



KURIAKOSE ELIAS COLLEGE MANNANAM

Mannanam P.O, Kottayam, Kerala, India-686561

Re-accredited by NAAC in 2019



ANNUAL REPORT 2020-21

INTERNAL QUALITY ASSURANCE CELL



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Internal Quality Assurance Cell

The Internal Quality Assurance Cell (IQAC) of Kuriakose Elias College was established in 2013 and has become an integral part of the institution's system with appropriate structure and process. Over the years, the IQAC has been conceived as a mechanism to build and ensure a quality culture in the college.

The Objectives and Functions of IQAC

The objectives of the IQAC are envisaged through conscious, consistent, and catalytic improvement in the performance of the college. It also channels and systematises the efforts and measures towards academic excellence.

The IQAC of the College coordinates all quality-related activities by developing an organised methodology of documentation and internal communication.

It works to enhance and integrate the various activities of the college and to ensure the adoption and dissemination of good practices.

The IQAC spearheads the conduct of many activities that promote quality, accountability, and transparency.

It is a facilitative and participative organ of the institution and is a driving force for ushering in quality by working out intervention strategies.

IQAC was reconstituted many times as per NAAC guidelines and the present one consists of the following members:

1. Dr. Brigit Paul, Principal, Chairperson
2. Rev. Fr. Joby Joseph Mukalel CMI, Assistant Professor, Management Representative
3. Dr. Jose James, Formerly Registrar, Mahatma Gandhi University, External Expert
4. Prof. Johny Thomas, Executive Coordinator, Self-Finance, Faculty Representative
5. Rev. Dr. Xavier Cheeramthara CMI, Vice Principal, Faculty Representative
6. Dr. Sandhya.C, Assistant Professor (NAAC Coordinator), Faculty Representative
7. Dr. Joyskutty Joseph, Associate Professor, Faculty Representative
8. Ms. Stancy V Sebastian, Associate Professor, Faculty Representative
9. Dr. Jollyamma Mathew, Associate Professor (Joint Coordinator), Faculty Representative
10. Dr. Sujarani Mathew, Assistant Professor, Faculty Representative
11. Dr. Rinu Jose, Assistant Professor and Secretary, Faculty Representative
12. Ms. Jency Francis, Assistant Professor, Faculty Representative

13. Mr. Shamal TM, Assistant Professor, Faculty Representative
14. Mr. N.S. Thankachan, Office Superintendent
15. Ms. Animol Thomas, Librarian
16. Ms. Merin Shajan, Student Representative
17. Mr. Sivaprasad.C, Industrialist
18. Prof. T. M. Joseph, formerly Principal, Newman College, Thodupuzha, Local Society Representative
19. Adv. Royce Chirayil, Alumni Representative
20. Dr. Mathews T Thelly, Associate Professor, IQAC Coordinator

Report Summary

Sl.No.	Item	Number/Date
1	Number of IQAC meetings conducted	17
2	Professional development programmes organized for Teaching/administrative staff	7
	<ul style="list-style-type: none"> • Workshop on Online Teaching tools for Faculty members • Faculty Development Programme on “Role of Institutional Values and Green Practices in Accreditation process” • State-level webinar on "Trends in academic plagiarism • Training programme on Academic and Administrative Audit • National Seminar on “NAAC Revised Accreditation Framework: A Comprehensive Approach”(Sponsored by National Assessment and Accreditation Council, Bangalore) • Webinar on National Education Policy • Orientation programme for Administrative staff 	<p style="margin: 0;">30, 04/06/2020</p> <p style="margin: 0;">131, 07/07/2020</p> <p style="margin: 0;">173, 16/07/2020</p> <p style="margin: 0;">37, 22/09/2020</p> <p style="margin: 0;">136, 20/01/2021 to 21/01/2021</p> <p style="margin: 0;">56, 27/01/2021</p> <p style="margin: 0;">28, 04/09/2021</p>
3	Number of teachers attended professional development Programmes viz., Orientation / Induction Programme,	84

	Refresher Course, Short Term Course	
4	Performance Appraisal System for teaching and non-teaching staff	144
	Quality Initiatives	
5	<p>Quality Initiatives</p> <ul style="list-style-type: none"> • Academic Administrative Audit • Collection and analysis of curriculum feedback by stakeholders- Students, Teachers, Alumni and Employers and Teacher Evaluation report • Participation in Quality Audits <ul style="list-style-type: none"> NIRF SES REC AQAR ARIIA • Conferences, Seminars and workshops on quality conducted • Merit Day Celebration • Annual Get Together • Global Alumni Meet • Sanction of 9 National Skills Qualification Framework courses • Implementation of ERP • Revamping of College Website • Collaborations & MoU,s • Social responsibility initiatives • Holistic Development Programme • Mentoring Day • National Pollution Control Day • Combating Covid -19 initiatives 	<p>04/03/2021 and 05/03/2021</p> <p>22/4/2021 to 10/05/2021</p> <p>27/08/2020,</p> <p>29/08/2020</p> <p>26/08/2021</p> <p>29/12/2021</p> <p>33</p> <p>27-08-2020</p> <p>30/03/2021</p> <p>26/01/2021</p> <p>23/09/2020</p> <p>15/05/2020</p> <p>22/06/2020</p> <p>8 & 19</p> <p>09/09/2020 to 27/02/2021</p> <p>27/10/2020</p> <p>02/12/2021</p>

1. Minutes of IQAC meetings and action taken report available in institutional web site

Link for IQAC meetings

https://kecollege.ac.in/wp-content/uploads/2022/07/IQAC-Minutes-2020-21_18-07-21.pdf

Link for Action taken Report

<https://kecollege.ac.in/wp-content/uploads/2022/07/IQAC-Action-Taken-Report-2020-21.pdf>

2. Detailed Reports of the Professional Development Programmes organized for Teaching /Administrative Staff**Workshop on Online Teaching tools for Faculty members**

In the advent of the lockdown due to Covid-19, and the stoppage of offline classes, all faculty members had to shift their academic and curricular activities to online mode. In this scenario, the IQAC of the College organised a Workshop on “Online Teaching tools for Faculty members” on 04-06-2020 from 10.00 am to 12.30 pm. Sri. Tijo Mathews, Assistant Professor, Department of Statistics, KE College, Mannanam served as the resource person. He enlightened the faculty members on the advanced functions regarding Google Classroom. Faculty members brushed up their knowledge on online resources available for teaching- learning activities. 30 faculty members participated in the programme.

Faculty Development Programme on “Role of Institutional Values and Green Practices in Accreditation process”

Environmentally responsible educational practises are vital in moulding young minds towards adopting sustainable and environmental friendly attitude. The Internal Quality Assurance Cell of Kuriakose Elias College made a humble attempt to enlighten its faculty members in this regard as they play a pivotal role in transforming the minds of their wards in a favourable manner. Institutional values and green practises have also become an important element in the Accreditation Process. In this context, a virtual Faculty Development Programme on “Role of Institutional Values and Green Practices in Accreditation process” was organised by the IQAC on 7th July 2020 at 11.00 am via google meet. Prof. Priya Josson Akkara, Member IQAC, Department of Life Science, Kristu Jayanti College, Bengaluru was the resource person.

