

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

2017 – 18

Submitted to

NATIONAL ASSESSMENT & ACCREDITATION COUNCIL

The Annual Quality Assurance Report (AQAR) of the IQAC

Period of Report: June 1, 2017 to May 31, 2018

Part – A

AQAR for the year

2017-18

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

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. JUBIN ANTONY

Mobile:

8547885847

IQAC e-mail address:

igacsacedathua@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)

1.5 Website address:

<https://aloysiuscollege.ac.in/>

Web-link of the AQAR:

<https://aloysiuscollege.ac.in/aqar/>

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

1.6 Accreditation Details

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

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

01.06.2000

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

- AQAR 2008 – 2009 submitted to NAAC on 25.08.2011
- AQAR 2009 – 2010 submitted to NAAC on 06.12.2011
- AQAR 2010 – 2011 submitted to NAAC on 25.08.2012
- AQAR 2011 – 2012 submitted to NAAC on 29.11.2013
- AQAR 2012 – 2013 submitted to NAAC on 30.11.2013
- AQAR 2013 – 2014 submitted to NAAC on 21-08-2014
- AQAR 2014 – 2015 submitted to NAAC on 06-07-2015
- AQAR 2015 – 2016 submitted to NAAC on 07-02-2018
- AQAR 2016 – 2017 submitted to NAAC on 19-07-2018

1.9 Institutional Status

University

State

☒

Central

☐

Deemed

☐

Private

☐

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☒

Autonomous college of UGC Yes ☐ No ☒

Regulatory Agency approved Institution Yes ☒ No ☐

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

Type of Institution Co-education ☒ Men ☐ Women ☐

Urban ☐ Rural ☒ Tribal ☐

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

Grant-in-aid +Self Financing ☒ Self-financing ☐

1.10 Type of Faculty/Programme

Arts ☒ Science ☒ Commerce ☒ Law ☐ PEI (Phys Edu) ☒

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

Others (Specify)

Nil

1.11 Name of the Affiliating University (for the Colleges)

**MAHATMA GANDHI UNIVERSITY,
Kottayam**

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	DST-FIST	YES
UGC-Innovative PG programmes	NO	Any Other (<i>Specify</i>)	
UGC-COP Programmes	NO		

2. IQAC Composition and Activities

2.1 No. of Teachers	11
2.2 No. of Administrative/Technical staff	1
2.3 No. of students	0
2.4 No. of Management representatives	1
2.5 No. of Alumni	1
2.6 No. of any other stakeholder and community representatives	1
2.7 No. of Employers/ Industrialists	0
2.8 No. of other External Experts	0
2.9 Total No. of members	15
2.10 No. of IQAC meetings held	4
2.11 No. of meetings with various stakeholders	Faculty 3 Non-Teaching Staff 1
Students	1 Alumni 1 Others 0
2.12 Has IQAC received any funding from UGC during the year?	Yes No ☒
If yes, mention the amount	

2.13 Seminars and Conferences (only quality related) 0

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

Total Nos. International National State Institution Level

(ii) Themes

Quality related documentation for NAAC Accreditation and Career Progression

2.14 Significant Activities and contributions made by IQAC

The IQAC listed out activities to be implemented during the year in the beginning itself and conveyed it to the principal and staff council. The significant activities and contributions made by IQAC during the academic year are;

- Arranged Orientation programmes for newcomers at UG/PG levels
- Introduced a common uniform to all the I year under graduates
- Encouraged teachers to complete existing minor research projects and undertake new projects
- Updated and maintained official college website
- Played a significant role in the active functioning of college clubs
- UG results were analyzed and presented it to the principal and staff council

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
Annual Planning	Created annual plan in the beginning of the year itself
Batch wise parents meet to analyze the results and discuss academic progression	Parents meet was conducted for all batches after the college internal examinations. The meet helped in improving the discipline and pass percentage
University result analysis	Conducted university result analysis
Ensure quality education to students	Monitored completion of topics as per the syllabus Remedial teaching was arranged at department level socially and economically backward students. Steps were initiated to renovate labs
Motivate faculty	Teachers have participated in UGC-sponsored Orientation Programme /Refreshers courses organized by Academic Staff College
Promote department level seminars	All department with UG programme conducted atleast one seminar
Promote research	More teachers have applied for research guideship
Encourage sports and games	Conducted Mar Kavukattu memorial Intercollegiate Football tournament College won football matches at University level and came third in the zone
Provide fans to students in class rooms	With the financial support of PTA and management fans were installed in all class rooms

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

2.16. Whether the AQAR was placed in statutory body Yes ☒ No

Management ☒ Syndicate ☐ Any other body ☒ Staff Council

Provide the details of the action taken

The college governing council and staff council discussed the suggestions put forward by IQAC on quality enhancement measures. Council directed to organize more academic conferences and seminars with the funding support of external agencies. Staff Council also encouraged the faculty to publish more research articles.

