THE ANNUAL QUALITY ASSURANCE REPORT
(AQAR)

OF THE IQAC OF BASELIUS COLLEGE, KOTTAYAM
FOR THE YEAR

2016 -17

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
Email:principal@baselius.ac.in

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

1. 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. ALEXANDER V GEORGE**

Tel. No. with STD Code:

> **O:**0481-2565958

Mobile:

> 9447306490

Name of the IQAC Co-ordinator:

> **Prof. Manoj Narayanan K.S**

Mobile:

> 9447110212

IQAC e-mail address:

iqacbaselius@gmail.com

1.3 **NAAC Track ID** *(For ex. MH)*

KLCOGN10057

1.4 **NAAC Executive Committee No. & Date:**

1.5 Website address:

www.baselius.ac.in

Website link of AQAR

1.6 Accreditation Details

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

1.7 Date of Establishment of IQAC :   DD/MM/YYYY   **01/06/2000**

1.8 **AQAR for the year**   **2016-17**

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*)

AQAR for 2015-16 *submitted to NAAC on 19-07-2017*

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 ☑   C 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 | 12 |

2.2 No. of Administrative/Technical staff | 3 |

2.3 No. of students | 4 |

2.4 No. of Management representatives | 1 |

2.5 No. of Alumni | 1 |

2. 6 No. of any other stakeholder and

    community representatives-PTA | 1 |

2.7 No. of Employers/ Industrialists | Nil |

2.8 No. of other External Experts | 1 |

2.9 Total No. of members | 23 |

2.10 No. of IQAC meetings held | 3 |

2.11 No. of meetings with various stakeholders: No. | 3 | Faculty | 4 |

    Non-Teaching Staff | 3 | Students | 12 | Alumni | 4 | Others | 6 |

2.12 Has IQAC received any funding from UGC during the year?   Yes | √ | No | |

    If yes, mention the amount- Total received Rs 3,00,000 for the plan period in 2014

    Proportionate usage.

2.13 Seminars and Conferences (only quality related)

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

    Total Nos. | 4 | International | - | National | - | State | - | Institution Level | 4 |

    Themes- | Various facets of teaching- The Influencing factors and opportunities |

2.14 Significant Activities and contributions made by IQAC

- Strengthened the feedback mechanism
- Academic Audit based on NAAC criteria.

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
-Organise more academic lectures/seminars and conferences	-Departments organised National/state level seminars
-Research methodology Workshops	-Subject specific methodology workshop organised
More use of ICT	Automation softwares installed, new website launched
Formation of more for the student development relating to career	Civil Service Club established, career related talks arranged

2.16 Whether the AQAR was placed in statutory body   Yes [√]   No [ ]

Management [√]   Syndicate [ ]   Any other body [√]

Provide the details of the action taken

Review of strengths and weaknesses was done and action taken accordingly.

Part – B

Criterion – I
1. Curricular Aspects

1.1 Details about Academic Programmes as on 31.3.17

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	2			
PG	5		1	
UG	11		1	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				1
Others	1			
Total	19		2	1

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	1 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.

> Efforts taken by university to revise syllabus of degree programmes from academic year 2017-18. Teachers attended workshops in this connection.

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

> Nil

Criterion – II

2. 2. Teaching, Learning and Evaluation 2015-16

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others including
61	48	13	0	0

2.2 No. of permanent faculty with Ph.D.   22

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	0	1	1						

2.4 No. of Guest and Visiting faculty and Temporary faculty   27

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	12	69	65
Presented papers	17		
Resource Persons	6		2

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

- ICT oriented learning

- Minimum wastage-least cost methodology in Chemistry Lab

2.7 Total No. of actual teaching days
during this academic year   192

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

2.9 No. of faculty members involved in curriculum
     restructuring/revision/syllabus development
     as member of Board of Study/Faculty/Curriculum Development workshop   16

2.10 Average percentage of attendance of students

| 89 |

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division					
		A+	A	B	C	D	Pass %
B.A English	51	0	7	15	8	0	**58.82**
B.A Malayalam	22	1	2	7	4	0	**63.64**
B.A Economics	41	0	7	6	8	0	**51.22**
B.A Politics	35	0	1	6	3	2	**34.29**
B.Sc. Physics	26	6	6	6	0	0	**69.23**
B.Sc Chemistry	42	6	6	1	2	0	**39.47**
B.Sc Maths	43	12	9	7	4	0	**74.42**
B.Sc Botany	40	2	8	10	3	0	**57.50**
B.Sc Zoology	41	1	11	7	3	0	**53.66**
B.Com Finance and Taxation	57	16	16	7	3	0	**73.68**
BBA	40	2	2	6	4	0	**58.33**
B Com (OM & SP)	24	1	3	6	6	0	**40.00**
Baselius College	458	**47**	**78**	**84**	**48**	**2**	**56.55**

