

# CHRISTIAN COLLEGE KATTAKADA

Affiliated to the University of Kerala

## AQAR 2015-2016



Thiruvananthapuram  
695572

# The Annual Quality Assurance Report (AQAR) of the IQAC

## Part – A

**AQAR for the year**

**2015-16**

### **1.Details of the Institution**

1.1 Name of the Institution

**CHRISTIAN COLLEGE  
KATTAKADA**

1.2 Address Line 1

**KATTAKADA**

Address Line 2

**KATTAKADA**

City/Town

**THIRUVANANTHAPURAM**

State

**KERALA**

Pin Code

**695572**

Institution e-mail address

**christiancollegektda@gmail.com**

Contact Nos.

**0471-2290357, 0471-2290243**

Name of the Head of the Institution:

**Ms. Prasanna K. Mathew**

Tel. No. with STD Code:

**0471-2290357**

Mobile:

**9446322640**

Name of the IQAC Co-ordinator:

**Prof. L.S. Paul Raj**

Mobile:

**9495825335**

IQAC e-mail address:

**iqacchristiancollegektda@gmail.com**

1.3 NAAC Track ID(For ex. MHCOGN 18879)

**NIL**

**OR**

1.4 NAAC Executive Committee No. &Date:

**EC/58/RAR/087**

*(For Example EC/32/A&A/143 dated 3-5-2004.  
This EC no.is available in the right corner-bottom  
of your institution's Accreditation Certificate)*

1.5 Website address:

**www.christiancollegektda.org**

Web-link of the AQAR:

**www.christiancollegektda.org/aqar.php**

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl.No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	<b>B++</b>	<b>81.75</b>	<b>2004</b>	<b>2009</b>
2	2 <sup>nd</sup> Cycle	<b>B</b>	<b>2.55</b>	<b>2012</b>	<b>March 2017</b>
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

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

**23.05.2003**

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)

- i. AQAR\_\_\_\_ 2011-2012\_\_\_\_\_ (08/12/2017)
- ii. AQAR\_\_\_\_ 2012-2013\_\_\_\_\_ (08/12/2017)
- iii. AQAR\_\_\_\_ 2013-2014\_\_\_\_\_ (08/12/2017)
- iv. AQAR\_\_\_\_ 2015-2016\_\_\_\_\_ (08/12/2017)

1.9 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

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

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

1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI(PhysEdu)

TEI (Edu)  Engineering  Health Science  Management

Others(Specify)

1.11 Name of the Affiliating University (for the Colleges)

**UNIVERSITY OF KERALA**

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme  UGC-CE

UGC-Special Assistance Programme

Yes

DST-FIST

✓

UGC-Innovative PG programmes

NIL

Any other (*Specify*)

UGC-COP Programmes

NA

## **2.IQACComposition and Activities**

2.1No. of Teachers

14

2.2No. of Administrative/Technical staff

1

2.3No. of students

2

2.4No. of Management representatives

2

2.5No. of Alumni

2

2. 6No. of any other stakeholder and  
community representatives

1

2.7 No. of Employers/ Industrialists

1

2.8 No. of other External Experts

1

2.9 Total No. of members

24

2.10No. of IQAC meetings held

3

2.11 No. of meetings with various stakeholders: No.  Faculty   
 Non-Teaching Staff  Students  Alumni  Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

**Seminar on topics,**  
**1. Service learning initiatives in society**  
**2. 'How to write a research paper'**

2.14 Significant Activities and contributions made by IQAC

- ✓ **Library subscription for online e-journals in N-List of INFLIBNET which provides access to more than 6000 e-journals with back files and 1,35,000 e – books**
- ✓ **Strengthening of remedial coaching to academically weak students.**
- ✓ **Promoting Teachers to do refresher/orientation courses**
- ✓ **Opportunities provided to the PG students for attending seminars and workshops to inspire them in research**

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
<b>Quality assessment</b>	<b>Teaching plan and Student Assessment Record is issued to the teachers to keep the record of tests, attendance etc.</b>