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	5 (2SF)	Nil	2	Nil
UG	9 (2 SF)	Nil	2	Nil
PG Diploma	Nil	Nil	Nil	Nil
Advanced Diploma	Nil	Nil	Nil	Nil
Diploma	Nil	Nil	Nil	Nil
Certificate	Nil	Nil	Nil	Nil
Others(add on)	Nil	Nil	Nil	Nil
Total	15	Nil	4	Nil

Interdisciplinary				
Innovative				

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	2 PhD

1.3 Feedback from stakeholders* Alumni ☒ Parents ☒ Employers ☐ Students ☒
(On all aspects)

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

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

NO, MG University revised the syllabi of UG programme. The changes are implemented and the first year degree students are studying the undertaking their studies based on revised syllabi.

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
	38	25	13	Nil	

2.2 No. of permanent faculty with Ph.D.	13
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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
	0	5	0		0					

2.4 No. of Guest and Visiting faculty and Temporary faculty	11	Unaided staff - 20	
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	1	14	4
Presented	2	3	2
Resource Persons	1	1	1

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

- Remedial teaching and tutorial system, peer teaching by PG students
- ICT enabled teaching methods
- Use of power point for student presentations
- On the job training programmes
- Use of audio visual aids especially for communicative English

2.7 Total No. of actual teaching days during this academic year	200
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2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

As a constituent college we follow the examination evaluation patterns of the MG University for semester examinations. We conduct one internal examination and one model examination per semester for continuous evaluation.

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

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

7

2.10 Average percentage of attendance of students

85

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division					Pass %
		> 90%	80-90%	70-80%	60-70%	50-60%	
M.Sc. Mathematics	10				20%	70%	90%
M.Sc. Physics	10					90%	90%
M. Sc. Zoology (SF)	7					86%	86%
M.A English (SF)	8					25%	25%
M.Com	12			33%	8%		42%
B.Sc. Chemistry	16	13%	25%	13%			50%
B.Sc. EEM (SF)	12			17%	17%		33%
B.Sc. Mathematics	38	5%	16%	26%	8%		55%
B.Sc. Physics	27	11%	15%	26%	15%		67%
B.Sc. Zoology	24	4%	21%	17%	17%		58%
B.A Economics	60		2%	8%	25%	3%	38%
B.A English	23		4%	22%	39%		65%
B.Com Computer (SF)	46		15%	28%	22%	2%	67%
B.Com Tax	60	3%	30%	27%	12%	3%	75%

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

1. On publication of university examination results a comprehensive analysis of the results is conducted. IQAC solicit suggestions for improving the results and recommendations are given to the staff council.
2. IQAC makes sure the internal examinations and parents meetings are conducted as per the schedule.
3. The IQAC keeps track of content related talks and seminars conducted by and for the students.
4. Encourage departments to collect feedback from students

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	4
UGC – Faculty Improvement Programme	2
HRD programmes	0
Orientation programmes	1
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	0
Summer / Winter schools, Workshops, etc.	6
Others	0

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	16	7	0	6
Technical Staff	1			

Criterion – III

3. Research, Consultancy and Extension

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

- Promoted PG departments to apply for research centre. Department of Physics has been recognized as a research centre.
- Promoted teachers from non-research departments to apply research guideship from recognized research centres.
- Motivated teachers to apply for funding support to conduct seminars.
- Faculty members were encouraged to attend seminars and conferences.
- Organised orientation programmes for students.
- Also invited eminent resource persons to conduct lectures/ workshops/ seminars on relevant topics.

3.2 Details regarding major projects: NIL

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		2		8
Outlay in Rs. Lakhs		4,70,000		16,95,000

3.4 Details on research publications

	International	National	Others
Peer Review Journals	2	3	0
Non-Peer Review Journals	0	2	0
e-Journals	0	1	0
Conference proceedings	1	2	1

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant Sanctioned	Received
Major projects				

Minor Projects	2	UGC & KSCSTE	21,65,000	17,50,500
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)				
Any other(Specify)				
Total			21,65,000	17,50,500

3.7 No. of books published With ISBN No. Chapters in Edited Books

ii) Without ISBN No. - Nil

3.8 No. of University Departments receiving funds from

UGC-SAP

CAS

DST-FIST

DPE

DBT Scheme/funds

3.9 For colleges

Autonomy

CPE

DBT Star Scheme

INSPIRE

CE

Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number			3		
Sponsoring agencies			KSCSTE, DECC		