Second rank and fifth rank for B Com- Aided, Second and Fourth for B Com OM & SP, Fourth for
B Sc Physics, Fifth Rank for BBA

P G results

PG result summary	Total appeared	Passed	A	B+	B	C	Pass percent
M.A English	22	14	0	6	8	0	63.63
Economics	16	10	0	5	5	0	62.5
Physics	16	11	0	7	4	0	68.75
Chemistry	21	17	1	10	6	0	80.95
M.Com	17	16	2	9	4	1	94.12
M Com SF	17	10	0	8	1	1	58.82

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

Feedback mechanism is strengthened and monthly report system is introduced. Frequent meeting with students and student representatives and suggestions sought for necessary action.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	6
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	1
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
Others	8

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	30	2		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

- Research Promotion Council
- Research Journal Publication
- Promotion of faculty for publication and participation in conferences , seminars etc

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			1	5
Outlay in Rs. Lakhs				6,30,000

3.4   Details on research publications

	International	National	Others
Peer Review Journals	8	18	
Non-Peer Review Journals			
e-Journals	2		
Conference proceedings		4	

3.5 Details on Impact factor of publications:

Range | 0.77 – 5.002 | 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 *(other than compulsory by the University)*	2016-17	KSCSTE	26,000	26,000
Any other(Specify)				
Total				

3.7 No. of books published   i) With ISBN No. | 3 | Chapters in Edited Books | 3 |

         ii) Without ISBN No. | 1 |

3.8 No. of University Departments receiving funds from - Nil

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 | 4540 |

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number		2			32
Sponsoring agencies		UGC/ Self			Own fund

3.12 No. of faculty served as experts, chairpersons or resource persons | 18 |

3.13 No. of collaborations   International [ ] National [ ] Any other | 5 |

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   4
     and students registered under them   17

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

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

JRF   SRF   Project Fellows   Any other

3.21 No. of students Participated in NSS events:

University level   132   State level

National level   2   International level

3.22 No. of students participated in NCC events:

University level   State level   4

National level   8   International level

3.23 No. of Awards won in NSS:

University level   5   State level

National level   International level

3.24 No. of Awards won in NCC: Nil

University level   State level

National level   International level

3.25. No. of Extension activities organized

University forum   College forum   4

NCC   NSS   4   Any other   2

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

1. Adoption of ward 5 of Valiyapara colony: cleaning, cultivation, library constitution, medical camp were provided for the residents of the colony.
2. Blood donation and Blood camp
3. Classes by students of Mathematics Department for students of school on a routine basis.
4. Blind walk: Observance of world sight day 13th Oct 2016.

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	6.15hect	-	-	6.15hect
Class rooms	43	-	Management Fund	43
Laboratories	13	-	Management fund	13
Seminar Halls	03	-	-	03
No. of important equipments purchased ($\geq$ 1-0 lakh) during the current year.	-	-	-	-
Value of the equipment purchased during the year		1,12,734	Management fund	
		71,130	Government fund	
Amount spend for Furniture(Rs.)		56,600	Management Fund	
Others: Women's retiring room		1	Management Fund	
Rain water harvesting		1	Management Fund	

4.2 Computerization of administration and library

- Bar coded system of book issued is in operation

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

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	39478		191	68,917	39,669	
Reference Books	254		13	19010	267	
e-Books	3232000	Through inflibnet	-	Through inflibnet	3232000	Through inflibnet
Journals	20	21,590			20	
e-Journals	18130	Through inflibnet		Through inflibnet		Through inflibnet
Digital Database						
CD & Video	100				100	
Others (specify) Books in department library			340	1.03,016	-	-

4.4 Technology up gradation (overall) 2016-17

	Total Computers	No of Computer Labs	Internet	Browsing Centres	No of Computer Centres	No of computers in office	No of Depart-ments with computers	Others
Existing	194	4	Available	Available	2	11	18	
Added	4	-	-	-	-	-	-	
Total	198	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.)

- College website is updated

- Training in computer was provided for students

4.6 Amount spent on maintenance:

i) ICT

| 46,846 |

ii) Campus Infrastructure and facilities

| 7,62,364 |

iii) Equipments

| - |

iv) Others

| - |

Total:

| 8,09,210 |

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

*Established various clubs and forum for student support and monitored their activities.

