

**NAAC**

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*NAAC for Quality and Excellence in Higher Education*

# **PEER TEAM REPORT**

Institutional Re-Accreditation

Of

**BASELIUS COLLEGE**

**Kottayam 686 201**

**Kerala**

**February 1 – 3<sup>rd</sup>, 2007**

National Assessment and Accreditation Council  
An Autonomous Institution of University Grants Commission  
*P.O. Box No. 1075, Nagarbhavi,  
Bangalore – 560 072*

***Assessment Report on Re-Accreditation of***

***Baselius College***

***Kottayam, 686 001 (Kerla)***

**SECTION – I PREAMBLE**

The Baselius College, Kottayam was founded in 1964 by Baselian Community. The College has completed 42 years of service in disseminating the quality education to the students of Kottayam District. The institution has demonstrated the sensitivity to the changing needs of the society.

The Baselius College is affiliated to the Mahatma Gandhi University, Kottayam and recognized under sec 2(f) and 12 B of the UGC Act 1956. The college holds the minority status. The college is located on the sprawling campus measuring about 16 acres of land and is a grant in aid college. Total enrolment of the college for the academic year 2006-07 is 1173 which includes 633 girls. Total number of sanctioned post of the teachers is 81 and that of non-teaching and technical is 27 and 12 respectively. Student teacher ratio is 15:1 and that of teacher to non-teaching staff is 2:1. The number of working and teaching days of the college is 200. The college offers 11 and 05 programmes at UG and PG level respectively and 04 research

programmes leading to award of Ph.D. degree. In addition to this, college also offers 3 diploma and 3 certificate courses. The college has well designed accessible website [www.basilius.ac.in](http://www.basilius.ac.in).

The Baselius College was first accredited by NAAC in 2000 at the level of three stars. It has volunteered to be re-assessed and re-accredited by NAAC. It submitted its Re-accreditation Report in November, 2006. Based on the RAR submitted by the college, NAAC constituted a Peer Team to visit the college for re-accreditation headed by Dr. B.P.Sable, former Vice-Chancellor, Yashwantrao Chavan Maharashtra Open University, Nashik, Prof. Rajshekhara H.M., Professor of Political Science and former Director UGC A.SC, University of Mysore-570 006 and Dr. John Britto S.J. (Fr.), Director (former Principal) St.Joseph's College (Autonomous), Tiruchirapalli 620002, co-ordinated the visit as a member co-ordinator and Mr. S Sankaran past Chairman CII, Kerala was a industrial observer. The Peer Team visited the college between 31<sup>st</sup> January 2007 and 3<sup>rd</sup> February, 2007. It interacted with the management, principal, members of IQAC, faculty, non-teaching staff, students, parents, alumni and other stakeholders, perused all relevant documents, records and visited other facilities available in the college. The whole procedure was systematically conducted with the common perception to re-accredit the college on the basis of seven criteria. The outcome of this process is presented in the following re-assessment report.

## **SECTION – II CRITERIONWISE ANALYSIS**

### **CRITERION I – CURRICULAR ASPECT**

#### **1.1 Goal Orientation**

The vision, mission statements, goals and objectives of the college are well defined. The goals and objectives of the college are made known to the stakeholders through the prospectus, academic calendar and website of the college. The college has started academic programmes

which are in tune with the goals and objectives. Most of the programmes and course curriculum developed by the university and adopted by the college have a social relevance and to some extent are also related to national development priorities. The value education forms an integral part of all academic programmes and helps the young students to develop right kind of attitude towards the society and imbibe ethical values. All efforts are geared towards the development of the students.

## **1.2 Curricular Development**

The college is affiliated to M.G. University and offers 11 and 5 programmes at undergraduate and post-graduate level respectively. Teachers who are members of the core committee, Board of studies and Academic Council participate in the curriculum development at the university level. The university follows the UGC guidelines in developing and restructuring the curricula. Three departments of the college are offering interdisciplinary programmes at certificate, diploma and higher diploma levels. Some of these are sponsored by the UGC. The university has restructured the conventional courses to meet the emerging trends. Career oriented programmes are offered by the departments of Commerce, English, Economics, Malayalam and Syriac. These programmes are of multi skills in nature. PTA and alumni also actively participate in the curriculum development.

