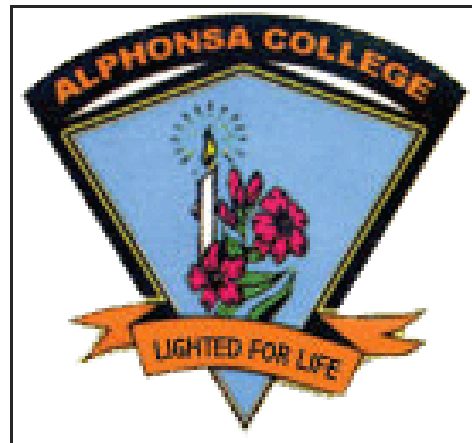


AQAR 2014-2015

Submitted to NAAC

On 6th August 2014



Alphonsa College

Pala

The Annual Quality Assurance Report (AQAR) of the IQAC

The AQAR of the period July 1, 2014 to June 30, 2015

Part – A

1. Details of the Institution

1.1 Name of the Institution

ALPHONSA COLLEGE, PALA

1.2 Address Line 1

ARUNAPURAM P O

Address Line 2

PALA

City/Town

KOTTAYAM

State

KERALA

Pin Code

686574

Institution e-mail address

aicspala@rediffmail.com,
info@alphonsacollege.in

Contact Nos.

04822-212447

Name of the Head of the Institution:

DR. SR. JANSAMMA THOMAS

Tel. No. with STD Code:

04822-212447

Mobile:

09496721561

Name of the IQAC Co-ordinator:

DR. SR. GIGIMOL M.G

Mobile:

08606501148

IQAC e-mail address:

iqacacp@gmail.com

1.3 NAAC Track ID (For ex. MHC0GN 18879)

15467

1.4 NAAC Executive Committee No. & Date:

(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)

EC/64/RAR/27 Dated 08.07.2013

1.5 Website address:

www.alphonsacollege.in

Web-link of the AQAR:

http://www.alphonsacollege.in/AQAR.aspx

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	Three Star(***)		1999	5 Years
2	2 nd Cycle	B+		2006	5 Years
3	3 rd Cycle	B	3.00	2012	5 Years
4	4 th Cycle				

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

07.08.2013

1.8 AQAR for the year

2014-15

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC : AQAR 2013-14 submitted to NAAC on 14/11/2014

1.10 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. 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 Totally Self-financing

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.12 Name of the Affiliating University (for the Colleges)

MAHATMA GANDHI
UNIVERSITY, KOTTAYAM

1.13 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 other (Specify)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2. 6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. Faculty
Non-Teaching Staff Students Alumni Others

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)

v

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- A helper for institutional excellence
- Encourages the institution in implementing best practices
- Helps to get awareness about our strength and weakness.
- Plays a vital role as mentor.
- Inspires to start more career oriented courses.
- Provides motivation to the teachers and students towards sustaining and enhancing quality
- Helps to improve the functioning of the college.
- Encourages research oriented activities to reach the height of excellence.

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
To introduce job oriented courses in various discipline	Two new B. Voc Courses in Fashion Technology and Sports Nutrition & Physiotherapy were introduced.
To equip Laboratories with new equipments	New equipments were purchased for lab purposes.
To construct new class rooms	The construction of the new building is progressing.
To introduce P.G in Mathematics and Physics	Application has been forwarded to the University for approval.
To organise seminars and workshops for boosting the academic outlook of faculty and students in various aspects of arts and science.	Department of Economics and Centre for Gandhian studies organised National seminars.
To employ career guidance and placement measures for final year students.	Career Guidance, Placement Training, Soft skill development Programmes, Interview Facing Techniques etc are provided for the final year students by the Career and Placement Cell of the College. The students are prompted to participate in Campus Interviews conducted in nearby colleges. Nine among the final year students got placed in reputed companies.
To organise teachers' workshops on academic matters.	Teachers' Workshop was conducted by IQAC by Prof. Rejimol C Cherian (IQAC Co-ordinator, Assumption College, Changanacherry)
To arrange Educational Trips, Excursions, Industry Visits etc. for 'Experiential Learning.'	All the departments arrange Excursions, Field Trips, Industry visits etc for providing a live learning and recreation environment for the students.

To execute various social awareness programs	The NSS unit of Alphonsa college in association with the Department of Zoology organised a half day seminar on Aids awareness in connection with World AIDS day, N.S.S Volunteers participated in the Ma Nishada rally led by Fr.Davis Chiramel, Chairman of the Kidney federation of India. The NSS unit & Janamaithri Police, Pala organised an awareness seminar on 'Road safety' as part of the 27 th National Road Safety week.
Academic Calendar of the year is attached as Annexure	

** Attach the Academic Calendar of the year as Annexure*

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

Discussed and approved with minor corrections.

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	0	0	0	0
PG	6	1	3	0
UG	13	2	4	
PG Diploma	1	0	1	
Advanced Diploma	0	2	0	2
Diploma	6	0	4	6
Certificate	14	0	7	7
Others				
Total	40	3	19	15
Interdisciplinary		4		
Innovative		10		

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	19
Trimester	2
Annual	3

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.
As the College follows the Syllabus and Curriculum of M.G University there is no scope of internal curricular designing, revision or up gradation

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

3-P G Department of English & B. Voc

B. Voc

The University Grants commission has launched a scheme on Skill Development Based Higher Education as part of college education. On completion of the first year the students will be offered a Diploma Certificate and at the end of IIInd semester an Advanced Diploma .After the three year course they will be graduated in the vocational subject.

The college has introduced two B. Voc courses- Sports Nutrition & Physiotherapy and Fashion Technology.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
46	32	14	NIL	-

2.2 No. of permanent faculty with Ph.D.

23

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
-	9	-	-	Nil	Nil	-	-	-	9

2.4 No. of Guest and Visiting faculty and Temporary faculty

12

4

15

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	6	88	3 Training
Presented papers	5	21	Nil
Resource Persons	-	1	3

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

- Well - designed Unit planners for teaching.
- ICT-enabled teaching-learning process
- Peer teaching and Cross-teaching to promote rigorous learning
- Video lectures to get a visual impact to the learner
- Movies based on syllabus.
- At least one class rooms of each department is equipped with LCD projectors.
- Power point presentation of seminar by students.
- Conducts syllabus based debates, quiz, and group discussions.
- A Word A Day: (As part of building up vocabulary, the final year students learn the meaning, pronunciation and usage of a new word each day.)
- Interactive Sessions, Group study; Group discussion are conducted to encourage learning.
- Morning and Evening classes are conducted for slow learners
- On line submission of assignments
- Demonstrations
- Industrial visits /field study and research lab visits are encouraged for experiential learning
- Open House
- Adequate support for the average & below average students to scale academic heights.
- Regular staff enrichment program & feedback system. Encouragement to merit students in the form of cash awards & scholarships for minorities and economically backward students.
- Regular, periodic Counselling, remedial classes, tutorial, mentoring & career guidance.
- Quality circles for enhancing the institutional quality.
- The students are provided with campus recruitment training in order to enhance the employability skills.
- Students are supported and encouraged to take up internships/live projects.
- Periodic follow-up of attendance and behaviour of students.
- Online submission of attendance of students.
- Computer labs, Wi -Fi and INFLIBNET facility are provided in the campus.