Utilization of FIST fund	Utilized FIST fund for infrastructure
Guide ship from University of Kerala	Two teachers acquired guideship from University of Kerala
Conducting National and state level seminars	Departments organized National and State level seminars
Promoting students in participating Intercollegiate Quiz competitions, debates, science fairs etc	Our students won various positions in intercollegiate Quiz Competitions & science fairs
Publishing research papers	Based on the PG project work of students research papers were published
Co-curricular activities to enhance talents of students	<ul style="list-style-type: none"> <li>➤ ‘Asthra- 2015’ an exhibition conducted by Department of Physics named</li> <li>➤ ‘Auspicious 2K -2015’ a fair organized by the Department of Commerce to familiarize students about the marketing opportunities available in the society</li> </ul>
Celebration and observance of nationally and internationally important days	<ul style="list-style-type: none"> <li>✓ Environment Day- ‘ Seven Billion dreams- one planet consume with care’</li> <li>✓ Ozone Day – Thirty years of healing the ozone together’</li> <li>✓ National Science Day</li> </ul>
Sports and Games	<ul style="list-style-type: none"> <li>➤ Conducted Annual Athletic Meet</li> <li>➤ Intercollegiate Cricket Tournament</li> </ul>
NSS Activities	<ul style="list-style-type: none"> <li>🚧 Village adoption- ‘Thottampara’ Village in Kuttichal panchayat</li> <li>🚧 <i>Plastic free program</i> : Students visited Thottampara and gave awareness about chaos of plastic and made as plastic free ward</li> <li>🚧 ‘Any time blood anywhere in Kattakada’- A blood donors directory prepared and copies were distributed in nearby hospitals. On the same day (14.9.2015) a blood donation camp was conducted (103 students donated blood). Another blood donation camp was conducted on 12.01.2016, in which 96 students were donated blood</li> <li>🚧 ‘Clean town program’- cleaning the nearby places of college</li> <li>🚧 New road construction</li> <li>🚧 Cleaning pond &amp; drainage</li> <li>🚧 <i>Zero waste campus</i>-Installation of Vermin compost plant</li> <li>🚧 Participated in ‘Run Kerala run’ program</li> <li>🚧 Anti dowry day celebrated on 26.3.2016</li> <li>🚧 ‘Spot Magazine’</li> <li>🚧 Civil Service Awareness Program</li> <li>🚧 Awareness program on World Aids day</li> </ul>

\* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes  No

Management  Syndicate  Any other body

Provide the details of the action taken

Annexure III

## Part – B

### Criterion – I

#### 1. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	NIL	NIL	NIL	NIL
PG	3	NIL	NIL	NIL
UG	9	NIL	NIL	NIL
PG Diploma	NIL	NIL	NIL	NIL
Advanced Diploma	2	NIL	NIL	NIL
Diploma	1	NIL	NIL	NIL
Certificate	1	NIL	NIL	NIL
Others	1	NIL	NIL	NIL
<b>Total</b>	<b>17</b>			
Interdisciplinary	NIL	NIL		
Innovative	NIL	NIL		

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

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	<b>12</b>



Trimester	<b>NIL</b>
Annual	<b>NIL</b>

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.

Nil

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

Nil

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
<b>50</b>	<b>39</b>	<b>11</b>	<b>0</b>	<b>0</b>

2.2 No. of permanent faculty with Ph.D.

**23**

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
<b>1</b>	<b>5</b>								

2.4 No. of Guest and Visiting faculty and Temporary faculty

**10**

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	0	28	5
Presented papers	8	15	16
Resource Persons	0	1	10

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

- Access to e-books and journals via 'INFLIBNET' facility
- Sharing the teaching materials, lecture notes & question bank through social media
- Computer assisted learning
- Experimental learning – project method

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

184

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

NA

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

5

2.10 Average percentage of attendance of student

76.77

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
UG	355	5.63	22.81	20	9.01	48.51
PG	37	7.00	18.00	2.00	0	79.10

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

**Feedback collected from students**

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	<b>10</b>
UGC – Faculty Improvement Programme	<b>1</b>
HRD programmes	<b>0</b>
Orientation programmes	<b>3</b>
Faculty exchange programme	<b>0</b>
Staff training conducted by the university	<b>0</b>
Staff training conducted by other institutions	<b>0</b>
Summer / Winter schools, Workshops, etc.	<b>4</b>
Others	<b>4</b>

#### 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	<b>12</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>
Technical Staff	<b>11</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>