The resource person presented diverse methods for making teaching-learning process environment friendly and generating sustainable practises for enhancing environmental values. She explained in detail the various aspects of institutional accreditation like Quality initiatives, Quality sustenance and Quality enhancement. One hundred and thirty one faculty members from various institutions inside and outside Kerala participated in the programme. The participants actively took part in the interaction session and clarified their doubts.

State Level Webinar on Trends in Academic Plagiarism

A state-level webinar on "Trends in academic plagiarism" was organised by the Department of Malayalam, Hindi, and College Library. It was an IQAC initiative programme, conducted on July 16, 2020 at 2.00 pm on the Google Meet platform. The webinar aims to raise awareness about academic integrity and ways to avoid plagiarism. The resource person was Mr. Jasimudeen S, Librarian, St. Stephens College, Uzhavoor. IQAC Co-ordinator Dr. Mathews T. Thelly gave an introduction to the programme. Dr. Joyskutty Joseph, Head of the Department of Malayalam, welcomed the virtual gathering. The inaugural address was made by the college principal, Dr. Brigit Paul, and the felicitation was given by the vice principal, Fr. Xavier C.S. Ms. Animol Thomas introduced the resource person, Mr. Jasimudeen S.

The resource person explained the key points in academic plagiarism, such as types of plagiarism, how to prevent plagiarism, plagiarism prevention software, citation analysis, paraphrasing, style manuals, reference management software like Mendeley, Web of Science, etc. The participants actively interacted during the webinar and cleared their doubts. The webinar enabled them to understand the need to avoid academic plagiarism. NAAC Co-ordinator Dr. Sandhya C. gave the vote of thanks. There were 173 participants, which included faculty members and research scholars. E-certificates were awarded to the participants.

Training programme on Academic and Administrative Audit

Academic and Administrative Audit (AAA), is very essential for excellence in Higher Education. In order to have quality oriented academic excellence, there should be a strong administrative background also. It is important that HEIs should formally prepare the guidelines / statutes / ordinances for AAA, so that it becomes an institutionalised practice. In order to sensitise the criteria members and Head of the Departments on various aspects of AAA, a one day training programme was organised on 22nd September 2020 from 9.30 am to 4.30 pm in the New Seminar Hall of the College. Dr. Jose James, former Registrar, Mahatma Gandhi University and

erstwhile member of NAAC peer team served as the resource person. The schedule of the programme was as follows:

09.30 - 10.00 am Meeting with Manager, Principal and IQAC Team

10.00 – 10.45 am Presentation and Discussion Criteria I

10.45 – 11.30 am Presentation and Discussion Criteria II

11.30 – 12.00 pm Presentation and Discussion Criteria III

12.00 – 12.30 pm Presentation and Discussion Criteria IV

12.30 – 01.00 pm Presentation and Discussion Criteria V

01.00 – 01.45 pm Presentation and Discussion Criteria VI & VII

02.00 – 03.30 pm Interaction with Criteria Team I – VII

03.30 – 04.30 pm Exit meeting with Manager, Principal and IQAC Team

Effective deliberations were conducted criteria wise and all the members got ample opportunity to clarify their doubts and apprehensions. Thirty seven members participated in the programme.

National Seminar on “NAAC Revised Accreditation Framework: A Comprehensive Approach” (Sponsored by National Assessment and Accreditation Council, Bangalore)

The National Assessment and Accreditation Council have the prime agenda to assess and accredit institutions of higher learning with the objective of helping them to work continuously to improve the quality of education. Accreditation status of an institution is a key indicator that reflects upon its overall quality and reputation. Quality in Education is a continuous process and the challenge before us is to enhance the quality in education. NAAC has been continuously improving its methodology for Assessment and Accreditation and the revised assessment and accreditation framework is in tune with global developments and challenges in higher education. The National level webinar on “NAAC Revised Accreditation Framework: A Comprehensive Approach” was organized by the college on 20th and 21st January 2021. The objective of the webinar was to familiarise the faculty members and academia concerned with the key features related to the revised accreditation framework of NAAC so that institutions going for accreditation can be better equipped and prepared. Brochure was circulated to various institutions through social media and 136 faculty members/Research Scholars attended the webinar. Among them 48 participants were from various institutions across the country.

Dr. Mathews T. Thelly, IQAC coordinator welcomed the virtual gathering on 21st January 2021 at 10.00 a.m. The inaugural session was presided over by the college principal Dr. Brigit Paul.

The webinar was inaugurated by Dr. Sabu Thomas, Honourable Vice Chancellor of Mahatma Gandhi University, Kottayam. In his inaugural address, Dr. Sabu Thomas emphasised the importance of accreditation for higher education institutions and the need for quality enhancement. He further elaborated the importance of seven criteria involved in the accreditation process.

Dr. B. S. Ponmudiraj, Adviser NAAC delivered the Keynote address. He gave insights on the NAAC accreditation process and the role of teachers in SSR preparation. He also highlighted the importance of technology in the teaching, learning and the evaluation process.

The inaugural session was also graced by Fr. Dr. Xavier C.S, Vice-Principal of the college and Dr. T. M. Joseph, Former Principal Newman College, Thodupuzha. The session concluded with the vote of thanks proposed by Dr. Sandhya C, the NAAC coordinator.

In the first Technical Session, Dr. B. S. Ponmudiraj, Adviser NAAC explained the process of accreditation and highlighted various components involved in SSR and the types of questions asked in SSR citing relevant examples. He further elaborated upon the importance of SOP and reading manuals for better understanding of the metrics. This was followed by presentation on Assessment & Accreditation Process for Higher Education Institutions – An Overview by Dr. D K Kamble, Assistant Adviser, NAAC.

Dr. Binu Thomas, Associate Professor and IQAC coordinator, Marian College Kuttikanam, highlighted the importance of OBE in the revised accreditation framework and stressed that any institution desirous of getting better grading in the accreditation process should implement OBE curriculum effectively. He also focused on the six parameters of OBE as projected in Bloom's Taxonomy. He pointed out that curriculum should meet global and regional needs and this need to be reflected in PO, PSO and CO. He also emphasized the importance of restructuring our curriculum in such a manner that it improves knowledge along with skill ensuring employability to young graduates of any discipline.

This session was followed by a presentation by Dr. Mendus Jacob, CEO, IPSR Solutions Limited, who highlighted key points to achieve better NAAC grade. He brought out the importance of branding or repackaging of certificate, add-on courses and project works to claim more points in various matrices. His talk covered a wide range of innovative and the best practices through which the institution can transform the education system towards quality improvement.

On the second day, Dr. Suresh Mathew, Professor of Inorganic Chemistry, School of Chemical Sciences Mahatma Gandhi University gave an overview of the “Revised Accreditation and Assessment Format.” He explained in detail the major changes in the Accreditation process and further elaborated about the seven criteria, key indicators and the subsequent metric involved in the accreditation process. He pointed out that Criteria 2 and criteria 5 play a vital role in getting good grades.

