ST. ALOYSIUS COLLEGE EDATHUA
EDATHUA P.O. ALAPPUZHA, KERALA – 689573

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(Affiliated to Mahatma Gandhi University Kottayam, Kerala)

ANNUAL QUALITY ASSURANCE REPORT
2015 — 16

Submitted to

NATIONAL ASSESSMENT & ACCREDITATION COUNCIL

The Annual Quality Assurance Report (AQAR) of the IQAC

Period of Report: June 1, 2015 to May 31, 2016

Part – A

AQAR for the year

2015-16

1.Details of the Institution

1.1 Name of the Institution

ST.ALOYSIUS COLLEGE, EDATHUA

1.2 Address Line 1

ST.ALOYSIUS COLLEGE

Address Line 2

EDATHUA

City/Town

EDATHUA, ALAPPUZHA

State

KERALA

Pin Code

689573

Institution e-mail address

sacedathua@gmail.com
principalsaceda@gmail.com

Contact Nos.

04772212264

Name of the Head of the Institution:

DR. K. V. SABAN

Tel. No. with STD Code:

0477 2212264; 0477 2210564

Mobile:

9847390370

Name of the IQAC Co-ordinator:

DR INDULAL G.

Mobile:

9495382727

IQAC e-mail address:

iqacsac1965@gmail.com

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

KLCOGN10045

OR

1.4 **NAAC Executive Committee No. &Date:**

EC/41/RA/02 dated 10.2.2007

(For Example EC/32/A&A/143 dated 3-5-2004. This EC no.is available in the right corner-bottom of your institution's Accreditation Certificate)

1.5Website address:

www.aloysiuscollege.org

Web-link of the AQAR:

www.aloysiuscollege.org

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

1.6Accreditation Details

Sl.No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	***	-	2001	5 years
2	2nd Cycle	B+	-	2007	5 years
3	3rd Cycle	A	3.04	2015	5 years
4	4th Cycle				

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

01.06.2000

1.8 Details of the previous year's AQAR submitted to NAACafterthe latest Assessment and Accreditation by NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

  i.   AQAR 2008 – 2009 *submitted to NAAC*on 25.08.2011
 ii.   AQAR 2009 – 2010 *submitted to NAAC*on 06.12.2011
iii.   AQAR 2010 – 2011 *submitted to NAAC*on 25.08.2012
 iv.   AQAR 2011 – 2012 *submitted to NAAC*on 29.11.2013
  v.   AQAR 2012 – 2013 *submitted to NAAC* on 30.11.2013
 vi.   AQAR 2013 – 2014*submitted to NAAC* on 21-08-2014
vii.   AQAR 2014 – 2015*submitted to NAAC* on 06-07-2015

1.9Institutional Status

University   State ✓ CentralDeer☐   ☐rivate ☐

Affiliated College   Yes ✓ No ☐

Constituent College   Yes ☐   No ✓

Autonomous collegeof UGC   Yes ☐   No ✓

Regulatory Agency approved Institution   Yes ✓   No ☐

(eg. UGC,AICTE, BCI, MCI, PCI, NCI)

Type of Institution   Co-education ✓   Men ☐   Women ☐

Urban ☐   Rural ✓   Tribal ☐

Financial Status   Grant-in-aid ☐   UGC 2(f)U ✓   12B ✓

Grant-in-aid +Self FinancingS ✓ hancing   ☐

1.10Type of Faculty/Programme

Arts ✓ ence   ✓ merce   L ✓ PEI(Ph ✓ du)   ✓

TEI (Edu) ☐   Engineering ☐   Health Science ☐   Management ☐

Others(Specify)   .Nil

1.11Name of the Affiliating University *(for the Colleges)*   **MAHATMA GANDHI UNIVERSITY**

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

Autonomy by State/Central Govt. / University   NO

University with Potential for Excellence   NO   UGC-CPE   NO

DST Star Scheme   NO   UGC -CE   NO

UGC-Special Assistance Programme   NO   NO

UGC-Innovative PG programmes   NO   (*Specify*)

UGC-COP Programmes   NO

2.IQACComposition and Activities

2.1No. of Teachers   11

2.2No. of Administrative/Technical staff   1

2.3No. of students   0

2.4No. of Management representatives   2

2.5No. of Alumni   2

2. 6No. of any other stakeholder and

community representatives   3

2.7 No. of Employers/ Industrialists   0

2.8 No. of other External Experts   0

2.9 Total No. of members   19

2.10No. of IQAC meetings held   4

2.11 No. of meetings with various stakeholdersFaculty   4   -Teaching Staff

Students   2   Alumni   Othe   2   2

2.12Has IQAC received any funding from UGC during the year?   Yes   No   ✓

If yes, mention the amount

2.13Seminars and Conferences (only quality related)0

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC : Nil

Total Nos.In | 10 | al   Nati | | State | | Institut | 2 | evel | 8 |

(ii) Themes

> Quality improvement in teaching-learning process, Commitment towards excellence, ICT enabled teaching, Promotion of research work, Equipping in the area of Student Mentoring and Support
>
> Implementation of various academic and administrative activities and intervened whenever necessary with suggestions to ensure the maintenance of quality parameters

