

The Annual Quality Assurance Report (AQAR) of the IQAC

Union Christian College, Aluva

AQAR for the Year 2014-15

Part - A

AQAR for the year

2014-2015

1. Details of the Institution

1.1 Name of the Institution

UNION CHRISTIAN COLLEGE

1.2 Address Line 1

U. C. College P.O.

Address Line 2

Aluva

City/Town

Ernakulam

State

Kerala

Pin Code

683102

Institution e-mail address

ucc@uccollege.edu.in

Contact Nos.

0484 2609194

Name of the Head of the Institution:

Dr. A. BENNY CHERIAN

Tel. No. with STD Code:

0484 2606033

Mobile:

9496335523

Name of the IQAC Co-ordinator:

Dr. Thomas Mathew P.

Mobile:

9446479124

IQAC e-mail address:

uccollegeiqac@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

EC/55/RAR/105 dt. 27.03.11

OR

1.4 NAAC Executive Committee No. & Date:

1.5 Website address:

www.uccollege.edu.in

Web-link of the AQAR:

http://www.uccollege.edu.in/AQAR2014-2015.doc

1.6 Accreditation Details

| Sl. No. | Cycle | Grade | CGPA | Year of Accreditation | Validity Period |
|---------|-----------------------|-------|----------------|-----------------------|-----------------|
| 1 | 1 st Cycle | A | 5 Star Level 2 | 1999 | 2004 |
| 2 | 2 nd Cycle | B++ | | 2005 | 2010 |
| 3 | 3 rd Cycle | A | 3.35 | 2011 | 2016 |

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

20/06/1994

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

- i. AQAR 23/07/2012
- ii. AQAR 30/09/2013
- iii. AQAR (23/03/2017)

1.9 Institutional Status

Affiliated College Yes

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC12B

Grant-in-aid + Self Financing Totally Self-financing

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phy Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.11 Name of the Affiliating University

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

DST-FIST

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

Nil

2.8 No. of other External Experts

2

2.9 Total No. of members

9

2.10 No. of IQAC meetings held

6

2.11 No. of meetings with various stakeholders:

Faculty

1

Non-Teaching Staff

1

Alumni

Others

2.12 Has IQAC received any funding from UGC during the year?

Yes

No

If yes, mention the amount

NA

2.13 Seminars and Conferences (only quality related)

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

Total Nos.

Nil

International

-

National

-

State

-

Institution Level

-

2.14 Significant Activities and contributions made by IQAC

1. Orientation Programme for newly recruited teaching staff.
2. IQAC has completed student evaluation of staff and consolidated the report for further action.
3. Orientation sessions were conducted for the faculty and periodical meetings/discussions with department faculty representatives were conducted to collate the data pertaining to various activities of the departments.
4. The IQAC coordinated the visits of faculty members from several institutions for faculty enriching programmes.

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.

| Plan of Action | Achievements |
|--|---|
| <p>1. Enhancing Research activities</p> <p>2. Monitoring student progression through counseling</p> <p>3. Student Exchange Program</p> | <p>.</p> <p>The research forums are active in promoting research interest and aptitude among the teachers and students</p> <p>Student monitoring has been progressing as a continual process throughout the year</p> <p>Under another such Exchange Program, Amal T. Anoop, (B. Sc. Psychology, 3rd Semester, U C C) spent one semester in International Christian University, Japan</p> |

2.16 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

The executive committee of the College association discussed and approved the AQAR. The committee also perused the plan of action for the next year.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

| Level of the Programme | Number of existing Programmes | Number of programmes added during the year | Number of self-financing programmes | Number of value added / Career Oriented programmes |
|------------------------|-------------------------------|--|-------------------------------------|--|
| PhD | 8 | Nil | Nil | |
| PG | 13 | 2 | 5 | |
| UG | 15 | | 4 | |
| PG Diploma | | | | |
| Advanced Diploma | 01 | | | 1 |
| Diploma | 02 | | | 2 |
| Certificate | 02 | | | 2 |
| Others | | | | |
| Total | 41 | 2 | 9 | 5 |
| Interdisciplinary | | | | |
| Innovative | | | | |

✓ ✓ ✓ ✓

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

(ii) Pattern of programmes:

| Pattern | Number of programmes |
|-----------|----------------------|
| Semester | 30 |
| Trimester | Nil |
| Annual | Nil |

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.