### Criterion – III

### 3. Research, Consultancy and Extension

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

- ) **Proposal to get projects from UGC/DST/DBT etc.**  
 ) **Major project applied to Kerala State Council for Science Technology & Environment (KSCSTE) from the Department of Chemistry and Botany under the scheme Selective Augmentation of Research and Development (SARD)**

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	<b>4</b>	<b>1</b>	<b>0</b>	<b>2</b>
Outlay in Rs. Lakhs	<b>18.95</b>	<b>50</b>	<b>0</b>	<b>80</b>

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	<b>4</b>	<b>6</b>	<b>1</b>	<b>0</b>
Outlay in Rs. Lakhs	<b>3.85</b>	<b>6.85</b>	<b>2.00</b>	<b>0</b>

3.4 Details on research publications

	International	National	Others
Peer Review Journals	<b>25</b>	<b>3</b>	<b>2</b>
Non-Peer Review Journals	<b>4</b>	<b>0</b>	<b>1</b>
e-Journals	<b>1</b>	<b>0</b>	<b>0</b>
Conference proceedings	<b>0</b>	<b>0</b>	<b>0</b>

3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	<b>2015-2016</b>	<b>DST-FIST</b>	<b>50,00,000</b>	<b>39,50,000</b>
Minor Projects	<b>2015-2016</b>	<b>UGC</b>	<b>2,95,000</b>	<b>22,500</b>
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total			<b>50,95,000</b>	<b>39,72,500</b>

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP  CAS  DST-FIST   
DPE  DBT Scheme/funds

3.9 For colleges Autonomy  CPE  DBT Star Scheme

INSPIRE  CE  Any Other (specify)   
DST-FIST  
UGC-SAP

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	0	0	4	0	17
Sponsoring agencies			Kerala State Council for Science Technology & Environment (KSCSTE), Cochin University of Science & Technology (CUSAT), UGC		PTA

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

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency  From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	NIL
	Granted	NIL
International	Applied	NIL
	Granted	NIL
Commercialised	Applied	NIL
	Granted	NIL

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

Total	International	National	State	University	Dist	College
NIL	NIL	NIL	NIL	NIL	NIL	NIL

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

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  State level   
National level  International level

3.22 No. of students participated in NCC events:

University level  State level   
National level  International level

3.23 No. of Awards won in NSS:

University level  State level   
National level  International level

3.24 No. of Awards won in NCC:

University level  State level   
National level  International level

3.25 No. of Extension activities organized

University forum  College forum   
NCC  NSS  Any other

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

) **Anytime blood anywhere in Kattakada**

## 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	<b>22.86 acres</b>	<b>Nil</b>	<b>Nil</b>	<b>22.86 acres</b>
Class rooms	<b>45</b>	<b>Nil</b>	<b>Nil</b>	<b>45</b>
Laboratories	<b>9</b>	<b>Nil</b>	<b>Nil</b>	<b>9</b>
Seminar Halls	<b>1</b>	<b>Nil</b>	<b>Nil</b>	<b>1</b>
No. of important equipments purchased ( 1-0 lakh) during the current year.		<b>Vending machine and incinerator</b>	<b>PTA</b>	<b>3+2</b>
		<b>Interactive board with projector</b>	<b>UGC</b>	<b>1</b>
Value of the equipment purchased during the year (Rs. in Lakhs)		<b>1.90</b>		
Others				

#### 4.2 Computerization of administration and library

**Administration fully computerized and library partially computerized**

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	<b>30480</b>	<b>5732245</b>	<b>252</b>	<b>100050</b>	<b>30732</b>	<b>5,832,295</b>
Reference Books	<b>2037</b>	<b>1,065,125</b>	<b>45</b>	<b>25,622</b>	<b>2082</b>	<b>1,090,747</b>
e-Books	-	-	-	-	-	-
Journals	<b>36</b>	<b>47200</b>	<b>3</b>	<b>4500</b>	<b>39</b>	<b>51,700</b>
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	<b>250</b>	-	<b>30</b>	-	<b>280</b>	-
Others (specify)	-	-	-	-	-	-

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	93	28	11	10	-	8	29	7
Added	17	10	1	-	-	2	-	4
Total	110	38	12	10	-	10	29	11