## **1.3 Programme Options**

The college offers programmes specifically to meet the demands of the community in general and students in particular. The college offers 11 programmes at undergraduate, 5 programmes at postgraduate and 4 research programmes at Ph.D. levels. In addition to these college also

offers one self-financing programme under commerce stream. It also offers 6 add-on courses at certificate/diploma/higher diploma levels.

#### **1.4 Academic Flexibility**

The college offers core and elective options both at under-graduate and post-graduate levels and add-on courses. Five post-graduate and four research programmes provide vertical mobility to the students. The university system does not provide for credit transfer and horizontal mobility.

#### **1.5 Feedback Mechanism**

The College has evolved a structured mechanism to get feedback from the students, alumni, and employers and community. The feedback in respect of curriculum development is analyzed and suggestions are sent to the University for revising/updating the curriculum. During the last five years, undergraduate and post-graduate curricula have been revised and restructured by the university.

### **CRITERION-II: TEACHING, LEARNING AND EVALUATION**

#### **2.1 Admission Process**

The admission process for all the programmes is as per the M.G. University norms. Normally students are admitted to the various programmes on the basis of their performance in the qualifying examination and the personal interview. Reservation policy of the state is strictly followed. Presently, seat sharing is 20% for SC/ST, 10% Community, 20% management and 50% seats through open merit. Some seats are also reserved for the sports persons and physically challenged students. The demand ratio for PG, UG and

vocational courses is about 1:10, 5:1 and 7:1 respectively. During the academic year 2006-07 women's participation is to the extent of 60%.

## **2.2 Catering to the diverse needs**

At the time of admission, counseling sessions are organized for the students and parents. Extensive database of the students is prepared and same is used to identify slow and advanced learners. Advanced learners are encouraged to participate in workshops/seminars and writing projects and they are also encouraged to participate in various talent search competitions. Remedial coaching and tutorial classes are organized for academically weaker students.

## **2.3 Teaching-Learning Process**

The teaching-learning process of the college is as per the university norms and appears to be comprehensive and learner-centric. The academic calendar which contains all the details relating to curricular, co-curricular and extra curricular year long activities is distributed to the students at the beginning of the academic year. The number of working and teaching days of the college is 200.

Every teacher prepares his unitized teaching plan and same is submitted to the Principal through the respective Heads of the departments for his approval. Teaching plans are also discussed in departmental meetings. A conventional chalk and talk method is used in day to day class-room teaching and is being supplemented by OHP, LCD, DVD/CD ROM. These help the teachers to make their teaching interactive, interesting and meaningful. Normally lecture method dominates in Arts and Commerce streams and in case of science and vocational programmes, more emphasis is given to laboratory work

and hands on experience. The tutorial classes are conducted for all students on every Wednesday. The college has an effective mentor system. Teacher is in charge of small batches consisting of 15-20 students.

All science laboratories are well equipped with equipments and chemicals required for under-graduate, post-graduate and research programmes. The college has a central library with 33163 books and also subscribes 16 journals. Library facility is being used by the teachers and students. The college is situated very near to the university and as such, teachers, in addition to college library facility, have an access to the university library.

#### **2.4 Teachers Quality**

There are 81 sanctioned positions of the faculty and all the positions are filled and in addition to this, management has appointed 12 teachers for self-financing courses. 99% teachers belong to the same state. 87% teachers are qualified. Student teacher ratio is 15:1. 23% (19) of the faculty possess Ph.D. degree, 40% (31) holds M.Phil. degree and nine have passed NET. 60% of the faculty constitutes women. During last six years 14 teachers have availed FIP of UGC and 10 and 4 teachers have successfully completed their Ph.D. and M.Phil. Programme respectively. 24 teachers have attended Refresher and Orientation programmes. Almost all the teachers have attended seminars / workshops and four teachers have received various awards in recognition of their meritorious services. 40% of the faculty is trained for use of computer application for the teaching. Internet connectivity is provided to all the departments.

## **2.5 Evaluation of Teaching**

Every teacher submits his self-appraisal form at the end of academic year to the principal through their HOD. HOD is reporting authority and principal and the representative of the management review the self-appraisal reports of the teachers. Anything good or adverse is communicated to the teacher concerned. This mechanism helps to improve the professional competency of the teacher. The college has a mechanism of internal academic audit which comprises of analysis of the results of university examinations. Based on this analysis, if required, teaching plan schedule is revised.