Nil

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

MBA, MC.A (Lateral entry)

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

| Total | Asst. Professors | Associate Professors | Professors | Others |
|-------|------------------|----------------------|------------|--------|
| 87 | 66 | 21 | Nil | Nil |

2.2 No. of permanent faculty with Ph.D.

39

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

| Asst. Professors | | Associate Professors | | Professors | | Others | | Total | |
|------------------|---|----------------------|---|------------|---|--------|---|-------|---|
| R | V | R | V | R | V | R | V | R | V |
| 3 | 4 | | | | | | | 3 | 4 |

2.4 No. of Guest and Visiting faculty and Temporary faculty

20

Nil

28

2.5 Faculty participation in conferences and symposia:

| No. of Faculty | International level | National level | State level |
|------------------|---------------------|----------------|-------------|
| Attended | 1 | 6 | 52 |
| Presented papers | 6 | 10 | 32 |
| Resource Persons | Nil | Nil | 27 |

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

1. Bring Your Own Device (BYOD) – Use of laptops, Tablets, Voice recorders in classrooms
2. Smart classrooms with smart boards
3. Text conversion using voice recorders to aid visually challenged students
4. Use of *Chemdraw* for instruction by the Dept. of Chemistry

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

176

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding,

Nil

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

| | | |
|----|----|---|
| 23 | 11 | 4 |
|----|----|---|

2.10 Average percentage of attendance of students

| |
|----|
| 86 |
|----|

2.11 Course/ Programme wise distribution of pass percentage:

| Title of the Programme | Total no. of students appeared | Division | Title of the Programme | Total no. of students appeared | Division |
|------------------------|--------------------------------|----------|------------------------|--------------------------------|----------|
| | | Pass % | | | Pass % |
| B.Sc. Mathematics | 40 | 77.5 | M.Sc. Mathematics | 13 | 84.62 |
| B.Sc. Physics | 48 | 64.5 | M.Sc. Physics | 12 | 66.67 |
| B.Sc. Chemistry | 43 | 83.7 | M.Sc. Chemistry | 12 | 66.67 |
| B.Sc. Botany | 29 | 86.2 | M.Sc. Botany | 13 | 69.23 |
| B.Sc. Zoology | 28 | 82.1 | M.Sc. Zoology | 12 | 100 |
| B.Sc. Computer Science | 29 | 75.8 | M.Sc. Bio Informatics | 10 | 100 |
| B.Sc. Psychology | 34 | 88.2 | M.Sc. Psychology | 9 | 77.78 |
| B.Sc. BT & SP | 26 | 84.6 | M.Sc. Bio Technology | 18 | 97.22 |
| B.Sc. E & CM | 32 | 40.6 | | | |
| B.A. English | 45 | 84.4 | M.A. English | 16 | 75 |
| B.A. Malayalam | 38 | 57.8 | M.A. Malayalam | 16 | 81.25 |
| B.A. Economics | 54 | 81.4 | M.A. Economics | 18 | 77.78 |
| B.A. History | 26 | 84.6 | MA History | 16 | 75 |

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

The teaching & learning process is strengthened by helping conduct lectures in emerging fields and infusing new ideas.

Students' academic performances are monitored and they are counselled to do better.

SWOC analysis was conducted to access grey areas, analyse strengths and build on it.

Feedback on teaching and learning are obtained through Open Forums, Students Feedback Report, Self Appraisal by teachers and Feedback from Parents. These feedback reports are used to evaluate the curricular and pedagogic methods.