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency	17,50,500
From Management of University/College	0
Total	17,50,500

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
Nil	Nil	Nil	Nil	Nil	Nil	Nil

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

6

10

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 SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level 97 State level

National level International level

3.22 No. of students participated in NCC events:

University level 86 State level 9

National level 6 International level

3.23 No. of Awards won in NSS:

University level 0 State level 0

National level 0 International level 0

3.24 No. of Awards won in NCC:

University level	4	State level	1
National level	0	International level	0

3.25 No. of Extension activities organized

University forum College forum NCC NSS Any other

3.26 Major 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.
- An active blood donor's forum is working in the college under NSS. Whenever external requests are come forum arranges same group blood donor from the group of willing students.
- Students visited the flood hit regions and provide food kits and dresses
- The college always try to create awareness on scientific matters and social issues among general public. The Learned Articles published by faculty in periodicals and newspapers and Expert Talks through Radio have aroused great interest on scientific matters among general public.
- International Yoga day was celebrated on 2st June under auspicious of NCC. 100 cadets participated

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	29 acres
Class rooms	36		Management	36
Laboratories	8		Management	8
Seminar Halls	2		Management	2
No. of important equipments purchased ($\geq$ 1-0 lakh) during the current year.	4			
Value of the equipment purchased during the year (Rs. in Lakhs)	7,74,990		UGC	7,74,990
Others				

4.2 Computerization of administration and library

- Office administration is fully automated through E-College Solutions software
- All office work including fee collection, admission register, accounts maintenance, issue of TC, conduct certificate etc. are carried out through this process
- Salary of all staff is processed online through “SPARK”- software of Govt. of Kerala.
- Registers related to attendance, examination etc. are also kept in soft form
- Library services have been automated using integrated library management software for easy access and retrieval.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	32,772		506	430,100	33,278	
Reference Books	160				160	
e-Books	0					
Journals	5				5	

e-Journals	0					
Digital Database	0					
CD & Video	0					
Others (Periodicals)	32				32	

4.4 Technology upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	65	2	34	1(NRC)	1	3		
Added								
Total	65	2	34	1	1	3		

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

All departments are provided with computers having internet accessibility.

Provides technology enabled teaching method facilities like smart classroom, interactive boards, LCD projectors etc.

IP Camera Surveillance system is put in place to help access anytime and everywhere the activities in the college

Support staff is provided adequate training in computer usage as well as office automation software including SPARK for preparation of salary bills.

Paper use at office is reduced by using LAN for document sharing

4.6 Amount spent on maintenance in lakhs :

i) ICT (Service charges)	1,22,000
ii) Campus Infrastructure and facilities& civil works	1,23,500
iii) Equipment (Repairs & maintenance)	1,83,900
iv) Others	12,100
Total :	4,41,500

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Induction programme (College and Department level): A college level two day induction programme is arranged to the freshers every year. The Vision and Mission of the college is communicated to the students through the programme. Also students are briefed about various facilities in the college and also about the co-curricular activities and various clubs.

College Calendar: The Student Handbook and the College Website facilitate the dissemination of information regarding student support services such as hostel facilities, scholarships, canteen etc. Students are also given facility to view their attendance from the college website.

Display boards: The Public Address System and the Student Notice Board are 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.

Training Programms: Under the auspices of the IQAC, the Career Guidance and Placement Cell have organized training camps for students. A life guidance programme by an eminent HR specialist was arranged by IQAC for the students.

Clubs and Forums: Students are encouraged to participate in various club activities like NCC, NSS, Bhoomithrasena, Film Club, etc.

5.2 Efforts made by the institution for tracking the progression

Performance of students in internal and university examinations, their attendance, achievements and participation in co-curricular activities etc. are constantly monitored by the tutors of each batch. Class teachers maintain a student progression record of students to facilitate better documentation

Two parent meetings are conducted, in addition to the general body meeting of the PTA to discuss the progression of students with their parents.

Under the auspice of IQAC seminars are conducted to create awareness about opportunities in higher academic studies and career opportunities

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1134	117	10	Nil

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

(d) Men

Women

No	%
447	39

No	%
687	61

(e) Social-class

Last Year (2016-17)						This Year (2017-18)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
745	119	2	290	0	1,156	637	115	2	390	0	1,134

Demand ratio 1 : 6

Dropout (%) 1%

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

- College arranged career orientation programme in tie-up with training institute like TIME
- Soft skill development programmes such as group discussion, personal interview, leadership skills and mock parliament training sessions were arranged
- Orientation classes and seminars by subject experts were conducted for the students of each department.
- The college library has a special notice board to display career news and information about competitive exams.
- The College Library has a Career Centre where reference books and question bank for competitive exams are available.