2.7 Total No. of actual teaching days during this academic year

173

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

- Open Book Test is being administered for some papers.
- Evaluation of students is based on both Continuous Assessment (internal) and the End Semester Examinations (external).
- Different methods of assessing the student – tests, quiz, seminars, assignments, project etc

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development

2

4

3

As member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

93

2.11 Course/Programme wise distribution of pass percentage:

Sl.No	Subject	No. of Students		Grade										Failed	%
		Registered	Appeared	A +	A	B+	B	C+	C	D	E				
B.A. 2015															
1	English	65	64		8	32	10	12	1			1	96.9		
2	Economics	60	59		4	21	16	15	2				98.3		
3	History	50	50				5	21	7			17	66		
B.Sc. 2015															
4	Mathematics	47	47	5	12	15	7	4	1			3	93.6		
5	Physics (Voc)	18	18	-	3	11	4		-	-	-		100		
6	Physics	32	32	-	10	11	4	4			-	3	90.56		
7	Chemistry	30	30	2	7	10	5	4				2	93.3		
8	Botany	44	43	-	2	15	13	5	1			8	81.8		
9	Zoology	39	39	-	4	16	14	3	-	-		2	94.87		
10	Cln.Nut.& Dietetics	31	31	-	3	9	8	6	-	-		5	83.87		
M. Sc 2015															
1	Cln.Nut.& Dietetics	17	17		1		5		2			9	47.05		
2	Zoology	10	10	-	-	5	1					4	60.00		
3	Chemistry Self														

M. A 2015												
1	Politics	11	11			4	3				4	63.6
2	English Self											

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

- The IQAC encourages research, publications, paper presentations and participation in international/national/state level workshops, conferences and symposia.
- Discussions are held periodically to formulate future plans of the institution and prepare a road map for quality assurance and enhancement.
- Faculty members are motivated to participate in contemporary, skill based and value-added courses.
- Rigorous review of the functioning of the various Departments of the College is a part of quality enhancement.
- Periodical review of the teaching-learning process at the end of each semester.
- SKAT is conducted for first year degree students.
- The IQAC encourages the conduct of Open house, Orientation programmes etc.
- IQAC takes initiatives in classroom modernisation and establishing smart class room.
- Conducts internal academic audit every year and suggestions for the improvement of the teaching-learning process are given to departments.
- Online attendance entry of students
- IQAC provides suggestions for improving the performance of the college library-
- INFLIBNET and OPAC (Online Public Access Catalogue) Searching facilities are made available in the Library.
- IQAC regularly review the progress of the academic plan and required suggestions are made.
- Feedback from students on curriculum, teaching, learning and evaluation.
- Subject wise internal and external marks secured by the students are analyzed to identify the poor learners and to arrange remedial classes to improve their performance
- Parents meetings are organised regularly to inform the parents about the performance of their children in the internal and university examinations.
- A helper for institutional excellence
- Encourages the institution in implementing best practices
- Helps to get awareness about our strength and weakness.
- Plays a vital role as mentor.
- Inspires to start more career oriented courses.

- Provides motivation to the teachers and students towards sustaining and enhancing quality
- Helps to improve the functioning of the college.
- Encourages research oriented activities to reach the height of excellence\

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	8
UGC – Faculty Improvement Programme	Nil
HRD programmes	3
Orientation programmes	3
Faculty exchange programme	Nil
Staff training conducted by the university	Nil
Staff training conducted by other institutions	1
Summer / Winter schools, Workshops, etc.	21
Others- Symposia	1

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	29	-	-	-
Technical Staff	-	-	-	-

Criterion – III

3. Research, Consultancy and Extension

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

- IQAC regularly informs and encourages the faculty members to apply for research grants projects and grants to UGC/DST etc.
- To inculcate the climate of research, college has constituted a research committee. The main objective of this committee is to encourage and help the faculty and the students to undertake the research projects.
- The college authorities provide all necessary infrastructural support for carrying out research work.

- Permission granted and motivating teachers to present papers in international, national and state-level seminars and conferences.
- Motivating students to carryout projects in the emerging area of industry and social aspects.
- Encouraged the teachers to do Ph. D, Refresher courses, Orientation courses, Workshops etc.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number		1		
Outlay in Rs. Lakhs		Rs. 10,20000		

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	3	11		
Outlay in Rs. Lakhs	5,25000	14,78,000		

3.4 Details on research publications

	International	National	Others
Peer Review Journals	9	3	0
Non-Peer Review Journals	0	0	0
e-Journals	1	0	0
Conference proceedings	2	15	0

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	3	UGC	10,20000	
Minor Projects	2	UGC	20,03000	15,15,000
Interdisciplinary Projects	1 year & 3 years	UGC	1,50,000-	Nil
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects	2014- 15	DST - Inspire	Rs. 20,000	

<i>(other than compulsory by the University)</i>				
Any other(Specify)	-	-	-	-
Total			3193000	

3.7 No. of books published i) With ISBN No. Chapters in Edited Books
 ii) Without ISBN No.

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	0	3	1	0	5
Sponsoring agencies		UGC	UGC & CGS	0	KSCSTE. Zoology, Maths & Physics Associations

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 From Management of University/College

Total

3.16 No. of patents received this year:

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

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
	0	0	0	0	0	0

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

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

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 State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level

State level

National level

0

International level

0

3.25 No. of Extension activities organized

University forum

0

College forum

20

NCC

1

NSS

15

Any other

CGS-7

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

- NSS Unit participated in 'Save Meenachil River 'Campaign of the Meenachil Nadi Samrakshana Samithi.
- NSS Unit conducted two blood donation camps and more than 130 students donated blood.
- First Responder Course was given to the students in association with Indian Institute of Emergency Medical Service (IEMS).
- N.S.S Volunteers participated in the Ma Nishada rally led by Fr.Davis Chiramel, Chairman of the Kidney federation of India. The rally aimed at curbing violence in all forms including road accidents, murders, drug abuse, foeticide, crimes against women and children, environmental pollution etc. The rally inspired the public to "Live to Inspire". The Initiative saw active participation of students from many schools& colleges.
- The NSS unit & Janamaithri Police, Pala organised an awareness seminar on 'Road safety' as part of the 27th National Road Safety week.
- The college joined the government of Kerala by ensuring the students participation in *Run Kerala Run* programme at the university, district collectorate and Pala Municipality supporting the National Games to be conducted in Kerala.
- The NSS unit of Alphonsa college in association with the Department of Zoology organised a half day seminar on Aids awareness in connection with World Aids day, which was led by Rajeshkumar .R (Regional Manager ,Hindustan Latex Family planning Promotion Trust ,Trivandrum)
- The NSS volunteers attended a session of 'positive speaking' led by Ms.Sheeba M an Aids awareness crusader &herself an HIV AIDS victim.
- The NSS volunteers along with the students of NCC actively participated in the Republic Day Rally organised by the Municipality of Pala.
- The NSS members participated in the "Clean Campus, Safe Campus and Anti Drug" Campaign organised jointly by the Janamaithri Police team in Pala and Alphonsa College.
- Self employment programmes and Small Saving scheme.
- Students house visiting and also visiting the houses of alumni.

