

**THE ANNUAL QUALITY ASSURANCE  
REPORT  
(AQAR)**

**OF THE IQAC OF BASELIUS COLLEGE,  
KOTTAYAM  
FOR THE YEAR**

**2014 -15**



**BASELIUS COLLEGE  
KOTTAYAM – 686001  
KERALA**

Re-Accredited by NAAC at 'A' Level  
Affiliated to Mahatma Gandhi University,  
P.D. Hills, Kottayam, Kerala  
Website: [www.baselius.ac.in](http://www.baselius.ac.in)  
Email:principal@baselius.ac.in

# 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. &amp; Date:

1.5 Website address:

www.baselius.ac.in

Website link of AQAR

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	3 star		2000	
2	2 <sup>nd</sup> Cycle	B++	81.20	2007	
3	3 <sup>rd</sup> Cycle	A	3.11	2015	2020
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

01/06/2000

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 ((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)
- vi. AQAR \_\_\_\_\_ 2012-13 \_\_\_\_\_ submitted to NAAC on 20/08/2014 (DD/MM/YYYY)
- vii. AQAR \_\_\_\_\_ 2013-14 \_\_\_\_\_ submitted to NAAC on 24/02/2015 (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, Kottayam

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="11"/>		
2.2 No. of Administrative/Technical staff	<input type="text" value="3"/>		
2.3 No. of students	<input type="text" value="4"/>		
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="1"/>		
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="23"/>		
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="4"/>	Faculty <input type="text" value="6"/>
	Non-Teaching Staff	<input type="text" value="3"/>	Students <input type="text" value="3"/>
	Alumni	<input type="text" value="5"/>	Others <input type="text" value="6"/>
2.12 Has IQAC received any funding from UGC during the year?	Yes	<input type="text" value="NA"/>	No <input checked="" type="checkbox"/>
		<input type="text" value="NA"/>	<input type="checkbox"/>

If yes, mention the amount\_ Total received Rs 3,00,000 for the plan period

### 2.13 Seminars and Conferences (only quality related)

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

Total Nos.	<input type="text" value="-"/>	International	<input type="text" value="-"/>	National	<input type="text" value="-"/>	State	<input type="text" value="-"/>	Institution Level	<input type="text" value="2"/>
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### 2.14 Significant Activities and contributions made by IQAC

Completed the third cycle of NAAC Accreditation process successfully and obtained “ A’ Grade with CGPA 3.11
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## 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
-Complete accreditation process  -Organise programmes in connection with Golden Jubilee	-Accreditation process successfully completed  -Seminars/ Workshops/ Exhibitions/ Cultural Programmes arranged in connection with Golden Jubilee with participation of experts from various fields

2.16 Whether the AQAR was placed in statutory body    Yes     No

Management     Syndicate     Any other body

Provide the details of the action taken

Steps initiated to overcome shortcomings pointed out at the time of accreditation

## Part – B

## Criterion – I

## I. Curricular Aspects

## 1.1 Details about Academic Programmes as on 31.3.15

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	1		
PG	5	1		
UG	10	1	1	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				2
Others		1		
<b>Total</b>	16	4	1	2

Interdisciplinary		1		1
Innovative				

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

Pattern	Number of programmes
Semester	All 18 programmes(12+6)
Trimester	Nil
Annual	2(Add on)

- 1.3 Feedback from stakeholders\* Alumni  Parents  Employers  Students   
(On all aspects)
- Mode of feedback : Online  Manual  Co-operating schools (for PEI)

\*Please provide an analysis of the feedback in the Annexure

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

The Indirect grading scheme of UG programmes entered into the second year.

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

Research centre in physics established, BBA programme launched, M Com in Self Financing Stream started.

