

CHRISTIAN COLLEGE KATTAKADA

Affiliated to the University of Kerala

AQAR
2013-2014



Thiruvananthapuram
695572

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

AQAR for the year

2013-2014

1.Details of the Institution

1.1 Name of the Institution

CHRISTIAN COLLEGE

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:

Dr. M. Snehalatha

Tel. No. with STD Code:

0471-2290357

Mobile:

9447586110

Name of the IQAC Co-ordinator:

Smt. Sunitha Rani S.P.

Mobile:

9446557065

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 st Cycle	B++	81.75	2004	2009
2	2 nd Cycle	B	2.55	2012	March 2017
3	3 rd Cycle				
4	4 th 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

NA

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PG programmes Any other (*Specify*)

UGC-COP Programmes

2.IQACComposition and Activities

2.1No. of Teachers	<input type="text" value="14"/>
2.2No. of Administrative/Technical staff	<input type="text" value="1"/>
2.3No. of students	<input type="text" value="2"/>
2.4No. of Management representatives	<input type="text" value="2"/>
2.5No. of Alumni	<input type="text" value="2"/>
2. 6No. of any other stakeholder and community representatives	<input type="text" value="1"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="1"/>
2.8 No. of other External Experts	<input type="text" value="1"/>
2.9 Total No. of members	<input type="text" value="24"/>
2.10No. of IQAC meetings held	<input type="text" value="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,
1. Skill Development in students
2. Opportunities in research: Orientation on CSIR/UGC, ICAR, GATE examinations

2.14 Significant Activities and contributions made by IQAC

1. Promoting faculty to pursue PhD
2. Submitted proposal to the state Government to avail student support programs: Walk With Scholar (WWS), Scholar Support Program (SSP) and Additional Skill Acquisition Program (ASAP)
3. Invited talks by academicians and scientists

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
Career Guidance and placement cell	Periodically arranging career guidance programs
Computer facilities in library	New computers were installed

Subscription to new journals/periodicals	Renewed research journal subscription
Facilities in laboratories	Renovated laboratories and equipped with enough glassware's, chemicals and analytical equipment's
NSS programs	<p>Various Programmes were conducted</p> <ul style="list-style-type: none">) Traffic Awareness program) World No- Tobacco day) World Aids Day) "Nammudae Maram Padhathi" planted 100 tea saplings inside the campus) Personality development program) Participated 46 volunteers in massive afforestation campaign "Neyyar Harithatheeram" on 5.06.2013) Hospital cleaning on October 2nd

* 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	1	NIL	NIL
PG Diploma	NIL	NIL	NIL	NIL
Advanced Diploma	3	NIL	NIL	NIL
Diploma	4	NIL	NIL	NIL
Certificate	3	NIL	NIL	NIL
Others	1 (DCA)	NIL	NIL	NIL
Total	23			

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	12
Trimester	NIL
Annual	NIL

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

Mode of feedback: Online Manual Co-operating schools (for PEI)

*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.

UG course started in the Department of Zoology

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
49	31	18	0	0

2.2 No. of permanent faculty with Ph.D.

20

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
6	3								

2.4 No. of Guest and Visiting faculty and Temporary faculty

5

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	0	19	6
Presented papers	1	5	0
Resource Persons	0	0	2

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

<p>) Learner centric teaching through group discussion and presentation.</p> <p>Ñ Project work presentation.</p> <p>Ñ Study tours</p> <p>) ICT enabled teaching/ peer assisted learning</p> <p>) Invited talks, outdoor interactions, internal seminars, panel discussions on vital issues, documentary films and discussions</p>
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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

6

2

2

2.10 Average percentage of attendance of students

69.33

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	322	5.59	29.81	27.95	16.77	72.34
PG	37	18.92	70.27	0	0	89.73

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	2
UGC – Faculty Improvement Programme	1
HRD programmes	0
Orientation programmes	1
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	2
Summer / Winter schools, Workshops, etc.	13
Others	2