- Voluntary tuition service for the inmates of St Joseph's Orphanage, Kummannoor ,St. Pious Orphanage, Pala and colony .
- Participation of PBR (People's Biodiversity Register)preparation for Pala Municipality
- Assessment of cardiovascular risk factors among adults
- Assessment of iron status of adolescent girls and its effect on physical fitness
- Prevalence of obesity among post menopausal women (50-60) years in Koodarenji Panchayath, Kozhikode district.
- Assessment of nutritional status of housewives in Pala municipality
- Formulation of vitamin A rich recipes and its popularisation among adolescent girls
- Visit to govt. L.P. School Arunapuram & Anganwadi at Pala municipality as part of community nutrition curriculum
- In order to inculcate social responsibility among students, visits are conducted to social institutions and Adopted villages where the students get an awareness of bitter realities of life and also realise the duty to help and give support to the suffering brethren around us. On special occasions like Onam, Christmas and New Year students perform entertainment programmes along with the inmates and share food with them. This gives the student's feelings of social commitment.
- Adopted Institutions-
 - Mariasadanam - Mentally challenged Persons
 - Daivadan Centre - Chethimattom
 - Assisi Snehabhavan
 - Santhinilayam - a home for the mentally challenged children and handicapped
 - St Joseph's Orphanage, Kummannoor
 - DCMR- a school for mentally retarded children at Puliyanoor
 - St.Roche Asylam - an old age home
 - St. Pious Orphanage, Pala.
- Basket ball court and Long jump facilities are shared with mentally challenged students of Santhinilayam Anthinadu. Students from different agencies practice in our court.
- Survey on alcoholism amongst school students
- One day camp on Rural Development through Women Empowerment in Kidangoor Panchayath
- Publication and distribution of booklet on Right to Information
- Republication of booklets on the Perils of Plastic and Living With Nature
- Gandhidarshan Exhibition
- Awareness classes against alcoholism in 25 schools in collaboration with ADARRT

- Visit to Subjail, Pala and donation of books to their library, as well as interaction with the inmates and distribution of a copy of Gandhi's biography and booklets of the Centre.

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	9.5 Acres	Nil	Nil	9.5 Acres
Class rooms	72	Nil	Management	72
Laboratories	11	Nil	Management	11
Seminar Halls	4	Nil	Management	4
No. of important equipments purchased (\geq 1-0 lakhs) during the current year.	Nil	Nil	Nil	Nil
Value of the equipment purchased during the year (Rs. in Lakhs)	Nil	589184/-	DST, UGC, PD	589184/-
Others	Nil	Nil	Nil	Nil

4.2 Computerization of administration and library

Already Computerised

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	25714	1203	1203		82317	7,11203/-
Reference Books	55400			7,10000		
e-Books	9700	5000	Nil	Nil	Nil	Nil
Journals	51	Nil	Nil	Nil	51	Nil
e-Journals	6000	N.list		Nil	6000	Nil
Digital Database	3	45,000/-	Nil	Nil	3	45,000/-
CD & Video	65	4000/-	8	Nil	73	4000/-
Others (specify)	Nil	Nil	Nil	Nil	Nil	Nil

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depts.	Others
Existing	91	5	15	2	1	1	12	Nil
Added	33	Nil	Nil	Nil	Nil	Nil	Nil	Nil
Total	124	5	15	2	1	1	12	Nil

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

- Computer and internet access is given to staff and students through departments and Library.
- Administrative staffs are trained to use Computers and nearly all office work is done using computers internet.
- Softwares are used for admission, fee collection, uploading of applications to UGC salary processing of staff.
- Office E-mail ID is provided to all teaching staff and administrative staff and they are trained to use E-mail.
- Computer awareness programme to PG students.
- Accessing inflibnet for downloading text books.
- Training to students for using statistical and bioinformatics softwares
- Online submission of application for admission process.
- Online submission of attendance by teachers and informing absence of students through SMS.
- Search of books in library-touch screen internet browsing.

4.6 Amount spent on maintenance in lakhs:

Item	Amount Rs.
i) ICT	41,63876/-
ii) Campus Infrastructure and facilities	Jubilee memorial building construction in progress/-
iii) Equipments	Nil
iv) Others	Nil
Total	41,63876/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. Orientation Programmes conducted for first semester students.
2. Notice boards are placed on different parts of the college for informing students about various activities and events.
3. Collecting the feedback from the students and stake holders on the utility of support services.
4. Assigning conveners to monitor the proper functioning of support services.
5. Provide guidance to the needy students.
6. Parent teacher meetings are conducted to give awareness about the various activities organized by IQAC for the students.
7. Receiving services (scholarships , invited talks, etc.) from alumina association

5.2 Efforts made by the institution for tracking the progression

1. Providing opportunities for students to interact with scientist and other resource persons.
2. Conducting national seminars and invited talks.
3. Alumni association to have at least one meeting in an academic year.
4. Feedback from students
5. Self-appraisal was distributed as part of performance evaluation.
6. Student counselling
7. Suggestion box
8. Started Value added courses
9. Language proficiency through sophisticated labs
10. Computer with internet access made available, free of cost.
11. E-books, e-journals, sample question papers are made available on library web site.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1431	123	-	PGDCA-70

(b) No. of students outside the state

5

5.4

Last Year 2013-14					This Year 2014-15						
General	SC	ST	Physically Challenged	Total	General	SC	ST	OB	Physically Challenged	Total	
1182	88	41	291	1	1603	1316	137	42	59	2	1554

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

NET Coaching

20

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET	9	SET/SLET	Nil	GATE	Nil	CAT	Nil
IAS/IPS etc	Nil	State PSC	1	UPSC	Nil	Others	1

5.6 Details of student counselling and career guidance

- We have a counselling centre and counselling service is available for students for every Thursdays. All students are benefited from counselling services.
- Orientation classes are given to I DC students emphasizing the need for value education, student's self empowerment and motivation.
- Training programmes for interview techniques, communication skill and soft skills are given. Classes were conducted on personality development, copy editing and medical transcription.
- Invited talks on various career options like airlines, hotel and travel industry, business management, civil service and banking services were given.
- Career orientation programmes for III DC students including interview strategies, group discussion, resume preparation and career options were conducted along with classes related to company recruitments and information on various job avenues.
- Value added courses related to coaching for MAT and CAT exam, coaching for bank tests and various competitive exams like PSC and entrance examination for higher studies.

No. of students benefitted: All the students in the college

5.7. Details of campus placement

On campus			Off campus
No.of organizations visited	No.of students participated	No. of students placed	No. of students placed
Nil	Nil	Nil	11

5. 8 Details of gender sensitization programmes

1. Organized workshops and national seminar related to women emancipation
2. Self employment programmes conducted for students.
3. Women's Day was celebrated under the guidance and supervision of the Women's Cell of the College.
4. Karate training is provided to the students.

5.9 Students Activities

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

State/ University level	103	National level	46	International level	Nil
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No. of students participated in cultural events

State/ University level

82

National level

1

International level

Nil

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

Sports: State/ University level

103

National level

26

International level

Nil

Cultural: State/ University level

72

National level

Nil

International level

Nil

5.10 Scholarships and financial support

	Number of students	Amount Rs.
Financial support from institution	68	Rs. 153285/-
Financial support from Government	90	1669000/-
Financial support from other sources	15	55000/-
Number of students who received international or national recognition	Nil	Nil

5.11 Student organised / initiatives

Fairs : State/ University level

Nil

National level

Nil

International level

Nil

Exhibition: State/ University level

1

National level

Nil

International level

Nil

5.12 No. of social initiatives undertaken by the students

6

5.13 Major grievances of students (if any) redressed: Nil

Criterion – VI

6. Governance, Leadership and Management

6.1 State the vision and mission of the institution.

VISION

The perfect woman nobly planned. To create self-reliant and liberated young women with traditional cultural values and moral integrity who will be agents of social transformation in their families and society.

MISSION

- To equip our students with deep knowledge and globally acceptable skills.
- To develop values of self-respect, tolerance, discipline, hard work and patriotism.
- To promote learning that will contribute to women empowerment by enabling women to become self-reliant.

