

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

I. Details of the Institution

1.1 Name of the Institution	BASELIUS COLLEGE
1.2 Address Line 1	Baselius College
Address Line 2	K.K.Road
City/Town	Kottayam
State	Kerala
Pin Code	686 001
Institution e-mail address	principal@baselius.ac.in
Contact Nos.	0481-2563918
Name of the Head of the Institution:	PROF.JACOB KURIAN ONATTU
Tel. No. with STD Code:	O:0481-2565958
Mobile:	9447306490
Name of the IQAC Co-ordinator:	Prof. Manoj Narayanan K.S
Mobile:	9447110212

IQAC e-mail address:

iqacbaselius@gmail.com

1.3 NAAC Track ID (For ex. MH)

KLCOGN10057

1.4 NAAC Executive Committee No. & Date:

1.5 Website address:

www.baselius.ac.in

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	3 star		2000	
2	2 nd Cycle	B++	81.20	2007	
3	3 rd Cycle	in process			
4	4 th Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

01/06/2000

1.8 AQAR for the year (for example 2010-11)

2012-13

1.9 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)

- i. AQAR _____ 2007-08_____submitted to NAAC on 16/08/2012 (DD/MM/YYYY)
- ii. AQAR _____ 2008-09_____submitted to NAAC on 17/08/2012 (DD/MM/YYYY)
- iii. AQAR _____ 2009-10_____submitted to NAAC on 18/08/2012 (DD/MM/YYYY)
- iv. AQAR _____ 2010-11_____submitted to NAAC on 19/08/2012 (DD/MM/YYYY)
- v. AQAR _____ 2011-12_____submitted to NAAC on 20/08/2012 (DD/MM/YYYY)

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

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

Nil

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="10"/>			
2.2 No. of Administrative/Technical staff	<input type="text" value="3"/>			
2.3 No. of students	<input type="text" value="3"/>			
2.4 No. of Management representatives	<input type="text" value="1"/>			
2.5 No. of Alumni	<input type="text" value="1"/>			
2.6 No. of any other stakeholder and community representatives	<input type="text" value="2"/>			
2.7 No. of Employers/ Industrialists	<input type="text" value="Nil"/>			
2.8 No. of other External Experts	<input type="text" value="2"/>			
2.9 Total No. of members	<input type="text" value="22"/>			
2.10 No. of IQAC meetings held	<input type="text" value="3"/>			
2.11 No. of meetings with various stakeholders:	No.	<input type="text" value="14"/>	Faculty	<input type="text" value="3"/>
	Non-Teaching Staff	<input type="text" value="3"/>	Students	<input type="text" value="3"/>
	Alumni	<input type="text" value="2"/>	Others	<input type="text" value="3"/>
2.12 Has IQAC received any funding from UGC during the year?	Yes	<input type="text" value="NA"/>	No	<input checked="" type="checkbox"/>

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(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

Obtained Accreditation from International Accreditation Organisation

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 obtain full fledge accreditation from IAO -To give training for cultural and sports activities -To take steps for filling teacher vacancies	-Accreditation was obtained -Experts were arranged , Students performed well in competitions -Management appointed permanent teachers fulfilling all norms .

* 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

Necessary follow up measures have been initiated especially in connection with Research & Teaching -Learning

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes as on 31.3.2013

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	0	0	-
P.G	5	0	0	-
U.G	10	0	1	2
P.G. Diploma	Nil	-	-	-
Advanced Diploma	Nil	-	-	-
Diploma	Nil	-	-	
Certificate	Nil	-	-	1
Others				
Total				
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	All 16 programmes(11+5)
Trimester	Nil
Annual	Nil

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

Revision of syllabi for P.G programmes and minor revision in the syllabi for U.G Programmes by the University

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

NIL

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others including
69	38	31	-	6

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
15	5								

2.4 No. of Guest and Visiting faculty and Temporary faculty

11(Temp)

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	2	32	28
Presented papers	2	6	-
Resource Persons	-	6	2

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

- Conducted additional Presentations & Seminars
- Organized Research Workshops for P.G students and also given an orientation in research

2.7 Total No. of actual teaching days

during this academic year

180

2.8 Examination/ Evaluation Reforms initiated by the Institution

Examination reforms are initiated by university. Barcoded answer books have been introduced. Multiple choice questions at UG level

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

10

2.10 Average percentage of attendance of students

86

2.11 Course/Programme wise

distribution of pass percentage : UNDER GRADUATE PROGRAMMES

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A. English	51	23.53	47.06	13.73	7.84	92.16
B.A. Malayalam	28	17.86	46.43	28.57	0	92.86
B.A. Economics	47	2.13	34.04	21.28	10.64	68.09
B.A. Politics	26	0	30.77	34.62	11.54	76.92
B.Sc. Physics	22	45.45	45.45	0	4.55	95.45
B.Sc. Chemistry	29	48.28	34.48	0	3.45	86.21
B.Sc. Maths	30	40	36.67	3.33	3.33	83.33
B.Sc. Botany	26	11.54	65.38	7.69	11.54	96.15
B.Sc. Zoology	21	4.76	71.43	0	4.76	80.95
B.Com. Regular	52	26.92	53.85	11.54	5.77	98.08
B.Com. Vocational	37	16.22	54.05	16.22	13.51	100.00
Baselius College Total	369	21.14	46.61	13.28	7.3	88.35