Dr. Jose James, Former Registrar Mahatma Gandhi University, gave a detailed presentation on the principles and the stages of the academic and administrative audit process and pointed out what type of audit should be conducted and how Academic and Administrative Audit Reports are to be drafted. He stressed the importance of AAA in achieving excellence.

In the valedictory session Dr. Sabu Thomas, Hon.Vice Chancellor of Mahatma Gandhi University highlighted the reasons why higher education institutions must engage in resource mobilization. He elaborated the strategies of resource mobilization for research. The importance of systematic planning in attracting resources for research projects was also highlighted.

At the end of the valedictory session, Dr. Rinu Jose, Secretary IQAC, K. E. College, Mannanam summarized the proceedings of the workshop. The programme concluded with the vote of thanks by Prof. Rony George, Assistant Professor, Department of English. He expressed his gratitude to the resource persons for their informative and enlightening presentations. He thanked NAAC for sponsoring the national level webinar. He also thanked the participants for their keen interest and active interaction during the sessions.

Webinar on National Education Policy

The National Education Policy of India 2020 is a significant policy document laying the national-level strategy for the new millennium which was approved by the Union Cabinet of India on 29 July 2020. It outlines the vision of new education system of India. The policy is a comprehensive framework for elementary education to higher education as well as vocational training in both rural and urban India. The policy aims to transform India's education system by 2040.

To sensitise the faculty members of Kuriakose Elias College about the various aspects of National Education Policy of India 2020, a webinar was organised on 27th January 2021 at 2.00 pm via google meet. Dr. T C Thankachan, Principal, St. Thomas College of Teacher Education, Palai served as the resource person. He explained the nuances of National Education Policy of

India giving emphasis to changes proposed in the realm of Higher Education. Fifty six faculty members participated in the programme and they got ample opportunity to clarify their doubts.

Orientation programme for Administrative staff

One day orientation programme for Administrative staff was held on 4th September 2021 from 10.00 am to 3.00 pm in the New Seminar Hall of the College. Sri Babu M P, Senior Superintendent, Deputy Directorate of Collegiate Education, Kottayam spoke on “P D Rules and Store Purchase Manual.” Sri.Shine K S, Junior Superintendent, Deputy Directorate of Collegiate Education, Kottayam took a session on “E Grants”. Administrative Staff members enlightened themselves with latest information and got an opportunity to clear their doubts regarding various administrative matters. Along with the official matters, the officers elaborated on the code of conduct for administrative staff and emphasised the need to maintain dignity in their speech and behaviour. Twenty eight members from administrative staff participated in the programme.

3. Number of teachers attended professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course

Sl. No.	Name of teacher who attended	Title of the program	Duration (from – to) (DD-MM-YYYY)
1.	Dr.Sandhya C	One Week Faculty Development Programme on Entrepreneurship, Incubation and Innovation	23/6/2020 - 29/6/2020
2.	Dr.Jollyamma Mathew	FDP on Innovation and Entrepreneurship Development organised by (UGC-STRIDE), M.G University, Kerala in association with (IEDC), K.E College, Mannanam.	15/04/2021 - 21/04/2021
3.	Dr.Jesty Thomas	FDP on Innovation and Entrepreneurship Development organised by (UGC-STRIDE), M.G University, Kerala in association with (IEDC), K.E College, Mannanam.	15/04/2021 - 21/04/2021
4.	Dr.Linta maria Jose	One Week Online FDP-Advanced Training in Ict-Enabled Online Teaching Tools	12/10/2020 - 16/10 /2020
5.	Dr.Anju Augustine	Online Refresher Course - Research Methodology: Tools and Techniques	7/07/2020 - 20/07/2020
6.	Shilpa Joy	FDP on Innovation and Entrepreneurship Development organised by (UGC-STRIDE), M.G University, Kerala in association with (IEDC), K.E College, Mannanam.	15/04/2021 - 21/04/2021

7.	Sijimol C. G	FDP on Research Methodology, Teaching Learning Centre, Ramanujan College,	1/10/2020 - 15/10/2020
8.	Tintu K. J	Short Term Course in Qualitative Research in SocialSciences, MG University	7/09/2020 - 11/09/2020
9.	Athiramol T V	FDP on Innovation and Entrepreneurship Development organised by (UGC-STRIDE), M.G University, Kerala in association with (IEDC), K.E College, Mannanam.	15/04/2021 - 21/04/2021
10.	Anu Thomas	Innovation, IPR, Technology, Development and Entrepreneurship	14/06/2021 - 19/06/2021
11.	Merlin Mary Kurian	Innovation, IPR, Technology, Development and Entrepreneurship	14/06/2021 - 19/06/2021
12.	Elizabeth Chandy	Essential Software Skill Training	17/08/2020 - 28/08/2020
13.	Christina Alex	Essential Software Skill Training	17/08/2020 - 28/08/2020
14.	Deepthi S.Nair	FDP-'Research based pedagogical tools' - IISER Pune	24/05/2021- 29/05/2021
15.	Soniya N.V	FDP-'ICT Enhanced teaching learning and creating'- Ramanujan College,Delhi	18/08/2020 - 25/08/ 2020
16.	Anishkumar P.S	FDP-'Essential software skill training' - St.George Aruvithura	17/08/2020- 28/08/2020
17.	Sruthy S	FDP-'Essential software skill training' - St.George Aruvithura	17/08/2020- 28/08/2020
18.	Sunu Ann Thomas	FDP-'Python for data science' NPTEL-AICTE	September- October 2020
19.	Jesline Maria Martin Mamen	Induction Programme for "Faculty in Universities/Colleges/Institutes of Higher Education" organized by Teaching Learning Centre, Ramanujan College, University of Delhi	26/06/2020 - 24/07/2020
20.	Fr. Johnson Joseph	one week online FDP programme on Research Ethics and Plagiarism organised by STRIDE MG university	26/12/2020- 30/12/2020
21.	Chinchu Rani Vincent	Refresher Course on Research Methodology for Faculty of Social Sciences organized by Human Resource Development Centre, University of Hyderabad	4/08/2020 - 18/08/2020
22.	Martin Mathew	Artificial Intelligence Using Python	14/09/2020 - 19/09/2020
23.	Mayamol Chacko	Essential Software Skill Training	17/08/2020 - 28/08/2020
24.	Ajitha K. K	Essential Software Skill Training	17/08/2020 - 28/08/2020
25.	Pratheesh.C	FDP ON"Essential software Skill Training"	17/08/2020- 28/08/2020
26.	Sreeja Mohan	FDP on Innovation and Entrepreneurship	15/04/2021-