**Criterion – II****2. Teaching, Learning and Evaluation (2014-15)**

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others including
68	46	22	0	o

2.2 No. of permanent faculty with Ph.D.

21

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
0		9	9	0	0	0	0	9	9

2.4 No. of Guest and Visiting faculty and Temporary faculty

15

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	6	54	93
Presented papers	5	31	2
Resource Persons	0	5	

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

- Introduced Online assignments
- Remedial teaching process augmented

2.7 Total No. of actual teaching days

198

during this academic year

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

-Indirect grading system introduced for UG

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

2

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



2.10 Average percentage of attendance of students

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A English	54	14	22	9	5	92.59
B.A Malayalam	27	0	13	3	2	66.67
B.A Economics	52	6	17	8	7	73.08
B.A Politics	31	1	8	6	2	54.84
B.Sc. Physics	26	7	14	1	1	88.46
B.Sc Chemistry	41	15	13	5	1	82.93
B.Sc Maths	43	13	15	4	5	86.05
B.Sc Botany	39	7	17	5	6	89.74
B.Sc Zoology	40	6	14	8	5	82.50
B.Com Regular	58	24	21	7	4	96.55
B.Com Vocational	41	7	20	6	4	90.04
Baselius College						

B Com First Rank- Bency Maria Sebastian

### P G results

PG result summary	Total appeared	Passed	Distinction %	I Class %	II Class %	III Class %	% of Class	Remarks
M.A English	19	13	5	8	0	0	68.42	
Economics	14	5	0	5	0	0	35.71	
Physics	14	5	1	4	0	0	35.71	

Chemistry	19	11	3	8	0	0	57.89	
M.Com	15	8	4	4	0	0	53.33	
M.Com(S.F)	15	6	1	5	0	0	40	

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

Proper feedback system and review.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	2
UGC – Faculty Improvement Programme	
HRD programmes	1 (FLAIR)
Orientation programmes	3
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	73
Others	7

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	31	4	3	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/Symposiums etc.  
‘Baselian Researcher’ (ISSN 0975-8658) is published bi-annually.

#### 3.2 Details regarding major projects - nil

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	2	14		
Outlay in Rs. Lakhs	2,60,000	17,70,000		

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	7	11	
Non-Peer Review Journals		7	
e-Journals			
Conference proceedings		15	

#### 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				
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

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		4			6
Sponsoring agencies		UGC			Own fund

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	NIL
	Granted	
International	Applied	NIL
	Granted	
Commercialised	Applied	NIL
	Granted	

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

Total	International	National	State	University	Dist	College

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

1

3

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

4

3.21 No. of students Participated in NSS events:

University level  10 State level National level  1 International level 

3.22 No. of students participated in NCC events:

University level  State level  7National level  4 International level 

3.23 No. of Awards won in NSS:

University level  3 State level National level  1 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	<input type="text"/>	College forum	<input type="text" value="8"/>
NCC	<input type="text"/>	NSS	<input type="text"/>
		Any other	<input type="text" value="2"/>

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

- Construction of home for an economically weak student of the college
- Exhibitions arranged where students from nearby schools and colleges participated.
- Blood donation camps organised on a routine basis.

**Criterion – IV****4. Infrastructure and Learning Resources 2014-15**

## 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	6.15hect			6.15hect
Class rooms	42	1	Management Fund	43
Laboratories	12	1	Management fund	13
Seminar Halls	03	-		03
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.		02	UGC fund	02
Value of the equipment purchased during the year (Rs. in Lakhs)		Rs. 25,43,531	UGC fund	
Furniture		Rs. 9,58,008	Management Fund	

## 4.2 Computerization of administration and library 2014-15

Bar coded system of book issued is in operation.

Provided more number of e-books and e-journals through inflibnet.

CCTV is installed inside library.