2.13 Initiatives undertaken towards faculty development

| <i>Faculty / Staff Development Programmes</i> | <i>Number of faculty benefitted</i> |
|--|-------------------------------------|
| Refresher courses | 9 |
| UGC – Faculty Improvement Programme | 4 |
| HRD programmes | 1 |
| Orientation programmes | 4 |
| Faculty exchange programme | Nil |
| Staff training conducted by the university | 1 |
| Staff training conducted by other institutions | 2 |
| Summer / Winter schools, Workshops, etc. | Nil |
| Others | 3 |

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 | 38 | 6 | Nil | Nil |
| Technical Staff | - | 1 | Nil | Nil |

Criterion – III

3. Research, Consultancy and Extension

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

The IQAC closely associates with the research forum to promote Research and research publications. It helps the college to prepare various reports on research achievements of the college to get recognition in the form of Grants and Aids from UGC and other institutions. IQAC disseminates information about funding agencies, conferences, workshops and seminars

3.2. Details regarding major projects

| | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|---------|------------|-----------|
| Number | 2 | 15 | 1 | Nil |
| Outlay in Rs. Lakhs | 15.64 | 208.98 | 22.65 | |

3.3 Details regarding minor projects

| | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|---------|------------|-----------|
| Number | Nil | 20 | Nil | 5 |
| Outlay in Rs. Lakhs | NA | 37.75 | NA | 5.23 |

3.4 Details on research publications

| | International | National | Others |
|--------------------------|---------------|----------|--------|
| Peer Review Journals | 22 | 3 | Nil |
| Non-Peer Review Journals | 5 | 23 | 6 |
| e-Journals | Nil | 2 | Nil |
| Conference proceedings | 23 | 36 | 2 |

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 | DAE/DST | 22.88Lakhs | 14.67 Lakhs |
| Minor Projects | | | | |
| Interdisciplinary Projects | | | | |
| Industry sponsored | | | | |
| Projects sponsored by the University/ College | | | | |
| Students research projects <i>(other than compulsory by the University)</i> | 1 | KSCSTE, DST | 16 .11 Lakhs | 9. 42 lakhs |
| Any other(Specify) | 1 | UBCHEA | 2.81 | 2.81 Lakhs |
| Total | | | 41.8 Lakhs | 26.9 Lakhs |

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 | Nil | 02 | 01 | Nil | 01 |
| Sponsoring agencies | Nil | UGC | Research forum | Nil | Department |
| | | | | | <input type="text" value="20"/> |

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

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 | Nil |
| International | Applied | Nil |
| | Granted | Nil |
| Commercialised | Applied | Nil |
| | Granted | |

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 |
|-------|---------------|----------|-------|------------|------|---------|
| | | | 3 | | | |

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

22 64

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

3

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

JRF 01 SRF Nil Project Fellows 02 Any other 01

3.21 No. of students Participated in NSS events:

University level 74 State level 4
National level Nil International level Nil

3.22 No. of students participated in NCC events:

University level Nil State level 7
National level 05 International level Nil

3.23 No. of Awards won in NSS:

University level Nil State level Nil
National level 01 International level Nil

3.24 No. of Awards won in NCC:

University level Nil State level Nil
National level 01 International level Nil

3.25 No. of Extension activities organized

| | | | | |
|------------------|----|---------------|----|---|
| University forum | | College forum | | |
| NCC | 07 | NSS | 10 | Any other Nil |

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

- Department of Physical Education conducted training programs for children of nearby schools in the following areas:
 - ✓ Karate
 - ✓ Roller Skating
 - ✓ Cricket
- Student Fellowship unit of the College distributed food packets to poor labourers on every Thursday
- During 20 - 26 November 2013, the NSS unit of the College conducted service programs such as personality development classes, social awareness seminars, medical and eye camps etc. for the nearby local community

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 | 42 Acres | Nil | | 42 Acres |
| Class rooms | 58 | 4 | | 62 |
| Laboratories | 12 | | | |
| Seminar Halls | 3 | 1 | | 4 |
| No. of important equipments purchased (\geq 1-0 lakh) during the current year. | 1 | | DST | 1 |
| Value of the equipment purchased during the year (Rs. in Lakhs) | 2.8 | | DST | 2.8 |
| Others | | | | |

4.2 Computerization of administration, and library

Administration

The College has computerized all the sections of the college administrative office using the software *e-college solutions*. This data management system documents and manages various academic and administrative records such as student admission details, students' attendance, internal assessment marks, and purchase details of various departments and centres.