		Development organised by (UGC-STRIDE), M.G University, Kerala in association with (IEDC), K.E College, Mannanam.	21/04/2021
27.	Shereena K.B	FDP ON "Accounting Standards"	20/07/2020-26/07/2020
28.	Rashmi R	FDP on Innovation and Entrepreneurship Development organised by (UGC-STRIDE), M.G University, Kerala in association with (IEDC), K.E College, Mannanam.	15/04/2021-21/04/2021
29.	Suryamol K R	Innovation, IPR, Technology, Development and Entrepreneurship	14/06/2021 - 19/06/2021
30.	Geethika Suresh	FDP on Innovation and Entrepreneurship Development organised by (UGC-STRIDE), M.G University, Kerala in association with (IEDC), K.E College, Mannanam.	15/04/2021-21/04/2021
31.	Arya S	FDP on Innovation and Entrepreneurship Development organised by (UGC-STRIDE), M.G University, Kerala in association with (IEDC), K.E College, Mannanam.	15/04/2021-21/04/2021
32.	Harikrishnan K M	FDP on Innovation and Entrepreneurship Development organised by (UGC-STRIDE), M.G University, Kerala in association with (IEDC), K.E College, Mannanam.	15/04/2021-21/04/2021
33.	Jibin Mathew	One week workshop on"Recent Trends in Statistical Analysis"	29/03/2021-03/04/2021
34.	Aquil.C.Sam	FDP ON "Accounting Standards"	20/07/2020-26/07/2020
35.	Shamal T M	FDP on Pedagogy of Teaching and Tools on E-content Development for Effective Teaching	05/07/2021-14/07/2021
36.	Vishak Chandran	FDP on Innovation and Entrepreneurship Development organised by (UGC-STRIDE), M.G University, Kerala in association with (IEDC), K.E College, Mannanam.	15/04/2021-21/04/2021
37.	Dr. Smitha. S	Inter/Multi- Disciplinary Refresher Course on Data Analysis using Statistical Methods	6/08/2020-19/08/2020
38.	Dr. Sindhu. E.S	FDP on Innovation and Entrepreneurship Development organised by (UGC-STRIDE), M.G University, Kerala in association with (IEDC), K.E College, Mannanam.	15/04/2021-21/04/2021
39.	Lt. Jobin Varghese P	Online Education in Higher Education Institutions	13/07/2020 - 17/07/2020.
40.	Dr. Dhannya P Joseph	Inter/Multi- Disciplinary Refresher Course on Data Analysis using Statistical Methods	6/08/2020 - 19/08/2020
41.	Tijo Mathews	4-Week Induction/Orientation Programme for "Faculty in Universities/Colleges/Institutes of Higher Education"	04/06/2020-01/07/2020

42.	Anitta T Manuel	Essential Software Skill Training'	17/08/2020 - 28/08/2020
43.	Divya S Nair	Essential Software Skill Training'	17/08/2020 - 28/08/2020
44.	Tincymol Mathew	Essential Software Skill Training'	17/08/2020 - 28/08/2020
45.	Jasmin Joseph	Essential Software Skill Training'	17/08/2020 - 28/08/2020
46.	Ann Maria Jose	Essential Software Skill Training'	17/08/2020 - 28/08/2020
47.	Reshma Ravindran	Essential Software Skill Training'	17/08/2020 - 28/08/2020
48.	Elizabeth Alexander	Research Methodology &Scientific Tools	9/09/2020- 13/09/2020
49.	Simple Mathew	FDP on Innovation and Entrepreneurship Development organised by (UGC-STRIDE), M.G University, Kerala in association with (IEDC), K.E College, Mannanam.	15/04/2021- 21/04/2021
50.	Akhil Sadhasivan	FDP on Innovation and Entrepreneurship Development organised by (UGC-STRIDE), M.G University, Kerala in association with (IEDC), K.E College, Mannanam.	15/04/2021- 21/04/2021
51.	Deepa Mary Joseph	Short Term Programme on Research and Publication Ethics organised by Mar Thoma College, Tiruvalla in association with MG University ,Kottayam	23/11/2020 - 28/11/2020
52.	Midhila Baby	Short Term Programme on Research and Publication Ethics organised by Mar Thoma College, Tiruvalla in association with MG University ,Kottayam	23/11/2020- 28/11/2020
53.	Jency Francis	One Week Online Short-Term Faculty Development Programme on "Pedagogical and E-Learning Tools for Teaching" organised by Sanatana Dharma College, Alappuzha in collaboration with The KSHEC	04/08/2020 - 10/08/2020.
54.	Divya Joseph	Refresher Course on Research Methodology for Faculty of Social Sciences organized by Human Resource Development Centre, University of Hyderabad	21/07/2020- 03/08/2020
55.	Neethu Jose	One week international Workshop on How to write a quality research Article	24/05/2021- 30/05/2021
56.	Prajod Sunny	Inter/Multidisciplinary Refresher Course on 'Data Analysis Using Statistical Methods'	6/08/2020 - 19/08/2020
57.	George J Puthumana	one week Faculty Development Programme on "Open Source Tools for Research"	08 /06/2020- 14/06/2020

58.	Bincy Joseph Attayil	One week online faculty development programme on "ICT Enhanced Teaching Learning and Creating MOOCS"	18/08/2020 25/08/2020	-
59.	Mr. Joyal George	One week online faculty development programme on "ICT Enhanced Teaching Learning and Creating MOOCS"	18/08/2020 25/08/2020	-
60.	Dr.Rinu Jose	UGC Sponsored Live Online Refresher Course in Social Sciences (Interdisciplinary)conducted by UGC HRDC, University of Kerala	05/02/2021- 18/02/2021	
61.	Mettilda George	FDP on Innovation and Entrepreneurship Development organised by (UGC-STRIDE), M.G University, Kerala in association with (IEDC), K.E College, Mannanam.	15/04/2021 21/04/2021	-
62.	Gincy Luckose V	FDP on Innovation and Entrepreneurship Development organised by (UGC-STRIDE), M.G University, Kerala in association with (IEDC), K.E College, Mannanam.	15/04/2021 21/04/2021	-
63.	Amal Sharin T J	FDP on Innovation and Entrepreneurship Development organised by (UGC-STRIDE), M.G University, Kerala in association with (IEDC), K.E College, Mannanam.	15/04/2021 21/04/2021	-
64.	Rose Mary N J	Orientation Programme for “Faculty in Universities/Colleges/Institutes of Higher Education”	11/01/2021 09/02 2021	-
65.	Nisha Maria E.G	Online short term programme in Research and Publication Ethics	23/11/2020- 28/11/2020	
66.	Dr.Sr.Jessy Joseph Kavunkal	FDP on "Innovation and Entrepreneurship Development"	15/04/2021- 21/04/2021	
67.	Dr.Mejo Jose	Faculty Development Program On 'Essential Software Skill Training'	17/08/2020 28/08/2020	-
68.	Dr.Shinoj Mathew	Faculty Development Program On 'Essential Software Skill Training'	17/08/2020 28/08/2020	-
69.	Dr.Jini Thomas	Instrumental Methods of Analysis	07/10/2020 13/10/2020	-
70.	Dr.Mercy Mathews	One week faculty development program on Innovation and Entrepreneurship Development by UGC-MHRD-STRIDE	15/04/2021 21/04/2021	-
71.	Dr.Jaiby Joseph	Quality Science Education in India in the 21st Century	03/11/2020 09/11/2020	-
72.	Dr.Feby Jose	One week faculty development program on Innovation and Entrepreneurship Development by UGC-MHRD-STRIDE	15/04/2021 21/04/2021	-

