



UNION CHRISTIAN COLLEGE ALUVA-2



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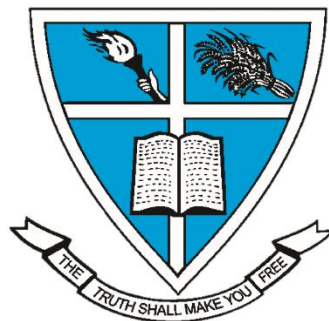
SSR 5th CYCLE 2023

6.5.1 AAA (Administrative and Academic Audit) 2018-23

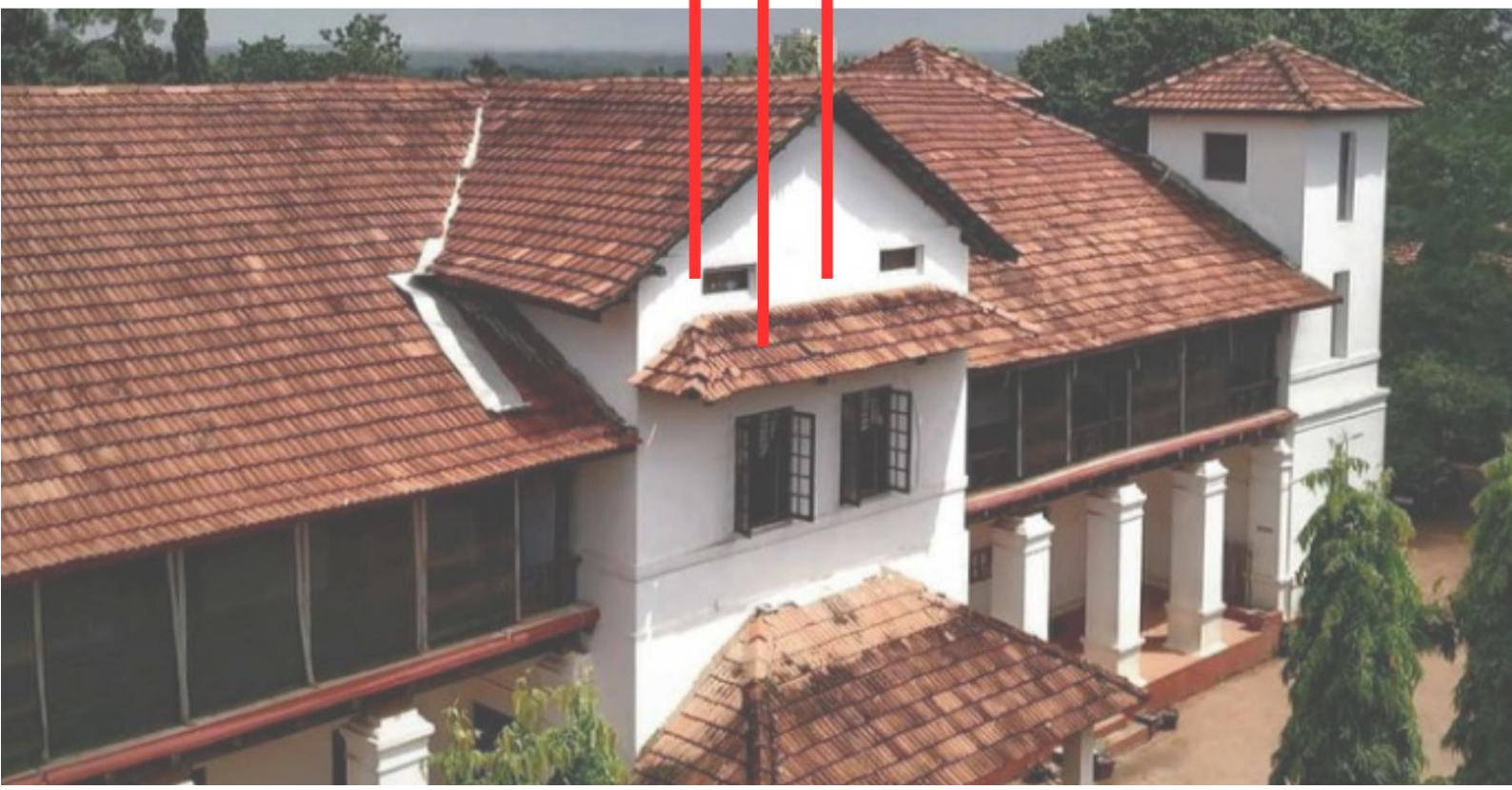
INTERNAL QUALITY ASSURANCE CELL

UNION CHRISTIAN COLLEGE

**EXTERNAL REPORT OF AAA
(ACADEMIC AND ADMINISTRATIVE AUDIT)**



2018-19



UNION CHRISTIAN COLLEGE, ALUVA

Report of the Academic and Administrative Audit (external) conducted under the initiative of the IQAC during March 28- 29, 2019

Academic & Administrative Audit (External)

Time Schedule for Departmental Visits.

March 28, Thursday		March 29, Friday	
Departments	Time	Departments	Time
1. Meeting with Principal	09.30 AM	1. Physics	09.30 AM
2. Malayalam	10.00 AM	2. Botany	10.00 AM
3. Economics	10.30 AM	3. Zoology	10.30 AM
4. English	11.00 AM	4. Chemistry	11.00 AM
5. History	11.30 AM	5. Mathematics	11.30 AM
6. Hindi	12.00 PM	6. Physical Education	12.00 PM
7. Commerce	01.30 PM	7. Psychology	01.30 PM
8. CME	02.00 PM	8. Biosciences	02.00 PM
9. Malayalam	02.30 PM	9. Computer Sciences	02.30 PM
10. Economics	03.00 PM	10. Office	03.00 PM

An initial assessment of the educational endeavours at Union Christian College was carried out by an external review panel comprised of Dr. Jacob Chacko and Dr. Mathew Kurian. This evaluation took place over the course of March 28 to 29, 2019, with support from Dr. Manju M. George, the IQAC coordinator and the IQAC team. The review aimed to encompass all departments within a two-day timeframe. A standardized data structure was circulated, and a visitation timetable was communicated well ahead of time to all departments.

Day 1 – March 28

The audit commenced at 9:30 a.m. on the initial day with a briefing led by the Principal in his office. The initial day included visits to various departments, specifically Malayalam, Economics, English, History, Hindi, Commerce, CME, School of Computer Applications (MCA), and MBA.

1. Malayalam

Numerous inventive initiatives were being implemented, focusing on tapping into the creative talents of students. Notably, the department was also actively engaged in commendable efforts. Particularly impressive was a research thesis submitted by an individual who lacked formal educational qualifications. In light of this accomplishment, a proposal emerged to recognize the author's achievement with an intricately crafted and adorned certificate. Moreover, the plan included honoring the author during a public event, which would be graced by the presence of a renowned scholar or esteemed literary figure. Societal concerns and involvement were significant and laudable.



2. Economics

The team's suggestions were well-received by the teachers, who promptly committed to taking positive steps in the near future. Collaboration with established institutions requires further planning and implementation.