## **2.6 Evaluation of Learning**

The evaluation methods are communicated to the student well in advance. The college follows the continuous internal assessment. The weightage given to continuous internal assessment for UG is 20% and PG is 25% and end examination is conducted by the university. University follows the central assessment system. Revaluation facility is available to the students. University results are normally declared in May and June every year. The university has introduced semester examination and internal assessment includes seminar, assignment and projects. College also conducts the mid-semester examinations and periodic tests. 25% weightage is given to the attendance. PTA meetings are conducted during the academic year to discuss the results of the University examination.

## **2.7 Evaluation Reforms**

Normally evaluation reforms are the subject matter of the university. Presently, M.G. University follows semester system for PG programmes. Internal assessment for UG and PG has been introduced



by the university. Moderation of answer books is done by the senior teacher. Revaluation facility is made available to the students by the university. Grievance Redressal mechanism at the college and university level facilitates the students to settle their grievance.

### **CRITERION-III: RESEARCH, CONSULTANCY AND EXTENSION**

#### **3.1 Promotion of Research**

Management and college encourage the faculty for the promotion of research. During the post-accreditation period 14 faculty has availed the FIP of UGC. English, Physics, Chemistry and Botany departments are recognized as research centers. The management has provided infrastructural facilities for the research. Faculty is encouraged to attend seminars/workshops for presentation of their papers and seed money is also provided to them. Seven faculty are recognized research guides for Ph.D. Nine faculty are pursuing their PhD programmes.

The restructured curricula provide that final year UG and PG student should undertake and complete research project. This initiative of the university has helped the college to inculcate the research aptitude in the students. Students are encouraged to undertake topics which have a contemporary social relevance.

#### **3.2 Research Output**

During the last six years, faculty has completed three major research projects and six minor research projects. Presently, there are 3 on-going major research projects and 7 minor projects funded by UGC and other agencies. Presently, 8, 4, 5, 01 and 4 full time/part time students are doing research in English, Sanskrit, Malayalam, Botany

and Zoology departments respectively. During the last six years, faculty has published 16 research papers in national and international journals and has also authored 28 books. One of the faculty from Chemistry department has applied for two patents. Twenty two research papers have been presented in National Seminars, two in International seminars and six in state level seminars during the last six years.

### **3.4 Consultancy**

Some of the departments are offering consultancy services but same is only at informal levels and that too free of cost.

### **3.5 Extension Activities**

The college has undertaken some outreach activities at the awareness level. Botany department organized mushroom cultivation training programme for the farmers. The Zoology department conducted bacteriological quality assessment of drinking water from rural and urban areas. They also organized awareness programme on Chikungunya for students and public. Chemistry department has completed construction of rain harvesting water tank.

### **3.6 Participation in Extension Activities**

Participation in extension activities is normally done through the NSS, NCC and various fora. The college has one NCC unit and is headed by the NCC officer holding the rank of a Major. The NCC unit has 108 cadets of which 32 are girl cadets. Eight cadets have attended National integration camp and one cadet has attended the Tal Sainik Camp, Delhi. During the last 6 years, 113 cadets have passed “B” certificate and 29 have passed “C” certificate examinations. NCC cadets are actively participating in blood donation camps, HIV/AIDS

awareness camps, mosquito eradication etc. NCC officer Maj.K.Mathew is now state liaison officer.

There are three NSS units with the enrolment of 326 volunteers and are headed by three qualified programme officers. 64% enrolment constitutes women. A village in the vicinity is adopted by NSS and it is then modified as partner village. During last six years, NSS unit was judged as the best unit in MG University. Programme officer was also judged as the best PO in the university. The NSS volunteers were also judged as the best male and female volunteers, one volunteer represented the college in R.D. Parade and six volunteers have attended National Youth Convention for last four years. One volunteer has been awarded Indira Gandhi National award. Besides, adoption of village, distribution of tree saplings, tie-up with NGO's and GO's for out reach activities are regular feature of the NSS units.

### **3.7 Linkages**

The college has few linkages for research and extension activities but they are only at informal levels.

## **CRITERION-IV: INFRASTRUCTURE AND LEARNING RESOURCES**

### **4.1 Physical facilities**

The college is located on the sprawling campus measuring about 16 acres of land. There are six major blocks measuring 8330 sq.mts. These blocks house 43 class rooms, 13 laboratories, administrative block, library, staff room, auditorium, Instrumentation Block, NCC/NSS office, Canteen, Ladies room, Wash rooms etc.