2.14 Significant Activities and contributions made by IQAC

> Motivating teachers to participate in research and extension activities to enhance the quality of teaching and learning. They are also encouraged to carry out major and minor research projects
>
> Opportunities are provided to students for attending seminars and workshops to inspire them in research.
>
> Nourishes eco-aesthetic concerns through the activities of NSS, NCC, Bhoomithrasena Club
>
> Walk with a Scholar and Scholar support programme
>
> Cultural activities and programmes- Film club, Music club, Yoga club, Debate club, Quiz club
>
> Functioning of Anti-ragging committee and maintenance of campus discipline
>
> Digitalization of administration and Library
>
> Job oriented and placement assistance programmes were conducted

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
Enrichment of the quality of education	Strict monitoring of completion of topics as per the syllabus
	Evaluation of teaching-learning process is done by the Centralized Internal Examination Management system of the college in accordance with University examination model.
	Remedial teaching is conducted for SC/ST, other socially and economically backward students. Surprise tests are conducted
	Scholar support programme, Career guidance, personality development and counselling classes have been conducted
Motivating faculty	Fifteen ongoing minor research projects
	Three faculty have applied for FIP
	Many of our teachers are part of the curriculum restructuring committee in the University.
	Teachers have participated in UGC-sponsored Orientation Programme /Refreshers courses organized by Academic Staff College
Organising seminars	Each department conducts national, state, regional level seminars
Infrastructure facilities such as lab renovation	Steps were initiated to renovate labs
Promoting research	Attempts are made to upgrade Mathematics and Physics departments into research departments
To encourage sports and games	Conducted annual athletic meet
	Interdepartmental football, volleyball and cricket tournament
	Mar Kavukattu memorial Intercollegiate Football tournament

* *Academic Calendar of the year is attached as Annexure.*

2.16. Whether theAQAR was placed instatutory body Yes ☐ ✓ No

Management ✓ yndicate ☐ ny other body ✓ Staff Council

Provide the details of the action taken

> The staff council discussed the suggestions put forward by IQAC on quality enhancement measures. Encouraged the faculty to avail research projects, FDP and FIP and urged them to concentrate on academic activities as well as administrative matters.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	1	Nil	Nil	Nil
PG	3	Nil	2	Nil
UG	7	Nil	2	Nil
PG Diploma	Nil	Nil	Nil	Nil
AdvancedDiploma	Nil	Nil	Nil	Nil
Diploma	Nil	Nil	Nil	Nil
Certificate	Nil	Nil	Nil	Nil
Others(add on)	Nil	Nil	Nil	Nil
Total	11	Nil	4	Nil

Interdisciplinary	9			
Innovative	Nil			

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

Pattern	Number of programmes
Semester	14
Trimester	Nil
Annual	Nil

1.3Feedback from stakeholders*Alumni ✓   ParentsE   yersStudents ☐   ✓
(On all aspects)

Mode of feedback:OnlineM   Co-operatir ✓ ools (for PEI)   ☐

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

NO

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

NO

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
43	25	18	Nil	1(PART TIME)

2.2 No. of permanent faculty with Ph.D.

14

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
	3								

2.4 No. of Guest and Visiting faculty and Temporary faculty

42		

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended		6	6
Presented		5	5
Resource Persons		3	5

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

- Opportunities to teachers to attend orientation and refresher courses in order to improvise teaching quality
- Remedial teaching and tutorial system, group discussions, peer teaching
- ICT enabled teaching methods, Use of power point presentations
- On the job training programmes
- Commerce fest
- Interactive learning through field work, study tours; industrial visits, group discussions, quizzes, workshops, debates and academic seminars

- Classes by experts
- Use of audio visual aids especially for communicative English
- Incorporating elements of yoga to improve stamina and strengthen body
- Training programmes/sessions conducted by students such as on assembling LED bulbs

2.7Total No. of actual teaching daysduringthis academic year

| 174 |

2.8Examination/ Evaluation Reforms initiated by the Institution(for example: Open Book Examination,BarCoding, Double Valuation, Photocopy, Online MultipleChoiceQuestions)

We follow the examination –evaluation reforms of the MG University

An Invigilation Squad consisting of senior faculty members was formed for the proper conduct of examinations

2.9No. of faculty members involved in curriculumrestructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

| 10 |

2.10Average percentage of attendance of students

| 87 |

2.11 Course/Programme wisedistribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction	I	II	III	Pass %
B.Sc. Zoology	21	3	4	6		62
M. Sc. Zoology	11	1	5			55
B.Sc. Chemistry	23	5	5	1		48
B.Com Computer	52	5	4	6		29
B.Com Tax	57	9	22	9	9	86
M.Com	15	1	4	2	2	60
B.Sc. EEM	20		2	2		20
B.Sc. Physics	28	10	2	1		46
M.Sc.Physics	10	1	6			70

B.Sc. Mathematics	30	2	4	2		27
M.Sc. Mathematics	11	1	1			18
B.A English	27	2	4	3		33
M.A English	4		1			25
B.A Economics	46		5	2		15