POST GRADUATE PROGRAMMES

Class	No.of students appeared	Distinction %	I class %	II class %	III class %	Total Passed	Pass %
M.A. English	19	0	15.79	5.26	0	4	21.05%
M.A. Economics	17	0	52.94	0	0	9	52.94%
M.Sc. Physics	15	6.67	40	0	0	7	46.67%
M.Sc. Chemistry	20	15	30	0	0	9	45.00%
M.Com.	16	25	68.75	0	0	15	93.75%

M.Sc Chemistry IVth Rank Geetha P.O

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

Various Committees are formed in connection with Examinations, Internal Assessment, Research Promotion, Seminars etc. Their works are monitored and necessary suggestions are given.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	3
UGC – Faculty Improvement Programme	-1-
HRD programmes	NA
Orientation programmes	2
Faculty exchange programme	Nil
Staff training conducted by the university	-
Staff training conducted by other institutions	30
Summer / Winter schools, Workshops, etc.	NA
Others	2

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	2	NIL	2
Technical Staff	-1-			

Criterion – III

3. Research, Consultancy and Extension

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

Teachers are encouraged to present papers in Seminars|Symposium etc.
 ‘Baselian Researcher’ (ISSN 0975-8658) is published bi-annually.
 P.G. students are given training & orientation in Research Methodology.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1		-	1
Outlay in Rs. Lakhs	5.63		-	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	2	6	2	2
Outlay in Rs. Lakhs	3.15	5.22		

3.4 Details on research publications

	International	National	Others
Peer Review Journals	6	12	6
Non-Peer Review Journals			
e-Journals	-	-	
Conference proceedings	2	6	-

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	2012-13	UGC	262000	226500
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

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 : NA

3.9 For colleges
 Autonomy CPE DBT Star Scheme
 INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

Level	International	National	State	University	College
No. of conferences organized by the Institution		2			
Sponsoring agencies		2			

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 : 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
			1			

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 International level

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

- Charity initiatives were undertaken like *Santhvanam* Project,
- N.S.S volunteers collected books and donated the same for prisoners of Kottayam Sub Jail.
- Alumni Association constructed a house for an economically weak student of this college.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:2012-13

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	6.15 hect	-	-	6.15 hect
Class rooms Instrumentation block - Womens' hostel		3 class rooms	Management	1616193
Laboratories	10	2	UGC + Management	1391521
Seminar Halls + Computer centre	2	1	UGC	88359
No. of important equipments purchased (\geq 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				3
Furniture				99011
Electric Lab equipments				52581
Furniture				150620
Others				

4.2 Computerization of administration and library

Implemented computerization and bar-coded system in library

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	36304		839	24826	37142	
Reference Books	80		20	20	100	
e-Books					93809	(through inflibnet)
Journals	25		3		28	
e-Journals					4137	(through inflibnet)
Digital Database						
CD & Video	80		20		100	
Others (Newspaper)						

4.4 Technology upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	94	2 labs	Available	Available in the labs/depts	01	Yes		-
Added								
Total	94	2			1		13	

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

Additional computers with network facilities & internet connectivity were installed.
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4.6 Amount spent on maintenance in lakhs :

i) ICT	0.64
ii) Campus Infrastructure and facilities	2.26
iii) Equipments	0.63
iv) Others	0.16
Total :	3.69

Criterion – V**5. Student Support and Progression**

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

*Established various clubs and fora for student support and monitored their activities.
 *Strengthened Subject Association activities
 *Ensured Student involvement & participation in various programmes
 *Organized Campus placement programmes
 *Introduced Additional Skill Acquisition Programmes

5.2 Efforts made by the institution for tracking the progression

Necessary follow up actions have been taken. Interaction with various stakeholders is facilitated.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1239	191	5	

(b) No. of students outside the state

2

(c) No. of international students

Nil

Men	No	%	Women	No	%
	579	40.35		856	59.65

Last Year(11-12)						This Year(12-13)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1063	194	17	141	3	1415	1080	204	12	149	3	1435

Demand ratio - Atleast 10 times the no. of seats

Dropout %- 4.74%

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

Classes are organised to equip the students to face competitive examination. All final year students – degree & post graduation- are given special orientation. Some departments have entered into tie up with institutions specialised in coaching the students & classes are arranged for the students

No. of students beneficiaries

300

5.5 No. of students qualified in these examinations

NET	23	SET/SLET		GATE		CAT	-
IAS/IPS etc	-	State PSC		UPSC		Others	

5.6 Details of student counselling and career guidance

Student counselling is done at individual teacher level, department level & also by teachers who are qualified counsellors. Help of professional counsellors are also sought. Career guidance & placement cell play an active role in making the students aware of various employment opportunities. Job fairs and placement drives were organised during the year. Special coaching in soft skills was also initiated.