3. English

The immense potential of offering supplementary courses in Communicative English, accessible to all UCC students, should be tapped into without delay. Creative endeavours like establishing a "Shakespeare Club" or introducing courses on "Indian English Drama" should be contemplated and implemented.

4. History

The team's recommendations found a favourable response from the teachers, who promptly pledged constructive steps in the near term. It is necessary to meticulously plan and establish partnerships with reputable institutions.

5. Hindi

Possibly the most compact division within the College, and notably the sole department without its own student body! Instead, it addresses the requirements of students from various other departments who select Hindi as their secondary language. The faculty, comprising merely a duo, exhibited an exceptionally lively disposition and a readiness to undertake fresh ventures. An enticing offering is the conversational Hindi sessions (catering to job seekers spanning all age groups), designed to equip participants with the skills necessary for interviews and similar scenarios.

6. Commerce

The department provides two options: Model 1 and Model 2 streams. It benefits from a substantial faculty comprising 12 members. The concept of introducing cross-disciplinary courses was raised, as was the potential for cooperation with the Economics Department. These considerations prompt consideration: introducing concise courses concerning market economics, IT filing procedures, simplified GST understanding, Entrepreneurship Development Programs (EDP), and related subjects.

7. Computer Maintenance and Electronics

The issue of English communication emerged as a challenge for them, and a potential solution lies in collaborating with the English Department. It is essential for proactive efforts to originate from within the department itself. Exploring the prospect of conducting internal training sessions for fellow educators and administrative personnel presents a viable avenue. This could facilitate the enhancement of skills and knowledge within the department.

8. School of Computer Applications

The team's suggestions were met with a receptive attitude from the teachers, who quickly pledged to take positive steps in the near future. It's important to develop and provide specialized supplementary courses in order to establish a distinctive position and excel in the midst of strong competition from neighbouring institutions.

9. MBA Department

Seemed poised to carve out its own place, displaying potential. To highlight the advantages of UCC's MBA program over others, it's crucial to introduce distinct and inventive supplementary components.



Day - 2. March 29

On the subsequent day, we visited multiple departments including Physics, Botany, Chemistry, Mathematics, Zoology, Psychology, Biosciences, and Computer Sciences. To offer a more detailed overview, we will begin by presenting a department-wise report, highlighting specific observations and insights from each area.

1. Physics

The department, fortunate to have highly qualified educators, has the potential to achieve greater academic outcomes and research publications. There is room to further utilize funded projects. The documentation of activities was well-maintained, with organized files in place. Nonetheless, there is an opportunity to enhance the systematic approach to remedial teaching for students who require additional support

2. Botany

Teachers were encouraged to investigate potential collaborations, partnerships, and collaborative research endeavors with esteemed institutions, both within the state and beyond.

3. Chemistry

Teachers were motivated to accompany students to other higher education institutions, allowing them to gain a deeper familiarity with advanced analytical techniques, instrument facilities, and equipment.

4. Mathematics

Research centre once existed, be brought back so as to have higher research output. All faculty members are advised to get their Ph.D degree at the earliest and bring back the research department.

5. Zoology

Educators were recommended to investigate potential opportunities for establishing connections, collaborations, and cooperative research endeavours with reputable institutions, whether located within the state or external to it.

6. Psychology

The highly accomplished Departments with a rich history of successes. It was pleasing to observe a considerable number of research students actively engaged, and the presence of supplementary courses, guidance, and life-skills training programs already established.

7. Biosciences (self-financing)

The potential for forming collaborative partnerships with esteemed institutions, whether located within the state or externally, should be considered promptly, particularly due to the current availability of supportive faculty and staff in those institutions.

8. Computer Sciences

The possibility of exploring the practicality of introducing a specialized program centered on Programming Languages for Software Development could be taken into consideration.

General Observations

- ♦ All departments had maintained well-organized files containing relevant records, enabling the team to review and verify facts.
- ♦ It was proposed that in addition to this practice, concise responses to queries in the SED should be included within the SED itself. This would provide an immediate overview of facts, which could be cross-referenced with available documents if necessary.



- ◆ The shift from result-oriented teaching to outcome-oriented teaching was stressed, reflecting the modern employment landscape's focus on achieving specific goals rather than solely academic achievements.
- ◆ Faculty were motivated to create and share short video lectures on YouTube to enhance departmental visibility and reach a broader audience.
- ◆ The awareness and emphasis on extension activities, community engagement, and societal involvement were noteworthy across departments.
- ◆ Faculty actively participated in refresher programs, seminars, and symposia to stay updated. Teachers were asked to elucidate departmental activities, student exam performance, research endeavours, externally funded projects, and highlight significant milestones.
- ◆ Each research department was encouraged to establish a Departmental Research Council to foster a culture of research. This could involve periodic seminars, presentations, and expert lectures to create a conducive research environment.
- ◆ Departments commonly highlighted genuine constraints such as space and time limitations for extracurricular activities. The inflexibility of the semester system, coupled with disruptions from natural disasters or strikes, provided minimal room for initiatives beyond the standard syllabus.
- ◆ While many departments had initiated mentoring for students, there was a call for increased emphasis and time allocation to ensure desired outcomes.
- ◆ Teachers displayed eagerness to publish their research papers in reputable and peer-reviewed journals.
- ◆ The recognition of the importance of soft skills and personality development alongside regular teaching activities was acknowledged.

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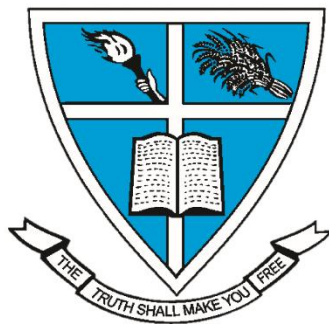