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

Nil
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#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	6,47,018/-
ii) Campus Infrastructure and facilities	12,25,285/-
iii) Equipments	3,50,509/-
iv) Others	6,77,660
<b>Total :</b>	<b>29,00,462/-</b>

### Criterion – V

## 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- **Installation of Sanitary Napkin Vending Machines and incinerator in ladies toilet**
- **Extension of timing in the library: The working hour of the Library has been extended for one hour in morning and evening.**

#### 5.2 Efforts made by the institution for tracking the progression

**Faculty were assigned to monitor the functioning of committees and meetings were held under IQAC to monitor the progression**



5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
278	37		

(b) No. of students outside the state

3

(c) No. of international students

Nil

Men	No	%	Women	No	%
	472	37.04		802	62.95

Demand ratio : 1:72

Dropout %: 2.57

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
229	162	25	737		1298	230	187	26	682		1274

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

**Students are being trained for appearing in Competitive Examinations such as Banking Service, SSC, PSC, Railway Recruitment etc and Physical training for recruitments**

No. of students beneficiaries

86

5.5 No. of students qualified in these examinations

NET 2 SET/SLET 4 GATE 0 CAT 0  
 IAS/IPS etc 0 State PSC 21 UPSC 6 Others 0

5.6 Details of student counselling and career guidance

**Dr. T.B. Premjith Kumar and Ms. Prasanna K. Mathew served as counsellors**

**The Career Guidance Cell (CGC) provides services in full-time placements for both undergraduate and post-graduate students, counselling programs for students to get wide spread knowledge in various opportunities in higher education. This Cell is an initiative of a group of faculty in our college. The main objective of this cell is to provide necessary information to the economically backward students to achieve proper goal in education and career.**

No. of students benefitted

#### 5.7 Details of campus placement

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

#### 5.8 Details of gender sensitization programmes

- ✓ **Debates on women empowerment**
- ✓ **Seminars on gender equality**

#### 5.9 Students Activities

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

State/ University level  National level  International level

##### No. of students participated in cultural events

State/ University level  National level  International level

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

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

#### 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution <b>PTA</b>		<ul style="list-style-type: none"><li>➤ <b>Medical aid &amp; poor aid fund – 55150/-</b></li><li>➤ <b>Seminar, magazine &amp; quiz fund – 1,036,75/-</b></li><li>➤ <b>Sports fund</b></li></ul>

		<b>40,000/- ➤ Charity fund- 22000</b>
Financial support from government	<b>895</b>	<b>Fee concession</b>
Financial support from other sources		
Number of students who received International/ National recognitions		

#### 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: Nil

### **Criterion – VI**

#### **6. Governance, Leadership and Management**

##### 6.1 State the Vision and Mission of the institution

**The college commits to maintain high educational standards to foster and inspire student success and to equip students for diverse job opportunities. By ensuring strong leadership and distinguished faculty to elevate the college to a centre for excellence, we create a enriched learning environment that empowers our rural students to transform their lives. Managed by the society for Higher Education of the CSI South Kerala Diocese, the college avows to uplift the rural neighbourhood socially and economically, by providing the youth opportunities of higher education. The curriculum that covers humanities, science, technology and commerce, provides the students of this developing area with the knowledge and expertise that are imperative for self-development. The major concern of the college include imparting quality education and training to the students and guiding them to be responsible citizens who are conscious in affirming their commitment to God, the society and humanity.**

6.2 Does the Institution has a management Information System

**Yes.**

- ✓ **College staff council including HOD 's and elected members**
- ✓ **For the smooth and effective functioning of the College, interactions with stakeholders comprising of**
  - ) **Faculty**
  - ) **Parents**
  - ) **Alumni**
  - ) **Students**
- ✓ **Feedback received from faculty, students, alumni and other stake-holders are considered for continuous review which is relevant to the changing needs of higher education.**

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

6.3.1 Curriculum Development

**Since the college follows curriculum of Kerala University there is little scope in internal curricular designing. A curriculum committee functioning in our college discuss periodically about the revision of curriculum and informs to the academic bodies of the University.**