No. of students benefitted

160

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
9	80	6	4

5.8 Details of gender sensitization programmes

- Women's Forum organised talks, seminars & orientation programmes

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	107	116320
Financial support from government		265943
Financial support from other sources	20	134867
Number of students who received International/ National recognitions	1	Nil

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:

Only minor grievances were reported & the same were settled.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision :

To be a premier temple of higher learning, imparting quality holistic education to all seekers, irrespective of caste, creed and gender.

Mission:

To dispel the darkness of ignorance and elevate youngsters to the pedestal of wisdom by fostering spirituality, knowledge and skill, thereby empowering them to deal with real life situations and equipping them to build a fruitful future for themselves and the society at large.

6.2 Does the Institution has a management Information System

Yes, the institution has an M.I.S in place. However, activities have only been partially computerised.

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

6.3.1 Curriculum Development

Ensured active participation of teachers in curriculum revision workshops

6.3.2 Teaching and Learning

-Conducted Teacher orientation programmes
- Organised Annual academic conferences

6.3.3 Examination and Evaluation

-Conducted Timely & proper internal examinations
Publication of results & review of performance on a periodic basis.

6.3.4 Research and Development

-Encouragement to undertake minor/major projects
- Organisation of Conferences/ Seminars/Workshops

6.3.5 Library, ICT and physical infrastructure / instrumentation

-Added e-data base
 -Extended INFLIBNET facilities
 -Arranged Computers & infrastructure facilities

6.3.6 Human Resource Management

-Salary package of management appointed academic administrative staffs enhanced
 -Training/Orientation programmes organised

6.3.7 Faculty and Staff recruitment

A number of vacant teaching posts were filled by appointing qualified Assistant Professors

6.3.8 Industry Interaction / Collaboration

-Interaction with Industries/Research Centres/Educational agencies were strengthened, especially for undertaking project works was ensured

6.3.9 Admission of Students

-Criterion specific and transparent admission process. As the university initiated online CAP (Centralised Admission Process) is in vogue, it is open to students without any gender community or locality discrimination

6.4 Welfare schemes for

Teaching	
Non teaching	
Students	<i>Free meal scheme, Freeships, Scholarships</i>

6.5 Total corpus fund generated

45,50,000

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		IAO	Yes	-Management
Administrative	Yes		Yes	-IQAC & College council

6.8 Does the University/ Autonomous College declare 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?

-Introduced online entry of internal marks
-Introduced Bar-coded answer books for PG programmes

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

Autonomy has not been generally promoted by the university

6.11 Activities and support from the Alumni Association

Alumni constructed a house for an economically weak student
Scholarships provided to students

6.12 Activities and support from the Parent – Teacher Association

1. Orientation & Counselling sessions for parents
2. Salary to guest lectures
3. Induction Programme for D1 and M1
4. Career Seminar for 2nd year UG students
5. Class PTA
6. Assistance to tournaments and Arts competition

6.13 Development programmes for support staff

Training programmes were organised for support staff

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

→Different awareness programmes organised by Departments/ nature club etc
→Presentation, Lectures, Theme based competitions organised
→GREEN AUDIT (Stage 1) undertaken in tie up with Tropical Institute

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.

≠ To reinforce a strong teacher-student relationship, a cricket match between students & staff titled `Arjuna Vs Drona` was introduced – This created a positive spirit on the campus.
 ≠ More importance given to co-curricular activities by organising various cultural fests and competitions

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

→ More focus was given to Research as decided initially
 → Efforts to fill vacancies in teaching post were initiated

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

≠ Fast a day and feast your friend & Santhwanam- Both are initiatives for the poor & needy
 ≠ Blood donation campaigns were organised and many students of Red Ribbon Club donated blood.

7.4 Contribution to environmental awareness / protection

-Energy audit was initiated-
 -Campus cleaning & beautification was undertaken.
 -Planting of tree & distribution of saplings under the auspices of Nature Club and Associations was undertaken.

7.5 Whether environmental audit was conducted? Yes No

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

Major achievements
 - Accreditation by International Accreditation Organisation was obtained.
 - Excellent results for Undergraduate programmes
 - Exemplary performance in University Level Arts festival & Sports Competition
 - Sizeable number of teacher vacancies were filled.

8. Plans of institution for next year

- Launch of new academic programmes like BBA & more
Post Graduation programmes
- Strengthening the publicity and documentation part of activities undertaken
- Campus placement activities to be given more importance

Prof. Manoj Narayanan K.S.

Coordinator, IQAC

Prof. Jacob Kurian Onattu

Chairperson, IQAC