The infrastructural facilities available on the campus are adequate for the meaningful teaching learning process. During last six years, college has augmented infrastructural facilities by spending Rs.816166/-

#### **4.2 Maintenance of Infrastructure**

The college has made budgetary provision of Rs. 5.0 Lakh from the management for the maintenance of the infrastructure. The maintenance work of the infrastructure is done by outsourcing the required manpower.

#### **4.3 Library as the Learning Resource**

The central library is housed in the old block measuring 900 Sqmtrs. The total collection of the library is 33163 books and has 750 reference books. The college subscribes 16 journals and 25 magazines. It also has 17 back volumes and 11 CDs. Library is kept open between 9 am. To 5 pm. on all working days. The work of the computerization of library is in progress. There is library council which monitors the working of the library. On an average 25% of the faculty and 150 students visit the library every day. During last six years, college has spent Rs.6.6 Lakhs for purchase of books and subscription of journals. 0.87% of the budgetary allocation is spent on purchase of books, subscription of journals etc. Ratio of the library books to the students is 28:1. Besides the central library facilities, each department has its own departmental library.

#### **4.4 Computer as Learning Resource**

There are 48 computers in the college and are being used in the office, library and departments. There is central computing facility and all

the computers are connected through LAN. Faculty and students are encouraged to use the computer facility.

#### **4.5 Other facilities**

The college has play field for outdoor games like football, Cricket, Basket ball and tennis. Indoor game facilities are also available in the auditorium. The college has canteen facilities, parking place, central instrumentation centre, placement cell etc.

### **CRITERION -V: STUDENT SUPPORT AND PROGRESSION**

#### **5.1 Student Profile**

The total enrolment of the college for academic year 2006-07 is 1173 which includes 663 girls. 100% students are from the Kerala State. 13% enrolment constitutes SC/ST and 6% constitutes OBC and OEC each. Parents of 20%, 18%, 13%, 16% and 30% are government employees, works in private sector, from business community, farmers and manual labours respectively. 60% students belong to the middle income group, 20-25% belongs to upper middle class, 5% belongs to upper class and around 60% belongs to lower middle class.

#### **5.2 Student Progression**

The success rate of the UG and PG students in the university examination is around 87% and 67% respectively. Rate of progression for higher studies is around 70% of which 35% goes for professional courses like MBA, B.Ed. and MCA etc. Drop-out rate is around 3%. Around 6% students have passed competitive examinations like IAS, CAT, NET/SET, CA, ICWA, GMAT etc.

### **5.3 Student Support**

At the beginning of the academic year, college publishes updated prospectus which includes all the details relating to the curricular, extra curricular and co-curricular activities. There are various fora which take care of co-curricular activities. The home page in the campus digest gives details of the activities like NSS, NCC, prayer group, MGOCSM, career guidance, fitness club, study tours, computer training, PTA etc.

There are 25 endowments and around 61 students get the scholarships out of these endowments. SC/ST students get financial support from the state government. Around 50% students get scholarships/stipend/fellowships from the government/management.

Remedial coaching is provided to the academically weak students. Grievance redressal mechanism is available to the students which help the students to settle their grievances.

There is a placement cell in the college which helps the students in getting placement in the private and public sectors. The companies like Infosys, IBM, MRF, WIPRO, TATA, AIG etc. visit the college for placement. Entrepreneurship Development club through its annual publication BASPRENEUR promotes interaction between industry and College. Alumni association provides support for academic programmes and for the development of infrastructure.

### **5.4 Student Activities**

The college has indoor and outdoor game facilities. The college teams participate in inter-collegiate tournaments both in team events and

track events. During last six years college has won championship and/or second/third place in team events in inter-collegiate tournaments conducted by M.G.University. Some students of the college have represented M.G University in inter university tournaments organized by AIU. The college has also won prizes in the cultural activities organized by the M.G. University. Several alumni hold important positions at the state and national level. Student clubs such as MGOCSM, choreographic club, Histrionic club, Music club, Fine Arts Club, Brains trust and Quiz club, Literary club, PG Forum, Photographic club, Women's Forum and Men's Forum, Tourism club, and Blood Donors club add strength to student activities.