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	11	NIL	NIL	NIL
Technical Staff	11	NIL	NIL	NIL

Criterion – III

3. Research, Consultancy and Extension

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

- | |
|---|
| <ul style="list-style-type: none"> ➤ A multidisciplinary biannual research journal named ‘Confluence’ is released having research papers of faculty and PG students ➤ Received four minor projects from UGC |
|---|

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	3	1	0	1
Outlay in Rs. Lakhs	11.41	7.54	0	50

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	3	5	4	0
Outlay in Rs. Lakhs	2.80	4.20	6.25	0

3.4 Details on research publications

	International	National	Others
Peer Review Journals	7	10	1
Non-Peer Review Journals	4	1	3
e-Journals	5	-	-
Conference proceedings	-	-	-

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	2013-2014	-	-	-
Minor Projects	2013-2014	UGC	6,25,000	6,25,000
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				6,25,000

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.9 For colleges Autonomy CPE DBT Star Scheme

INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	0	1	4	0	14
Sponsoring agencies			Kerala State Council for Science & Technology (KSCSTE)		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	-	1	-	-	-	-

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

) *Traffic Awareness program*

) *Hospital cleaning*

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	22.86 acres	Nil	Nil	22.86 acres
Class rooms	45	Nil	Nil	45
Laboratories	9	Nil	Nil	9
Seminar Halls	1	Nil	Nil	1
No. of important equipments purchased (1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

) Administration fully computerized
) Library partially computerized

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value (Rs)	No.	Value (Rs)	No.	Value (Rs)
Text Books	2990	5,499,010	350	125,005	30270	5,624,015
Reference Books	1945	1,005,085	47	3,0511	1992	1,035,596
e-Books	-	-	-	-	-	-
Journals	18	4000	5	21600	25	25600
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	180		50		230	
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	71	26	10	-	-	4	29	2
Added	6	2	-	-	-	2	-	2
Total	77	28	10	-	-	6	29	4

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

Nil

4.6 Amount spent on maintenance in lakhs :

i) ICT	1,08,000/-
ii) Campus Infrastructure and facilities	1,33,900/-
iii) Equipments	10,000/-
iv) Others	8,42,108/-
Total :	10,94,008/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. As part of the orientation program, support services are briefed to the students and parents
2. The student IQAC support academic programs
3. Regular tutors meetings
4. Feed back from students
5. Counselling for students

5.2 Efforts made by the institution for tracking the progression

- ✓ Parent-teacher meetings were held at regular intervals
- ✓ A class tutor was assigned for each classes to track the academic performance and attendance status of the students in his/her class. Students can approach their class tutor for any help regarding academic and non-academic matters.
- ✓ Collecting feed back from students, Alumni and faculty

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
455	39		

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men

No	%
454	36.91

Women

No	%
776	63.09

Last Year						This Year					
General	SC	ST	OBC	Physically	Total	General	SC	ST	OBC	Physically	Total

				Challenged						Challenged	
339	143	25	701	4	1208	392	177	21	640	5	1230

Demand ratio : 1:63

Dropout %: 2.25

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 & UPSC

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

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
Nil	Nil	Nil	Nil

5.8 Details of gender sensitization programmes

- **Street play**
- **Presentations by students**

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		
Financial support from government	838	Fee concession
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.

