Church and the visionary population of the locality. The geographic limitations that weigh the institution down are overcome with the vibrancy in the curricular, co-curricular and extra curricular activities and the extension programmes enriching the land with the light of knowledge. The vision of the college is rooted in serving the home land and moulding the students to be morally and professionally responsible towards the land of their origin, while simultaneously upgrading itself to the quickly evolving digital world of the post Covid-19 times. The distinctive feature of the college is that it possesses the potential to be a pedagogic avenue and ethical support to the land. This is evident in the thrust given to ecological consciousness, gender sensitivity and moral

values in the college. The institution stands by the ideals of faithfulness to the society, community and the nation at large and envisions moulding future generations to be personally successful, socially accountable and morally responsible citizens of the country. The year 2025 marks the Diamond Jubilee of the college and it is hoped that the college reaches the standards of self-reliance and resourcefulness to stand high as an institution with contemporary relevance in the society.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
1.2.2	**Number of Add on /Certificate programs offered during the last five years** 1.2.2.1. **How many Add on /Certificate programs are offered within the last 5 years.** Answer before DVV Verification: 	2020-21	2019-20	2018-19	2017-18	2016-17
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4	11	7	4	4 | Answer After DVV Verification : | 2020-21	2019-20	2018-19	2017-18	2016-17
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3	8	5	2	2	
2.1.2	**Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)** 2.1.2.1. Number of actual students admitted from the reserved categories year-wise during the last five years Answer before DVV Verification: 	2020-21	2019-20	2018-19	2017-18	2016-17
---	---	---	---	---
86	93	84	89	76 | Answer After DVV Verification : | 2020-21	2019-20	2018-19	2017-18	2016-17
---	---	---	---	---
86	93	84	89	76	
3.3.1	**Number of Ph.Ds registered per eligible teacher during the last five years** 3.3.1.1. **How many Ph.Ds registered per eligible teacher within last five years** Answer before DVV Verification : 16 3.3.1.2. **Number of teachers recognized as guides during the last five years** Answer before DVV Verification : 6 Answer after DVV Verification: 4

2.Extended Profile Deviations

Extended Profile Deviations

No Deviations