## **CRITERION-VI: ORGANIZATION AND MANAGEMENT**

### **6.1 Leadership, Goal Orientation and Decision Making**

The goals and mission of the college are printed in the campus digest which is distributed to the students at the time of admission. The vision, mission and objectives of the college as laid down by the founding fathers are redefined to remind the students to uphold these dreams for the better growth of the society. The goals and objectives of the college are reflected in the day to day academic and administrative activities.

The Principal is executive head of the college and is responsible for day to day academic and administrative affairs. The role of the principal is proactive, responsive and student centric. Principal, faculty and staff work as a team.

## **6.2 Organizational structure and functions of the functionaries**

The organizational structure of the college is neither flat nor vertically hierarchical but is collegial which suits to the academic institution. There are various committees that function independently and report to the principal. Principal is responsible for the overall administration of the college and is supported by the heads of the departments and committees and administrative backup is given by the administrative staff.

Participatory management approach is being adopted by the principal in day to day administration. All the decisions taken by the committees and local governing board are implemented. All the committees including IQAC and local governing board meet as and when required. Agenda papers and minutes are maintained properly.

## **6.3 Perspective Planning**

The college has prepared its master plan for future development. Academic calendar is prepared and distributed to the students at the beginning of the academic year.

During the Xth five year plan, UGC sanctioned Rs.8.92 Lakhs as UG development grants of which Rs.8.87 Lakhs is already utilized. During the same period college received Rs.3.87 Lakhs as PG development grants of which Rs.2.59 Lakhs is already utilized. During the Xth five year plan faculty has undertaken 3 major research projects with an outlay of 5 Lakhs and 7 minor projects of Rs.3.03 Lakhs from the various funding agencies.



#### **6.4 Manpower planning and Recruitment**

The faculty requirement mainly depends on the teaching load of the department. The faculty is recruited as per the state government norms and the relevant statutes of the university. The qualifications and pay scale of the faculty is as per UGC guidelines, from time to time. Non teaching staff is also recruited as per the state government and university rules. 100% faculty positions and non-teaching staff have been filled in the ratio of teaching and non-teaching staff is 2:1. Present strength of the non-teaching staff is adequate.

#### **6.5 Performance Appraisal**

Every faculty submits his self-appraisal report to the principal through the HOD. The performance appraisal forms the basis for the confirmation in the service and placement of faculty in senior scale and selection grade. In case of non-teaching employees, confidential reports are maintained by the principal. Service books for faculty and non-teaching staff are maintained.

#### **6.6 Staff Development Programmes**

Faculty is encouraged to participate in various staff development programmes. During the last six years 13 and 22 faculty have attended orientation and refresher courses respectively and 14 faculty have availed FIP of UGC.

The faculty and the non-teaching staff under aided stream are entitled for fringe benefits on par with state government employees.

### **6.7 Resource Mobilization**

Tuition and other fees charged to the student are as per the university norms. On an average, college gets Rs.10.00 Lakhs by way of philanthropic donations, PTA contribution etc. There are in all 25 endowments in the college and eligible students get scholarships out of the same.

### **6.8 Financial Management**

Income of the college for the year 2005-2006 is Rs.3.59 crores and expenditure is Rs.3.40 crores. Budget analysis shows that 56.87% of the budget is spent on salary of faculty and non-teaching staff, 0.87% is spent on purchase of books and journal's, 1.55% spent on maintenance of the infrastructure, 0.37% is spent on the academic related activities and 0.23% spent on purchase of equipments, chemicals, teaching aids etc. The unit cost of the college with the salary is Rs.21402/- and without salary is Rs.2846/-. Accounts of the college are regularly audited both by the internal auditor and statutory auditor. Books of accounts are properly maintained. During the Xth five year Plan College has received developmental grants for UG and PG programmes and 89.63% of the same is utilized.

## **CRITERION-VII: HEALTHY PRACTICES**

### **7.1 Total Quality Management**

In pursuance of the vision, mission, goals and objectives, the college follows several healthy practices, which have resulted in harmonious relationship between all the stakeholders of higher education. Some of the healthy practices adopted by the college are listed below:

- ➔ Job oriented courses have been introduced;
- ➔ Multi-skill certificate and diploma programmes introduced help the students in getting jobs;
- ➔ Large number of fellowships scholarships to the poor and needy students;
- ➔ Rain harvesting facility to store 70000 litres of water;
- ➔ “Blood Donors Club” helps immediate assistance for needy patients of nearby hospitals;
- ➔ Eco-friendly campus with waste management facility;
- ➔ Value education through MGOCSM, Counseling centre, women’s centre and other fora.
- ➔ Extension activities for outreach through NSS and NCC;
- ➔ Co-operative store and extension counter facility on the campus;
- ➔ The staff co-op. Bank provides financial assistance to the needy faculty and non-teaching staff;
- ➔ Adoption of village for various activities by the Economics department;
- ➔ Creating well defined administrative structures to avoid conflict and duplication of efforts;
- ➔ Systematic use of student feedback for further academic improvement.
- ➔ Creating congenial and peaceful environment on the campus to accelerate teaching-learning process;
- ➔ Free Internet facility to the staff and students ;
- ➔ Campus research journals for research promotion.
- ➔ Inculcating a sense of discipline, social responsibility and community service among the learners.
- ➔ Involving stakeholders in the planning, implementation and the evaluation of academic programmes.
- ➔ Celebrating the Patron Saint’s day every year to strengthen unity and co-operation among the students and faculty.
- ➔ Observing a day as fast a day – feast a friend in which student contributes his mite.

- Organising daily secular prayer and weekly prayer meeting to promote mutual tolerance and understanding.

### **SECTION-III: OVERALL ANALYSIS**

The significant feature of the college is that 60% of the enrolment constitutes women and 60% of the faculty is women. Hence the institution has done well in providing the empowerment to the women to fall in line with the national thinking and goals visualized for the development of women.

The college has implemented all the recommendations of the first Peer Team.

#### **The Peer Team Commends:**

- The goals and objectives are clearly defined and both management and college are making efforts to achieve them.
- Active participation of IQAC.
- Six add-on courses at certificate/diploma levels.
- Enrolment constitutes 60% women and 60% faculty is women.
- 60% students belong to lower income group.
- Parents of 46% students are farmers and manual labourers.
- 50% students get fellowship/scholarships.
- Success rate of the students in the university examination is 87% for UG and 67% for PG.
- Rate of progression for higher studies is 70%.
- Dropout rate is less than 3%.
- NCC cadets and NSS volunteers have participated in national integration campus.
- Many students have represented M.G. University in inter university sports tournaments.

- Publication of books and research papers by the faculty.
- Administration of the college is pro-active and student centric.
- Leadership quality of the principal and teamwork of the faculty and staff.

## **Recommendations**

Although the Peer Team has observed above positive features of the college still it feels that there are some areas which need attention of the management, principal and his colleagues.

- The academic excellence at the college may be further enhanced by gaining autonomous status by the college from the UGC. This may help the college to offer highly flexible and much broader range of the subjects to the students.
- The college may explore the possibilities of starting new elective and optional courses which have job potential.
- Automation of the library services and administration may be completed.
- College may submit its proposal to the UGC for establishing the centre for women studies.
- Faculty may be encouraged to submit the research projects.
- Faculty may be encouraged to publish their research work in referred journals.
- College may start some self-financing programmes in emerging areas.
- Management and college may think of providing hostel facilities to the poor, needy and girls students.
- College may look for better consultancy practices.
- College may explore possibilities of collaborating with research oriented institutions of some standing.
- College budget may include substantial funding for research.
- External academic audit of the departments may be carried out at least once in two years.
- Placement cell activities needs to be further strengthened.

- Alumni Association may be strengthened in a structured manner and they may be encouraged to participate in various activities of the college.
- College may organize an e-learning workshop for the benefit of the faculty.
- College may submit its proposal for innovative programmes outside the plan to UGC.
- Extension and outreach activities need to be strengthened.
- Structured feedback mechanism needs to be developed.

The Peer Team thanks the management, principal, faculty, members of IQAC, coordinator, non-teaching staff, PTA, alumni for their cooperation in completing the task assigned by the NAAC.

The Peer Team wishes the college and its constituents a bright future.

**H.M.Rajshekhra**  
*Member*

**John Britto S.J. (Fr.)**  
*Member*

**B.P.Sable**  
*Chairman*

I have read and concur with the report.

**Kottayam**  
**Feb. 3<sup>rd</sup>, 2007**

**Principal**  
**Baselius College**  
**Kottayam, Kerala**