4.3 Library services:

| | Existing | | Newly added | | Total | |
|------------------|----------|-----------|-------------|----------|----------|-----------|
| | No. | Value | No. | Value | No. | Value |
| Text Books | 73,906 | 57,54,305 | 1703 | 5,97,406 | 75609 | 63,51,711 |
| Reference Books | 3214 | | 51 | | 3265 | |
| e-Books | 97,000 | 5,000 | - | - | 1,25,000 | 5,000 |
| Journals | 25 | 31,000 | 5 | 1,800 | 30 | 32,800 |
| e-Journals | 5,500 | 5,000 | - | - | 5,500 | 5,000 |
| Digital Database | Nil | Nil | 1 | | 1 | |
| CD & Video | 40 | 19,800 | | | 40 | 19,800 |
| Others (specify) | - | - | | - | - | - |

4.4 Technology up-gradation (overall)

| | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Departments | Others |
|----------|-----------------|---------------|----------|------------------|------------------|--------|-------------|--------|
| Existing | 210 | 10 | 10Mbps | 2 | 1 | 2 | 15 | |
| Added | 30 | - | | | | | 1 | |
| Total | 210 | 10 | 10Mbps | 2 | 1 | 2 | 16 | |

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

The College has a local area network (LAN) with fibre optical backbone and an internet connection with 10 Mbps bandwidth, connecting all teaching departments, the library and the administrative office. The network resources available in the library and the departments are accessible to the academic community.

The college has more than 400 personal computers made available in various departments, labs and sections of the library. The institution also has a Common Computer Facility (CCF) which caters to the academic needs of the student community.

4.6 Amount spent on maintenance in lakhs :

| | |
|--|-------------------|
| i) ICT | 1.86 Lakhs |
| ii) Campus Infrastructure and facilities | 2.78 Lakhs |
| iii) Equipments | 1.79 Lakhs |
| iv) Others | Nil |
| Total: | 6.43 Lakhs |

The college has established Student Support Services unit to help students on their various needs. This unit helps the college in effectively managing the scholarship, remedial programs and other support services to students.

- 5 IQAC collects feedback from students on various support services available in the college which are duly considered for enhancement of their quality.

The college has an effective system of remedial teaching and tutorial sessions for students in need of greater academic assistance which are duly supervised by co -ordinators under the direction of the college staff council. Feedback on such programmes is made available to the IQAC for quality sustenance and improvement.

Academic Counselling for weak students is offered. Economically poor students are identified for Management Scholarships..

Students who excel in sports are provided special coaching and hostel facilities.

5.2 Efforts made by the institution for tracking the progression

Heads of the departments meet once in a fortnight to discuss on the progress of students in academics .The suggestions and feedback from the staff helps the college in taking policy decisions in framing a suitable system to assure and enhance academic performance of the students in each and every semester.

. The data on student progression is mobilized through Placement Cell, Alumni office and the department details are obtained from the department.

The Principal and Department Heads meet & counsel students periodically to give them necessary directions regarding their future course of action. Personal guidance, on both academic and non-academic matters, is given to the students through mentoring. Each student has a mentor, whom the students can approach for academic and personal counselling. Mentors offer academic counselling to students, help them choose open courses, recommend them for special scholarships and also meet parents of the mentees if necessary.