73.	Aparna Raj	One week faculty development program on Innovation and Entrepreneurship Development by UGC-MHRD-STRIDE	15/04/2021 - 21/04/2021	-
74.	Dr.Ranjini Radhakrishnan	Online Workshop on Moocs, Online Courses and Open Educaiton Resources	20/11/2020 - 26/11/2020	-
75.	Dr.Xavier C.S	Two week faculty development program in Media and Art in Teaching and Learning	12/1/2021- 25/1/2021	
76.	Chinchu Rose George	Two week faculty development program in Media and Art in Teaching and Learning	12/1/2021- 25/1/2021	
77.	Fr.Joby Joseph	NAAC assessment and accreditation process	6/7/2020- 17/7/2020	
78.	Indu Peter	five day fdp on Technology enabled English language teaching	10/08/2020- 14/08/2020	
79.	Dr.Sujarani Mathew	Eight week online Teacher training course by UMBC TESOL Professional Training Programme	29/09/2020 - 24/11/2020	-
80.	Rony George	Seven days national FDP on Enhancing Psychological Skills and Behavioural Remodelling	19/10/2020- 25/10/2020	
81.	Kevin George	Innovation and Entrepreneurship Development	15/4/2021- 21/4/2021	
82.	Dr. Vinu J George	UGC Sponsored Live Online Refresher Course in Social Sciences (Interdisciplinary)conducted by UGC HRDC, University of Kerala	05/02/2021 - 18/02/2021	-
83.	Linta Elsa Zacharia	Five Day International Webinar on 'Perceived Anxiety, Social Support and Coping Strategies of Elderly during Covid-19 Pandemic' organized by Department of Sociology, University of Kerala, iruvanthapuram,	22/02/2021- 26/02/2021	
84.	Anishkumar P.S	Faculty Development Program On 'Essential Software Skill Training'	17/08/2020 - 28/08/2020	-

4. Performance Appraisal System for teaching and non- teaching staff

Teaching Staff

- **Online feedback form** is send to all students to evaluate the **performance of the teachers**. The Principal evaluates the feedback forms and prepare reports and Manager analyses the evaluation report and meets the teachers in person to give proper feedback and to suggest corrective measures.
- **Teacher's Performance Record (TPR)** by each teacher highlighting the activities pertinent to the creation and dissemination of knowledge including the teaching learning

process, research and extracurricular activities. The teacher's performance record is verified by Heads of departments and then by IQAC and Principal.

- The **Academic and Administrative Audit** is an evaluative mechanism administered in the college regularly to ensure overall quality of the college.
- **Performance Based Appraisal System** under Career Advancement Scheme is submitted by teachers yearly to IQAC. Expert panel verifies the same and is evaluated by university periodically based on which teachers promotion is granted.

Non-teaching staff

- Annually self-appraisal form is prepared by each non-teaching staff under the guidance of the Superintendent. It is then passed over to the Principal and Manager evaluate the performance and meet the staff in person to suggest steps for improvement.

Quality Initiatives

Academic and Administrative Audit

The IQAC of the college conducts Academic and Administrative Audit (AAA), every academic year .In the year 2020-21, the executive committee of IQAC decided to seek the expertise of Dr. Jose James, former registrar, Mahatma Gandhi University and erstwhile member of NAAC peer team to conduct AAA for the academic year. The team consisting of Dr. Jose James and Rev. Fr.Mathew Chakkalakkal visited the College on 4th and 5th of March 2021.

On the first day of the team's visit, the Principal Dr. Brigit Paul welcomed the team and gave an in depth description of the activities of the College during the academic year 2020-21. A team consisting of Dr. Jose James, Rev. Fr.Mathew Chakkalakkal, Dr. Brigit Paul, Dr.Mathews T Thelly, (IQAC Coordinator) and Dr. Sandhya C (NAAC Coordinator) visited the departments in the aided stream, where department IQAC coordinators made power point presentations on their academic and co-curricular achievements The team members verified the files and documents of each department.

On the second day of the visit, the team members visited the departments in the self- financing stream, where also department IQAC coordinators made power point presentations on achievements. The team also evaluated the infrastructure facilities of the college including library, science laboratories, computer labs, ICT facilities, NCC and NSS rooms, auditorium, seminar halls etc. They also visited the sports facilities available in the college consisting of various courts, indoor stadium, gymnasium, sports hostels etc. They also took stock of the

student oriented amenities available in the form of reprographic centres, rest rooms, canteen, student cooperative society, prayer room, hostels, counselling facilities etc. They also visited the administrative office and interacted with the staff members.

In the afternoon session of the second day, the team addressed the teaching and nonteaching staff in the exit meeting held in the College auditorium. A comprehensive presentation of revised NAAC Criteria was done by Dr. Jose James. Subsequently the team members made a detailed evaluation of the achievements of the College. It included assessment of policies, strategies & functions of the various departments of the College, including administrative office. They pointed out the areas needing improvement and recommended changes. The analysis and evaluation report was handed over to the Principal.

Collection and analysis of curriculum feedback by stakeholders- Students, Teachers, Alumni and Employers

Online feedback forms from stakeholders of the college- students', teachers, employers and alumni of the college are collected regularly and the contributions made by the college in the academic and non-academic realms are evaluated annually so as to ensure a learner-centric environment. The suggestions, corrections, criticisms and recommendations thus received are pondered over at different realms like within the Department, College Council and Governing Body to make necessary amendments.

Participation in Quality Audits

- Participated in NIRF ranking 2020
- Recognised as a Social Entrepreneurship Swachhhta & Rural Engagement Cell Institution (SESREC)
- Submitted AQAR 2019-20 on 26/08/2021
- Recognized in the band “PERFORMER” under the category General (Non-technical institutions) for Atal Ranking of Institutions on Innovation Achievement (ARIIA).

Conferences, Seminars and workshops on quality conducted

Sl. No.	Conferences, Seminars, Workshops on quality conducted	Date
1	International webinar on Careers in Physics, Innovation and IPR	4th July 2020
2	Art of Bee Keeping-Apiculture	July 9th 2020
3	National Webinar on Conceptual Model Development in Social Science	29th August