6.3.2 Teaching and Learning

**Although the syllabus is framed by the university, departments adopt innovative processes in teaching and learning.**

- 1. The faculty of each department meet at the beginning of each academic session for term-wise allocation of syllabus, assignments, contents, fix dates for the term-end tests and prepare the academic calendar of that session.**
- 2. The departments organize students seminars, quiz contests etc.**
- 3. Field study, Symposium, Project work and dissertation work were carried out by all Departments of the College.**
- 4. Teachers of the Post Graduate Department make use of ICT for innovative teaching.**

### 6.3.3 Examination and Evaluation

- ✓ **Semester system with continuous evaluation is followed.**
- ✓ **In each semester two internal examinations were conducted to evaluate the performance of the students. Second internal exam was conducted as model exam.**
- ✓ **The answer scripts are valued and issued to the students and for the below average students remedial classes were conducted.**

### 6.3.4 Research and Development

#### **During this academic year seminars/ conferences:**

- ✓ **Attended: International -0 National - 28 State - 5**
- ✓ **Presented: International - 8 National - 15 State -16**
- ✓ **Resource person- state level - 10**

#### **Publications**

- ✓ **International Peer reviewed - 5**
- ✓ **National Peer reviewed - 4**
- ✓ **International Conference proceedings -6**
- ✓ **National Conference proceedings - 10 -**

#### **Major/Minor Projects**

- ✓ **Major projects- 3**
- ✓ **Minor Projects- 4**

#### **Faculty participation**

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

- 1. Using the DST-FIST fund infrastructure has been improved.**
- 2. Purchase of computers from PTA**
- 3. Analytical equipment's were purchased in PG departments**
- 4. Interactive board was purchased and installed in common room to make use of it by all departments**

#### 6.3.6 Human Resource Management

**The human resource of the college is managed in a free and democratic manner.**

- ❖ **As per the University Statutes a Student's Union is functioning with elected members.**
- ❖ **Staff Council discusses relevant matters regarding teaching and non-teaching staff.**
- ❖ **A governing body manages and improves the total human resource of the college.**

#### 6.3.7 Faculty and Staff recruitment

**Faculty and staff are recruited transparently as per Government/ University norms. Selection committee includes Government nominee, University subject expert, management nominee, Head of the Department and Head of the Institution**

#### 6.3.8 Industry Interaction / Collaboration

**End semester projects of PG students were carried out in collaboration with**

- 1. Vikram Sarabhai Space Centre (VSSC)**
- 2. Centre for Earth Science & Studies (CESS)**
- 3. National Institute for Interdisciplinary Science and Technology (NIIST)**
- 4. Tropical Botanic Garden & Research Institute (TBGRI)**

#### 6.3.9 Admission of Students

**\*Admission is strictly on the basis of merit. All rules & regulation, seat reservation policy of affiliated University and government are maintained.**

**\* College give prospectus at the time of admission to the students, where students know the information about fees structure.**

6.4 Welfare schemes for

Teaching	<ul style="list-style-type: none"> <li>✓ <b>Group insurance</b></li> <li>✓ <b>Employees Co-Operative Society</b></li> <li>✓ <b>Accidental Insurance Schemes</b></li> <li>✓ <b>Provident Fund</b></li> <li>✓ <b>Festival Advance</b></li> <li>✓ <b>Pension Schemes</b></li> <li>✓ <b>Gratuity</b></li> </ul>
Non teaching	<ul style="list-style-type: none"> <li>✓ <b>Group insurance</b></li> <li>✓ <b>Employees Co-Operative Society</b></li> <li>✓ <b>Accidental Insurance Schemes</b></li> <li>✓ <b>Provident Fund</b></li> <li>✓ <b>Festival Advance</b></li> <li>✓ <b>Pension Schemes</b></li> </ul>
Students	<ul style="list-style-type: none"> <li>✓ <b>Accidental Benefit Schemes</b></li> <li>✓ <b>Government Scholarships</b></li> <li>✓ <b>Students Endowment Scheme</b></li> <li>✓ <b>Award/Prize.</b></li> </ul>

6.5 Total corpus fund generated

Nil

6.6 Whether annual financial audit has been done Yes  No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Collegiate Edn.	Yes	IQAC
Administrative	Yes	Collegiate Edn.	Yes	IQAC

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

For UG Programmes Yes  No

For PG Programmes Yes  No

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

**Since the college is affiliated to Kerala University all the reforms made by the university in terms of examinations is successfully implemented in the college.**