*Ensured Student involvement & participation in various programmes

*Organized Career Guidance Programmes

*Conducted Additional Skill Acquisition Programmes, Walk With Scholar and Scholar Support Programme

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
1435	221	4	NIL

(b) No. of students outside the state

> 6

(c) No. of international students

> Nil

Men	No	%	Women	No	%
	593	36		1067	64

Last Year (2015 -16)						This Year (2016-17)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1253	259	34	174	9	1699	1131	261	43	225	11	1660

Demand ratio :   14 times   Dropout % : 2.5

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, PSC etc. to the students and a Civil Service Club functions in the college to provide special coaching and orientation for IAS/ IPS examination. The club organized 9 different programmes for the benefit of IAS aspirants. The following are the details of the training programmes organized by the departments during the year.

Sl. No	Programme	Organized by	Beneficiaries	Date
1.	Orientation for Competitive Exams	Dept. of Economics	2nd year & Final year BA Economics students	24/06/2016
2.	UGC NET Orientation	Dept. of Economics	MA Economics students	28/06/2016
3.	PSC exam orientation	Dept. of Economics	BA Economics students	4/07/2016
4.	Training programme for PSC, SSC, & Bank Examination	Dept. of Chemistry	Final year B.Sc Chemistry students	5/11/2016
5.	Orientation on CAT	Dept. of Commerce	D3 B.Com	21/06/2016
6.	Orientation on "Career as Company Secretary"	Dept. of Commerce	D1 B.Com	25/10/2016
7.	Orientation on CMA (USA)	Dept. of Commerce	D3 B.Com	4/11/2016

8.	Orientation on MBA Courses	Dept. of Commerce	B.Com students	4/11/2016
9.	Orientation on ACCA	Dept. of Commerce	D3 B.Com	12/01/2017
10.	Orientation on CMA (USA)	Dept. of Commerce	B.Com students	16/01/2017
11.	NET Coaching	Department of Commerce	M Com students and also students of other colleges	January 2017 – Several days

No. of students beneficiaries   428

5.5 No. of Students qualified in the Examinations

NET   3   SET/SLET   0   GATE   0   CAT   0

IAS/IPS etc   0   State PSC   0   UPSC   0   Others   0

Following are the details:

Sl.No	Name of student	Department	Name of Qualifying Exam (NET/SET/SLET/GATE /CAT/IAS/IPS/ PSC/UPSC/Others)	Batch
1.	Rekhamol O	Commerce	NET	2015-17
2.	Salvia Chundakakdan	Comemrce	NET	2014-16
3.	Fatima Shirin Shaji	Commerce (SF)	NET	2014-16

5.6   Details of student counseling and career guidance

a. Personal Counseling

Sr.Jeesa of Jeeva Counselling and Psychotherapy Centre, Kottayam served as a counselor in the institute from 28/9/2016 to 23/2/2017, once in a week. She personally interacted with 64 students. She even conducted group counseling sessions for a few final year students. Students also provided feedbacks to her regarding her sessions.

Mrs.Linju Ann Jacob, Miss.Neha P R and non teaching staff Mrs. Betty assisted the counselor during the sessions. The major points noted by the counselor include lack of healthy peer group interaction among the students and misuse of social media.

b. Career Counseling /Guidance

For providing career counseling and guidance to the students, a Career Guidance Cell functions in the college. For the year 2016-17, the Cell organized a number of programmes including career guidance counselling to students. Following are the details of the main events conducted

1. On 27th January, 2017 Career Guidance Cell in association with Students for Liberty (SFL), an Internationally acclaimed student organization which stands for liberal thought conducted Students **Colloquium** on the topic *Uberization of World.* It is noted that there are only few colleges in India were selected for the programme and Baselius College was one among them.

2. On 18th February 2017, Career Guidance Cell in association with Baselius Academy for Competitive Exams (BACE) and Mathrubhumi conducted career guidance counselling programme for the final year students.

3. On 27th February 2017 Mahatma Gandhi University Placement and Training Cell inauguration was done by Vice Chancellor Dr. Babu Sebastian at Baselius College campus with support of Career Guidance Cell of Baselius College.