	Research	2020
4	Webinar on "Want to be an Industrial Entrepreneur? Self-Employment Avenues in Post Covid Kerala-Support from District Industries Centres	24th August
5	International Webinar on "Entrepreneurial Mindset".	22nd September 2020
6	Webinar on "Teaching -Learning Rebooted:Classroom ICT in Pandemic times".	20th June 2020
7	Webinar on Intellectual Property Rights and Economic Development.	24th March 2021
8	Online skill development program 'ABILITA 1" Bottle Art .	18th July 2020
9	Workshop on Online Teaching tools for Faculty members..	4th June 2020
10	Faculty Development Programme on “Role of Institutional Values and Green Practices in Accreditation process”.	7th July 2020
11	Training programme on Academic And Administrative Audit .	22nd September 2020
12	Orientation programme for Administrative staff .	4th September 2021
13	Training Programme for Faculty members on LMS- M Campus .	8th to 10th November 2021
14	State Level Webinar on 'Trends in Academic Plagiarism'.	16th July 2020
15	National Seminar on “NAAC Revised Accreditation Framework: A Comprehensive Approach”.	20th and 21st January 2021
16	Training Programme for Heads of the Departments on LMS- M Campus .	22nd September 2021
17	Webinar on Mentoring .	27th October 2020
18	Webinar on National Education Policy.	29th July 2020
19	Webinar on Soil Testing for Integrated Nutrient Management by Soil Testing Laboratory Kozha .	19th August 2020
20	World heart Day-International Health webinar.	29th September 2020
21	National webinar on “Research instrument Development”.	11th November 2020
22	Webinar on Pitfalls of Cyber world an Inroduction to IPR.	2nd October 2021
23	Webinar on Entrepreneurial Mindset.	22nd August 2020
24	Webinar on ‘Policies and Regulations in Mental.	13th October 2020
25	Workshop on Research Methodology.	8th January 2021
26	Webinar on "How to become a Woman Entrepreneur".	19th November 2020

27	Webinar on Angel Investing/Venture Capital Funding for Early Stage Entrepreneurs .	31st August 2021
28	Webinar on Artificial Intelligence and Machine Learning.	7th March 2021
29	Webinar on Cyber addiction, cybercrime and IPR.	12th April 2021
30	Training webinar on CAREER GUIDANCE AND OPPORTUNITIES IN PYTHON .	15th September 2021
31	Orientation on Innovations and Startups.	27th February 2021
32	Webinar on "Instruments for space science studies".	22nd December 2021
33	Faculty Development Programme on Innovation and Entrepreneurship Development .	21st April 2021

Merit Day Celebration

The students of Kuriakose Elias College exhibited stellar performance in the Mahatma Gandhi University Examinations 2020-21. To congratulate these meritorious students and to motivate other students, the College organised a virtual Merit Day on 27-08-2020 at 9.30 am via google meet. Seventeen students from various departments of the College had achieved ranks and positions in the University examinations thereby bringing laurels to the institution. The management, staff and students of the College came together to recognise and honour these achievers under the initiative of IQAC. The brochure, names and photographs of rank holders and programme schedule is attached herewith.

Annual Get together

The IQAC in collaboration with the Staff Association of the College conducts Annual Get Together and Retirement Programme at the end of every academic year. All the retired staff members (both teaching and non-teaching) are specially invited to the programme along with the existing staff. Staff members who retire during the year are given a befitting farewell. Family members of the retiring staff are also invited to the programme.

Annual Get Together and Retirement Programme of the year 2021 were held on March 30th 2021 from 9.00 am onwards. Various committees were formed for the smooth conduct of the programme. The programme started with celebration of Holy mass in the College Chapel led by Rev. Fr. Mathews Chakkalakal CMI (Manager) along with Rev. Dr. Xavier C S, CMI (Vice Principal) and Rev.Fr. Jose Kurian CMI. This was followed by a grand meeting in the College auditorium.

Eight Staff members were given farewell including those who retired in the year 2019 as this programme could not be held during March 2020 due to Covid-19 pandemic. Two faculty members who served as Principals namely Dr. Antony Thomas and Dr. Brigit Paul were among the retiring staff. All the retiring staff members were given opportunity to share their experience. They were presented with mementos as a token of the institution's gratitude and appreciation for their contribution. The programme was followed by sumptuous lunch.

Global Alumni meet

The Executive Committee of Kuriakose Elias Alumni Association convened on 18th January 2021 decided to conduct the annual alumni meeting of the year in virtual mode on January 26th 2021 at 2.00 pm. The programme was entitled "ORU VATTAM KUDI *KE GLOBAL ALUMNI MEET* –2021". Zoom platform was used for the purpose. In the pandemic situation, it was thus decided taking into consideration the convenience of KE Alumni diaspora. An organising committee was constituted for the smooth conduct of the programme under the leadership and Guidance of Rev. Fr. Mathews Chackalackal, the Manager of the College. The activities were coordinated by the staff general convenor Dr. Jollyamma Mathew and alumni general convenor Adv.V R Balakrishnan. The Internal Quality Assurance Cell of the College took the initiative and provide all the necessary facilities.

Rev. Fr. Joseph Puthenpurackal OFM Cap, a well-known figure on social media was the chief guest of the day. His speeches and sermons had gone viral in recent times. The celebrated alumnus of K E College, Dr. Sabu Thomas, Vice Chancellor, M G University graced the occasion. Many eminent alumni members like Rev. Fr. Thomas Chathamparambil (Prior General, CMI Congregation), Rev. Fr. Sebastian Chamathara (Provincial, St. Joseph's province), Sri. Paul T Joseph (President, UAE Alumni chapter), Ms. Manju Thomas (Representative, Australia Chapter), Dr. Kuruvilla Joseph (President, Thiruvananthapuram Chapter) participated in the programme. Scholarships sponsored by alumni associations of various departments of the college were announced. Altogether, 625 people participated in the event.

The alumni members shared their memories about their life in the College. It was a very emotional moment for many of them. The meeting was also marked by cultural programmes by the alumni members. The meeting came to close by 5.30 pm.

Sanction of Nine UGC-NSQF Courses

UGC approved the following nine NSQF courses to run in our institution during the academic year 2020-21

Programme	Trade/Course
Certificate	Health Care/ Yoga and Wellness
Certificate	Food Processing and Technology
Diploma	Green Jobs/Bee Keeping
Certificate	Agriculture/Organic Farming
Diploma	Electronics/Computer Hardware and Networking
Certificate	IT/ITES/Web Designing
Diploma	Herbal Chemistry and Technology
Certificate	Communication Skills in English
Certificate	Visual Media and Communication

Implementation of ERP

As a part of e- governance an ERP software M- Campus was implemented in the college having modules for application, admission, curriculum, attendance, exam, student login, staff login, principal login, admin login etc. with the provision for report generation.

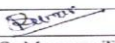
Revamping of college website

ipshr solutions ltd
redefining excellence

Agreement

The parties M/s. KE College, Mannanam & Ipsr Solutions Ltd, Kottayam hereby acknowledge that they have read this entire agreement and agreed to the bound by the terms and conditions contained therein. Agreement based on the proposal number **IPSR19032020**.

In witness whereof, the parties here to have caused this agreement to be executed from the date of advance payment.