6.2 Does the Institution has a Management Information System

Yes-, Computer, Internet and Mails

- Finance – regular reporting by office superintendent about income and expenditure.
- Student admission – prepares merit list and grants admission
- Student attendance – regular online attendance from each class and each hour
- Student records
- Teaching evaluation and examination procedures
- Research and extension activities
- Administration procedure – for ensuring effective and transparent administration, all activities are conducted with prior permission from principal
- The college Students' Union plays a vital role in the management information system of the college.
- A complaint box has been placed in front of the college for collecting complaints about ragging or any other untoward incident.
- Students Grievance Redressal Cell, Library Committee, Cultural Committee,
- Magazine Committee, Admission Committee, NSS Committee, Canteen Committee, Anti-ragging Committee, UGC Committee, Gender Sensitization Committee, Committee against Sexual Harassment etc, work together for the proper functioning of the management information system.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

- The curriculum is designed by the University.
- The college has designed and developed Add – On/ Certificate Courses.
- Faculty members in board of studies
- Participation in workshops of various subjects for syllabus formation, restructuring and revision.

- During class room interaction, special importance is given to Power Point Presentation, Group discussion, Student seminar and Project work.
- The Choice Based Credit Semester System followed at present in the college facilitates horizontal movement, enabling students to make their choices. This facility enables students to choose the courses of their interest and for future development.

6.3.2 Teaching and Learning

- Adequate qualified teachers
- Bridge course
- Internet facilities for class room learning and listening
- Faculty members participate in seminar, workshop and conferences
- Peer group teaching
- Cross teaching
- Independent learning
- Feed back for teachers and it is reviewed every year
- Student's participation in various seminars both internal and external.
- Providing necessary study material by teachers .
- Regular class test, assignments, seminars, group discussion etc
- Preparation of academic calendar
- Outdoor learning experiences through field trips, camps, workshops etc.
- Learning through self employment programs.
- Teaching plans are prepared by the teachers based on the subject
- preparatory examinations for the students
- Internal tests are conducted to evaluate the students
- The teachers make use of chart, model, graphs, diagrams, notes, model questions, projector, overhead projector, black board, white board, computer, power point, modules, reference books etc.
- Interaction with well placed alumnae.
- Extra- curricular tips and suggestions for the brighter students and university exam pattern based tips for the poor performers were also given.
- Video classes

6.3.3 Examination and Evaluation

- Continuous evaluation
- Examination schedule through examination committee
- Unit tests, model exams.
- Practical exams
- Home assignments
- Internal exams in each semester

- Remedial classes for weaker students
- Quality circle for star students
- SKAT
- Facility for Xerox copy of valued answer scripts.
- Answer books, after evaluation, are returned to each student, explaining mistakes and with suggestions for improvement.
- Spot tests and problem solving sessions

6.3.4 Research and Development

- Motivation from management to participate in research
- Application for major/minor project- application forms are circulated to all staff members
- To encourage research culture among students through active participation in workshop, seminar, paper presentation etc.
- The college has a research committee which encourages research activities.
- Internet browsing facility for staff and students
- Enriched library and laboratory with adequate number of books and equipments
- Duty leave for research activities
- Publication of two research journals by the college
- □ Paper presentation for students is made an integral part of Seminars/ Conferences conducted by the college.
- One day Field cum lab study programme at Tropical Institute of Ecological Sciences
- Visit to Aviary
- Nature camp

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Upgraded library with RFID and computers
- Bar coding system for books
- Constructing new building, new block as a part of Golden Jubilee year at the college
- Library has its own website and 5000 e- journals
- Well equipped and fully automated library
- Internet
- ICT facilities are available to students
- Internet lab in the library with computers
- Dept. of physical education has indoor and outdoor facilities
- Planning to build new indoor stadium
- Two new generators have been installed in the college
- Administrative block
- Principals office, IQAC room, conference hall, big auditorium, staff rooms, adequate number of class rooms, ladies rest room, well furnished computer room, prayer room, employment

guidance and placement room, sports room, digital language lab, well furnished laboratories, adequate sports equipments

- Class rooms have LCD facilities
- Six computer labs
- Book exhibition is held annually in the library
- OPAC (Online Public Access Catalogue) facility is provided in the library and students are trained to use it.
- Paper clippings are maintained in the library.
- To inculcate the habit of reading good books the library conducts competition to students
- Film versions of novels and dramas prescribed in the syllabus are shown to the PG students.
- Purchase of new books
- Up gradation of Departmental Libraries
- Purchase of new instruments in the laboratory
- Display cupboard for each department

6.3.6 Human Resource Management

- Well qualified, dedicated, sincere and competent faculty
- Skill development programmes-ASAP,WWS,Flair,SSP
- ASAP-Three weeks programme, Two months programme and Two years programme
- Favourable atmosphere to higher studies and computer studies
- Participation in workshops, seminars
- Conducting workshops, seminars in the college
- Conducting and participating in exhibition etc
- Workshops and training programmes for faculty
- Seminars are arranged for non-teaching staff
- Internet facility for widening the knowledge of students
- Participation in activities – NSS, NCC, social and cultural activities, various clubs like oratory and literary club, entrepreneurial club, green club, movie club, literary club, nature club, Jesus youth, college farm, Gandhian forum, bhoomithra sena, sports and games etc
- Student participation in workshops, seminars etc
- Self employment programmes
- Entrepreneurial Development programs
- The college has a ‘Human Resource Development club’ which organizes leadership training programmes for the students.

- The IQAC organises Workshops for Teaching as well as Non-teaching staff to enhance their competency.
- Computer training for non-Computer Science students
- Students participate in the training programmes organized by various institutions.
- Add on and Certificate courses are conducted for the students to enable them to acquire additional knowledge and skills in different spheres of study.
- A student being a prime HR, the college strives to develop this resource through variety of activities like, N.S.S., N.C.C., Social and Cultural activities etc.
- Add on and Certificate courses are conducted for the students to enable them to acquire additional knowledge and skills in different spheres of study.
- Appointment of efficient teaching staff.
- Teachers are encouraged to participate in Orientation and Refresher Courses.
- Participation in Seminars and Workshops are encouraged for career advancement of the teaching staff.
- Collaboration with TIES for doing Student Project at PG level.
- Self employment & personality development programme in collaboration with VICIB

6.3.7 Faculty and Staff recruitment

- Regular appointment based on UGC& govt. norms
- Temporary teaching and non teaching staff are recruited for one year by the institution

6.3.8 Industry Interaction / Collaboration

- Campus interviews by the industry. It is usually done by career and placement cell
- Internship in hospitals
- Research activities in industries done by students
- Educational visit in industries
- Collaboration with industries
- The Institution organises National level Seminars /Conferences in collaboration with Industries.
- Industrial visits are organised regularly.

6.3.9 Admission of Students

- Merit based under single window system, under the rules and regulations of the university and state govt.