No. of students beneficiaries

645

5.5 No. of students qualified in these examinations

NET	4	SLET	Nil	GATE	0	CAT	0
IAS/IPS etc	0	State PSC	4	UPSC	1	Others	

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.

Class teachers and other teachers provide extra academic and emotional support for slow and advanced learners.

Programmes for career guidance and personality development are conducted for all the students, batch by batch by the Career Guidance Centre.

A one day career guidance cum orientation programme was arranged for all students.

No. of students benefitted

1134

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
Nil	NA	NA	12

5.8 Details of gender sensitization programmes

Women's cell arranges women empowering programmes to help them to break social stigmas.

Women's day is celebrated grandly and special competitions like Malayali Manka, Monchathi, Nasrani and Ms. Aloysius ets are conducted exclusively for them

Classes are arranged for girl students in home management, cooking, etc

Special programs are arranged in the college campus to create awareness about safeguarding women

5.9 Students Activities

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

State/ University level

96

National level

1

International level

0

No. of students participated in cultural events: Nil

State/ University level

18

National level

0

International level

0

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	76	55,450
Financial support from government	394	14,77,500
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

5.13 Major grievances of students (if any) redressed:

Using PTA fund adequate number of fans, supported by powerful wiring, were provided to all the classrooms in the main building expending

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

- College uses MIS system namely e-collegiate solutions for maintaining records of admission, examination, attendance, fee collection, etc.
- The admission is done from an online list given by the university under the centralized allotment process. However formal admission to the college is managed by the admission committee in the college with the help of software.
- Library is managed by software in which issue of books, return etc. are done using the bar-coded identity card.
- Staff salary and related matters are operated through SPARK online system.

6.3 Quality improvement strategies adopted by 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 activities that 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. All the evaluation reforms of the University are completely adopted by the college.

6.3.4 Research and Development

College encourages faculty to apply minor and major research projects. Principal investigators are provided with the facilities including infrastructure and administrative support.

College encourages faculty to avail FDP programmes. Currently two teachers are on FDP. Also departments are encouraged to apply for funding support for conducting conferences/seminars

Science departments are encouraged to have collaboration with various laboratories.

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. Whiteboards are provided in all class rooms. Interactive boards are provided in smart rooms.

6.3.6 Human Resource Management

A merit based system of selection and recruitment ensuring transparency and quality is followed in the college.

Faculty members are given proper freedom of operation with regard to academic as well as research activities.

Promotions, career advancements, etc. are given without any delay.

Teaching and non-teaching staff are encouraged to attend training programs related to their area of work.

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.

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

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 taken for visit to industries and research institutions.

Teachers have published research articles in collaboration with faculty from other institutions inside and outside state.

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

The merit/selection list will be published in the notice board/website. In case of complaints candidates can approach the Grievance Redress Cell functioning in the College and University.

6.4 Welfare schemes for Teaching, Non-teaching & Students

A govt. approved financial institution called the St. Aloysius College Staff Cooperative Society Ltd. No. A. 845 cater to the financial well-being of the staff members. It mobilizes the savings of teachers and non-teaching staff of the college as well as gives loans to meet contingencies. The Society has 73 members with a working capital of Rs. 1.05 crores. The Society also conducts Group Deposit Credit Schemes for the benefit of members. It gives loans at low interest rate without the tedious documentation and formalities banks and other financial institutions follow.

Purified drinking water, clean rest room, etc. are provided to the entire college community.

Girl students have a separate women's hall constructed with the assistance of UGC for their personal requirements.

There is a canteen functioning inside the campus. Meals and other refreshments are available to staff at reasonable rates.

Books, stationery, etc. are available in the college store. Also Photostat services is available in the college library.

College has a vast play area for sports and games and is made available to the staff and students outside class hours also. Separate cricket nets facility is also available for practise. Friendly matches between teams among the staff as well as between the staff and the students.

All statutory welfare schemes such as provident fund, pension scheme, earned leaves and other leaves, group insurance, family benefit scheme, state life insurance, etc. have been implemented.

Students are benefitted from institutional scholarships instituted by the faculty and the alumni. Students are informed and encouraged to apply for the government supported KPCR fee concessions and other Student aid fund.

College and Management provides financial assistance to needy in case of medical emergency and also to the deserving financially weak students and staff.