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

1. In order to ensure that a continuous and comprehensive evaluation of students is done the IQAC periodically gets reports from the Examination Cell. The IQAC checks the examination schedule for the timely conduct of semester exams and final examinations and Open Houses.
2. On publication of results a meeting of the Heads of department is called to analyze the results, look into the areas of poor performance and suggest measures for improvement.
3. The IQAC keeps track of content related talks and seminars conducted by and for the students.
4. Remedial, mentoring and tutorial classes are monitored through reports submitted periodically.
5. Collects feedback from students/ suggestions from HODs and students/Discussions with Principal and Staff Council

2.13Initiativesundertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	5
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	3
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	4
Others	

2.14Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	18	3		
Technical Staff	1			

Criterion – III

3.Research, Consultancy and Extension

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

Motivated teachers to take up research activities by availing various funds. Encouraged FIP and FDP,   Support given to conduct seminars/ workshops/ symposia etc.
Faculty members were encouraged to attend seminars and conferences and to engage in research.
The departments were encouraged to conduct invited talks
Made plans to start Research Centres in all postgraduate departments.
Allots special rooms for research purpose
Research facilities like free Internet, INFLIBNET, research journals were provided through management
Assisted in procuring funds from FIST, UGC, DST as well as from the management to purchase new and necessary equipment.

Invited eminent resource persons to conduct lectures/ workshops/ seminars on relevant topics.

Conducted various academic programmeslike student projects to cultivate research culture and scientific temperament among the student community.

Students are given opportunities to do their project work in various universities/colleges/industries.

3.2Details regarding major projects: NIL

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		15		
Outlay in Rs. Lakhs		3,41,5000	3,41,5000	

3.4 Details on research publications

	International	National	Others
Peer Review Journals	5	8	
Non-Peer Review Journals			
e-Journals			
Conference proceedings		6	

3.5 Details on Impact factor of publications:

Range ⟨0.2- 4.2⟩ ʳerage ⟨1.8⟩ -indexNos. iⁿ ⟨4.2⟩ S ⟨6⟩

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant Sanctioned	Received
Major projects				
Minor Projects	2	UGC	3,41,5000	2,66,4045
nterdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects *(other than compulsory by the University)*	1	KSCSTE	10,000	10,000
Any other(Specify)				
Total			3,51,5000	2,76,4045

3.7 No. of books publishedWith ISBNNo.Chapters in Edited Books ⟨3⟩

   ii) Without ISBN No.- Nil

3.8 No. of University Departments receiving funds from

UGC-SAP ⟨ ⟩   CAS ⟨ ⟩ ⟨ ⟩ST-FIST ⟨ ⟩

DPE ⟨ ⟩   DBT Scheme/funds ⟨ ⟩

3.9 For colleges   Autonomy ⟨ ⟩   CPE ⟨ ⟩ Star Scheme ⟨ ⟩

INSPIRE ⟨ ⟩   CE ⟨ ⟩ ny Other (specify) ⟨ ⟩

3.10 Revenue generated through consultancy ⟨Rs.5000/-⟩

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number			2		
Sponsoring agencies			KSCSTE		

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations   International ☐   National 5   Any other 4

3.14 No. of linkages created during this year ☐

3.15 Total budget for research for current year in lakhs :3,51,500

From Funding agency From Management of University/College   3,51,500

Total   3,51,500

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	Nil
	Granted	Nil
International	Applied	Nil
	Granted	Nil
Commercialised	Applied	Nil
	Granted	Nil

3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year

Total	International	National	State	University	Dist	College
		2				

3.18 No. of faculty from the Institution who are Ph.D.Guides   3
and students registered under them   8

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

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

JRF 1   RF ☐   Project Fellows ☐   Any other ☐

3.21No. of students Participated in NSS events:

University level | 50+50 | evel

National level | | International level | |

3.22No.of students participated in NCC events:

University level | 106 | State level | 27 |

National level | 12 | International level | |

3.23 No. of Awards won in NSS: NIL

University level | | State level | |

National level | | International level | |

3.24 No. of Awards won in NCC:

University level | | State level | 9 |

National level | 1 | International level | |

3.25No. of Extension activities organized

University forum | 3 | College forum | 3 | NCC | | NSS | | Any   other | 9 |

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

- Students of the college cater the needs of the poor by providing food in Snehabhavan old age home for one day in a week.
- College encourage students to donate blood. Whenever external requests are come college arranges same group blood donor from the group of willing students.
- Students visit the flood hit regions and provide food kits and dresses

Criterion – IV

4.Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	29Acres		Management	
Class rooms	44		Management	

Laboratories	4		Management	
Seminar Halls	2		Management	
No. of important equipments purchased (1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

Office administration is fully automated through E-College Solutions software. Through this process all the office work including fee collection, admission register, accounts maintenance, issue of TC, conduct certificate etc. is made easily possible.Salary of all the staff is processed online through "SPARK"- software of Govt. of Kerala.