6.4 Welfare schemes for:

⇒ **Teaching Staff**

- Health centre

- Staff credit society
- First aid facility
- Counselling facility
- Health awareness programme
- Eco-tour
- Advance payment for various activities
- Medical camp
- Tea club

⇒ **Non- teaching Staff**

- Health center
- Staff credit society
- Eco-tour
- First aid facility
- Advance payment
- Medical camp
- Tea club
- Counselling facilities
- Infrastructural facilities
- Health awareness programme

⇒ **Students**

- Freeships, free hostel, noon meal, free education for outstanding students, sports students and economically backward students
- Student's union
- Counselling facilities
- Health awareness programme
- Health center
- Various scholarships
- Free uniform
- Providing infrastructure facilities
- Student welfare cell
- Special programmes for backward students
- Remedial programmes
- Medical camp, Blood Donation camp
- Endowment from stake holders
- Self employment programmes
- Fees in instalments
- Free Wi-Fi for study purposes
- Book bank for students

- Scholarship for students with the help of alumnae
- Lunch meal
- Free tuition

6.5 Total corpus fund generated Rs 30, 000000 /-

6.6 Whether annual financial audit has been done Yes/ No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Dr. Jose Sebastian IQAC Co-ordinator Devamatha College, Kuruvilangad	Yes	Management & IQAC
Administrative	Yes	Deputy Director of Collegiate Education, Kottayam	Yes	Manager

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

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

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

- For autonomy, the university provides various suggestions and facilities

6.11 Activities and support from the Alumni Association

- NRI scholarship for economically poor students every year
- Conducting various programmes for students
- Participating various programs in the college
- Regular meeting with alumni members
- Meeting of the First Batch M.Sc.Students (1982-84)
- NET coaching for the PG students by Qualified Alumnae
- Part of judging panel for valuing Intercollegiate Competitions conducted by the Dept.
- Resource person for Mother PTA and orientation programmes for students.
- Resource person for demonstrating various practical
- Providing guidance to students in connection with activities like sericulture, apiculture.
- Alumnae installed a best outgoing student award.
- Alumnae invited as resource persons in seminars

6.12 Activities and support from the Parent – Teacher Association

- PTA held twice in the year
- Various programme for mothers
- Special mother PTA
- Participation in various felicitation programmes of students

- Financial aid to economically poor students
- Suggestions are invited from parents
- Financial support for various programmes in the departments concerned.

6.13 Development programmes for support staff

- Staff development programmes by resource persons from outside the college
- To facilitate teaching facility is provided with internet and audio-visual aids
- Facility for higher education for each staff
- Each staff is allotted with special duties
- Gathering of staff on various occasions
- Celebration of important festivals by staff
- Participating various workshops, seminars etc.
- To develop Computer knowledge to administrative staff
- The salary bills are submitted online.

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

- Green campus with mini gardens
- Tree plantation
- Eco club
- Green club
- Instructions for saving electricity
- Proper waste disposal
- Plastic free campus
- Planting Potted Plants
- CFL Bulbs, Paper bags
- Butterfly garden
- Herbal garden
- Campaign to save water and electricity; (energy audit and green audit)
- Waste management with municipality and corporation
- Avoiding plastics for celebrations like Onam, Christmas, Welcome- Farewell parties
- Maintaining a Butterfly garden
- Maintaining vermin compost unit
- Maintaining apiary in the Department
- Classes on environmental awareness
- Clean campus

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. Several new programmes initiated by the Higher Education Department, Govt. of Kerala, were actively adopted by our college this year:

- WWS (Walk With the Scholar) programme: It caters to the needs of students who perform well in studies .It aims to give them additional knowledge and skills for their future
- SSP (Scholar Support Programme): It aims to strengthen the capabilities of students who are facing difficulties in their studies.
- ASAP-Additional Skill Acquisition Programme-It is a training programme meant for the quality improvement of students especially to equip them with effective communication skills. The college hosted a 21 day residential camp for the IIIrd DC students in the month of May 2015. There is a separate ASAP programme for Ist DC students of the college.
- In connection with Golden Jubilee celebrations our college organized a three day exhibition (ALPHEX) on 14th 15th & 16th July, 2014 with the active participation of all departments.
- Academic budget : Income and Expenditure of departments

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

- Several new courses were started this year: MA English (Aided), M. Sc Chemistry (Self Financing), B. Voc Physiotherapy and Sport Nutrition, B. Voc Fashion Technology
- The infrastructure development activities were carried out efficiently. A new Jubilee Block is in its last phase of construction.
- In order to strengthen co curricular activities , new clubs have been started like the Calligraphy Club, the Bold and Beautiful Club, Dance Club, Drama Club ,Music club etc
- Workshops and National seminars have been conducted to enhance the knowledge of students.
- Various competitions like literary competitions, Vocabulary Contest, social awareness programmes, self-employment programmes and other community services have been planned and executed.
- Placement cell has been strengthened to provide career guidance to the graduates by arranging self employment training and aptitude training.
- The plan of action decided upon at the beginning of the year in the IQAC meetings has created a positive impact on the teaching learning process of higher education.

- First Aid Training Programme: The College provided First Responder Course in collaboration with Indian Institute of Medical Science in order to empower the students to face medical emergencies.

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

1. Value Education: The College aims to propagate value based learning. It aims to mould empowered women who are rooted in traditional values
2. Entrepreneurial development programme: Several initiatives in college encourage entrepreneurship skills among students. The notable ones are Sale cum Exhibition of Handmade items made by students, Career Guidance Programmes, Soft Skill Training etc

7.4 Contribution to environmental awareness / protection

- Cleanliness throughout the campus is maintained for which employees are exclusively recruited.
- Maximum efforts are being put to avoid all types of pollution.
- The institution conducts Green Audit annually. It aims to assess the level of energy conservation on the campus.
- ENCON Club takes up Environmental awareness programmes and several competitions like Painting, Essay Writing and Quiz based on green themes.
- The Centre for Gandhian Studies conducted a 2 days intercollegiate workshop on “Green Living: Treading the Gandhian Path”.
- NSS in collaboration with ASAP organised the Environment Day Celebrations that promoted the green message through posters and theatrical performances. Other departments also joined the celebrations by organising Intercollegiate Quiz, Power point and Poster Competitions
- The college organised several seminars and lectures related to Environment Conservation, Eco-literacy, and Biodiversity Management etc.
- Cleanliness throughout the campus is maintained for which employees are recruited exclusively.
- Maximum efforts are being put into avoid all types of pollution
- The institution conducts a green audit with a sense of responsibility. In this regard, the following eco-friendly measures have been taken by the institution.

7.5 Whether environmental audit was conducted Yes No

7.6 SWOT Analysis Summary

a) Strengths Identified:

1. Value based learning that inculcates values like truth, love and service.

2. Modern teaching methods including the use of ICT and more learner-centric activities like seminars, assignments, projects, field visits, research station visits etc. are practiced in the teaching- learning process. The use of internet for reference and on-line submission of assignments are also encouraged.
3. Participation of teachers in academic and personal counselling of students.
4. Student achievements in the extracurricular field in inter-collegiate, inter-university and state level competitions.
5. Participation / contribution of teachers in curriculum designing workshops, evaluation of answer scripts, consultancy and research.
6. Competent faculty, 50 percentage faculty members are Ph. D holders.
7. Teachers have research publications in peer-reviewed journals, minor and major projects.
8. Active Departmental Associations.
9. Good Demand ratio, high student quality, excellent results in university examinations.
10. Personal care and financial aids are given to the deserving students.
11. The syllabus is covered well before the intended time and revision is conducted.

b) Weaknesses Identified:

1. Poor socio-economic background of students.
2. Above 70% of students are from rural areas.
3. Most students are first generation learners.
4. High student teacher ratio.
5. Shortage of Linkage & Collaborations for effective learning.
6. Lack of infrastructural facilities especially the shortage of equipments in lab.
7. Lack of technical assistance in science and computer labs.
8. Inability to provide adequate individual attention to the students because of the intake of large number of students.
9. The low price of agricultural products especially rubber has reduced the per capita income of families which has created financial constraints among students.

c) Opportunities Identified:

1. Under the guidance of a member of the faculty, all U.G students carry out a project in the 6th semester based on the curriculum, thus promoting a research culture among the students. A project presentation is also part of the requirement.
2. Information and communication technology are made good use of in the teaching – learning process. ICT is utilised by the faculty in the form of making PowerPoint presentations, preparing and distributing study materials to students, etc. Students also are encouraged to do PowerPoint presentations. Submission of assignments/seminars online has also been made mandatory.