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

The college has an active alumni association. All students who pass out from this college are given membership in the association. A meeting/ get together of the alumni is held on the second Saturday of January every year.

Besides this many departments have their own Alumni Associations. Departments use the support of alumina for academic and other activities

Various endowments and scholarships are provided by Alumni. An intercollegiate debate competition and a lecture by state level renowned person is conducted under the leadership of alumni in memory of an illustrious alumni Late Adv. Vinod Kumar.

Alumni association also financially supports developmental needs of the college

6.12 Activities and support from the Parent – Teacher Association

PTA meeting is conducted for each class at least every semester by all departments and academic performance of students is discussed with parents.

PTA gives proficiency prizes to top scorers in the University examinations. Also cash prizes are provided to outstanding students in co-curricular activities.

Endowments and scholarships are also provided for financially weak students.

The PTA is playing an active role in providing additional funds for the development of the college. Fans were installed and wiring was renewed in the main building this year with the funding support from PTA.

6.13 Development programmes for support staff

Support staff is provided adequate training in computer usage as well as office automation software.

They are sent for training programmes organized by KSHEC, DCE and the University.

The institution conducts orientation programmes for newly recruited non-teaching staff.

Government sponsored welfare schemes are disbursed timely to the staff. Also financial help is provided in case of financial emergency.

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

Environment day is celebrated on every June 5th by planning more trees and plants in the campus.

Vegetable garden is set by NSS in the campus

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

Gardens infront of the main building of the college is maintained with the support of student volunteers.

Water Harvesting: A water harvesting tank with a capacity of 10 lakh litres is completed.

Hazardous Waste Management: The waste from the Chemistry and other science labs are disposed of/ managed properly.

E-waste Management: E-waste is collected and stored separately and disposed every year.

Flex boards are banned in the campus. Students and faculty are encouraged to use cloth banner for 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. Innovations and Best Practices

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

- English newspapers are distributed to classes aimed at improving the language skills of the students
- Bill boards are placed in each department to publish students' works
- Students can view their attendance online
- A forum namely skyup for interested and motivated students and they act as facilitators of the all programs arranged in the college
- A common uniform for UG students to wear every Wednesday
- Life guidance classes and other motivational classes

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

- IQAC evaluated 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.
- Various clubs are constituted with a staff member working as the coordinator. The coordinators submitted the report of the activities of their club at the end of the year

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

1. Value Education Programme

The college arranges value education classes to the student community. It aims at moulding a community that is intellectually and emotionally mature, morally upright, spiritually inspired and socially committed. The team of faculty is given charge to spearhead the value education programme.

2. Aloysian Exemplar Contest

College started 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

7.4 Contribution 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

☒

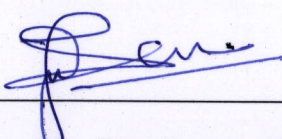
7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

8. Plans of institution for next year

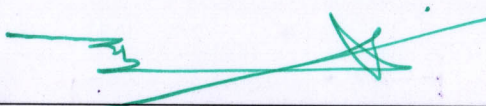
Decided to get ready for the 4th cycle of reaccreditation as per NAAC guidelines
Conduct seminars/ conferences with the funding support of agencies
Ensure the participation of students in University/State/National level sports and cultural competitions
Upgrade more departments to research departments
Encourage more research publications from faculty
Carry out more outreach programmes

Name **DR. JUBIN ANTONY**

Name **DR. K. V. SABAN**


Signature of the Coordinator, IQAC




Principal
ST. ALOYSIUS' COLLEGE
Edathua

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 2017

Date	Day	WD	HD	Remarks
1	Thu	1		College Opened
2	Fri	2		Staff council meeting
3	Sat	H	H	
4	Sun		H	
5	Mon	3		Bhoomithrasena club organized a seminar and observed World Environment day. Final year B. Sc. Zoology students visited Govt. Fish Farm, Pannivelichira, Pathanamthitta
6	Tue	4		Allotment of open course
7	Wed	5		07 and 08-06-2017, III B. Sc. Zoology students visited National Fish Seed Farm, Polachira, Thiruvalla
8	Thu	6		Staff meeting, World Oceans day
9	Fri	7		
10	Sat		H	
11	Sun		H	
12	Mon	9		Inaugurated the activities of college film club
13	Tue	10		
14	Wed	11		World blood donation day, awareness on blood donation by NSS/NCC/Sky up
15	Thu	12		
16	Fri	13		
17	Sat		H	
18	Sun		H	
19	Mon	14		Established Bird Watchers Club in the College. Reading day, Reading week observed till Friday
20	Tue	15		
21	Wed	16		Conducted special prayers on St. Aloysius Day, the day of patron saint. NCC and NSS together observed World Yoga Day
22	Thu	17		
23	Fri	18		Study tour was conducted for II B. Sc. Zoology Students, to Travancore Shrimp hatchery
24	Sat			
25	Sun			
26	Mon	19		Observed Antinarcotics day
27	Tue	20		An anti drug campaigning was organised under the auspices of the District Legal Service Authority
28	Wed	21		
29	Thu	22		
30	Fri	23		I sem. classes began