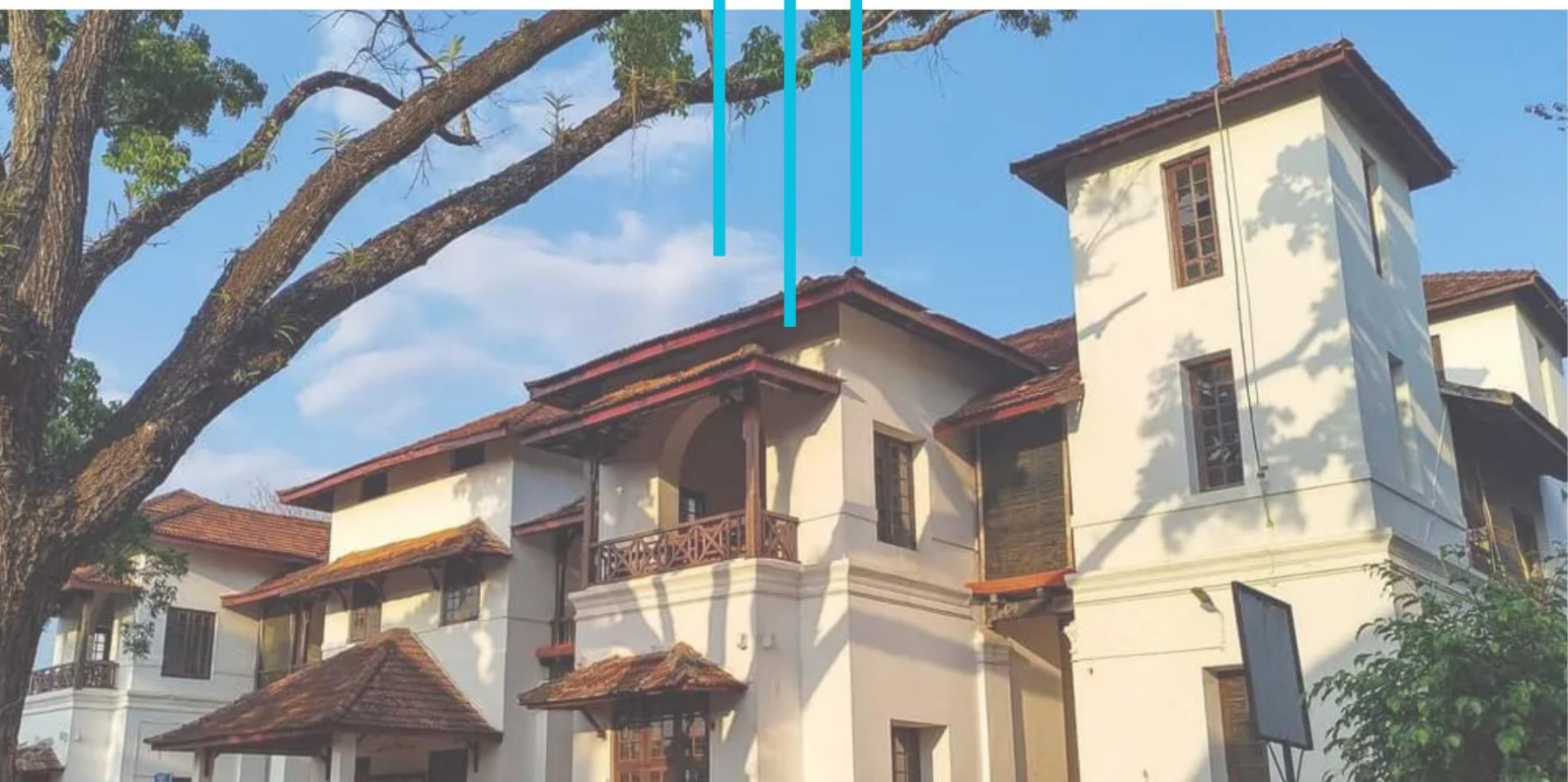
INTERNAL QUALITY ASSURANCE CELL

UNION CHRISTIAN COLLEGE

**EXTERNAL REPORT OF AAA
(ACADEMIC AND ADMINISTRATIVE AUDIT)**



2019-20



Union Christian College, Aluva

Report of the Academic and Administrative Audit (external) conducted under the initiative of the IQAC during January 30- 31, 2020

The first external audit of the academic activities in U C College was conducted by the external team consisting of Dr. Jacob Chacko and Dr. Mathew Kurian and Dr. Sunny Kuriakose during January 30 - 31, 2020. The IQAC coordinator, Dr Manju M. George assisted the team

The audit was planned to cover all the departments in two days. A data format was distributed and also the schedule for the visit was informed to all departments well in advance.

January 30, Thursday		January 31, Friday	
Departments	Time	Departments	Time
1. Meeting with Principal	09.30 AM	1. Malayalam	09.30 AM
2. Physics	10.00 AM	2. Economics	10.00 AM
3. Botany	10.30 AM	3. English	10.30 AM
4. Zoology	11.00 AM	4. History	11.00 AM
5. Chemistry	11.30 AM	5. Hindi	11.30 AM
6. Mathematics	12.00 PM	6. Commerce	12.00 PM
7. Physical Education	01.30 PM	7. CME	01.30 PM
8. Psychology	02.00 PM	8. Malayalam	02.00 PM
9. Biosciences	02.30 PM	9. Economics	02.30 PM
10. Computer Sciences	03.00 PM	10. Office	03.00 PM

Day - 1. January 30

On the first day the audit started at 9.30 a.m. with a briefing by the Principal at his office.

The following Departments were visited on the first day:

1. Physics
2. Botany
3. Chemistry
4. Mathematics
5. Zoology
6. Psychology
7. Biosciences
8. Computer Sciences

We first present the department-wise report for more specificity

1. Physics

A handful of faculty members were present. The department, blessed with very qualified teachers, could produce higher output in terms of academic result and research publications. Funded projects could also be tapped more. Documentation of the activities was good. Various



Files were in place. However, remedial teaching for slow learners done be done more systematically.

2. Botany

Teachers were advised to explore possibilities of linkages/tie-ups/ joint research efforts with institutions of repute both within the State and/or outside.

3. Chemistry

Lack of space for a research lab, class room for III BSc was pointed out. Teachers were encouraged to take students to CUSAT or other institutions of higher learning for better acquaintance with instruments facilities, advanced analytical techniques.

4. Mathematics

Research centre once existed, be brought back so as to have higher research out put. All faculty members are advised to get their Ph.D degree at the earliest and bring back the research department.

5. Zoology

Teachers were advised to explore possibilities of linkages/tie-ups/ joint research efforts with institutions of repute both within the State and/or outside.

6. Psychology

Clearly, this was one of the very good Departments with a heritage of achievements. It was gratifying to note that a fairly good number of research students were working, and that add-on courses, counselling and life-skills training etc were already in place. The MoU with ASTER was an achievement.

7. Biosciences (*self-financing*)

The possibility of collaborative tie-ups with CUSAT (Dept. of Biotechnology and the NCAAH) needs to be mooted at the earliest, esp. because of supportive faculty/ personnel available there at present.

8. Computer Sciences

The feasibility of offering a specialized programme on Cyber laws/ Cyber-crimes (or the like) could be considered.

Day 2 - January 31

The following Departments were visited on the second day:

1. Malayalam
2. Economics
3. English
4. History
5. Hindi
6. Commerce
7. CME
8. School of Computer Applications (MCA)
9. MBA
10. Office

1. Malayalam

Several innovative programmes were in place. Creative acumen of students was being harnessed. This was yet another Department doing good work.

Note-worthy was a research thesis submitted by an individual with no formal education. It was suggested that the author be presented with an exquisitely designed and decorated



ornamental Certificate and be honoured at a public function presided over by a distinguished academician/ litterateur of standing.

Societal concerns and involvement were significant and laudable.

2. Economics

Teachers were very receptive to suggestion of the team and assured positive action before long. Tie-up with reputed institutions need to be worked out.

3. English

The huge opportunity for add-on courses on Communicative English --- open to any interested UCC student --- be harnessed at the earliest.

Innovative initiatives e.g., "Shakespeare Club", "Indian English Drama" etc. be thought of and put into practice.