5.3 (a) Total Number of students

| UG | PG | Ph. D. | Others |
|------|-----|--------|--------|
| 1487 | 517 | 44 | - |

(b) No. of students outside the state

34

(c) No. of international students

Nil

| Men | No | % | Women | No | % |
|-----|----|-----|-------|----|----|
| | 66 | 32. | | 13 | 67 |
| 2 | 3 | 86 | .7 | | |

| Last Year | | | | | | This Year | | | | | |
|-----------|-----|----|-----|-----------------------|-------|-----------|-----|----|-----|-----------------------|-------|
| General | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | Total |
| 1753 | 262 | 27 | 286 | 7 | 2335 | 1991 | 282 | 34 | 244 | 7 | 2558 |

Demand ratio NA Dropout % 4

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

Under each academic department which conduct coaching programmes for competitive examinations and University entrance tests for higher studies.

No. of students beneficiaries

83

5.5 No. of students qualified in these examinations

| | | | | | | | |
|-------------|---|-----------|--|------|---|--------|--|
| NET | 6 | SET/ SLET | | GATE | 1 | CAT | |
| IAS/IPS etc | | State PSC | | UPSC | | Others | |

5.6 Details of student counselling and career guidance

Counselling – The department of Psychology offers facilities for one to one counselling, group therapy and free discussions on personal and social issues for both students and staff.

Career Guidance - The Career Guidance cell serves as a vital link between the students of the college and the potential employers of Industry. It helps the students with appropriate guidance to establish links with the industry and get placement. Effective coaching is given in this direction to the students. The Training and Placement Cell of the College has initiated a Training Process for all the departments in Verbal ability, Quantitative ability. Special sessions to impart training for Group Discussion, to prepare CV and successfully tackle interviews are organised. About 6 companies visited the College, Campus and 56 students from various departments were given placement in the industry.

No. of students benefitted through counselling

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 |
| 6 | 260 | 56 | 12 |

5.8 Details of gender sensitization programmes

The college has an association for girl students which also conduct different programmes on women empowerment. The women's club play a vital role in sensitizing various issues of social relevance particularly on gender as part of their program. The women's club and Department of Physical Education conducted 24 hour training on Karate, a self defence programme.

The women's cell of the college actively oversees the welfare of girl students and the female staff on the campus. Lectures and awareness programmes are organised regularly to this effect.

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 | 121 | 1667632 |
| Financial support from government | 328 | 34,84,844 |
| Financial support from other sources | 65 | 2,08,344 |
| Number of students who received International/ National recognitions | Nil | 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: Nil

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

The Union Christian College aims for a wholesome education of the young in order to bring out the best in each individual. It strives to produce intellectually competent morally upright and spiritually inspired, patriotic men and women who will serve the country with dedication and fervour. The college commits itself to promoting justice and peace, preserving and enhancing the integrity of creation, fostering wholesome and simple life styles, empowering the vulnerable sections of our society and cultivating greater national integration and harmony among diverse religions, cultures, linguistic groups and nationalities

6.2 Does the Institution has a management Information System

No

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

6.3.1 Curriculum Development

Restructuring of curriculum development is systematically implemented once in 5 years by the University. The syllabus is reviewed and suggestions for revision are made to the University through members of the various Boards of Studies after feedback from the students.

6.3.2 Teaching and Learning

The college has an objective and effective system of student evaluation (Internal) through which a meaningful teaching and learning is assured. Testing and evaluation patterns are constantly reviewed to ensure quality in critical thinking and competence.

One class rooms in each department are enabled with ICT provisions and well equipped Labs, Digital Library enable students with greater learning experience aptly supported by inputs from teachers.

6.3.3 Examination and Evaluation

University is conducting external exams for UG and PG programmes. Internal setting of question papers for semester examinations is done by the college. The college has been maintaining an objective system of conducting internal examination and evaluation. The results are published within a month's time.

6.3.4 Research and Development

The Research coordinator supervises the research work in the college and encourages the research potential of the college with adequate infrastructure support. The staffs are constantly encouraged to apply for minor projects and major projects from UGC and other funding agencies. Several such projects are currently in progress. Ph.D. work is continuously supervised from the beginning till the Viva Voce examination. PG and UG projects are also monitored by supervisors rigorously. The periodical meeting of Researchers is successful for mutual knowledge sharing in interdisciplinary scientific research.

with
in
d PG

College has a well established internet facility within the campus.