- Library services have been automated using an integrated library management software- SOUL&KOHA& Bar coded for easy access and retrieval.
- KOHA software makes possible online accessibility of catalogues
- A data base of all the books is now available as OPAC in LAN(Online Public Access Catalogue).
- Establishment and development of a digital library using D-space
- Creation and maintenance of a website for the college.
- Subscription to 6000+ journals and 97000+ e-books through UGC NLIST programme.
- Subscription to 10250 open access e- journals through DOAJ
- More PCs facility

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books			419	189960		
Reference Books			40	84055		
e-Books						
Journals			8	13100		
e-Journals						
Digital Database						
CD & Video						
Others (Periodicals)			25	13761		

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	60	3	26	1(NRC)	1	3		
Added	20							
Total	80							

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

College is providing training to teachers for the use of ICT by arranging classes of higher education, dept. of informatics.

All the departments are provided with computers having internet accessibility.

Teachers and students are provided with free internet accessibility.

We are using technology teaching methods using internet, smart classroom, interactive boards, LCD projectors etc.

4.6 Amount spent on maintenance in lakhs : 11,93,498

i) ICT(Service charges)

| 60,122 |

ii) Campus Infrastructure and facilities & civil works

| 12,53974 |

iii) Equipment(Repairs & maintenance)

| 1,32,722 |

iv) Others

| |

Total :

| 14,08826 |

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The Public Address System and the Student Notice Board were used to inform students and give awareness about student support services such as Career Guidance Cell, Placement Cell and Grievance Redressal Cell, fee deduction etc. as and when necessary. The Student Handbook and the College Website facilitated the dissemination of information regarding student support services such as hostel facilities, scholarships, canteen etc. Class Teachers were directed to identify the outstanding students from various classes of the first year UG batch to be mentored across three years by internal faculty and external resource persons as part of the Walk With a Scholar (WWS) Programme, a Govt. of Kerala initiative. Class Teachers were directed to identify the weak students from various classes of the first year UG batch to be mentored across one year by internal faculty members as part of the Student Support Programme (SSP), a Govt. of Kerala initiative. More than hundred scholarships are provided to students who excel in studies, cultural and sports activities. SAS Care foundation and Japan (Japanese Malayali Association) provides scholarship to meritorious students who have financial troubles.The final year UG students are given career Guidance programme. Orientation Programme for students, Parent teacher meetings, Awareness classes on different topics, Bank Test Coaching, Civil Service Coaching, and Net Coaching classes are conducted. Also students are encouraged to participate in various club activities. Talented students are encouraged to take part in competitions organised in other Colleges/ Institutions

5.2 Efforts made by the institution for tracking the progression

Continuous Evaluation
Class teachers maintain records of students' progression across the years of UG and PG studies to facilitate better documentation
A minimum of two PTA meetings /open houses were conducted, in addition to the general body meeting of the PTA.
Providing awareness for progression of higher studies
Career guidance programmes are conducted

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1045	136	Nil	

(b) No. of students outside the state | Nil |

(c) No. of international students | Nil |

No	%	MenWomen	No	%
506	43		675	57

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
802	106	Nil	121	2	1180	832	116	Nil	107	2	1181

Demand ratio   Dropout %   1%

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

Orientation classes and seminars by subject experts were conducted for the students of each department. Career orientation classes are also conducted.

No. of students beneficiaries | 880 |

5.5 No. of students qualified in these examinations

NET | 3 | SLET | | GATE | | CAT | |

IAS/IPS etcStat | | UPSC | 12 | | | 16 |

5.6 Details of student counselling and career guidance

Student counseling is conducted. In ordinary cases the class teachers give them counseling and those who need additional support were directed to College counseling cell. Departmental counseling centre is instrumental in identifying and redressing the grievance of needy students. Interaction with parents is also maintained if required.

All first year UG and PG students are given Orientation class which focuses on personality development, attitude and aptitude refinement, goal setting. Class teachers and other teachers provide extra academic and emotional support for slow and advanced learners.

Career guidance cell is functioning in the college. 3-4 career guidance and awareness programmes are conducted in one academic year.

No. of students benefitted

| 400 |

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
3	320		

5.8 Details of gender sensitization programmes

The teachers of women's cell arrange women empowering awareness programmes in the class rooms to help them to break social stigmas.
Students are encouraged to perform cultural activities related to women empowerment

5.9 Students Activities

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

State/ University level National level | 6 | International level | |

No. of students participated in cultural events: Nil

State/ University level | | National level | | International level | |

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level | | National level | | International level | |

Cultural: State/ University level | | National level | | International level | |

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government	660	2883540
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs   : State/ University level ☐   National level ☐   International level ☐

Exhibition: State/ University level ☐   National level ☐   International level ☐

5.12 No. of social initiatives undertaken by the students   7

5.13 Major grievances of students (if any) redressed:

Toilets were repaired before the next academic year and additional dustbins were placed.

The departments were directed to contact the office for repair of fans and plug points.

The faulty/malfunctioning speakers of various departments were repaired.

Initiatives were taken to renovate the library so that readers can use it in a comfortable manner.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision- The College envisions the formation of global citizens with academic excellence and integrity of character who can champion the cause of a Just Society.

Mission- The mission of the college is to mould the students as skilled, worthy, global citizens who can uphold the values of peace, fraternity and love.