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
1	12	1	3

Sl.No	Name of Organization	No. of students participated	Students placed (give names)	On campus/ off campus
1.	Federal bank (Probationary Officer)	8	1. Tony Jose, M.Com	On campus
2.	Infosys (Software trainee)	19	1. Jinta Tom D3 Maths 2. Devi MD, D3 Maths 3. Riya Bennichen, D3 Maths	Off campus

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	Resource Person	Date
1.	Callista 2016 – Beauty Contest		26/08/2016
2.	Seminar on Changes in girls during Adolesence	Mrs. Nisha Surendran, University College of Nursing	05/10/2016
3.	Fevicryl Painting Workshop	Mrs. Usha Kamal, Soft Skill Trainer	03/03/2017
4.	Driving Classes on four wheeler & Two wheeler	Anuragha Driving School	

5.9 Students Activities

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

State/ University level   38   National level   19   International level   nil

No. of students participated in cultural events

State/ University level   82   National level   15   International level   nil

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

Sports : State/ University level   7   National level   1   International level   nil

Cultural: State/ University level   28   National level   8   International level   nil

Note : There were 181 student achievements(including 24 prizes won at the University youth festival "Noopura") during the year for various cultural events at National/ State/ University/ Inter collegiate levels

5.10 Scholarships and Financial Support

	Number of students
Financial support from institution	137
Financial support from government	649
Financial support from other sources	5
Number of students who received International/ National recognitions	-

5.11   Student organised / initiatives

Fairs   : State/ University level   5   National level   nil   International level   nil

Exhibition: State/ University level   1   National level   nil   International level   nil

5.12   No. of social initiatives undertaken by the students   7

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

Yes. The institution has an MIS but not yet fully computerized.

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

   Syllabus revision workshop of M.G.University hosted by the college

   6.3.2 Teaching and Learning

   - Annual academic conferences arranged by the management
   - Refresher and orientation courses attended by the teachers
   - Continuous student feed back, analysis
   - ASAP, WWS, SSP schemes

6.3.3 Examination and Evaluation

- Exams are conducted twice in each semester and progress is intimated to the parents.
- Feedback

6.3.4 Research and Development

- Participation in research workshops.
- Research workshops organised

6.3.5 Library, ICT and physical infrastructure / instrumentation

-E data base added

INFLIBNET facilities extended

New Website launched

Construction of new hostel and building in progress

6.3.6 Human Resource Management

- Monetary benefits enhanced and encouragement to attend college level 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 industries/research centres/educational agencies for R&D and placement.

6.3.9   Admission of Students

- Admission done through University's Centralised Allotment Process, strictly adhering to the norms of the Government and University.

6.4 Welfare schemes for

Teaching	Nil
Non teaching	Financial support
Students	Scholarships, Free meals, Freeships

6.5 Total corpus fund generated

78,69,840

6.6 Whether annual financial audit has been done   Yes

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	External Experts from University	Yes	Management
Administrative			Yes	IQAC & College Council

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

For UG Programmes   No

For PG Programmes   No

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

- Online question paper system for PG

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

- NIL

6.11 Activities and support from the Alumni Association

- Scholarships to students

- Outreach Programmes for society

6.12 Activities and support from the Parent – Teacher Association

- Induction programme for 1st year UG & PG students
- Counselling sessions for parents and students
- Rainwater harvesting project implemented
- Financial support for University Youth festival and Sports
- Services of trained Counsellor availed

6.13 Development programmes for support staff

IQAC meetings and training for teachers.

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

- Awareness programmes conducted by various clubs for making green campus.
- Campaign launched by NSS

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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. Counselling for students by an external counsellor has been implemented.
2. Drugxit: Awareness programme on antidrug mission
3. Laws are not to fear but to protect us: A campaign launched as part of Love Kottayam Law Literacy Programme, to familiarise with the Laws of India and abide them without fear.

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

1. IQAC organized sessions on quality enhancement for teachers. Shortcomings of previous years were rectified to the extent possible.

2. Remedial classes were conducted to help the slow learners improve their academic performance.

3. Student Assessment scores were tabulated, discussed at the relevant forum and corrective actions initiated wherever necessary.

7.3 Give three Best Practices of the institution

1. Newly admitted students in both UG and PG classes were provided an Orientation Class for moulding their future with respect to their courses
2. Fast a day and Feast your friend programme expanded with the introduction of *Pothichoru*: Food packets collected from the students are distributed to the poor and the needy people along the road side and streets of Kottayam every Friday.
3. Be positive programme launched
4. Blood donation: 100 units of blood was donated to medical college blood bank.

7.4 Contribution to environmental awareness / protection

1. MYFACE: Move of Youth For A Clean Environment: Declaring Kerala to be the first open defecations free state in India.- Toilet construction
2. Clean Collectorate: Initiative to clean Collectorate of Kottayam
3. Return to the way of nature: Organic farming of vegetables launched.

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

→Provide better platforms and training for talents in arts and sports
→ Improve the ICT facilities available on the campus.

Prof Manoj Narayanan K.S   *Prof.Alexander V George*

Coordinator, IQAC   *Chairperson, IQAC*

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