ICIT- A separate department was established to get the basic knowledge of computer literacy for the UG level students.

The Department of Physics procured a spray Pyrolysis equipment, Dip coating Unit, Spin Coating Unit, Keithley 2401 Source Measure and a Centrifuge during 2014 -15.

6.3.6 Human Resource Management

The college has a well written policy on appointment of staff and handling of grievances. Principal and Manager of the college provide leadership and able administration to carry out various requirements of effective Human Resource management.

Orientation and training programmes are periodically organized for new staff. In order to improve the quality of staff need-based training/workshops are organized. Recreation programmes are also organized for teaching, non-teaching and supportive staff.

6.3.7 Faculty and Staff recruitment

State, University, HOD and management representatives appoint teachers for the college. This committee conducts recruitment process as and when vacancy arises with an objective and transparent process with the prior approval from state Government.

6.3.8 Industry Interaction / Collaboration

The Placement cell organises this programme for the entire college. At that time, a department level interactive session was organised for the teaching staff of the department along with the outside participants.

6.3.9 Admission of Students

— Creating awareness among stakeholders on academic and other infrastructure facilities through college websites and advertisements in newspapers.

For PG Programmes Yes No

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

Every five year the university review the Examination Reforms.

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

The autonomy review committee from the university provides insights on areas of concern in autonomous colleges.

6.11 Activities and support from the Alumni Association

The Alumni Association of the College has been active during the year 2014 – 2015.

Alumni reunion Day was celebrated with Alumni and their families on the second Saturday of November. We have different alumni chapters in U.S.A., Canada, U.A.E, Kuwait and different states in India. UCCANNA, the alumini of North America substantially support the activities of the college.

6.12 Activities and support from the Parent – Teacher Association

Parents are the major stakeholders in higher education. The regular meetings of the Parent-Teachers association were conducted twice in a semester. The parents who attended the meeting expressed their opinion regarding the day to day activities of the college. Parents' assessment of the infrastructure of the college, staff, and quality of teaching, different programmes conducted by the college was also collected in the form of response through a questionnaire. PTA extends financial assistance generously. They provide financial assistance of Rs. 123000/--to organize various activities in the college.

6.13 Development programmes for support staff

A one day Orientation Programme was organized for all Administrative staff of the College by IQAC for their productive work and contribution to the College through their enhanced skills.

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

The College makes an environmental assessment of the Campus regularly and implements healthy ecological practices in water and energy conservation and waste management. The nature and environmental club has given the responsibility of keeping the campus clean and tidy. The campus is enabled with rain water harvesting system. Every year the college plants saplings on world environmental day. Insulator was installed for waste material disposal.

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.

Experts from other institutions are also brought in to give useful inputs on good practices. The internalization is ensured through frequent meetings and workshops for the staff and students.

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

^t There were various programmes of guest lecture, seminar, endowment lectures, national and international conferences which were conducted at the department and college level as planned at the beginning of the academic year.

The college has taken a serious effort to motivate students to come in large numbers for various special programmes like remedial coaching classes for English and mentoring.

7.3 Give two Best Practices of the institution

1. The college is a training centre for the ASAP programme of the Govt. of Kerala
2. Walk with a Scholar programme of the Govt. of Kerala.

7.4 Contribution to environmental awareness / protection

1. An active nature club functions in the college
2. Regular planting of saplings.

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

The Government of Kerala and Mahatma Gandhi University has recommended the college for autonomy.

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

1. Organise inter-departmental collaborative works
2. Organise National seminars
3. Conduct inter-college quiz, debate and elocution competitions
4. Promote faculty research and publications

Dr. P. Thomas Mathew

Signature of the Coordinator, IQAC

Dr. A. Benny Cherian

Signature of the Chairperson, IQAC