3. Skill development programmes and Value added programmes are organized regularly.
4. Students who have service mentality can participate in the activities of NCC, NSS, and CGS.
5. Students have opportunities to prepare for Civil service exams, NET, PSC and Bank tests offered by the management.
6. The students have enough opportunity for various inter-collegiate & state level competitions in Arts & Sports competition. They can also participate in various personality development programs, seminars and workshops. The Gandhi Forum of the college provides an opportunity to participate in a 5 day National Camp at Wardha, every year
7. The eminent alumnae of our college are a constant source of support for the college activities. They contribute to the growth of the college by serving as resource persons, offering career guidance, providing scholarships, supporting placements and student recruitment.
8. Browsing and reprography facility is available on the campus.

d) Challenges/Threats Identified:

1. More than 50% students are financially backward.
2. The late admissions with very low scores and SAY students.
3. Limited number of PG courses.
4. Increasing number of self financing colleges in the neighbourhood.
5. Eagerness of Parents and students for professional courses.
6. Crowded classrooms.

9. Plans of institution for next year

1. To generate and issue Staff ID card from SPARK.
2. To introduce online student attendance entry for teachers and SMS alert regarding student attendance for parents.
3. To strengthen Mentoring programme
4. To introduce online feedback system for collecting students' feedback.
5. To begin new clubs to strengthen co curricular activities.
6. Organise National Seminars in every Department.
7. Imparting more awareness to the students regarding the dangers of the cyber world.
8. To undertake more major & minor research projects and other research-oriented activities.
9. Coaching classes for helping students in National Eligibility Test.
10. Quiz sessions and coaching classes to enrich General Awareness in students and to supplement their preparation in PSC, UPSC, SSC, NET exams.
11. To improve student recruitment training to enhance placements.

Name: **Dr. Sr. Gigimol M.G**

Signature of the Co-ordinator, IQAC

Name: **Dr. Sr. Jansamma Thomas**

Dr. Sr. Jansamma Thomas. M. Sc, M. Phil, Ph. D
Principal
Alphonsa College, Pala.

Signature of the Chairperson, IQAC



Year Plan 2014-2015

JUNE 2014

1	Sun	
2	Mon	College Re-opens
3	Tue	Departmental staff meeting-Dept. Of Clinical Nutrition and Dietetics
4	Wed	
5	Thu	World Environmental Day celebration: Depts. -Zoology, Botany, Economics, English and NSS
6	Fri	Holy Eucharist
7	Sat	Visit to St. Pious Orphanage – Adopted institution: Dept. of Mathematics
8	Sun	
9	Mon	Extension program - Dept. Of Clinical Nutrition and Dietetics
10	Tue	IQAC meeting
11	Wed	Symposium (IIIDC) : Dept. of English
12	Thu	
13	Fri	Value education programme: Dept of Economics
14	Sat	Extension programme: Dept. of History
15	Sun	
16	Mon	Poster competition and blood donation camp :NSSWorld blood donor day (blood grouping/ blood donating camp):Dept. of Zoology
17	Tue	Self employment programme for IIDC students –Dept of Economics
18	Wed	
19	Thu	Reading Day celebration-Depts. Malayalam, Hindi & NSS
20	Fri	Extension activity: Depts. Botany, Economics; Class PTA: IIIDC History
21	Sat	Visit to Mariasadan: Dept. of Physics
22	Sun	Ext. programme with balabhavan Cherpunkal : Dept of Economics
23	Mon	
24	Tue	
25	Wed	
26	Thu	
27	Fri	Quiz programme: Dept. of Zoology
28	Sat	Anti – drugs day; rally and slogan competition : NSS
29	Sun	
30	Mon	

JULY 2014		
1	Tue	Departmental staff meeting -Dept. Of Clinical Nutrition and Dietetics
2	Wed	UGC coaching: Dept. of Politics
3	Thu	St. Thomas Day
4	Fri	Holy Eucharist, Extension work: Dept. of English
5	Sat	
6	Sun	
7	Mon	
8	Tue	
9	Wed	Welcome to IDC students and Association inauguration: Dept. of Economics
10	Thu	
11	Fri	Observation of World Population Day: Depts. Mathematics, Economics
12	Sat	Second Saturday
13	Sun	Extension work: Depts. Mathematics, Economics
14	Mon	Seminar on micro finance- VICIB: Dept of Economics
15	Tue	Exhibition programme
16	Wed	Visit to Milma plant Alapuzha- Dept. of Clinical Nutrition and Dietetics
17	Thu	Association inauguration & welcome to IDC students: Dept. of history
18	Fri	Association inauguration: Depts. Zoology, English, Mini camp:NSS
19	Sat	Industrial visit to Malanadu Development Society: Dept. of physics
20	Sun	Extension work: Dept. of Mathematics, Economics
21	Mon	Inaugural class of soft skill dev. programme: Dept. of Mathematics
22	Tue	Welcome to IDC students- Dept. Of Clinical Nutrition and Dietetics Hand writing Competition in Malayalam (IIDC): Dept. of Malayalam
23	Wed	National Seminar- Dept of Economics 23 - 24
24	Thu	Clinical Nutrition - Visit to the shrine of St. Alphonsa
25	Fri	Inaug. of Botany Assn, Seminar on Ecofeminism: Dept. of English
26	Sat	Holiday-Karkadaka Vavu
27	Sun	Extension work: Dept. of Mathematics
28	Mon	Holiday- Id-UI-Fitr, St. Alphonsa feast
29	Tue	III DC Mathematics class-PTA: Dept. of Mathematics
30	Wed	A talk on Adolescent health- Dept. Of Clinical Nutrition and Dietetics
31	Thu	IQAC meeting

AUGUST 2014		
1	Fri	Holy Eucharist, Visit to St. Joseph's orphanage: Dept. of English
2	Sat	Orientation for IDC students :NSS
3	Sun	Extension work: Dept. of Mathematics
4	Mon	Mother PTA: Dept. of Zoology
5	Tue	Hiroshima- Nagasaki Day observation: Dept of Physics
6	Wed	
7	Thu	Lecture series – Relevance of Gandhian ideals: Dept. of History
8	Fri	Inauguration of English Association Seminar on "Vedic Mathematics: Dept. of Mathematics
9	Sat	Second Saturday
10	Sun	
11	Mon	Caption contest: Dept. of English
12	Tue	Inauguration of ADA- Dept. Of Clinical Nutrition and Dietetics
13	Wed	Experiential learning: Dept of Economics
14	Thu	Independent day celebration: Dept. of History, Politics and NSS
15	Fri	Independence day
16	Sat	Soft skill Development Programme: Dept. of Mathematics
17	Sun	
18	Mon	3rd DC Nature study: Dept. of Zoology
19	Tue	
20	Wed	World mosquito day: Dept. of Zoology
21	Thu	Quiz competition: Dept. of History
22	Fri	Extension work: Depts. English, Zoology and NSS
23	Sat	Ecotourism: Dept. of Botany
24	Sun	
25	Mon	Lecture series- Dept of Economics
26	Tue	Departmental Onam Celebration- Clinical Nutrition and Dietetics
27	Wed	II DC PTA: Dept. of Botany
28	Thu	TCI Workshop- Dept of Economics
29	Fri	Quiz zoology association: Dept. of Zoology
30	Sat	Chemistry: Extension programme
31	Sun	