- ✓ **Principal and office superintendent handles the academic and administrative matters in the college**
- ✓ **College staff council including Principal, HOD 's and elected members regularly meets to decide important matters in the college**
- ✓ **Governing council in the management level monitor the functions of the college**
- ✓ **Public Information system works to answer the queries**

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

6.3.1 Curriculum Development

- **Feedback from students and faculty was properly collected for effective assessment**
- **Suggestions are informed to the Board of studies**

6.3.2 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. Department wise students' seminars, quiz contests etc.**
- 3. Field study, Symposium, Project work and dissertation work were carried out by all the departments of the College.**
- 4. Group discussions and debates were conducted periodically**

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: National- 19 State- 6**
- ✓ **Presented: International- 1 National- 5 State-0**

Publications

- ✓ **International Peer reviewed - 5**
- ✓ **National Peer reviewed - 10**
- ✓ **National Non Peer reviewed - 4**

Major/Minor Projects

- ✓ **Major projects- 0**
- ✓ **Minor Projects- 4**

6.3.5 Library, ICT and physical infrastructure / instrumentation

- 1. Audio system was installed in language classes**
- 2. Latest books and journals were purchased and subscribed.**
- 3. Annual budgetary allocation is made available to each department for purchasing equipments, text and reference books.**

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 Vikram Sarabhai Space Centre (VSSC), Centre for Earth Science & Studies (CESS), National Institute for Interdisciplinary Science and Technology (NIIST), Tropical Botanic Garden & Research Institute (TBGRI)

6.3.9 Admission of Students

***Admission is strictly on the basis of merit following rules & regulations of University of Kerala.**

*** College provides prospectus to the students at the time of admission which shows course details, admission procedure and fees structure.**

6.4 Welfare schemes for

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

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 University of Kerala all the reforms made by the university regarding examinations are 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

- ❖ **Invited talks from Alumni members**
- ❖ **Departmental reforms by Alumni members**

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 well-functioning PTA and the fund generated by the PTA is utilizing as follows

- **Maintenance of class rooms**
- **Salary for guest lecturers, bus drivers, sweepers and gardeners**
- **Assists in college development activities**
- **College bus maintenance**

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

-) **Planting trees inside the campus**
-) **More rain water harvesting pits**
-) **Plastic free campus**
-) **Smoke free campus**

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.

-) **‘Confluence’, a research biannual journal, publishing research articles from all subjects was released**

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

- **Started short and long term computer courses**
- **Up gradation of Computer facilities in library**

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

- 1. Helping Hands- ‘Food for Poor’**
- 2. Confluence- A research Journal**

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

7.4 Contribution to environmental awareness / protection

-) **World No- Tobacco day**
-) **“Nammudae Maram Padhathi” planted 100 tea saplings inside the campus**
-) **Participated 46 volunteers in massive afforestation campaign “Neyyar Harithatheeram” on 5.06.2013**
-) **Hospital cleaning on October 2nd**

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>Strengths:</p> <ul style="list-style-type: none">➤ Faculty Profile➤ Discipline of students➤ Administration <p>Weakness:</p> <ul style="list-style-type: none">➤ Computer facilities➤ Lack of classrooms to conduct University examinations and regular classes simultaneously <p>Opportunities:</p> <ul style="list-style-type: none">➤ Campus placement programs➤ Coaching classes for competitive examinations & government jobs <p>Threats :</p> <ul style="list-style-type: none">➤ Delay in filling the seats of UG & PG by the University
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8.Plans of institution for next year

<ul style="list-style-type: none">✓ Submission of major and minor projects✓ Fully computerized library✓ Guide ship for faculty and creating research centres

Name Smt. Sunitha Rani S.P.

Name Dr. M. Snehalatha

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

_____***_____

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

Annexure II

Academic Calendar 2013-14

Date of opening of the College for Academic Year	- 03-06-2013
Date of closing of the College for Onam holidays	- 14-09-2013
Date of re-opening of the College after Onam holidays	- 22-09-2013
Date of closing of the College for Christmas holidays	- 21-12-2013
Date of re-opening of the College after Christmas holidays	- 29-12-2013
Date of Closing of the College for Summer Vacation	- 31-03-2014

Working Days

I Term		II Term		III Term	
03.06.2013 to 13.9.2013		23.09.2013 to 20.12.2013		30.12.2013 to 31.03.2014	
No of Working days		No of Working days		No of Working days	
June	20	September	6	December	2
July	23	October	20	January	22
August	17	November	20	February	19
September	10	December	15	March	21
Total	70	Total	61	Total	64
Total Working days			195		

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

No. IQAC/2013/01

Dated: 26.3.2014

ACTION TAKEN REPORT

On the decisions of the second IQAC meeting held on 19.3.2014 the following actions were taken.