Total working days: 23

JULY 2017

Date	Day	WD	HD	Remarks
1	Sat		H	
2	Sun		H	
3	Mon	H	H	St Thomas Day
4	Tue	1		Submission of attendance (Jun)
5	Wed	2		
6	Thu	3		
7	Fri	4		
8	Sat		H	
9	Sun		H	
10	Mon	5		
11	Tue	6		Observed World population Day
12	Wed	7		
13	Thu	8		Conducted a seminar in connection with World Population Day
14	Fri	9		
15	Sat		H	
16	Sun		H	
17	Mon	10		
18	Tue	11		
19	Wed	12		
20	Thu	13		UGC sponsored National Seminar organized by the department of Physics was conducted on the topic, Recent Trends in Nano and other Materials for Energy Efficient Devices” from July 20 -22, 2017
21	Fri	14		
22	Sat		H	
23	Sun		H	
24	Mon	15		I Internal exam for II and III DC
25	Tue	16		
26	Wed	17		
27	Thu	18		Dr APJ Abdul Kalam death anniversary.
28	Fri	19		
29	Sat		H	
30	Sun		H	
31	Mon	20		General orientation for I DC students along with Parents

Total working days: 20

AUGUST 2017

Date	Day	WD	HD	Remarks
1	Tue	1		Submission of attendance (Jun-July)
2	Wed	2		
3	Thu	3		Constituted Sports and Arts Committees. Enrolled new members to college SKYUP team
4	Fri	4		
5	Sat		H	
6	Sun	H	H	
7	Mon	5		
8	Tue	6		
9	Wed	7		
10	Thu	8		
11	Fri	9		
12	Sat		H	
13	Sun		H	
14	Mon	10		Youth day
15	Tue		H	Celebrated Independence day under the auspice of NCC
16	Wed	11		
17	Thu	12		
18	Fri	13		
19	Sat		H	
20	Sun		H	
21	Mon	14		Arranged a demonstration class and training session on setting up and maintenance of freshwater aquarium
22	Tue	15		Election to the office of College Union held
23	Wed	16		
24	Thu	17		
25	Fri	18		
26	Sat		H	
27	Sun		H	
28	Mon		H	Ayyankali Jayanthi, holiday
29	Tue	19		Department of English organised Late Sebastian Joseph and Oommen Mathew memorial programmes. Inaugurated the activities of English Association. Mathematics Association Inauguration
30	Wed	20		Held Prof. Sebastian Joseph Memorial Intercollegiate Debate Competition. Inaugurated the activities of Commerce Computer Association
31	Thu	21		Onam celebration, College closed for onam holidays

Total working days: 21

SEPTEMBER 2017

Date	Day	WD	HD	Remarks
1	Fri	H	H	Bakrid Holiday
2	Sat	H	H	Onam holidays upto 10th
3	Sun		H	
4	Mon		H	
5	Tue		H	
6	Wed		H	
7	Thu		H	
8	Fri		H	
9	Sat		H	
10	Sun	H	H	
11	Mon	1		Attendance submission I, II and III DC
12	Tue		H	Srikrishnajayanthi holiday
13	Wed	2		
14	Thu	3		Physics association was inaugurated
15	Fri	4		Physics Department organized a half day student development programme. Activities of Zoology Association was inaugurated
16	Sat		H	World Ozone Day
17	Sun		H	
18	Mon	5		Inaugurated Commerce Tax Association.
19	Tue	6		
20	Wed	7		Monthly awareness seminar (IV), World peace day
21	Thu		H	Sri Narayanguru Samadhi, holiday
22	Fri	8		II internal exam of II and III DC and I internal exam of I DC
23	Sat		H	
24	Sun		H	Bhoomithrasena club celebrated world ozone day as ozone carnival
25	Mon	9		Inaugurated the activities of Economics Association
26	Tue	10		
27	Wed	11		Tourism day. World Ozone day observed under the auspices of Bhoomithrasena
28	Thu	12		Internal exam ends
29	Fri		H	Mahanavami, holiday
30	Sat		H	Vijayadashami, Muharam holiday