6.2 Does the Institution has a management Information System

Yes, The College is owned and managed by St.GeorgeForane church, Edathua, with the Arch Bishop of Changanassery as the Patron. The vicar of the parish is the president of the governing body of the college. The principal of the college is the secretary to the managing Board. The other members are three representatives from the parish, one member representing the faculty, the college bursar and the vicar of the LourdeMatha parish church.

6.3 Quality improvement strategies adoptedby the institution for each of the following:

6.3.1 Curriculum Development

Curriculum development is primarily done by University through various board of studies

Our faculty actively participates in the workshops and seminars for curriculum development and restructuring and syllabus revision

6.3.2 Teaching and Learning

An action plan and general time table is prepared in the beginning of every academic year.

We use peer teaching, remedial coaching, mentoring, on the job training(OJT), etc. to communicate the subject matter to students. Scholarships and endowments are provided to reward needy and meritorious students.

Teachers were encouraged to use methods such as power point presentations, field visits and applied extension activitiesthat foster greater student interaction.

6.3.3 Examination and Evaluation

Class test are conducted regularly. At college level two internal examinations are conducted in each semester. Assignments, seminars and projects works are regularly given to students and their performance is assessed

6.3.4 Research and Development

College encourages faculty to avail FIP programmes. College also encourages faculty to apply minor and major research projects. College publishesAloysian Research Journal. Science departments are encouraged to have collaboration with various laboratories. All science departments are equipped withinstrumentation room

6.3.5 Library, ICT and physical infrastructure / instrumentation

We have a working digital library. Seminar halls with smart learning facilities are available. Departments can avail LCD projectors. Physics instrumentation lab is equipped with photoluminescence spectrophotometer.

6.3.6 Human Resource Management

Motivational talks, interface with great achievers, career guidance are arranged to make students globally employable. Coaching for competitive exams are arranged.

Various committees and clubs comprising of the staff coordinate different activities throughout the year. These committees works under the guidance of principal to ensure smooth functioning of the institution.

Human resources are effectively and efficiently utilized for the development of departmental activities and community extension activities

6.3.7 Faculty and Staff recruitment

Recruitment purely on the basis of merit adhering to the norms laid down by the G University, Kerala government and UGC.

Well qualified faculty and staff are recruited as per requirement.

6.3.8 Industry Interaction / Collaboration

Students are encouraged to visit industries and research institutions as part of their projects and research.

Collaboration with institutions for research and project works includes, Kerala agricultural university KumarakomKottayam, Deputy director of fisheries Alappuzha, Network of fish quality management and sustainable fishing (NETFISH), KSCSTESasthraBhavan, Trivandrum

6.3.9 Admission of Students

Students are admitted through the CAP process organized by MG university.

Selection of candidates on Management Quota is decided by a committee and is based on merit. Due consideration is given to poor and marginalised

3% reduction is given to physically handicapped candidates

10% reduction are allowed to community quota

6.4Welfare schemes for Teaching, Non-teaching & Students

Teaching staff	1. Staff credit society 2. Staff Cooperative society 3. Access to Cash deposits, Chit Fund Facilities 4. Recreational Facilities 5. Canteen 6. Duty leave 7. FIP leave 8. PF, SLI, GIS, GPAIS
Non-teaching Staff	1. Management provides financial assistance to needy staff for medical treatment and for the education of their children. 2. Staff cooperative society 3. Chitty 4. Canteen 5. PF, SLI, GIS, GPAIS

Students	1. Students are benefitted from institutional scholarships by the faculty and the alumni 2. Endowment awards 3. Provided with charity fund from other sources 4. KPCR fee concessions, Student aid fund 5. Medical insurance, National Loan scholarships, Post matric scholarships, post matric for physically handicapped, post graduate scholarships for single girl child

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done   Yes ✓ No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No		Yes	Management (principal)
Administrative	Yes	Office of the Director of Collegiate Education, Thiruvananthapuram	Yes	College governing body

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes   Yes [ ]   No [ ] ✓

For PG Programmes   Yes [ ]   No [ ] ✓

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

The examinations are conducted strictly adhering to University norms and rules.

The principal acts as the Chief Superintendent and a senior teacher coordinate the duties

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

6.11 Activities and support from the Alumni Association

Various Alumni Associations are active in this institution. Many Departments use the support of alumina for academic and other activities

Various endowments are provided by Alumni.

Provide educational assistance to financially backward students.

Members support the college by arranging lectures, seminars and counseling classes for students.

Yearly alumni meeting provide the students, a golden opportunity of interaction.

Infrastructural facilities including boards and posters for creating subject awareness have also been sponsored by the Alumni members

6.12 Activities and support from the Parent – Teacher Association

PTA meeting is periodically conducted by various departments for each class at least every semester for discussing academic performance of students and also collect feedback for further improvement.

Cash prizes are provided to best students in each class.

Cash prizes are provided to outstanding students in co-curricular activities.

Endowments and scholarships are also provided for financially weak students.

Supports and helps the college authorities for the smooth functioning of the college.

6.13 Development programmes for support staff

Welfare schemes, society chitty, financial help, Encourage for higher studies

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

Extensive efforts have been taken to plant trees and make campus green

Vegetable garden is set by NSS in the campus

Ozone day and environment day celebration was conducted to make awareness among the youngsters on the need to protect the atmosphere

Garden-maintenance activities were undertaken by the students.