1. More computer facilities for the students will be provided from PTA fund
2. Proposal for major projects to set up instrumentation and computer networking labs for PG departments should be submitted to government funding agencies
3. Criteria wise sub committees were assigned with conveners for the active involvement of faculty to prepare AQAR and the plan of action for the next academic year 2014–15
4. Committee evaluated the quality improvement of faculty on the basis of participation in seminars/conferences/orientation/ refresher/ summer-winter schools and decided to give more chances for participation and presentation in national and international seminars/ conferences etc.
5. Action taken to start short term courses in all departments
6. Regular Alumni meetings and feedback of parents should be collected and recorded properly in time

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

Analysis of Feedback from stakeholders

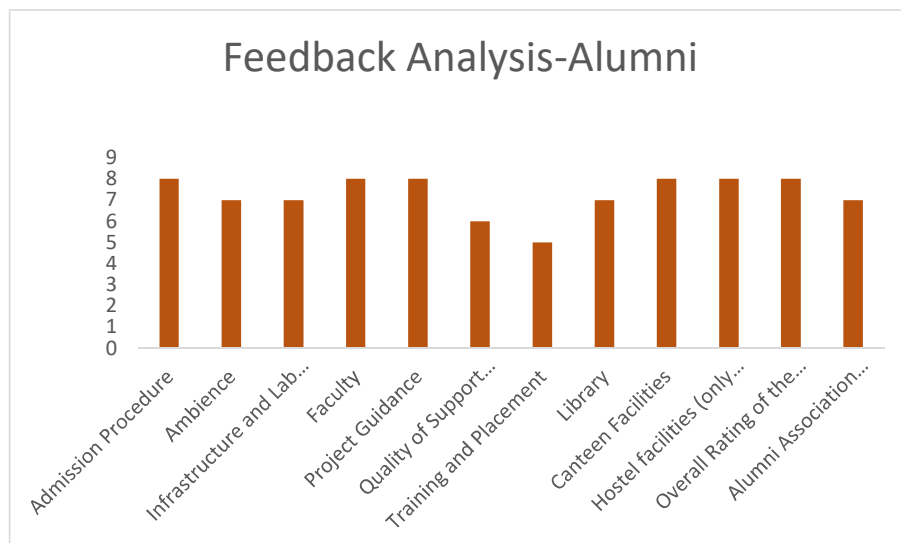
Feedback from Alumni

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,

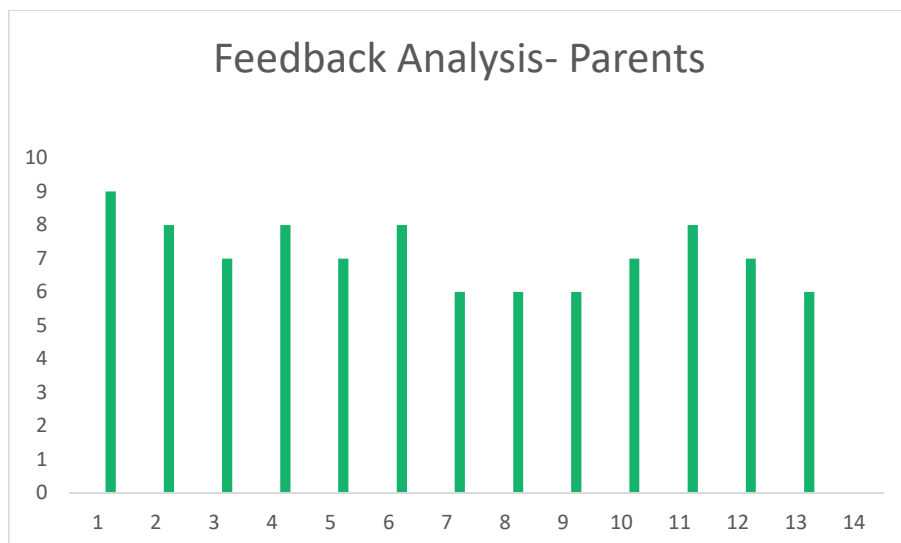


Feedback from Parent's

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

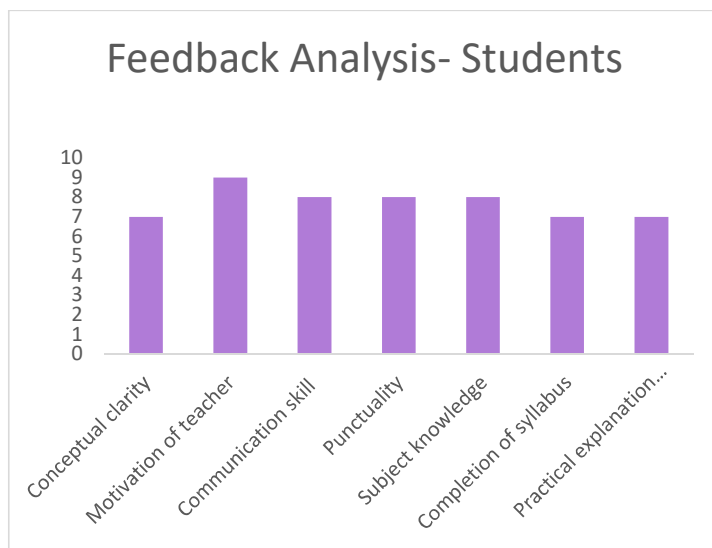
The following graph represents the Parent's feedback,



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

1. Title: *'Helping hands- Food for the needy'*

2. Goal:

Students should be aware of the society they live in having people who are finding their daily needs to meet. They should be aware of the importance of primary needs of human beings, primarily food.

3. Context:

The students were given opportunity to visit an orphanage and distributed lunch food packets to the members. Food packets are collected from students, prepared and brought from their houses.

4. Practice:

Students were informed about the visit earlier and for the food packets. As per the information given food packets were collected from the class rooms. After collection, including the faculty and students visited the orphanage and distributed the food packets to the members. Around 64 packets were collected and distributed.