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

**Not Applicable**

6.11 Activities and support from the Alumni Association

**All departments have Alumni Association and eminent personalities from the Alumni conduct classes on career guidance.**

6.12 Activities and support from the Parent – Teacher Association

**All Departments conduct regular meetings with Parents to provide feedback about the progress of their wards. We have a well functioning PTA and the fund generated by the PTA is utilized for the welfare of the students. We have two college buses maintained by the PTA.**

6.13 Development programmes for support staff

**Regularly attend the training programmes conducted by the Collegiate Education Department.**

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

- ✓ **Solar panels were installed inside the campus**
- ✓ **Restructuring of rain water harvesting tank**

## **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.

**Teacher profile and student assessment record was newly introduced that enhanced the quality of teaching through the evaluation of results**



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

- **Teaching plan and Student Assessment Record is issued to the teachers to keep the record of tests, attendance etc.**
- **New text books were purchased for Library from FIST fund**
- **Some of the Departments organized International, National and State level seminars and conferences**
- **Based on the research work from PG students research papers were published**
- **Exhibition conducted by Department of and commerce**
- **Conducted Annual Athletic Meet and Intercollegiate Cricket Tournament**

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

- 1. Teaching plan and Student Assessment Record**
- 2. *Plastic free campus***

*\*Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

**An Environmental club is functioning and following activities were performed**

- ) Seminar on plastic free campus**
- ) Maintaining Herbal garden**

7.5 Whether environmental audit was conducted?    Yes     No

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

<p><b>Strengths:</b></p> <ul style="list-style-type: none"><li>) Faculty Profile</li><li>) Serves the students of socially and economically backward</li><li>) Research labs in PG departments</li><li>) Instrumentation in PG departments</li></ul> <p><b>Weakness:</b></p> <ul style="list-style-type: none"><li>) Lack of digital library</li><li>) Intranet facilities</li><li>) Campus selection</li></ul> <p><b>Opportunities:</b></p> <ul style="list-style-type: none"><li>) Research</li></ul> <p><b>Threats :</b></p> <ul style="list-style-type: none"><li>) Socio economic changes will not occur rapidly since college situated in remote area</li></ul>
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**8. Plans of institution for next year**

- |  |
|--|
| <ul style="list-style-type: none"><li>○ Setting up of Computer &amp; Networking lab</li><li>○ Purchase of Equipment's</li><li>○ Submitting proposal under the scheme of Selective Augmentation of Research and Development (SARD) of Kerala State Council for Science Technology &amp; Environment (KSCSTE)</li><li>○ Implementation of short term courses</li></ul> |
|--|

Name **Mr. L.S. Paul Raj**

Name **Ms. Prasanna K. Mathew**

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*Signature of the Coordinator, IQAC      Signature of the Chairperson, IQAC*

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## Annexure I

### Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

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## Annexure II

### Academic Calendar 2015-16

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Date of opening of the College for Academic Year	- 01-06-2015
Date of closing of the College for Onam holidays	- 21-08-2015
Date of re-opening of the College after Onam holidays	- 01-09-2015
Date of closing of the College for Christmas holidays	- 21-12-2015
Date of re-opening of the College after Christmas holidays	- 01-01-2016
Date of Closing of the College for Summer Vacation	- 31-03-2016

#### Working Days

I Term		II Term		III Term	
01.06.2015 to 21.08.2015		01.09.2015 to 21.12.2015		01.01.2016 to 31.03.2016	
No of Working days		No of Working days		No of Working days	
June	21	September	20	January	21
July	23	October	19	February	20
August	14	November	20	March	23
		December	14		
<b>Total</b>	<b>58</b>	<b>Total</b>	<b>73</b>	<b>Total</b>	<b>64</b>
<b>Total Working days</b>			<b>195</b>		

Annexure-III  
**INTERNAL QUALITY ASSURANCE CELL**  
**Christian College Kattakada**  
**Thiruvananthapuram- 695524, Kerala**

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No. IQAC/2013/01

Dated: 28.3.2016

**ACTION TAKEN REPORT**

On the decisions of the second IQAC meeting held on 21.3.2016 the following actions were taken.