4. History

Teachers were very receptive to suggestion of the team and assured positive action before long. Tie-up with reputed institutions need to be worked out. A Course on museology was a suggestion.

5. Hindi

Probably the smallest Department in the College and the only Department that has no students of their own! They cater to the needs of students of other Departments who opt Hindi as their Second Language.

The teachers -- just two in number --- were unusually vibrant and willing to embark upon newer initiatives. Spoken Hindi classes (for job seekers of all ages), which equips the learners to face interviews etc. is an attraction.

6. Commerce

Two streams - Model 1 and Model 2 are offered.
Fairly good faculty strength of 12.

The possibility of inter-disciplinary courses was sounded; so also, the feasibility of collaboration with the Department of economics.
Food for thought: Short term courses on market economics, I T filing, GST simplification, EDP, etc.

7. Computer Maintenance and Electronics

English communication was pointed out as one of their challenges. This could well be addressed with the help of the English Department. Initiatives need to come from within.
In-house training for fellow teachers / administrative staff is a possibility that need to be explored.

8. School of Computer Applications

Interactive linkages need to be forged with CUSAT and/or other institutions of higher learning. Specialized add-on courses need to be devised and offered to carve out a special niche to stand tall amidst the highly competitive flurry of neighbouring institutions.

9. MBA Department


Appeared to be well set to create a space for itself. Unique, innovative add-ons need to be offered to show-case the benefits of the UCC – MBA in comparison with others all around.


General Observations


- ♦ All Departments had kept the relevant records in neatly labelled files so that the team could peruse and ascertain facts.




- ♦ It was suggested that henceforth, besides doing so, brief responses to the queries in the SED be provided in the SED itself to enable the team get an immediate overview of the facts, which could be verified, if need be, from the documents available in the files.
- ♦ Teachers were requested to explain Departmental activities, student performance at exams, research activities, externally funded projects, besides highlighting important Departmental landmarks/accomplishments.
- ♦ Every research Department was urged to set up a Departmental Research Council which could take appropriate steps for the creation of a research culture. Apart from periodic seminars and presentations by faculty / research scholars, there could be invited lectures on specialized topics of interest by experts/ reputed researchers. This would instil confidence in the students and help generate an atmosphere conducive to research.
- ♦ Although almost all Departments had initiated steps for mentoring of students, more emphasis and time need to be set apart to ensure intended outcomes.
- ♦ The necessity for a change from result-oriented teaching to outcome-oriented teaching was emphasised. The present employment scenario looks at the ability of the job seekers to achieve specified goals and does not rely on his/her academic results.
- ♦ Teachers were encouraged to create short video presentations of their lectures and to upload them on the YouTube for much wider coverage and to greatly enhance Departmental visibility in the academic arena.
- ♦ It was heartening to note that the Departments seemed to be quite aware of the relevance and the need for extension activities, societal involvements, community enrichment programmes etc.
- ♦ Faculty were generally seen to keep themselves updated through refresher programmes, participation in seminars, symposia etc.
- ♦ Teachers were eager to publish their papers in reputed and refereed Journals.
- ♦ The necessity for soft skills/ personality development, hand-in-hand with regular teaching activities, was well appreciated.
- ♦ Deficiencies, limitations pointed out by almost every Department -- quite genuine too --- were constraints of space and time for extra-curricular engagements. The rigidity of the semester system, besieged by uncertainties posed by natural hazards, strikes, etc., offer very little leeway for initiatives outside the scope of the routine syllabus.
- ♦ **Departments that stood tall were Psychology and Malayalam.**


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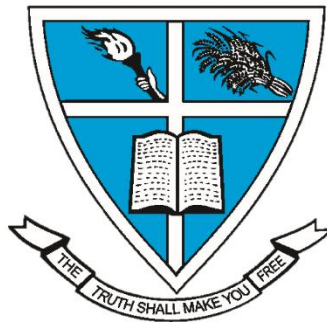

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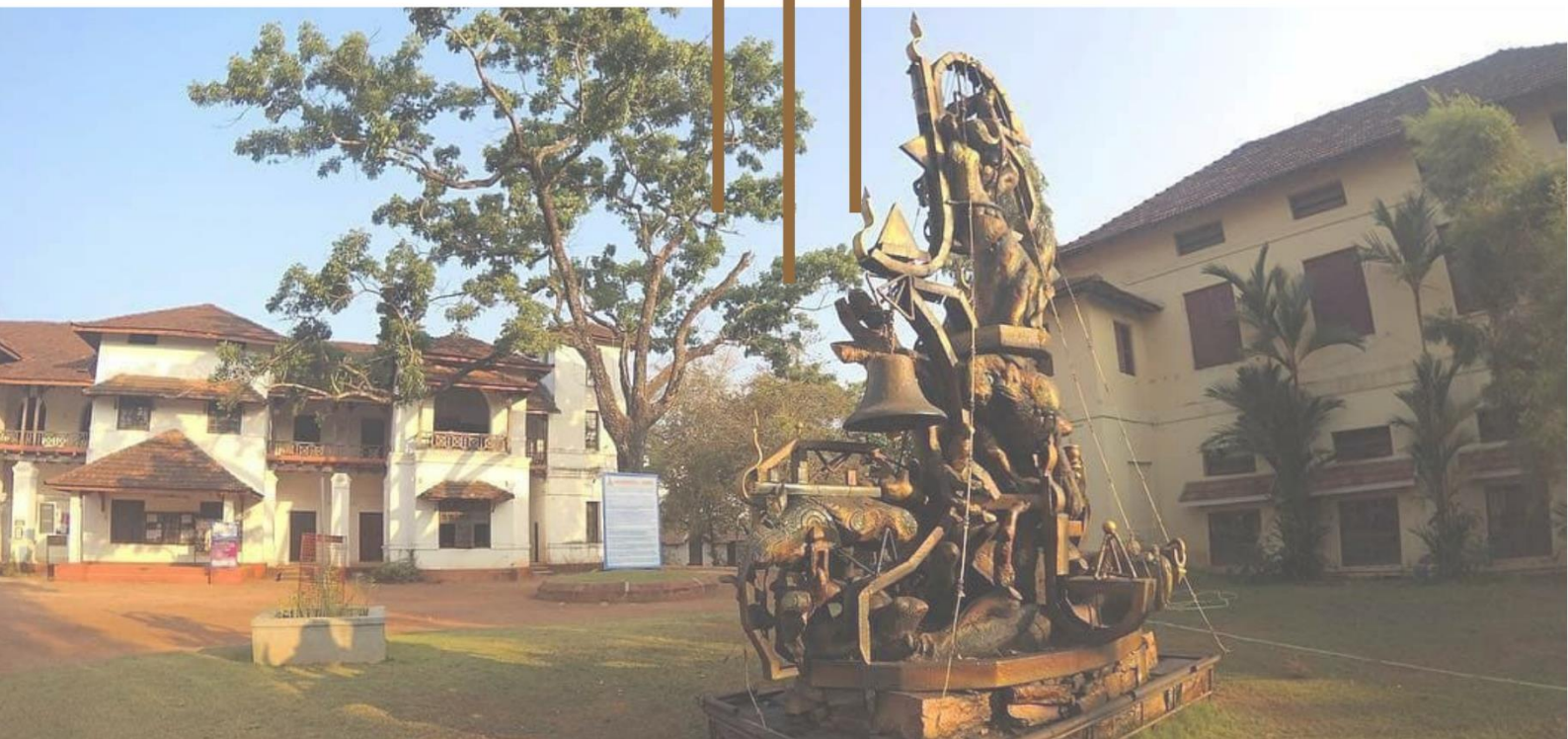
INTERNAL QUALITY ASSURANCE CELL

UNION CHRISTIAN COLLEGE

**EXTERNAL REPORT OF AAA
(ACADEMIC AND ADMINISTRATIVE AUDIT)**



2020-21



Union Christian College, Aluva

Report of the Academic Audit (external) conducted under the initiative of the IQAC during April 26- 27, 2021

The assessment was held in a virtual format due to the prevailing COVID-19 situation, spanning two days to cover all departments. A data template was disseminated, and a schedule for the evaluation was communicated to all departments well ahead of time.

The evaluation of academic operations at U C College was executed by an external panel comprised of Dr. Sunny Kuriakose and Dr. Mathew Kurian on January 28-29, 2021. Assisting the team was Dr. Manju M. George, the coordinator of the IQAC.

April 26, Monday		April 27, Tuesday	
Departments	Time	Departments	Time
1. Meeting with Principal	10.00 AM	1. Hindi	10.00 AM
2. Zoology	10.30 AM	2. Commerce	10.30 AM
3. Psychology	11.00 AM	3. CME	11.00 AM
4. Biosciences	11.30 AM	4. Malayalam	11.30 AM
5. Computer Sciences	12.00 PM	5. Economics	12.00 PM
6. Physics	01.30 PM	6. English	01.30 PM
7. Botany	02.00 PM	7. History	02.00 PM
8. Chemistry	02.30 PM	8. MBA	02.30 PM
9. Mathematics	03.00 PM	9. Physical Education	03.00 PM

Day - 1. April 26, Monday

10:00am - 3:30pm

At 10:00 a.m., the audit commenced with the Principal delivering a briefing via an online Google Meet session. On the initial day, the audit focused on the presentation of data from several departments. These included Zoology, Psychology, Biosciences, Computer Sciences, Physics, Botany, Chemistry, and Mathematics.

1. Zoology

Educators were encouraged to investigate opportunities for online classes, collaborations, partnerships, and joint research endeavors with esteemed institutions, whether located within the state or beyond its borders.



2. Psychology

The MoU with esteemed institutions served as a source of motivation. Departments boasting a legacy of accomplishments. It was satisfying to observe a considerable presence of active research students and the establishment of supplementary courses, counseling services, and life-skills training.

3. Biosciences (*self-financing*)

The potential for forming collaborative partnerships with well-regarded institutes should be discussed promptly, particularly due to the current availability of supportive faculty and personnel in those institutions.

4. Computer Sciences

The possibility of exploring the practicality of introducing a specialized program focused on Artificial Intelligence could be taken into consideration.

5. Physics

A handful of faculty members were present. The department, blessed with very qualified teachers, could produce higher output in terms of academic result and research publications. Funded projects could also be tapped more. Documentation of the activities was good. Various Files were in place. However, remedial teaching for slow learners done be done more systematically.

6. Botany

Educators were encouraged to consider the potential for conducting online botany classes during the COVID-19 situation.

7. Chemistry

The issue of inadequate classroom space was highlighted. It was suggested to introduce new research-focused classes and emphasize publishing research papers. Teachers were motivated to accompany students to higher education institutions to gain hands-on experience with advanced analytical techniques and instrument facilities.

8. Mathematics

Reinstating the previous research center is recommended to enhance research productivity. All faculty members are encouraged to pursue their Ph.D. degrees promptly, contributing to the revival of the research department. Introduction of new research-oriented courses is advised, and the publication of research papers is emphasized.

Day 2 - April 27

Tuesday, April 27, 2021 · 10:00am – 3:30pm

On the second day of the visit, the team explored the subsequent departments: Hindi, Commerce, CME, School of Computer Applications (MCA), Malayalam, Economics, English, History, and MBA.

1. Hindi

The department serves students from other departments who choose Hindi as their Second Language. An appealing feature is the provision of Spoken Hindi classes, tailored for individuals of various age groups seeking employment. These classes equip learners with the skills needed to confidently approach interviews and other professional interactions.



2. Commerce

The curriculum comprises both Model 1 and Model 2 options. The potential for cross-disciplinary courses was suggested, along with the consideration of collaborating with the Economics Department. Additionally, the idea of offering short-term courses in market economics, IT filing, GST simplification, Entrepreneurship Development Programs (EDP), and related subjects was proposed for contemplation.

3. Computer Maintenance and Electronics

There is potential for conducting internal training sessions for fellow teachers and administrative staff, which warrants further exploration. Additionally, the college could undertake the development of innovative eco-friendly technologies as part of its initiatives.

4. School of Computer Applications

Establishing dynamic connections with well-regarded higher education institutions is crucial. The creation of specialized supplementary courses should be explored, and timely documentation of events is essential.

5. Malayalam

Numerous inventive initiatives were already implemented, effectively channeling students' creative abilities. The department's commendable efforts were evident, contributing to its positive standing. Notably, the department exhibited a strong commitment to societal issues and active community engagement, deserving praise.

6. Economics

The teachers displayed a high level of receptivity to the team's suggestions and promptly committed to taking affirmative steps in the near future. The establishment of partnerships with esteemed institutions requires careful planning and execution.

7. English

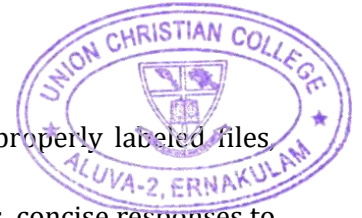
The immense potential of offering supplementary courses in Communicative English, accessible to all UCC students who are interested, should be tapped into without delay.

8. History

The team's suggestions were met with a receptive response from the teachers, who promptly pledged to take constructive steps in the near future. The process of establishing collaborations with respected institutions requires careful planning. The department's noteworthy commitment to societal issues and active community involvement is both commendable and meaningful.

9. MBA Department

The department seemed to possess a solid foundation for carving out its distinct identity. However, it is crucial to introduce distinctive and inventive supplementary components that can effectively demonstrate the advantages of the UCC – MBA program in comparison to similar offerings elsewhere. Through these distinctive offerings, the department can establish a strong presence and reputation, securing its position as a leader in MBA education.