5. Evidence of Success

Students were aware about the people in orphanages who have no one to take care and the economic crisis such institutions face to meet the daily needs of the members. Students

learned how to share our own sources to the needy. Sharing of one day lunch to a member in the orphanage make them understood not to waste food.

6. Problems Encountered and Resources Required

Problems encountered

) Collecting food packets on time

) Transportation

Resources Required

) Awareness about more programs

Best Practices -ii

1. Title: *Confluence- a multidisciplinary research journal*

2. Goal:

To nurture the research thoughts in students and faculty and publishing the results in our own research journal.

3. Context:

Our faculty and students doing research in various fields. Post graduate and under graduate students doing their end semester projects as part of their degree program. Every year students completing their projects with the guidance of faculty which can be published in research journal. So a research journal named '*Confluence*' was published.

4. Practice:

At the end of UG and PG programs the completed research works has been published in the confluence with the student and faculty authorship. Faculty also interested in the research work and the completed research datas moulded into a research paper and published in the same journal. Both arts and science faculty contributed their research publications and it is published once in six months.

5. Evidence of Success:

We published four volumes of confluence

6. Problems Encountered and Resources Required

Problems encountered

-) Difficulty faced in getting publications from other academic institutions
-) Article review in various subjects

Resources Required

-) Continuous collection of research articles from all departments and other institutions.