Rain water harvesting system is maintained in the campus.

Resolve to avoid flex boards in seminars and other programs

Waste bins are placed in all department premises to keep the area clean.

Incinerators are provided in the college and hostel for eco- friendly disposal of sanitary napkins.

Criterion – VII

7. <u>Innovations and Best Practices</u>

7.1 Innovations introduced during this academic yearwhich have created a positive impact on the functioning of the institution. Give details.

Curriculum supporting:

1. Action Plan
2. Peer teaching
3. ICT facility
4. Continuous Evaluation
5. Skill Development programme
6. Additional Skill Acquisition Programme
7. Computer Lab for MATLAB
8. Finishing school
9. Sky up forum

Enrichment programmes:

1.Student mentoring 2. Student counselling 3.Life Guidance Programme 4.Yoga classes 5. Seminars and workshops 6.Coaching for competitive exams 7. Equal opportunity centre 8. Walk With a Scholar programme 9. Scholar Support Programme 9.Aloysian Luminary Contest

Extension programmes:

1. RELP
2. Charity initiatives

Eco friendly activities:

1. Bhoomithrasena   2. NSS

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

- IQAC evaluates the systematic and timely implementation of the various activities according to the plan of action chalked out by the departments in the beginning of the year

- Periodic verification of time table, monitoring of completion of syllabus is done at the departmental, college council and Principal's levels. Special classes are arranged for the completion of portions. Remedial and Tutorial classes are arranged for weak students.

- Encouraged teachers to undertake Major and Minor projects

- In order to promote student centric learning, the institution provides ICT enabled facilities, field trips and industrial visits.

- Various clubs are constituted and special training given to students for their overall achievements

- Inter departmental competitions are arranged and Environmental day, Ozone day, etc. were celebrated for creating awareness to the youngsters.
- A new health club with modern equipment is well functioning in the institution.
- Counseling facility is arranged for the needy students

7.3Give two Best Practices of the institution*(please see the format in theNAACSelf-studyManuals)*

1. Inculcation of research ambience
Promoted research among faculty and students.Faculty without PhD were given adequate support to apply for FDP. Students were given opportunity to undertake research oriented projects as part of their curriculum

2. Aloysian Exemplar Contest
Collegestarted a competition to select 5 students with all round achievements from the passing out UG and PG batches. The competition contains written examination, face-to-face interview and stage performance

Provide the details in annexure (annexure need to be numbered as i, ii,iii)

7.4Contribution to environmental awareness / protection

Trees which are collected from the dept. of Forest were planted in and outside campus. College has a herbal garden with collection of medicinal plants.

Conducts ozone day and environment day celebrations.

Incinerators are set in toilets

Avoided flex boards in seminars and other programs.

Seminars and discussion are conducted on current environmental issues

Eco-friendly initiative for minimizing paper wastage

7.5 Whether environmental audit was conducted?   Yes [   ]   No [✓]

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

8.**Plans of institution for next year**

Decided to go for the 4th cycle of reaccreditation as per NAAC guidelines

Introduce ICT facilities in more classes

To ensure the participation of students in University/State/National level sports and cultural competitions

Submit proposal for DST FIST Scheme

Upgrade Mathematics and Physics departments to research departments

Collaborative learning and research through ICT with other Universities

Strengthen interdisciplinary research activities

Apply for new Major and Minor research projects from external agencies

MoU with industrial organizations

Introduce ornamental fish culture

Name   **DR. INDULAL G.**   *Name*   **DR. K. V. SABAN**

_____   _____

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

_____***_____

Annexure I

Abbreviations

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

Annexure II

Academic Calendar of the College

JUNE 2015

Date	Day	WD	HD	Remarks
1	Mon	1		College re-opens after summer vacation (III &VSem)
2	Tue	2		
3	Wed	3		
4	Thu	4		
5	Fri	5		First Friday / Holy Mass / Life Guidance Class
6	Sat		H	
7	Sun		H	
8	Mon	6		
9	Tue	7		Value Education
10	Wed	8		
11	Thu	9		
12	Fri	10		
13	Sat		H	Second Saturday
14	Sun		H	
15	Mon	11		
16	Tue	12		
17	Wed	13		Special &Tution fees Due date (III & V Sem Degree & II PG Students)
18	Thu	14		
19	Fri	15		
20	Sat		H	
21	Sun		H	Patron St. Aloysius Day
22	Mon	16		
23	Tue	17		
24	Wed	18		Value Education
25	Thu	19		
26	Fri	20		
27	Sat		H	Re-dedication of College to the Sacred Heart of Jesus/Fee with fine of Rs. 5/-
28	Sun		H	
29	Mon	21		
30	Tue	22		