Total working days: 12

OCTOBER 2017

Date	Day	WD	HD	Remarks
1	Sun		H	
2	Mon	H	H	Gandhi Jayanthi, holiday
3	Tue	1		Attendance submission of IDC, II DC and III DC. World Nature Day, World Habitat Day
4	Wed	2		Organized orientation programme for first year degree students
5	Thu	3		Organized a quiz competition for II DC students based on their degree syllabus in Hindi
6	Fri	4		
7	Sat		H	
8	Sun		H	
9	Mon	5		
10	Tue	6		EEM Association Inauguration
11	Wed	7		
12	Thu	8		
13	Fri	9		
14	Sat		H	
15	Sun		H	
16	Mon	10		World food day
17	Tue	11		
18	Wed	12		
19	Thu	13		
20	Fri	14		
21	Sat		H	
22	Sun		H	
23	Mon	15		Construction of swimming pool under the funding support of UGC started
24	Tue	16		
25	Wed	17		
26	Thu	18		
27	Fri	19		
28	Sat		H	
29	Sun		H	
30	Mon	20		
31	Tue	21		National integration day

Total working days: 21

NOVEMBER 2017

Date	Day	WD	HD	Remarks
1	Wed	1		Kerala Piravi celebrations held in college auditorium. Shreshta Malayali competition and Kerala Shreeman competitions were held
2	Thu	2		Music competition
3	Fri	3		
4	Sat		H	
5	Sun		H	
6	Mon	4		
7	Tue	5		World cancer awareness day
8	Wed	6		
9	Thu	7		Organised a life guidance programme and career orientation for all students
10	Fri	8		
11	Sat		H	
12	Sun		H	
13	Mon	9		
14	Tue	10		World diabetics day. Retreat to the catholic student fraternity of the college. Organized a study tour for II B. Sc. Zoology students to Regional Agricultural Research Station (RARS), Kumarakom
15	Wed	11		Retreat to the catholic student fraternity of the college
16	Thu	12		
17	Fri	13		
18	Sat		H	
19	Sun		H	
20	Mon	14		
21	Tue	15		Observed World fisheries day
22	Wed	16		
23	Thu	17		
24	Fri	18		Study tour for the final year B.Com Computer students from 24/11/2017 to 29/11/2018
25	Sat		H	
26	Sun		H	
27	Mon	19		
28	Tue	20		
29	Wed	21		
30	Thu	22		

Total working days: 22

DECEMBER 2017

Date	Day	WD	HD	Remarks
1	Fri	1		World Aids Day observed
2	Sat	H	H	Milad – E-Sherif Holiday
3	Sun		H	
4	Mon	2		Aloysian Exemplar competition announced
5	Tue	3		Conducted A. D. Shroff memorial elocution competition
6	Wed	4		
7	Thu	5		Armed forces Flag day
8	Fri	6		I phase of Aloysian Exemplar competition
9	Sat		H	
10	Sun		H	
11	Mon	7		Activities of College Union inaugurated
12	Tue	8		
13	Wed	9		
14	Thu	10		Energy conservation day was observed under the auspices of NSS and Changanacherry Social service Society. Organized an awareness rally to Edathua
15	Fri	11		
16	Sat		H	
17	Sun		H	
18	Mon	12		
19	Tue	13		Activities of the Women's cell were inaugurated by Ms. T V Anupama, IAS, Hon. Collector of Alappuzha. Prof. Sabu Jacob Memorial Intercollegiate Science Quiz Competition was conducted
20	Wed	14		
21	Thu	15		
22	Fri	16		Christmas celebrations. Organized crib making, carol singing, start making, etc. competitions
23	Sat		H	X'mas holidays
24	Sun		H	
25	Mon		H	Christmas, holiday
26	Tue		H	
27	Wed		H	
28	Thu		H	
29	Fri		H	
30	Sat		H	
31	Sun		H	