## 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	37826		292	130775	38118	
Reference Books	106		28	48018	134	
e-Books	97000	Through inflibnet	31,35,000	Through inflibnet	3232000	Through inflibnet
Journals	28				20	
e-Journals	6130	Through inflibnet	6000	Through inflibnet	12130	Through inflibnet
Digital Database						
CD & Video	100				100	
Others (specify) Books in department library			577			
Journals in department library					31	

## 4.4 Technology up gradation (overall)

	Total Computers	No of Computer Labs	Internet	Browsing Centres	No of Computer Centres	No of Office	Departments with computers	Others
Existing	166	4	Available	Available	2	11	18	
Added	25	-	-	-	-	-	-	
Total	191	4	Available	Available	2	11	18	

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

- Computers added to Network resource centre
- Training in computer was provided for students
- Certificate Programmes in Computerised Accounting.

4.6 Amount spent on maintenance: 2014-15

i) ICT	30,630
ii) Campus Infrastructure and facilities	5,07,002
iii) Equipments	2,68,122
iv) Others	
<b>Total:</b>	8,05,754

## 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.
- \*Career Guidance and Soft Skills Sessions arranged
- \*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
1467	214	5	NIL

(b) No. of students outside the state

3

(c) No. of international students

Nil

Men	No	%	Women	No	%
	615	37		1066	63

Last Year (2013-14)						This Year (2014-15)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1108	210	25	108	6	1567	1290	242	29	120	9	1681

Demand ratio : 12 times

Dropout % : 2

## 5.4 Details of student support mechanism for coaching for competitive examinations

Various departments of the college provide training classes for competitive exams like NET, GATE, IAS/IPS, PSC etc. to the students. The following are the details of the training programmes organized by departments of the college during the year.

No. of students beneficiaries

112

Sl.No	Programme	Organized by	Beneficiaries	Date
1.	Diciplina - Training for Competitive Exams	Dept. of Economics	Final year BA & MA Economics students	25/06/2014
2.	Diciplina - Training for Competitive Exams	Dept. of Economics	Final year BA & MA Economics students	29/09/2014

## 5.5 No. of students qualified in these examinations

NET	<input type="text" value="7"/>	SET/SLET	<input type="text" value="0"/>	GATE	<input type="text" value="0"/>	CAT	<input type="text" value="0"/>
IAS/IPS etc	<input type="text" value="0"/>	State PSC	<input type="text" value="0"/>	UPSC	<input type="text" value="0"/>	Others	<input type="text" value="0"/>

Details are given in the table below:

Sl.No	Name of student	Department	Name of Qualifying Exam (NET/SET/SLET/GATE /CAT/IAS/IPS/ PSC/UPSC/Others)	Batch
1.	Vijin P (Puthuparambil)	Commerce	June 2014 NET	2012-14
2.	Devika R	Commerce	December 2014 NET	2012-14
3.	Nandu Parvathy Pradeep	English	NET	2012-14
4.	Anjali S. D	English	NET	2012-14
5.	Shanthi Krishna	English	NET	2012-14
6.	Bibi Moideen	English	NET	2012-14
7.	Haroon Hussain Moidu	Physics	NET	2012-14

## 5.6 Details of student counseling and career guidance

## a. Personal Counseling

A team of teachers were assigned to give personal counseling for students. They provided formal and informal group /personal counseling to those who needed.

b. Career Counseling /Guidance

For providing career counseling and guidance to the students, a Career Guidance Cell functions in the college. For the year 2014-15, the UGC has sanctioned 130000/- (One Lakh Thirty Thousand Rupees Only-XII plan) for the Career Guidance and Placement Cell. With this financial support, the Career Guidance Cell conducted a number of activities on soft skills such as fluency in communication, group discussions, interview skills, etc. Following are the details:

1. 30/12/2014: One Day career orientation programme for students of department of Botany. The classes were taken by Kiran Kumar, Personality Development Trainer and Director, Research World, Kochi.
2. 31/12/2014: One Day career orientation programme for students of department of Botany. The classes were taken by Sobin Mathew, ASAP (Additional Skill Acquisition Programme) Trainer, Kottayam.
3. 28/12/2014: One Day career orientation programme for students of department of Zoology. The classes were taken by Kiran Kumar, Personality Development Trainer and Director, Research World, Kochi.
4. 29/12/2014: One Day career orientation programme for students of department of Zoology. The classes were taken by Sobin Mathew, ASAP (Additional Skill Acquisition Programme) Trainer, Kottayam.
5. 11/12/2014: One Day career orientation programme for UG students of Department of Economics. The classes were taken by Sreekant, a professional trainer in career guidance form Chopras Global Education Services, Cochin – Kerala.
6. 16/12/2014: One Day career orientation programme for PG students of Department of Economics. The classes were taken by Sreekant, a professional trainer in career guidance form Chopras Global Education Services, Cochin – Kerala.
7. 30/12/2014: One Day career orientation programme for students of department of Political Science. The classes were taken by Dennis Joseph, Freelance Trainer, *Epsilon*, Ernakulam.
8. 31/12/2014: One Day career orientation programme for students of department of Malayalam. The classes were taken by Dennis Joseph, Freelance Trainer, *Epsilon*, Ernakulam.
9. 09/12/2014: One Day career orientation programme for UG and PG students of Department of English. The classes were taken by Srijit Meppullithazhath Soft Skills Trainer, *Respopulus*, Kochi, Kerala.
10. 29/12/2014: One Day career orientation programme for UG and PG students of Department of Physics. The classes were taken by Sreekant, Freelance Trainer, *Yourwing*, Kochi.

11. 18/12/2014: One Day career orientation programme for UG and PG students of Department of Chemistry. The classes were taken by Srijit Meppullithazhath Soft Skills Trainer, *Respopulus*, Kochi, Kerala.
12. 13/12/2014: One Day career orientation programme for UG and PG students of Department of Chemistry. The classes were taken by Geevarghese K Mathew, Freelance Trainer, Gee Consultancy, Kottayam, Kerala.
13. 20/11/2014: One Day career orientation programme for VI<sup>th</sup> Semester students of Department of Commerce. The classes were taken by Geevarghese K Mathew, Freelance Trainer, Gee Consultancy, Kottayam, Kerala.
14. 21/11/2014: One Day career orientation programme for VI<sup>th</sup> Semester students of Department of Commerce. The classes were taken by Geevarghese K Mathew, Freelance Trainer, Gee Consultancy, Kottayam, Kerala.
15. 26/11/2014: One Day career orientation programme for final year PG students of Department of Commerce. The classes were taken by Geevarghese K Mathew, Freelance Trainer, Gee Consultancy, Kottayam, Kerala.
16. 05/02/2015: One Day career orientation programme for VI<sup>th</sup> Semester students of Department of Commerce. The classes were taken by Asha S Fenin, Freelance Trainer, Kottayam, Kerala.

No. of students benefitted : 456

#### 5.7 Details of campus placement

During this academic year, lot of students were selected through campus placement in many of the high profile companies of the country.

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
2	46	15	Nil

#### 5.8 Details of gender sensitization programmes

The following are the programs organized by Women's Forum for the benefit of girl students of the college.

Sl.No	Programme	Date
1.	Girl Child's Day Celebration	13.10.2014
2.	Seminar on " Beauty and Personality"	14.11.2014
3.	Driving Classes – Two wheeler & Four wheeler	

### 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
Financial support from institution	72
Financial support from government	476
Financial support from other sources	7
Number of students who received International/ National recognitions	-

**Note:** Number of students receiving financial support from government include SC/ST/OBC/KPCR students receiving financial assistance from government.

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: \_\_\_Minor Grievances were reported and 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

The institution has an MIS in place. Computerisation has been made to the extent possible.