General Observations

- ◆ All departments had meticulously organized records stored in properly labeled files, facilitating the team's examination and verification of information.
- ◆ It was recommended that in addition to maintaining these records, concise responses to queries in the SED should be incorporated within the SED itself. This would offer an immediate overview of facts, which could be cross-referenced with available documents if necessary.
- ◆ Faculty members were invited to elucidate departmental activities, student performance in examinations, research initiatives, externally funded projects, and significant departmental milestones.
- ◆ Each research department was strongly urged to establish a Departmental Research Council to cultivate a research-oriented culture. This council could oversee activities like periodic seminars, faculty and research scholar presentations, and invited lectures on specialized topics by experts. This initiative aims to boost student confidence and foster a research-friendly environment.
- ◆ While many departments had initiated student mentoring, there is a need for increased emphasis and dedicated time to ensure desired outcomes.
- ◆ The shift from result-driven teaching to outcome-driven teaching was underscored, reflecting the contemporary employment landscape's emphasis on an individual's ability to attain specific objectives, rather than solely relying on academic achievements.
- ◆ Educators were motivated to create and share brief video presentations of their lectures on YouTube, substantially enhancing the department's visibility within the academic community.
- ◆ Teachers showed enthusiasm for publishing their research papers in reputable and peer-reviewed journals.
- ◆ Recognizing the importance of soft skills and personality development alongside conventional teaching, the need for their integration was well acknowledged.

Dr. Mathew Kurian
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Mar Dionysius College, Pazhanji

Dr. Sunny Kuriakose
Principal (Retired)
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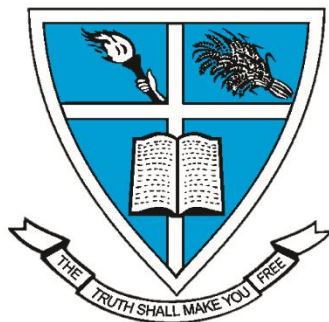




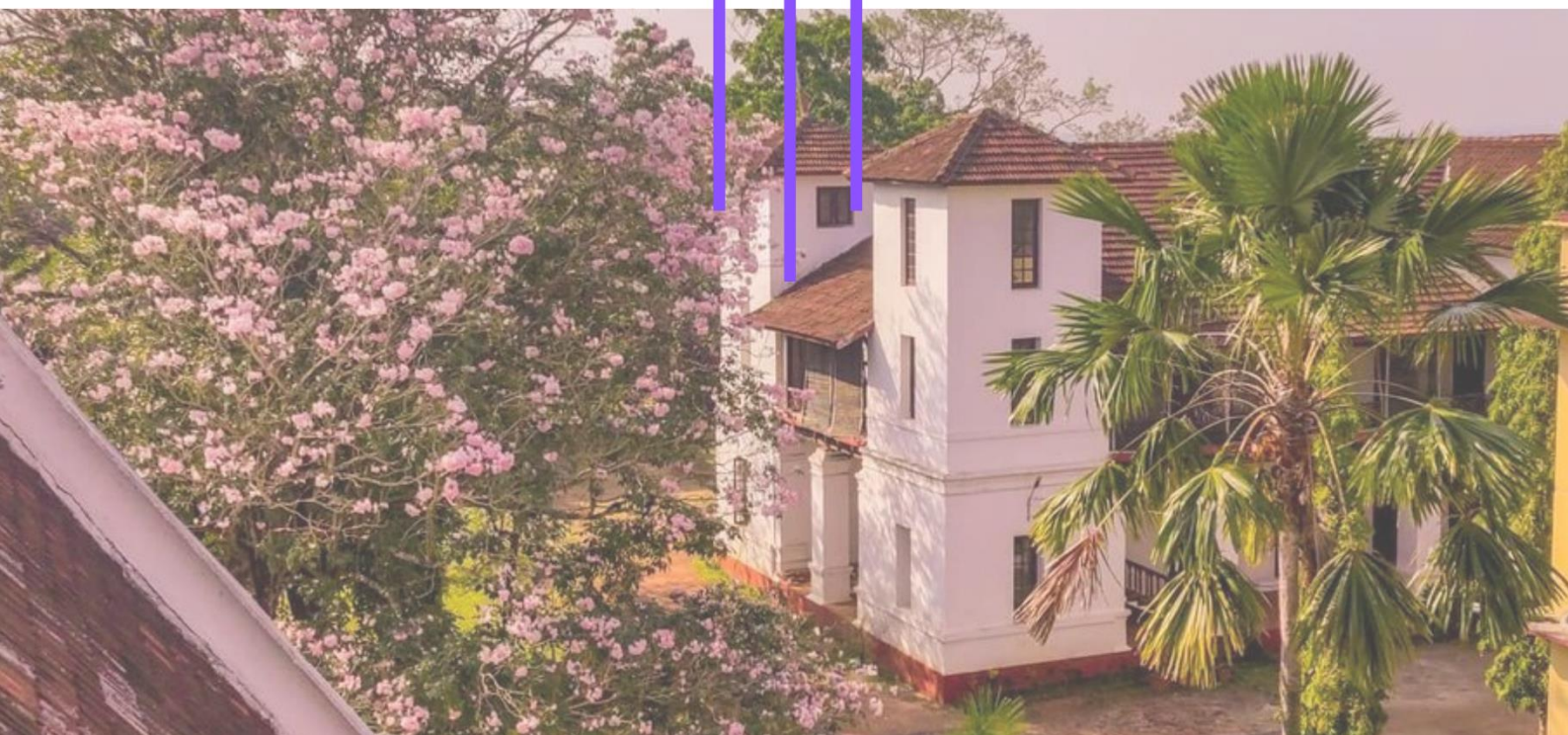
INTERNAL QUALITY ASSURANCE CELL

UNION CHRISTIAN COLLEGE

**EXTERNAL REPORT OF AAA
(ACADEMIC AND ADMINISTRATIVE AUDIT)**



2021-22



Union Christian College, Aluva

Report of the Academic Audit (external) conducted under the initiative of the IQAC

Annual Academic Audit 2021-22

1. Background of the Institution

Union Christian college, Aluva was established in 1921 as an ecumenical, Indian Christian initiative in the field of higher education in Kerala. The college was founded by four young visionaries – Shri. K C Chacko, Shri.A.M Varki, Shri C. P Mathew and Shri. V M Ittyerah, who were alumini of madras Christian college. Providentially inspired by their Christian faith and commitment, they envisaged the institution as a center based on the values of integrity and social commitment, promoting learning and culture. A sprawling green campus spread over 42 acres, the college is located on the banks of river periyar, about 12 kilometers away from the cochin airport. Affiliated to Mahatma Gandhi University, Kottayam, the institution is known for its academic excellence and research potential. The college has 18 academic departments, with around 2700 students and 140 faculty members.

The college has been rated an “A” Grade institution by the National Assessment and Accreditation Council (NAAC) in the fourth cycle with CGPA 3.45. Union Christian College is managed by an association of members drawn from The Malankara Orthodox Syrian Church, The Jacobite Syrian Orthodox Church, The Malankara Marthoma Syrian Church and The Church of South India, and the Inter church fellowship (ICF) of the college.