Total working days: 22

JULY 2015

Date	Day	WD	HD	Remarks
1	Wed	1		
2	Thu	2		
3	Fri		H	St. Thomas Day
4	Sat		H	
5	Sun		H	
6	Mon	3		
7	Tue	4		
8	Wed	5		
9	Thu	6		Value Education
10	Fri	7		
11	Sat	H	H	Second Saturday
12	Sun		H	
13	Mon	8		
14	Tue	9		
15	Wed	10		
16	Thu	11		
17	Fri	12		
18	Sat		H	Ramzan
19	Sun		H	
20	Mon	13		
21	Tue	14		
22	Wed	15		Commencement of First Semester Classes
23	Thu	16		
24	Fri	17		Value Education
25	Sat		H	
26	Sun		H	
27	Mon	18		
28	Tue	19		
29	Wed	20		
30	Thu	21		
31	Fri	22		

Total working days: 22

AUGUST 2015

Date	Day	WD	HD	Remarks
1	Sat		H	Inauguration of Golden Jubilee Celebrations
2	Sun		H	
3	Mon	1		
4	Tue	2		
5	Wed	3		
6	Thu	4		
7	Fri	5		First Friday/Holy Mass, Life Guidance Class
8	Sat		H	Second Saturday
9	Sun		H	
10	Mon	6		Value Education
11	Tue	7		
12	Wed	8		
13	Thu	9		
14	Fri		H	KarkidakaVavu
15	Sat		H	Independence Day
16	Sun		H	
17	Mon	10		First Internal Examinations
18	Tue	11		
19	Wed	12		
20	Thu	13		
21	Fri	14		Closing of the college for Onam holidays
22	Sat		H	
23	Sun		H	
24	Mon		H	
25	Tue		H	
26	Wed		H	
27	Thu		H	First Onam
28	Fri		H	Thiruvonam
29	Sat		H	
30	Sun		H	SreeNarayana Guru Jayanthi
31	Mon	15		Re-opening of the College after Onam holidays

Total working days: 15

SEPTEMBER 2015

Date	Day	WD	HD	Remarks
1	Tue	1		
2	Wed	2		
3	Thu	3		
4	Fri	4		First Friday/Holy Mass, Life Guidance Class,
5	Sat		H	SreeKrishnaJayanthi
6	Sun		H	
7	Mon	5		
8	Tue	6		
9	Wed	7		
10	Thu	8		
11	Fri	9		
12	Sat		H	Second Saturday
13	Sun		H	
14	Mon	10		
15	Tue	11		
16	Wed	12		
17	Thu	13		Value Education
18	Fri	14		IQAC Meeting
19	Sat		H	
20	Sun		H	
21	Mon		H	SreeNarayana Guru Samadhi
22	Tue	15		Second Internal Examinations
23	Wed	16		
24	Thu		H	Bakrid
25	Fri	17		
26	Sat		H	
27	Sun		H	
28	Mon	18		
29	Tue	19		
30	Wed	20		

Total working days: 20

OCTOBER 2015

Date	Day	WD	HD	Remarks
1	Thu		H	Gandhi Jayanthi
2	Fri	1		
3	Sat		H	
4	Sun		H	
5	Mon	2		
6	Tue	3		
7	Wed	4		V Semester University Exam. Begins
8	Thu	5		III Semester University Exam. Begins
9	Fri	6		
10	Sat		H	Second Saturday
11	Sun		H	
12	Mon	7		Value Education
13	Tue	8		
14	Wed	9		
15	Thu	10		
16	Fri	11		
17	Sat		H	
18	Sun		H	
19	Mon	12		
20	Tue	13		
21	Wed	14		
22	Thu		H	Mahanavami
23	Fri		H	Vijayadashami
24	Sat		H	Muharam
25	Sun		H	
26	Mon	15		
27	Tue	16		
28	Wed	17		
29	Thu	18		Value Education
30	Fri	19		
31	Sat		H	

Total working days: 19

NOVEMBER 2015

Date	Day	WD	HD	Remarks
1	Sun		H	
2	Mon	1		
3	Tue	2		
4	Wed	3		Date of Commencement of IV and VI Semester classes
5	Thu	4		
6	Fri	5		First Friday/Holy Mass/Life Guidance Class
7	Sat		H	
8	Sun		H	
9	on	6		
10	Tue		H	Deepavali
11	Wed	7		Value Education
12	Thu	8		
13	Fri	9		
14	Sat		H	Second Saturday
15	Sun		H	
16	Mon	10		
17	Tue	11		
18	Wed	12		
19	Thu	13		
20	Fri	14		Commencement of First Semester Exams
21	Sat		H	
22	Sun		H	
23	Mon	15		
24	Tue	16		
25	Wed	17		
26	Thu	18		Value Education
27	Fri	19		
28	Sat		H	
29	Sun		H	
30	Mon	20		

Total working days: 20

DECEMBER 2015

Date	Day	WD	HD	Remarks
1	Tue	1		
2	Wed	2		
3	Thu	3		First Friday/Holy Mass, Life Guidance Class
4	Fri	4		
5	Sat		H	
6	Sun		H	
7	Mon	5		
8	Tue	6		Value Education
9	Wed	7		II Semester Tuition Fees and Special Fee
10	Thu	8		Special & Tuition Fee Due Date (IV & VI Sem. Degree & PG)
11	Fri	9		
12	Sat		H	Second Saturday
13	Sun		H	
14	Mon	10		
15	Tue	11		
16	Wed	12		
17	Thu	13		
18	Fri	14		With fine Rs. 5/- Christmas Celebration, Closing of the college for Christmas Vacation
19	Sat		H	
20	Sun		H	
21	Mon		H	
22	Tue		H	
23	Wed		H	
24	Thu		H	MiladiSherif
25	Fri		H	Christmas
26	Sat		H	
27	Sun		H	
28	Mon	15		Re-opening of the College after Christmas Holidays
29	Tue	16		
30	Wed	17		Value Education
31	Thu	18		