Total working days: 16

JANUARY 2018

Date	Day	WD	HD	Remarks
1	Mon	1		New year day, Collegereopened after X'mas holidays
2	Tue	2		
3	Wed	3		
4	Thu	4		Second phase of Aloysian Exemplar competition
5	Fri	5		Conducted Mathematics Fest "ABSCISSA"
6	Sat		H	
7	Sun		H	
8	Mon	6		
9	Tue	7		Study tour of III B. Sc. Zoology students from 9 to 12.1.2018
10	Wed	8		
11	Thu	9		
12	Fri	10		Study tour of final year Mathematics students from 12 th to 17 th January
13	Sat		H	Alumni meeting
14	Sun		H	
15	Mon	11		NCC observed Army Day. Department of Physics organized a one day industrial visit to KMML Chavara
16	Tue	12		
17	Wed	13		
18	Thu	14		
19	Fri	15		Mock Parliament training programme was offered to the College Union elected representatives and SKY up team by the Nehru Yuva Jana Kendram Alappuzha
20	Sat		H	
21	Sun		H	
22	Mon	16		
23	Tue	17		
24	Wed	18		Conducted essay competition in English
25	Thu	19		Special Ottanthullal demonstration against the use of narcotics and alcohol was organised in association with the Vimukhthi Mission Alappuzha
26	Fri		H	Republic day, holiday
27	Sat		H	
28	Sun		H	
29	Mon	20		
30	Tue	21		Martyr's day
31	Wed	22		Department of Physics organized a lecture on "super blue blood moon"

Total working days: 22

FEBRUARY 2018

Date	Day	WD	HD	Remarks
1	Thu	1		Attendance submission to The Principal
2	Fri	2		World wetland day. Study tour of Final year BA English students from February 2 – 6
3	Sat		H	
4	Sun		H	
5	Mon	3		
6	Tue	4		
7	Wed	5		
8	Thu	6		
9	Fri	7		
10	Sat		H	Annual meet of the physics alumini 'Diamond Dual' was conducted
11	Sun		H	
12	Mon	8		I internal exam of IDC starts, Mar Kavukattu memorial football tournament
13	Tue	9		
14	Wed	10		Students Union organized competitions in Romantic Literature writing as part of Valentine's day
15	Thu	11		Archbishop Kavukattu and Rev. Fr. Punnappadom memorial Football tournament was inaugurated
16	Fri	12		A fashion show contest was held in association with the District Industry Centre, Alappuzha
17	Sat		H	
18	Sun		H	
19	Mon	13		Interdepartmental sports competition began
20	Tue	14		Adv. Vinodkumar memorial lecture
21	Wed	15		
22	Thu	16		Conducted Dr. Varghese Mathew Endowment Elocution Competition
23	Fri	17		Conducted college annual sports day
24	Sat		H	
25	Sun		H	
26	Mon	19		
27	Tue	20		Aloysian Exemplar final stage competition was organised
28	Wed	21		Observed National Science day

Total working days: 21

MARCH 2018

Date	Day	WD	HD	Remarks
1	Thu	1		
2	Fri	2		
3	Sat		H	
4	Sun		H	
5	Mon	3		Farewell meeting was held to honor the retiring members of the staff
6	Tue	4		
7	Wed	5		Conducted valedictory function of the Physics association
8	Thu	6		Celebrated International women's day. Nazrani Manka, Monchathi, and Ms. Aloysius competitions were held
9	Fri	7		Celebrated College Day
10	Sat		H	
11	Sun		H	
12	Mon	8		Farewell to III B. Sc. students and Zoology association valedictory function were organized
13	Tue	9		
14	Wed	10		
15	Thu	11		
16	Fri	12		
17	Sat		H	
18	Sun		H	
19	Mon	13		
20	Tue	14		
21	Wed	15		World forestry day
22	Thu	16		World day of water
23	Fri	17		
24	Sat		H	
25	Sun		H	
26	Mon	18		
27	Tue	19		
28	Wed	20		
29	Thu	21		
30	Fri	22		
31	Sat		H	

Total working days: 22

APRIL 2017

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	
8	Sun		H	
9	Mon		H	
10	Tue	H	H	
11	Wed	H	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	OJT programme for third year EEM students from April 26 to May 30
27	Fri		H	
28	Sat		H	
29	Sun		H	
30	Mon		H	

Total working days: 0

MAY 2017

Date	Day	WD	HD	Remarks
1	Tue		H	
2	Wed		H	
3	Thu		H	
4	Fri		H	
5	Sat		H	
6	Sun		H	
7	Mon		H	
8	Tue		H	
9	Wed		H	
10	Thu	H	H	
11	Fri	H	H	
12	Sat		H	
13	Sun		H	
14	Mon		H	
15	Tue		H	
16	Wed		H	
17	Thu		H	
18	Fri		H	
19	Sat		H	
20	Sun		H	
21	Mon		H	
22	Tue		H	
23	Wed		H	OJT Programme for second year EEM students from May 23 to 30
24	Thu		H	
25	Fri		H	On Job Training programme of final year BSc Zoology students from 25-05-2017 to 03-06-2018,
26	Sat		H	
27	Sun		H	
28	Mon		H	
29	Tue		H	
30	Wed		H	
31	Thu			

Total working days: 0