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

#### 6.3.1 Curriculum Development

- Teacher's participation in conferences, seminars, workshops
- Discussions with experts and Curriculum enrichment

#### 6.3.2 Teaching and Learning

- Refresher and orientation courses attended by the teachers .
- Seminars/Workshops for teachers and students
- Add on courses

#### 6.3.3 Examination and Evaluation

- Exams are conducted twice in each semester and progress is intimated to the parents.
- Special attention to weak students

#### 6.3.4 Research and Development

- Participation in research workshops.UGC and other external funding projects.
- Organising workshops
- Paper presentations by P G students

#### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- -Computerization initiation
- Additional infrastructure provided

#### 6.3.6 Human Resource Management

- Orientation programmes, Support from PTA through funds.

6.3.7 Faculty and Staff recruitment

Vacancies filled by the management partially.  
 Guest faculties with NET are appointed for the rest of the unfilled posts.

6.3.8 Industry Interaction / Collaboration

Collaboration with placement cell.

6.3.9 Admission of Students

Based on CAP(Centralised Admission Process) strictly following University and Government norms

6.4 Welfare schemes for

Teaching	Nil
Non teaching	By Management – Staff Tour
Students	<ul style="list-style-type: none"> <li>• Scholarships, Free meals, Free ships etc</li> <li>• Construction of house for a poor students of the college</li> </ul>

6.5 Total corpus fund generated

73,88,533

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	Yes		Yes	Management
Administrative			Yes	IQAC & College Council



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

For UG Programmes      Yes     No

For PG Programmes      Yes     No

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

NIL

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

University has started granting autonomy to select colleges.

6.11 Activities and support from the Alumni Association

-Scholarships to students  
Career Orientation Programmes for students  
Social Welfare programmes undertaken

6.12 Activities and support from the Parent – Teacher Association

- Through allocating funds to departments,
- Support for Cultural activities and Sports
- Undertaken installation of Solar Lamps on the campus

6.13 Development programmes for support staff

- IQAC meetings on a regular basis.

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

- Awareness programmes conducted by various clubs for making green 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. Give details.**

1. The college celebrated 50th anniversary (Golden Jubilee year) this year supplemented by seminars/invited talks, alumni meet, exhibitions (Science and history), cultural and social outreach programmes, the notable alumni interactions, and the vibrant atmosphere made all the stakeholders to appreciate the rich heritage of the college.
2. Research centre inspection for Physics sanctioned in the syndicate
3. Special courses for top performers and poor performers by special programmes

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

1. Plan of action was submitted by each department for the year 2014-15 in the beginning of the academic year and every month each department was asked to submit the programmes conducted based on the plan of action.
2. Most of the departments conducted Seminars and workshops of National level
3. The process of academic audit by the management, delegates outside college who have the experience was called for in conducting mock NAAC visits prior to the NAAC visit.
4. PTA meetings conducted minimum two times in a year after publication of first internal marks in each semester.
5. Vayanadinam observed: A day for Reading: 19th June 2014: to give importance to reading habit.
6. Skill enhancement and personality development programmes were conducted as part of ASAP,

### 7.3 Give three Best Practices of the institution

1. Fast a day Feast a friend: A day is set to collect money by going on a fast and there by saving the money for provided afternoon meals for students who can't afford.
2. Students of the mathematics department volunteer and take classes for school students of nearby schools twice a week for helping them improve their mathematical skills.
3. Blood donation camp conducted: (81 units of blood were collected on 1 July 2014 from within the college).

### 7.4 Contribution to environmental awareness / protection

1. World environment day was observed:
  - a. planting seedlings
  - b. awareness classes conducted for schools by NSS program officer on pollutions, hazardous effects of plastics.
  - c. distribution of handmade paper bags.
  - c. Go Green was the theme of the year
2. Vegetable garden: Setting up of a kitchen garden at a school named S. K. V. HSS Kurichithanam.
3. Swach Bharath mission launched: On the day of Gandhi Jayanthi, students were involved in cleaning the Kottayam railway station and also the premises of the railway track.

### 8. Plans of institution for next year

- Strengthening the publicity and documentation part of activities undertaken
- FDPs
- IQAC activities to be strengthened
- Value based activities to be introduced



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