SEPTEMBER 2014

2	Tue	Extension programme- Dept. Of Clinical Nutrition and Dietetics
3	Wed	Onam celebration: Depts. History and Economics
4	Thu	Onam celebration with Devadan centre: Dept. of Zoology
5	Fri	Holy Eucharist, Teachers day
6	Sat	1 st Onam
7	Sun	Onam
8	Mon	Sri Narayana Guru Jayanthi
9	Tue	4 th Onam
10	Wed	
11	Thu	
12	Fri	
13	Sat	
14	Sun	Holiday, National Hindi day
15	Mon	Holiday-Sri Krishna Jayanthi
16	Tue	Hindi week celebrations
17	Wed	Chemistry: SALT: Self Awareness and Leadership Training Prog.
18	Thu	IQAC meeting, invited Talk: Dept. of Physics
19	Fri	Visit to Snehabhavan : NSS
20	Sat	Seminar- Dept. Of Clinical Nutrition and Dietetics
21	Sun	Holiday-Sri Narayana Guru Samadhi, World Alzheimer's day
22	Mon	Malayalam Short story writing Competition in Malayalam (IDC)
23	Tue	Study Tour III DC: Dept. of Botany
24	Wed	World Heart Day- invited lecture: Zoology NSS day celebration
25	Thu	Best translator competitions: Dept. of English
26	Fri	Quiz –Dept. of zoology
27	Sat	Soft skill development programme: Dept. of Mathematics
28	Sun	Extension work: Dept. of Mathematics
29	Mon	
30	Tue	Extension work - World Heart Day- Clinical Nutrition and Dietetics

		OCTOBER 2014
1	Wed	Gandhi Jayanthi celebration: Depts. of History, Politics and NSS World Blood Donation Day - Blood donation camp:NSS
2	Thu	Gandhi Jayanthi, Mahanavami, World Habitat day
3	Fri	Vijayadeshami, Vidyarambam
4	Sat	
5	Sun	Bakrid
6	Mon	Elder's day at Daivadan centre :NSS
7	Tue	
8	Wed	Recipe competition- World Food Day- Clinical Nutrition & Dietetics
9	Thu	Short story writing Competition in Hindi (IDC):Dept. of Hindi
10	Fri	Nutritious Meal to GLPS Arunapuram- Clinical Nutrition & Dietetics
11	Sat	
12	Sun	
13	Mon	October veneration began
14	Tue	
15	Wed	
16	Thu	IDC PTA: Dept. of Botany
17	Fri	Mother PTA: Dept. of zoology
18	Sat	World food day celebration at Maria Sadan :NSS
19	Sun	
20	Mon	
21	Tue	Departmental Debate competition:Dept . of Physics
22	Wed	Deepavaly
23	Thu	
24	Fri	Research station visit: Dept. of Zoology
25	Sat	Quiz Zoology Association: Dept. of Zoology
26	Sun	
27	Mon	
28	Tue	
29	Wed	
30	Thu	
31	Fri	

NOVEMBER 2014

1	Sat	Kerala Piravi Celebration : Depts. Malayalam and Politics
2	Sun	Sun
3	Mon	Muharam
4	Tue	
5	Wed	
6	Thu	
7	Fri	Holy Eucharist, Talk on interview techniques IIIDC: Dept. of English
8	Sat	Second Saturday
9	Sun	
10	Mon	Extension work : Dept. of English
11	Tue	
12	Wed	PTA: Dept. of Politics
13	Thu	Field Trip: Dept of Economics
14	Fri	Observing Diabetic day- Clinical Nutrition and Dietetics Children's day celebration at Puliyanoor special school : NSS
15	Sat	
16	Sun	
17	Mon	
18	Tue	Women's Entrepreneurship Dev. programme: Dept. of Economics
19	Wed	
20	Thu	Chemistry : Study tour
21	Fri	NET orientation programme IIIDC: Dept. of English
22	Sat	Chemistry: Extension programme
23	Sun	
24	Mon	Soft skill development programme: Dept. of Zoology
25	Tue	Extension programme : Dept of Economics
26	Wed	
27	Thu	Value added courses: Dept. of Zoology
28	Fri	Extension work : Depts. English and Botany
29	Sat	Tour IIIDC Economics: Dept of Economics
30	Sun	

DECEMBER 2014

5

1	Mon	World AIDS day: Dept. of Zoology and NSS
2	Tue	Observing AIDS Day- Dept. of Clinical Nutrition and Dietetics
3	Wed	National Pollution Control Day: Dept. of Botany
4	Thu	Visit to Anganwadi- Dept. of Clinical Nutrition and Dietetics
5	Fri	Vocabulary contest: Dept. of English
6	Sat	Soft Skill Development Programme: Dept. of Mathematics
7	Sun	Extension work: Dept. of Mathematics
8	Mon	Power Point Presentation Competition: Dept. of Mathematics
9	Tue	Human rights day celebration with a seminar : Dept. of Politics
10	Wed	Physics Exhibition - 'Sparks': Dept. of physics
11	Thu	Recitation Competition –Depts. Hindi and Malayalam
12	Fri	Extension work: Dept. of English
13	Sat	Christmas Celebration at St. Pious Orphanage - Mathematics Dept.
14	Sun	
15	Mon	World energy day - Energy audit : Dept. of Zoology
16	Tue	
17	Wed	Nutritious meal to GLPS, Arunapuram- Clinical Nutrition & Dietetics
18	Thu	Celebration of X'mas in adopted colony - Economics at Devadan Centre X'mas Celebration: Dept. of Zoology
19	Fri	X'mas celebration in adopted institutions: Depts. Physics & History
20	Sat	
21	Sun	
22	Mon	
23	Tue	Farmer's day
24	Wed	
25	Thu	Christmas
26	Fri	
27	Sat	
28	Sun	
29	Mon	
30	Tue	
31	Wed	

JANUARY 2015

1	Thu	New Year celebration: Depts. Economics and Politics
2	Fri	Holy Eucharist, Xmas celebration- St. Joseph orphanage - English
3	Sat	Mother PTA IIIDC: Dept. of Zoology
4	Sun	Extension work: Dept. of Mathematics
5	Mon	Valedictory function : Dept. of Malayalam.
6	Tue	Study tour IIIDC: Dept. of Botany
7	Wed	Ms.Hygieia contest- Dept. of Clinical Nutrition and Dietetics
8	Thu	Painting competition: Dept. of English
9	Fri	Nature camp IDC : Zoology Dept. Lecture by Alumni: Chemistry
10	Sat	Second Saturday
11	Sun	
12	Mon	Inter collegiate Quiz programme: Dept. of Zoology
13	Tue	PTA- IIDC & IDC: Dept of Economics
14	Wed	Departmental seminar competition: Dept. of Physics
15	Thu	Inter collegiate Mathematics Quiz: Dept. of Mathematics
16	Fri	Soft Skill Dev. Programme: Mathematics, Extension work: English
17	Sat	Nutritious meal to GLPS Arunapuram-Clinical Nutrition & Dietetics
18	Sun	Extension work: Dept. of Mathematics
19	Mon	Experiential learning : Dept of Economics
20	Tue	Class on health :NSS
21	Wed	Nutritional status assessment of school children- Cli. Nutri & Dietetics
22	Thu	Intercollegiate debate competition: Dept of Economics
23	Fri	Study Tour - Dept. Of Clinical Nutrition and Dietetics
24	Sat	Republic Day celebration: Dept. of History
25	Sun	Extension work: Dept. of Mathematics
26	Mon	Republic Day – Alumni meeting
27	Tue	Visit to a Biotechnology lab: Dept. of Botany
28	Wed	Quiz competition: Dept. of History
29	Thu	
30	Fri	Departmental Quiz competition: Depts. Physics and Zoology
31	Sat	