The college strives to produce intellectually competent, morally upright, and spiritually inspired citizens in the service of the nation. It is a unique center of higher education in Kerala with an ecumenical character and foundation. The college has always promoted international initiatives and cooperation. The list of eminent international teachers who have associated with the college in the past includes stalwarts like Canon W.E.S. Holland, Rev.L.W. Hooper, Malcom Muggeridge and Rev.B.G. Crowley. this ethos continues in the form of international collaborations and student exchange programmes with universities outside India.

2. Audit Team

- a. Dr. Sunny Kuriakose, Former Principal, BPC College, Piravom
- b. Dr. Sony Kuriakose, IQAC Coordinator, Nirmala college, Muvattupuzha
And along with IQAC Team of Union Christian College

3. Audit Methodology

The academic audit team basically used the following methods to assess the quality of the institution in various parameters.

- a. Presentations of teaching department s, clubs and cells.
- b. Discussions and Interactions
- c. Checking the records, files and data.
- d. Visit to places and facilities

4. Audit observations

a. Curricular Aspects

The institution being an affiliated college of Mahatma Gandhi University, Kerala, and the control over the curriculum design is very minimum. The faculty members have participated in activities like preparation of curriculum of various programmes setting of question papers, assessment and evaluation processes, etc. the curriculum has choice based credit system where choice is offered in the form of electives.

- a) The curriculum delivery process and its documentation have to be improved.
- b) The performance of the college with respect to curriculum enrichment is not that appreciable. Considering the size of the college, the college should offer at least 40 certificate/value added courses, the student enrollment is far below the benchmark suggested by NAAC.
- c) There should be an academic calendar review committee to track the progress of the work done by various departments and guide them to complete the plan in a systematic manner. More precisely there should be a mechanism to check the progress of activities mentioned in the academic calendar on a periodic basis
- d) The curriculum feedback mechanism should be strengthened further. Feedback analysis report and action taken reports have to be prepared. The IQAC of the college should place the same before the governing body and college council

Major Strengths: Participation of faculty members in various Academic Bodies

Major Weakness: not focusing on curriculum enrichment activities such as offering certificate/value added courses, internships, etc.

Benchmarks:

Number of Certificates	25
Enrollment in certificate courses	50%

b. Criteria II: Teaching Learning and Evaluation

There should be multiple methods to evaluate the learning level of students. Further, the IQAC should specify the mechanism, to segregate learners to various categories such as advanced learners and average learners as they need separate strategies. The institution can think of various student centric learning methods like gamification, short tests, animations, group discussions, etc. Teaching process should include role plays, open ended quizzes, real time societal problem solving, inter disciplinary activities, etc.

- a) The enrolment percentage in many programmes is not satisfactory from NAAC's perspective.
- b) The number of full time teachers should be increased in such a way as to maintain a student teacher ratio 1:19.
- c) Pass percentage of students is not satisfactory, even though it is better than many peer colleges.
- d) The college should try to retain teachers in the self- financing stream to improve the quality of teaching.

Major Strength: faculty quality in terms of PhD/NET

Major Weakness: Pass Percentage

Benchmarks:

Enrolment Ratio	80%
Pass percentage	90%
PhD/NET	75%

c. Criteria III: Research, Innovations and Extension

The ecosystem provided by the institution for innovation and transfer of knowledge is very Much scattered. It should be structured to facilitate the creation of more student entrepreneurs and startups.

- The college should try to get research projects from industry houses and non – governmental agencies.
- Teachers should be given incentives for publishing research papers in UGC Scopus indexed journals.
- Teachers should try to publish the project research outputs in edited books or edited book chapters.
- The college is very strong in extension activities.

Major strength: Extension Activities

Major Weakness: Faculty Publications

Benchmarks:

Journal papers	2 paper per faculty in a year
Book chapters	2 paper per faculty in a year
Linkages + MoUs	20 -30 in 5 years

d. Criteria IV: Infrastructure and Learning Resources

The college has adequate physical and IT facilities. However, the IT infrastructure should be further strengthened to offer programmes in blended form.

- All classrooms have ICT facilities.
- Students should be encouraged to access resources.
- The annual addition to library has be increased.
- There should be a library manual detailing the library procedure.

e. Criteria V: Student support and progression

Student council exists and it consists of women representatives as well. Students are included in various bodies like IQAC, Women’s cell, anti- ragging committee, ICC, etc.

- The college should provide more scholarships and free ships to the students.
- There should be regular capacity building and skill development programmes.
- The student alumni tracking system is not proper. The number of students progressed to higher education appear to be low
- The advanced learners should be provided with UGC NET coaching.

Major Strength: Extension Activities
Major Weakness: Faculty Publications

f. Criteria VI: Governance, Leadership and Management

The institution has a clear vision. To realize this, the college has set missions. The management is instrumental in carrying out visionary activities.

- a) The institution has to find out case studies that substantiate their claims related to leadership, governance and management.
- b) More faculty members should be provided with financial support to attend conferences and seminars.
- c) IQAC should organize FDPs of duration at least five days.
- d) The management can mobilize funds from individuals and philanthropers to fund student scholarships and other activities of the college.

g. Criteria VII: Institutional Values and Best Practices

The green initiatives taken by the institution are worth noting. However, it appears that still there is scope for improvement. The college should institutionalize its green initiatives. Only internalized continuous practices having solid outcomes can be claimed as best practices. Similarly, the performance of the college in its distinctive feature should be excellent.

General:

1. Perspective plan for the college be made by the IQAC
2. Code of Conduct and HR policy be Created
3. Policies like, IT, Policy, Research policy, Consultancy policy etc. be put in place.
4. Outcomes based evaluation be implemented more vibrantly



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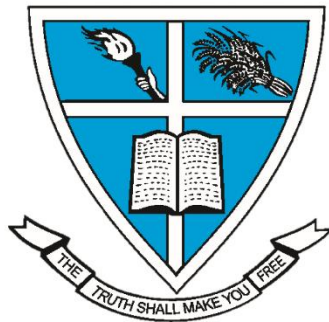