M/s. KuriaKOse Elias College, Mannanam P.O.Mannanam, Kottayam 686 551	Ipsr solutions Ltd Merchant Association Building M.L.Road, Kottayam. Pin-686 001
Name : Dr. BRIGIT PAUL	Name : Sunish Kumar
Signature : 	Signature : 
Designation : PRINCIPAL	Designation : Sr. Manager Technical Services
Date : 22 nd June 2020	Date : 22 nd June 2020

Witnesses

1. Name : SP. DR. YAKHER C S	2. Name : Akhilkumar
Signature : 	Signature : 

Contact Details of M/s. KuriaKOse Elias College
Land Phone No : 04812507074
Mobile No : 9446201256
E-mail id : kecollegeminn@gmail.com

Payment Details:

Grand Total : **INR 97,500.00** (Inclusive of Tax 18%)
(Indian Rupees Ninety seven Thousand Five Hundred Only)
Advance amount(50%) : 48,750 INR
Balance Amount(50%) : 48,750 INR




Merchant Association Bldg. M.L. Road, Kottayam. Tel: 0481 2301055, 2561410/20
11 Floor, Vaidar Bhavan, Bork Road, Kozhikode. Tel: 0495 2761770, 2768829
Biomate, Pallam Road, Kochi. Tel: 0484 2366256
IPSR II Finishing School, Dilipit Park, Edappally, Kochi. Tel: 0484 2344550
Bridgeway Building, Thangassery, Thrusvanthapuram. Tel: 0471 2330203
E-mail: contact@iprsolutions.com Visit: www.ipshr.edu.in www.iprsolutions.com
CIN: U72209KL280PLC014233

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Collaborations and MoU's

During the academic year the college signed eight collaborations and 109 MoU's for various activities

Sl. No.	Title of the collaborative activity	Name of the collaborating agency with contact details	Name of the participant	Year of collaboration
1	Research Collaboration	Centre For Nano Science and Technology, Amal Jyothi College of Engineering, Kanjirappally	Dr. Jesty Thomas, Department of Chemistry, K.E Collge	2020-21
2	Development of nanomaterials for the photocatalytic degradation of pollutants under sunlight	Prof. Minjoong Yoon, Chungnam National University, Department of Chemistry, E-mail mjyoon@cnu.ac.kr	Dr. Jesty Thomas, Department of Chemistry, K.E Collge	2020-21

3	Easy English-English training programme	P.G Department of English (S.F), Kuriakose Elias College, Mannanam	Students of P.G Department of Commerce (S.F)	2020-21
4	Internship	KSACS Kottayam	Anuja,Febin,Nidhin,Rahul,Shibin,Sobin,Yedu	2020-2021
5	Internship	Arpookkara Grama Panchayathu	Amala,Mwayi,Sandra,Teeba	2020-2021
6	Webinar on Artificial Intelligence and Machine Learning	BS- ICFAI Business School	Final Year B.Com and BA Economics Students	2021
7	Startup Visit	Ticeon	B.Sc Physics 6th sem students	2021
8	Rubberboard Incubator and Training Centre Visit	Rubberboard, Kottayam	B.Sc Chemistry and Physics Students	2021

Sl. No.	Organisation with which MoU is signed	Name of the institution/ industry/ corporate house	Year of signing MoU
1	Regal Bee Garden, Kanjaar, Moolamattam	Dept of Botany,KE College Mannanam	2020-2021
2	Meenachil Bee Garden, Palai	Dept of Botany,KE College Mannanam	2020-2021
3	Shreedhareeyam Farm Herbs	Mou from chemistry,KE College Mannanam	2020-2021
4	NASSCOM/ IT-ITES Sector Skills Council	KE College Mannanam	2020-2021
5	Logic Software solutions,KTM	Dept of Physics with Applied Electronics,KE College,Mannanam	2020-2021
6	Department of Mathematics, Kuriakose Elias College, Mannanam	Department of Mathematics, Marian College, Kuttikkanam	2020-2021
7	Stella Maris English Language School, Kottayam	KE College Mannanam	2020-2021
8	Sector Skill Council and Not-for- Profit Organization	Management and Entrepreneurship and Professional Skills Council (MEPSC)	2020-2021
9	Rubber Board, Kottayam	KE College Mannanam	2020-2021

10	SIBIC	KE College Mannanam	2020-2021
11	Kerala Development and Innovationatetegic Council (K-DISC)	KE College Mannanam	2020-2021
12	Kottaram Bakers	KE College Mannanam	2020-2021
13	Chithananda Yoga Ashramam, Kothanalloor	KE College Mannanam	2020-2021
14	Eco Green Herbal Society	KE College Mannanam	2020-2021
15	Infarm vinjanavyapana kendram	KE College Mannanam	2020-2021
16	IPSR Solutions Kottayam	KE College Mannanam	2020-2021
17	Malanad Development Society Kanjirappally	KE College Mannanam	2020-2021
18	St Joseph College of Communication, Media Village Changanassery	KE College Mannanam	2020-2021
19	Shantigram wellness pvt Ltd	KE College Mannanam	2020-2021

Social responsibility initiatives

Holistic Development Programme

The IQAC of the College organised virtual Holistic Development Programme aiming at developing intellectual, emotional and social abilities of the students. The programme was held through google meet without affecting the regular online classes of students. Yoga and personality development classes were organised as part of holistic development programme which was a great relief for students in the pandemic period. Sessions were also held on Reproductive and family health thus preparing students for future. Thirty seven sessions were held from 9th November 2020 to 27th February 2021. Eminent persons working in the realm of Holistic Development like Dr. Jaya Lalmohan, Dr. S Babusundar , Sri.Suresh Babu D, Sri. Abhishek Divan K, Sri. B. Lalmohan served as resource persons. Around two hundred students of the College benefitted from the programme.

The programme schedule is attached herewith along with the respective topics and resource persons.

Health Awareness and Yoga Training Sessions

Sl. No.	Date	Topic	Resource Person	Participants
1	09/09/2020	Family Health and Lifestyle	Dr. Jaya Lalmohan	198
2	16/10/2020	Lifestyle Management	Suresh Babu D	195

3	06/11/2020	Holistic Health & Living	Abhishek Divan K	158
4	13/11/2020	A Life Free from Disorders	Abhishek Divan K	135
5	20/11/2020	How to Set Goals in Your Life	Dr. S Babusundar	130
6	27/11/2020	Reproductive Health	Dr. Jaya Lalmohan	185
7	11/12/2020	Holistic Way of Life	B. Lalmohan	98
8	01/01/2021	Importance of Yoga	Suresh Babu	90
9	08/01/2021	Yoga Class	Abhishek Divan K	15
10	09/01/2021	6AM- Yoga Class	Abhishek Divan K	15
11	10/01/2021	6AM- Yoga Class	Abhishek Divan K	15
12	11/01/2021	6AM- Yoga Class	Abhishek Divan K	15
13	12/01/2021	6AM- Yoga Class	Abhishek Divan K	12
14	13/01/2021	6AM- Yoga Class	Abhishek Divan K	13
15	14/01/2021	Value of Yoga Exercise	Dr. Jaya Lalmohan	15
16	22/01/2021	Value of Yoga Exercise	Abhishek Divan K	88
17	25/01/2021	Value of Simplified Yoga Exercises	Dr. Jaya Lalmohan	79
18	26/01/2021	6AM- Yoga Class	Abhishek Divan K	8
19	27/01/2021	6AM- Yoga Class	Abhishek Divan K	10
20	28/01/2021	6AM- Yoga Class	Abhishek Divan K	10
21	29/01/2021	6AM- Yoga Class	Abhishek Divan K	9
22	30/01/2021	6AM- Yoga Class	Abhishek Divan K	9
23	01/02/2021	6AM- Yoga Class	Abhishek Divan K	6
24	02/02/2021	6AM- Yoga Class	Abhishek Divan K	6
25	03/02/2021	6AM- Yoga Class	Abhishek Divan K	5
26	04/02/2021	6AM- Yoga Class	Abhishek Divan K	7
27	05/02/2021	6AM- Yoga Class	Abhishek Divan K	9
28	06/02/2021	6AM- Yoga Class	Abhishek Divan K	10
29	07/02/2021	6AM- Yoga Class	Abhishek Divan K	11
30	08/02/2021	6AM- Yoga Class	Abhishek Divan K	9
31	13/02/2021	NSS Yoga Class	B. Lalmohan &	158