Total working days: 18

JANUARY 2016

Date	Day	WD	HD	Remarks
1	Fri	1		Frist Friday / Holy Mass, Life Guidance Class
2	Sat		H	
3	Sun		H	
4	Mon	2		
5	Tue	3		IQAC Meeting
6	Wed	4		
7	Thu	5		
8	Fri	6		Value Education
9	Sat		H	Second Saturday
10	Sun		H	
11	Mon	7		
12	Tue	8		
13	Wed	9		
14	Thu	10		
15	Fri	11		
16	Sat		H	
17	Sun		H	
18	Mon	12		Archbishop Mar Mathew Kavukattu& Rev. Fr. Zacharias Punnappadom Memorial Inter Collegiate Football Tournament begins. First Internal Examinations
19	Tue	13		
20	Wed	14		
21	Thu	15		
22	Fri	16		
23	Sat		H	
24	Sun		H	
25	Mon	17		
26	Tue		H	Republic Day
27	Wed	18		Value Education
28	Thu	19		
29	Fri	20		
30	Sat		H	
31	Sun		H	

Total working days: 20

FEBRUARY 2016

Date	Day	WD	HD	Remarks
1	Mon	1		
2	Tue	2		Annual Sports
3	Wed	3		
4	Thu	4		
5	Fri	5		First Friday / Holy Mass, Life Guidance Class
6	Sat		H	
7	Sun		H	
8	Mon	6		Adv. V. Vinodkumar Lecture
9	Tue	7		Value Education
10	Wed	8		
11	Thu	9		
12	Fri	10		
13	Sat		H	Second Saturday
14	Sun		H	
15	Mon	11		
16	Tue	12		
17	Wed	13		
18	Thu	14		IQAC Meeting
19	Fri	15		Adv. V. Vinodkumar Intercollegiate Debate
20	Sat		H	
21	Sun		H	
22	Mon	16		
23	Tue	17		
24	Wed	18		
25	Thu	19		Value Education
26	Fri	19		
27	Sat		H	
28	Sun		H	
29	Mon	20		

Total working days: 20

MARCH 2016

Date	Day	WD	HD	Remarks
1	Tue	1		
2	Wed	2		Second Internal Examinations
3	Thu	3		
4	Fri	4		First Friday/ Holy Mass, Life Guidance Class
5	Sat		H	
6	Sun		H	
7	Mon		H	MahaShivarathri
8	Tue	5		
9	Wed	6		
10	Thu	7		Value Education, IQAC Meeting
11	Fri	8		Cultural Fest
12	Sat		H	Second Saturday
13	Sun		H	
14	Mon	9		
15	Tue	10		
16	Wed	11		
17	Thu	12		
18	Fri	13		
19	Sat		H	
20	Sun		H	
21	Mon	14		
22	Tue	15		
23	Wed	16		Value Education
24	Thu	17		Maundy Thursday
25	Fri		H	Good Friday
26	Sat		H	
27	Sun		H	Easter
28	Mon	18		
29	Tue	19		
30	Wed	20		
31	Thu	21		End of Sem. II, IV & VI

Total working days: 21

APRIL 2016

Date	Day	WD	HD	Remarks
1	Fri		H	
2	Sat		H	
3	Sun		H	
4	Mon		H	
5	Tue		H	
6	Wed		H	
7	Thu		H	
8	Fri		H	
9	Sat		H	Second Saturday
10	Sun		H	
11	Mon		H	
12	Tue		H	
13	Wed		H	
14	Thu		H	Vishu, Dr.AmbedkarJayanthi
15	Fri		H	
16	Sat		H	
17	Sun		H	
18	Mon		H	
19	Tue		H	
20	Wed		H	
21	Thu		H	
22	Fri		H	
23	Sat		H	
24	Sun		H	
25	Mon		H	
26	Tue		H	
27	Wed		H	
28	Thu		H	
29	Fri		H	
30	Sat		H	

Total working days: 0

MAY 2016

Date	Day	WD	HD	Remarks
1	Sun		H	
2	Mon		H	
3	Tue		H	
4	Wed		H	
5	Thu		H	
6	Fri		H	
7	Sat		H	Second Saturday
8	Sun		H	
9	Mon		H	
10	Tue		H	
11	Wed		H	
12	Thu		H	
13	Fri		H	
14	Sat		H	
15	Sun		H	
16	Mon		H	
17	Tue		H	
18	Wed		H	
19	Thu		H	
20	Fri		H	
21	Sat		H	
22	Sun		H	
23	Mon		H	
24	Tue		H	
25	Wed		H	
26	Thu		H	
27	Fri		H	
28	Sat		H	
29	Sun		H	
30	Mon		H	
31	Tue		H	

Total working days: 0