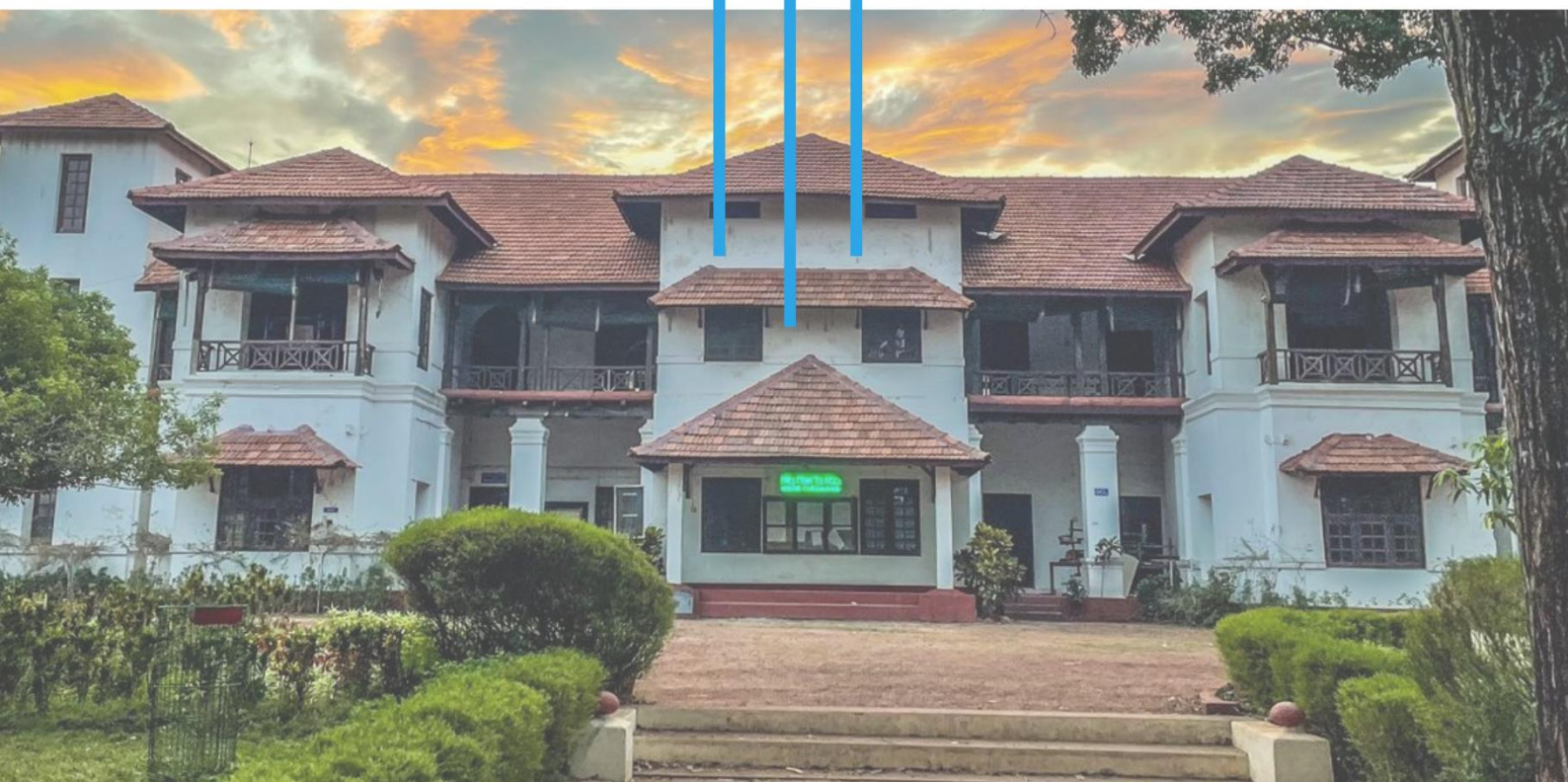
INTERNAL QUALITY ASSURANCE CELL

UNION CHRISTIAN COLLEGE

**EXTENAL REPORT OF AAA
(ACADEMIC AND ADMINISTRATIVE AUDIT)**



2022-23



Union Christian College, Aluva

Report of the Academic Audit (external) conducted under the initiative of the IQAC during January 20, 2023

Dr. Sunny Kuriakose and Dr. Sony Kuriakose from Nirmala College, Muvattupuzha, led an external committee in evaluating the academic activities at U C College, with Dr. Manju M. George, the IQAC coordinator, offering assistance, and the Academic and Administrative Audit (AAA) occurring on January 20, 2023.

January 20, Monday			
Departments	Time	Departments	Time
1. Meeting with Principal	09.30 AM	1. Physics	12.30 PM
2. Malayalam	10.00 AM	2. Botany	02.00 PM
3. Economics	10.15 AM	3. Zoology	02.15 PM
4. English	10.30 AM	4. Chemistry	02.30 PM
5. History	11.00 AM	5. Mathematics	02.45 PM
6. Hindi	11.15 AM	6. Physical Education	03.00 PM
7. Commerce	11.30 AM	7. Psychology	03.15 PM
8. CME	11.45 AM	8. Biosciences	03.30 PM
9. Malayalam	12.00 PM	9. Computer Sciences	03.45 PM
10. Economics	12.15 PM	10. College Office	04.00 PM

Strengths

- There are very many unique things worthy of incorporating in the SSR
- The Research grants received and output is commendable
- No of Ph. Ds is highly appreciable
- There have been lot of funds tapped from Govt. agencies
- There have been a good number of activities conducted during the last couple of years.

Plans

- The IIQA can be submitted after June 2023, the assessment year will be 2018-19 to 2022-23. Accordingly the data required for the last 5 years will be sufficient.
- A few of the presentation done before us needed more inputs
- Presently, the NAAC has published the bench marks for the assessment and evaluation. So special care be given to plan the activities as per the bench marks so as to get maximum marks in each metric. (both qualitative and quantitative)
- More focussed documentation and exhaustive preparations are required for SSR and the preparation to be started at the earliest.
- More Certificate courses, Add-on courses and MoUs were added compared to last academic year.



General Observations

There exists a multitude of distinctive and noteworthy aspects that merit inclusion in the Self-Study Report (SSR).

The commendable research productivity serves as a prominent highlight, showcasing the department's dedication to scholarly pursuits.

The considerable number of attained Ph.D. degrees stands as a testament to the faculty's commitment to advanced academic pursuits.

Notably, the departments has effectively harnessed funds from various government agencies, underscoring its proactive approach to resource utilization. Furthermore, the department's proactive engagement is evident through a robust array of conducted activities over the past couple of years.

These accomplishments collectively underline the department's vibrancy and substantial contributions to academia and research.

Incorporating these remarkable facets within the SSR would provide a comprehensive and accurate representation of the department's achievements and strengths.


Challenges


Upon reviewing preceding presentations, it becomes evident that a comprehensive overhaul and infusion of additional inputs are imperative. Notably, the NAAC has delineated benchmarks governing assessment and evaluation. Hence, meticulous attention must be accorded to align activities with these benchmarks, aiming for maximal scores across both qualitative and quantitative metrics.


This entails an intensified emphasis on focused documentation and exhaustive preparatory measures. Moreover, a call for an expanded spectrum of Certificate courses, Add-on courses, and Memorandums of Understanding (MoUs) is pronounced.

To this end, the establishment of a dedicated committee within the IQAC, featuring departmental representation, is recommended. Such a committee would singularly focus on devising and nurturing these offerings, enriching the academic experience and forging strategic collaborations.

Strengthening the collaborative fabric and cultivating effective leadership is paramount to surmount challenges and capitalize on prospects. In essence, the IIQA application after June, 2023, undertaking comprehensive presentation revisions, aligning with NAAC benchmarks, methodical documentation, expanding educational avenues, and fostering cohesive and astute leadership collectively stand as pivotal drivers propelling the institution towards an era of excellence and distinction.


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