FEBRUARY 2015

1	Sun	Extension work: Dept. of Mathematics
2	Mon	World Wetlands day- Awareness programme: Dept. of Botany
3	Tue	Seminar on adolescent eating habit :NSS
4	Wed	Field Visit: Dept. of Physics
5	Thu	Invited lecture : Dept. of History
6	Fri	Holy Eucharist , Soft Skill Dev. Programme: Dept. of Mathematics
7	Sat	
8	Sun	Extension work: Dept. of Mathematics
9	Mon	Valedictory meeting & release of the manuscript magazine - English
10	Tue	Chemistry Association valedictory function
11	Wed	Value addition programme: Dept of Economics
12	Thu	ECOZEPHERE- National Seminar: Dept. of Zoology
13	Fri	All Kerala Botany Exhibition – “Green glitters 2014” : Dept. of Botany
14	Sat	Second Saturday
15	Sun	
16	Mon	Field study by M.Sc students- Dept. Of Clinical Nutrition and Dietetics
17	Tue	Holiday -MahaSivarathri
18	Wed	PTA meeting (II DC) : Dept. of Physics
19	Thu	Exhibition: Dept. of History
20	Fri	PTA meeting (I DC) : Dept. of Physics
21	Sat	
22	Sun	
23	Mon	Value added course: Dept. of Zoology
24	Tue	Invited lecture-Dept. of Politics
25	Wed	PTA meeting (III DC) : Dept. of Physics
26	Thu	National science Day Celebration: Dept. of Physics
27	Fri	IDC PTA: Dept. of BotanyMother PTA IIDC: Dept. of Zoology
28	Sat	Sivarathri, Extension programme: Depts. Politics and Economics

MARCH 2015

1	Sun	
2	Mon	Extension work: Dept. of Mathematics
3	Tue	Inter collegiate project presentation: Dept. of Zoology
4	Wed	
5	Thu	Zoology Meet: Dept. of Zoology
6	Fri	Holy Eucharist
7	Sat	Women's day celebration :NSS
8	Sun	
9	Mon	Valedictory function & send off to III DC : Mathematics & physics
10	Tue	NSS Bhavan visit :NSS
11	Wed	
12	Thu	St. Alphonsa shrine visit IIIDC: Dept. of History
13	Fri	
14	Sat	NSS Bhavan visit : NSS
15	Sun	
16	Mon	Orientation programme on higher studies: Dept. of Mathematics
17	Tue	Providing Nutritious meals : Dept. of Clinical Nutrition and Dietetics
18	Wed	NSS Bhavan visit : NSS
19	Thu	
20	Fri	Valedictory function: Dept. of Zoology and NSS
21	Sat	
22	Sun	
23	Mon	
24	Tue	
25	Wed	Valedictory function: Dept. of History
26	Thu	IQAC meeting
27	Fri	
28	Sat	
29	Sun	
30	Mon	
31	Tue	College closes for mid-summer vacation

APRIL 2015

1	Wed	
2	Thu	Maundy Thursday
3	Fri	Good Friday
4	Sat	Holi Saturday
5	Sun	Easter
6	Mon	
7	Tue	World Health Day
8	Wed	
9	Thu	
10	Fri	
11	Sat	Second Saturday
12	Sun	
13	Mon	
14	Tue	Dr. Ambedkar Jayanti
15	Wed	Vishu
16	Thu	
17	Fri	
18	Sat	
19	Sun	
20	Mon	
21	Tue	
22	Wed	
23	Thu	World Book day
24	Fri	
25	Sat	
26	Sun	
27	Mon	
28	Tue	
29	Wed	
30	Thu	

MAY 2015

1	Fri	May Day
2	Sat	
3	Sun	
4	Mon	
5	Tue	
6	Wed	
7	Thu	
8	Fri	
9	Sat	
10	Sun	Mother's Day
11	Mon	
12	Tue	
13	Wed	
14	Thu	
15	Fri	
16	Sat	
17	Sun	
18	Mon	
19	Tue	
20	Wed	
21	Thu	
22	Fri	
23	Sat	
24	Sun	
25	Mon	
26	Tue	
27	Wed	
28	Thu	
29	Fri	
30	Sat	
31	Sun	

ANNEXURE II

a) Students:

Every year college executes the exercise of collecting the feedback from the students of all the programs, on teaching- learning process and curriculum through parent-teacher scheme. This valuable feedback helps the teachers to upgrade their techniques of teaching. Secondly, students convey their difficulties about syllabus, the availability of facilities and even the required essential facility to their parent teacher. This facilitates the college to understand the present and the demand of the future.

b) Alumni:

Many of the past students of the college are doing their best in the diversified sectors to achieve their goals. As an advantage of small town, the college enjoys many of its past students in the role of stakeholders of the college including council members, parents, teaching and non-teaching staff of the institution. Hence proves the logo, 'A family than an institution'. These stakeholders share their views through various angles, on different aspects with us. This helps to bring about sustainable development of the institution.

c) Parents:

The admission process of the student in the college starts with compulsory parent meetings. The purpose of conducting the meeting is to inform the parents and their wards about the campus ethics, examination system, curricular and extracurricular activities, fees structure, facilities available in the college campus, etc.

d) Employers:

Management representatives having keen interest in education are incorporated in the Local Management Council (LMC) and in the IQAC of our institution. Valuable suggestions, guidance of them helps the institution to adapt to the changing technical environment.

ANNEXURE III

BEST PRACTICES

I. Value Education

Goal – The Value Education Programme is an indispensable part of the learning process in the college. It aims to inspire students to imbibe values that could ensure an integrated learning experience .

The Context- This programme is in line with the college's vision of moulding women who are rooted in traditional values. Also, in our fast paced world there is an increasing tendency to ignore values. Value education is the need of the hour.

The Practice – The college regularly conducts Catechism classes for its Catholic students and Moral Science classes for the Non-Catholics. In addition to it, Annual Retreats are held for students.

Evidence of success – The college has been able to maintain an atmosphere suitable for learning. It is precisely because of this that the college attracts the best of students from far and wide. The dropout rates have decreased. The feedback from parents and the stakeholders have strengthened this programme.

Problems encountered and resources required- The time available is limited in a semester system. Also, students are often indifferent to such programmes.

II. ENTREPRENEURIAL DEVELOPMENT

Goal – To empower the students to become entrepreneurs. It aims to inspire the students to be employment generators instead of employment seekers.

The Context – The Programme has evolved in tune with the current social trends. The employment arena has become very competitive and there is a lack of jobs according to the aptitudes of a diverse group of job seekers. The college seeks to redress the situation.

The Practice – The college conducts training for students in collaboration with Self help groups like VICIB. There is an Entrepreneurial Club (functioning under the Dept of Economics) which conducts training classes for students and promotes entrepreneurship. The Centre for Gandhian Studies conducts an annual sale cum exhibition of handmade items. Also, the alumnae play an active role in supporting the students with their knowhow of opportunities.

Evidence of success – The positive response towards such programmes is a proof of its success. The programmes have succeeded in creating an interest among students.

Problems encountered and resources required- The time available is limited in a semester system. Also, it is difficult to convince students to do something innovative because of the risk involved. There is very high preference for opportunities in traditional areas.