1. Infrastructure of the campus should be improved
2. More societal programs should be conducted as part of innovations and best practices.
3. Committee evaluated the students overall performance
4. Regular Alumni meetings and feedback of parents should be collected and recorded properly in time

IQAC Co-ordinator

Principal

Annexure-IV  
**FEED BACK ANALYSIS**  
**Christian College Kattakada**  
**Thiruvananthapuram- 695524, Kerala**

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Analysis of Feedback from stakeholders

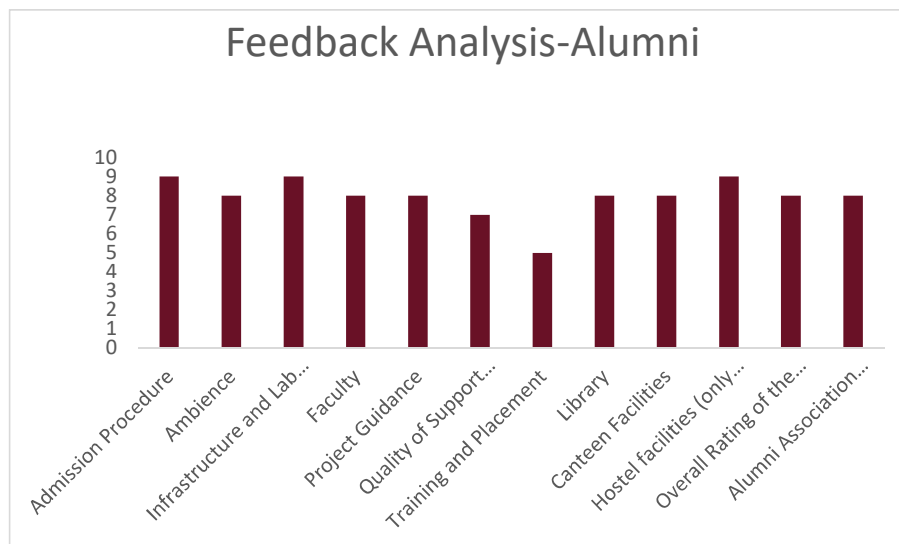
**Feedback from Alumni**

Alumni meet was conducted and the feedback on various criteria was obtained,

Alumni suggested to improve

- ) ICT facilities in class room
- ) Library journal subscriptions, magazines should be increased
- ) Placement and training cell should be more active by conducting more placement orientation programs and inviting private firms for the campus recruitments
- ) Infrastructure and lab facilities enhancement in PG Departments

The analysis of feedback is shown in a five point scale as follows,

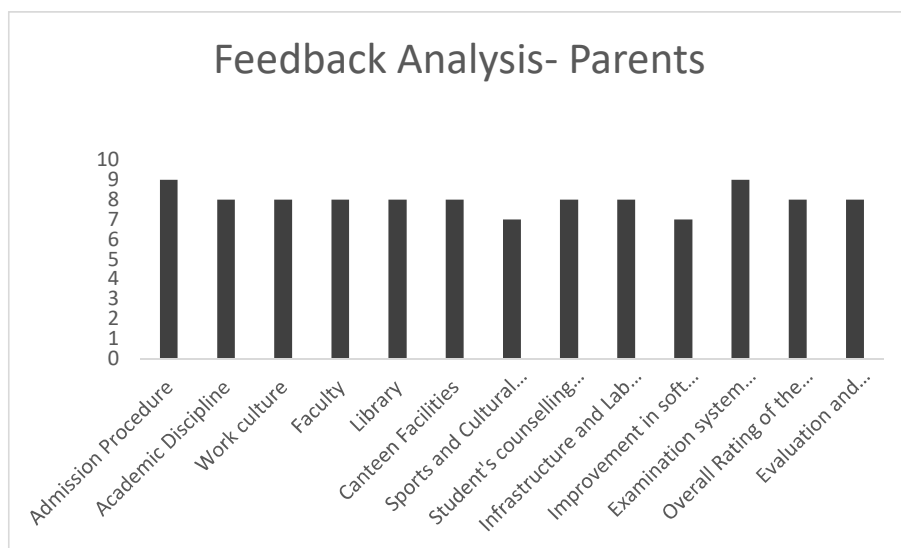


## **Feedback from Parent's**

We collected valuable suggestion from parents on

- Admission Procedure
- Academic Discipline
- Work culture
- Faculty
- Library
- Canteen Facilities
- Sports and Cultural Activities
- Student's counselling Activities
- Infrastructure and Lab Facilities
- Improvement in soft skills, knowledge, ethics, morality, observed by you in your ward while studying in college
- Examination system adopted by the college
- Overall Rating of the College
- Evaluation and Feedback mechanism