			Abhishek Divan K	
32	14/02/2021	NSS Yoga Class	B. Lalmohan & Dr. Jaya Lalmohan	153
33	15/02/2021	NSS Yoga Class	B. Lalmohan & Dr. Jaya Lalmohan	155
34	16/02/2021	NSS Yoga Class	B. Lalmohan & Dr. Jaya Lalmohan	154
35	17/02/2021	NSS Yoga Class	B. Lalmohan & Dr. Jaya Lalmohan	144
36	18/02/2021	NSS Yoga Class	V.R. Balakrishnan Nair	151
37	27/02/2021	NSQF Yoga Class	B. Lalmohan & Dr. Jaya Lalmohan	

National Mentoring Day

The mentoring wing of the college was initiated in the academic year 2016-17 to give its students the most congenial environment to enhance their growth and help achieve their goals. The mentors play a crucial role in mentoring students and they provide constructive feedback on both professional and personal matters. Mentors also give emotional encouragement to the students during challenging times. Mentoring programme of the college makes our students more productive and the mentors encourage students to participate in various college and intercollegiate activities and extension programmes. The student's strengths and weaknesses are identified by the mentor and trained in the right direction to overcome weaknesses and further strengthen the positive attributes to groom her /him into a complete individual for future endeavours. Dr. Sandhya C, Ms. Midhila Baby, Dr. Ranjini Radhakrishnan, and Ms. Deepthi. S. Nair are the faculty members in charge of the cell.

As part of National Mentoring Day, webinar on Mentoring was organised by the Social Entrepreneurship, Swatchhta and Rural Engagement Cell in association with UBA, IQAC, Mentoring Wing of the college and KEDAS on 27th October 2020 at 3.30pm in Google meet

platform. Dr. Johnson X. Palackapallil CMI, Principal Sacred Heart College, Thevaraserved as the resource person. Dr. Rony George, Coordinator UBA welcomed the virtual gathering. The programme was inaugurated by Dr. Brigit Paul, Principal, K.E College, Mannanam. Felicitations were made by Vice Principal Fr. Dr. Xavier C.S. The resource person reflected on the role of a teacher, professionalism and team work. He explained the various types of mentoring such as cloning, nurturing, friendship model and apprenticeship. He also dealt with the various modes of mentoring namely accompanying, sowing, catalyzing etc. and also discussed the periodicity of mentoring. He also talked about various possible activities for mentoring. The webinar helped the participants to carry out the mentoring process effectively. 48 faculty members actively participated in the webinar. The programme concluded with the vote of thanks by Dr. Sandhya C., NAAC Coordinator.

National Pollution Control Day

The UBA cell of the college, in association with IQAC, organised a webinar on 2/12/2022 to commemorate National Pollution Control Day. It's a matter of great pride to state that the whole webinar was executed and manned by our students. Principal Dr. Brigit Paul inaugurated the webinar. The welcome speech was rendered by Ms. Sreekutty of 2nd DC Economics, the words of gratitude by Ms. Amalda Sony of 2nd DC English and compering by Ms. Gowri P Fof 2nd DC Economics. Dr. Mathews. T. Thelly, IQAC coordinator felicitated the 127 odd participants.

. The Resource person of the webinar was Sri. Baburajan. P. K, Chief Engineer, Kerala State Pollution Control Board. In his 45 minutes talk, Sri. Baburajan dealt at length on the constitution of State Pollution Control Boards in India and their efforts to control various types of pollution. He also answered brilliantly a number of questions posed by our students in the Q&A session, towards the end of the webinar. He eloquently spoke on the need for pollution control in all spheres of activity. He also emphasised the prerequisite of the establishment of industrial areas with buffer zones.

Covid-19 Initiatives

The novel coronavirus (COVID-19) has infected lakhs of people around the world and India was also affected by this pandemic.

Associating with Break the Chain Campaign for mitigating the ravaging pandemic, the College undertook many activities.

- IQAC, K E College in association with UBA and Department of Chemistry prepared hand sanitizers and distributed it among students, faculties and the local community.
- As an IQAC initiative programme, awareness classes were given to auto drivers, vendors, shops, Government offices, Bank Officials and local people, in and around Mannanam.
- Circulated pamphlets in local language high lighting the following:
 1. Signs, symptoms and Mode of transmission of COVID 19
 2. Maintaining personal hygiene - Importance of Hand washing and its proper method.
 3. Respiratory Hygiene
 4. Do's and Dont's to prevent cross infections

Posters displaying the importance of self-protection and note regarding Coronavirus transmission were placed in the entire campus, especially in the hostels. Awareness programs for students were arranged. Instructions were given to housekeeping personnel to follow the technical guidance to keep cleaning surface areas frequently touched by hands.

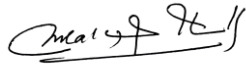
The College strictly adhered to safety measures for the conduct of examination as per the guidelines issued by Mahatma Gandhi University, Kottayam. All the examination halls including furniture were properly sanitized every day. Separate rooms were arranged for students in quarantine. Additional classrooms were arranged to ensure social distancing. Extra staff members were also deployed. The students were given proper intimation on safety measures to be followed through announcements. Sanitizer and hand washing facilities were adequately supplied. Students were provided drinking water facility to keep them properly hydrated. The Staff members were given safety gear for proper handling of examination related materials.

As per the guidelines of Higher education department, Kerala, a Covid 19 Monitoring Committee was constituted in the College comprising of Principal, Vice Principal, NCC officer, IQAC member, Health Inspector and representatives from nonteaching staff, PTA and students.

In order to acquire proper scientific information on the alarming increase in COVID – 19 spread as well as its management strategies, faculty members and students participated in different online training programs offered by WHO to control coronavirus. This enabled them to sensitize their family members and local community regarding the same.

During the lockdown period, K E College in collaboration with Shanthigram Wellness, Adimaly conducted online Yoga and Wellness classes for students, faculty and Alumni members. Mr B Lalmohan and Dr. Jaya Lalmohan from Shantigram Wellness who are having long experience

in conducting yoga sessions conducted this special training. Simplified Yoga and breathing exercises were taught during the sessions. This was a special initiative for strengthening the health & immune system during the pandemic situation.



Signature of the IQAC Coordinator

Dr. Mathews T. Thelley



Signature of the Principal

Dr. Brigit Paul