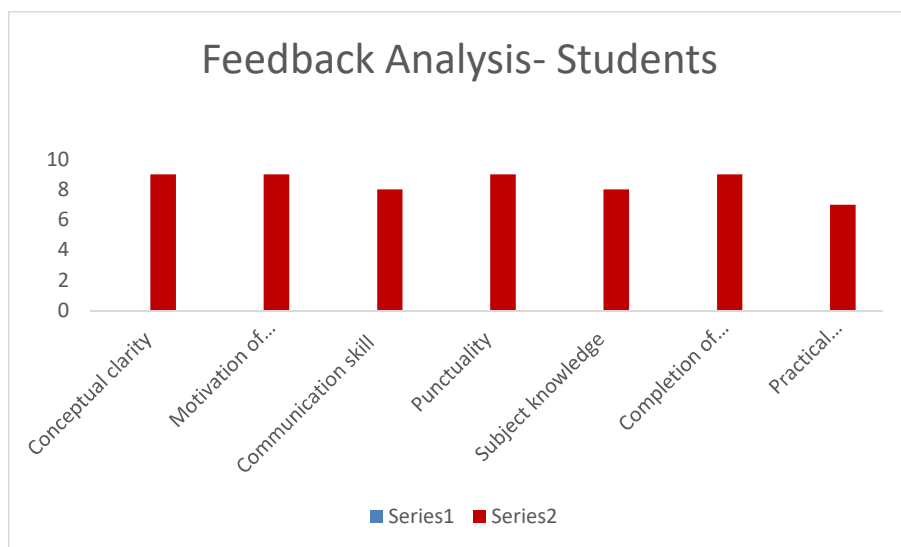
The following graph represents the Parent's feedback,



## **Feedback from Student's**

Students gave their feedback about the teaching in the following points

- Conceptual clarity
- Motivation of teacher
- Communication skill
- Punctuality
- Subject knowledge
- Completion of syllabus
- Practical explanation with theory





## **Annexure- V**

### **Best Practices -i**

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**1. Title: Teaching plan and Student Assessment Record**

**2. Goal:**

To keep the record of attendance of students and to systematize the teaching process by dividing the syllabi at the beginning of the semester.

**3. Context:**

Faculty can do self assessment of teaching learning process by keeping the record of attendance, internal examination marks, assignment submission and so on.

**4. Practice:**

A well arranged printed book named Teaching plan and student assessment record is issued to each faculty members. It has separate spaces to mark daily attendance of the students, test paper marks, syllabus chapter split up for each hour in the whole semester, extra or compensatory hours taken during the semester etc. Teacher can mark all these details in a single book and can continuously assess the overall performance of the students. Faculty are directed to timely submit the book at the end of each semester to the Head of the Department and it is there forwarded to the Principal for counter sign.

**5. Evidence of Success:**

Attendance percentage of the students were increased, syllabus gets covered on time, evaluation of students and conduction of re-tests.

**6. Problems Encountered and Resources Required**

Problems encountered

) External examination duty of faculty, valuation camp, semester examination invigilation etc lead to less number of regular teaching hours.

**Resources Required**

) Extra working days to keep 90 working days in a semester.

## Best Practices -ii

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1. Title: *Plastic Free Campus*

2. Goal:

To make the campus free from plastics and to give awareness among students and faculty about the harmful effects of using plastics

3. Context:

Plastics are non degradable substances which retain in the soil eventually causing changes in the fertility of the soil and it adversely affects the biological action of microorganisms.

4. Practice:

A Seminar were conducted to make the students aware of the serious ill- effects of using plastics

Students along with the NSS volunteers were participated in removing the plastics inside the campus. Placards and boards were kept on different places showing the relevance of plastic free campus. Eco friendly paper plates, ink pens, cloth carrier bags etc were made mandatory among the students.

5. Evidence of Success:

Plastics free &eco- friendly campus.

6. Problems Encountered and Resources Required

Problems encountered:

Nil

Resources Required:

