

# THE ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE IQAC

JUNE 1, 2013 to May 30, 2014

## Part – A

### 1. DETAILS OF THE INSTITUTION

1.1 Name of the Institution	KURIAKOSE ELIAS COLLEGE
1.2 Address Line 1	MANNANAM P.O
Address Line 2	MANNANAM
City/Town	KOTTAYAM P.O
State	KERALA
Pin Code	686 561
Institution e-mail address	kecollegemnm@gmail.com
Contact Nos	0481 2597074, 0481 2597374
Name of the Head of the Institution:	Rev. Dr. Benny Thottanany
Tel. No. with STD Code:	0481 2597074, 0481 2597374
Mobile:	09447884877
Name of the IQAC Co-ordinator:	Dr. Antony Thomas
Mobile:	09447212892, 09495827044
IQAC e-mail address:	keciqac@gmail.com
1.3 NAAC Track ID (For ex. MHCOGN 18879)	
1.4 NAAC Executive Committee No. & Date: (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)	EC/63/RAR/39/23-03-2013
1.5 Website address:	www.kecollege.in
Web-link of the AQAR: For ex. http://www.ladykeanecollege.edu.in/AQAR2012- 13.doc	www.kecollege.in/iqac1.htm

## 1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	4 star		2000	5 years
2	2 <sup>nd</sup> Cycle	A	3.10	2013	5 years

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

1.8 AQAR for the year (for example 2010-11) :

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC.

**AQAR 2012-2013 submitted to NAAC on 22-11-2013**

## 1.10 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No   
(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

Financial Status Grant-in-aid  UGC 2(f)  UGC 12B

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

## 1.11 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

1.12 Name of the Affiliating University:

MAHATMA GANDHI UNIVERSITY, KOTTAYAM

1.13 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	NA	UGC-CPE	NA
DST Star Scheme	NA	UGC-CE	NA
UGC-Special Assistance Programme	NA	DST-FIST	✓
UGC-Innovative PG programmes	NA	Any other ( <i>Specify</i> )	NA
UGC-COP Programmes	NA		

## 2. IQAC Composition and Activities

2.1 No. of Teachers	09
2.2 No. of Administrative/Technical staff	03
2.3 No. of students	01
2.4 No. of Management representatives	02
2.5 No. of Alumni	01
2.6 No. of any other stakeholder and community representatives	-
2.7 No. of Employers/ Industrialists	-
2.8 No. of other External Experts	01
2.9 Total No. of members	16
2.10 No. of IQAC meetings held	
2.11 No. of meetings with various stakeholders:	No. <input type="text" value="5"/> Faculty <input type="text" value="3"/>
	Non-Teaching Staff <input type="text" value="2"/> Students <input type="text" value="2"/> Alumni <input type="text" value="1"/> Others <input type="text" value="1"/>

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

2.14 Significant Activities and contributions made by IQAC

### Significant Contributions made by IQAC:

The IQAC of the college began its activities of the academic year by conducting a Seminar on Life Style management by Prof. D. Suresh Babu on 31/10/2013. All the teaching and Non-teaching staff attended the meeting. The resource person gave a detailed exposition on the various health related topics and the need for lifestyle management in the stress and strain of modern life. A practical course on *Sujevanam* program was also initiated after the seminar, in which a good number of teachers participated.

The tour of the teaching staff was conducted on 9<sup>th</sup> & 10<sup>th</sup> of November 2013 under the aegis of the IQAC and Staff Association to Nelliampathy. The tour enlivened the spirits of the teachers in the middle of the taxing academic year.

The newly appointed teachers of the academic year were given an orientation programme on 17/8/2013. The IQAC took up this role of mentoring the fresh hands in joining the bandwagon dedicated to furthering the education of young minds.

As the year marked the Golden Jubilee of the College, many programmes were spearheaded by the IQAC. Some of them are:

1. One Day Seminar on the topic 'Autonomy in Colleges.' The seminar hosted the talks of a number of educationists on different aspects of autonomy. Many students too expressed their opinions on the matter, which were quite striking.
2. An Alumni Meet was conducted in grand style where the old students of all departments gathered together in the College auditorium and afterwards were given a warm home coming in their own respective departments.
3. A family get-together was also arranged titled "Kudumbasangamam". The family members of both teaching and non-teaching staff were invited to attend the program. Entertainment programs by the teachers were staged which won the applause of the whole crowd.
4. There was also the initiative of honouring the staff members who have completed 25 years of service in connection with the jubilee year. This was one of the decisions taken by the IQAC in the opening meeting of the year.

The IQAC also convened a meeting to further Research activities among the teaching staff. All the concerned teachers were requested to attend the meeting and they were given a talk on various project work as well as doctoral programmes that could be taken up by them to improve their teaching and research qualifications.

## 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
The first step to improve the quality of the college performance was to update the college website	Immediate action was taken up with a committee being formed. All the departmental coordinators worked towards it and the website has been revamped.
The research activities of teachers were to be re-invigorated	A research animator was appointed and the faculty was given a talk on the necessity to further research.
Teaching learning Process should be evaluated	The feedback is taken from students and parents regularly.
Programmes for Teaching and Nonteaching staff should be initiated to strengthen the relationship	A number of programmes were conducted to ensure interaction of all the staff.
All important information should be passed on to students/ parents through sms/e-mail	This is on the process of being implemented.
To cater to the needs of slow learners through remedial classes <input type="checkbox"/>	Remedial classes were conducted to help the slow Learners improve their academic performance. <input type="checkbox"/>

2.15 Whether the AQAR was placed in statutory body Yes  No

Management  Syndicate  Any other body  COLLEGE COUNCIL

*Provide the details of the action taken*

The college council held on 04/01/2015 discussed the AQAR in detail. The coordinator of IQAC Dr. Antony Thomas presented the report using LCD projector. Many suggestions, additions and deletions were put forward by the council members and all the suggestions were incorporated in the final report.

## 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
Ph.D	01	02	-	-
P.G	10	-	04	-
U.G	13	02	05	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	10	-	-	-
Others	-	-	-	-
<b>Total</b>	<b>34</b>	<b>04</b>	<b>09</b>	<b>-</b>

Interdisciplinary				
Innovative				

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

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

PATTERN	NUMBER OF PROGRAMMES
Semester	All programmes (both UG and PG) are semester wise
Trimester	
Annual	

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

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

*\*Please provide an analysis of the feedback in the Annexure*

#### *Annexure I Analysis of Feedback*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

**No revision has been made in the syllabus in the academic year 2013- 14**

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

- 1. New research centre for Economics established. Two teachers from the Economics department are working as Research Guides.**
- 2. New research centre for Chemistry established. Two teachers from the Chemistry department are working as Research Guides.**
- 3. A separate department for B. Com (Self financing) started. Two B.com courses started – B.Com Computer Applications and B.Com Taxation.**

## CRITERION – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	<b>Total</b>	<b>Asst. Professors</b>	<b>Associate Professors</b>	<b>Professors</b>	<b>Others</b>
	<b>71</b>	<b>35</b>	<b>36</b>	<b>-</b>	<b>-</b>

2.2 No. of permanent faculty with Ph.D. 

<b>32</b>
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2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	<b>Asst. Professors</b>		<b>Associate Professors</b>		<b>Professors</b>		<b>Others</b>		<b>Total</b>	
	<b>R</b>	<b>V</b>	<b>R</b>	<b>V</b>	<b>R</b>	<b>V</b>	<b>R</b>	<b>V</b>	<b>R</b>	<b>V</b>
	<b>07</b>	<b>04</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>07</b>	<b>04</b>

2.4 No. of Guest and Visiting faculty and Temporary faculty 

<b>31</b>
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<b>04</b>
-----------

<b>01</b>
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2.5 Faculty participation in conferences and symposia:

<b>No. of Faculty</b>	<b>International level</b>	<b>National level</b>	<b>State level</b>
Attended Seminars/	<b>06</b>	<b>25</b>	<b>-</b>
Presented papers	<b>02</b>	<b>13</b>	<b>-</b>
Resource Persons	<b>-</b>	<b>03</b>	<b>-</b>

*\*Annexure II- Faculty attended conferences and symposia*

*\*Annexure III- Faculty Presented Papers*

*\* Annexure IV – Faculty as Resource Persons*

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

**In general, learner centered mechanism is followed in the college. The style of pedagogy and instruction are decided by the teacher. Formal class room teaching (lecture method) is the common one used in our institution. This conventional method of teaching still provides ample flexibility to involve student interaction.**

**The students are categorized as advanced learners and slow learners based on their performance in the common entrance test. Slow learners are given remedial coaching classes whereas advanced learners are given special enrichment classes.**

**Students have to submit their seminar papers and assignments to the concerned teachers using e-mail (either teacher-id or department-id).**



In addition to formal class room instruction, teachers guide the students with study materials and demonstration to impart learning both theory and practical. Seminars, assignments, weekly test papers etc. are done systematically. OHP, LCD projectors, models etc are used by the teachers as aids of teaching. We are promoting UGC-CSIR, NET and SET coaching for our students.

We have a well equipped computer lab and internet connection is also made available for the students. The Degree and Post graduate students make use of the computer lab for their assignments and dissertation works. Subject specific software such as *Chemsketch*, *Chem Draw*, *GAMESS* are made available and students are given instructions to familiarize these software.

The teaching learning process in Commerce Department is based on ICT. The classrooms have been upgraded with ergonomic lighting, seating arrangements, connectivity, audio-visual equipments, etc. The department library is spacious, is well-stocked and the collection has over 500 books. The latest publications in the fields of Business Studies, Economics, Commerce and Industry are continually added to the collection to equip students with a wide range of academic material.

The Department of Economics has been following modern teaching methods for providing conceptual clarity to students. Utmost importance is given to interactive lecture sessions. The students are required to take seminars and present papers on current issues relating to their subject area. After each such session, discussions are held on the presented theme which provides them with more options for a detailed understanding.

Expert resource persons from academics and industry visit the department to take classes on relevant topics which enable the students to get exposed to new ideas and themes. The ample use of INFLIBNET services adds on to the ICT centric teaching.

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

183

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

#### **Examination and Evaluation:**

Performances are assessed by Continuous Evaluation Process as per curriculum guidelines. Progress of the students is evaluated on a continuous basis. Class tests are conducted for each module by the teachers. Model examinations are conducted to equip the students for university examinations. The students are required to take seminars and present papers on current issues relating to their subject area. After each such session, discussions are held on the presented theme which provides them with more options for a detailed

understanding.

The weak students are given extra attention and their performance is discussed with the parents individually through open evaluation system. The Mathematics, Physics, Chemistry, and English departments engage open house evaluation to discuss the performance of the students in the presence of parents. PTA meetings of each class are organized by class teachers twice in an academic year in order to make good rapport with parents

Recently, the chemistry department has adopted open book examination and double valuation also. In Statistics department, examination papers are evaluated and are distributed to the students within one week.

Question banks of all papers are made available to the students and discussions are held. Student feedback is also obtained at the end of each semester and necessary improvements are done.

The English department conducts a viva-voce every year to check the communication skills acquired by the first year Degree students in Listening, Speaking, Reading and Writing.

The teachers have a role in conducting the University Examination and evaluation.

- Teachers in the department have served as external examiner for conducting various practical examinations.
- Teachers are also involved in Centralized Valuation Camps.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development

13	-	-
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as member of Board of Study/Faculty/Curriculum Development workshop

*\*Annexure V* - Faculty Involved in Curriculum Restructuring

2.10 Average percentage of attendance of students

91.5 %
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2.11 Course/Programme wise distribution of pass percentage :

TITLE OF THE PROGRAMME	TOTAL NO. OF STUDENTS APPEARED	DIVISION				
		DISTINCTION %	A%	B %	C%	PASS %
B.Sc Maths	27	24	22	26	13	85
M.Sc Maths	29	11	16	17	-	44
B.Sc Physics	22	32	30	35	03	100
M.Sc Physics	12	35	25	25	07	92
B.Sc Chemistry	22	30	24	20	08	82
M.Sc Chemistry	15	16	16	18	-	50
B.Sc Botany	21	10	46	12	08	76
B.Sc Zoology	24	08	20	15	15	58
B.Sc Computer	36	22	24	28	15	89
M.Sc ASCA	14	10	38	20	18	86
B.Sc EEM	23	4	30	24	20	78
B.Sc Psychology	28	20	30	30	13	93
B.A English	33	8	18	32	30	88
B.A Economics	31	16	23	33	28	100
M.A Economics	16	08	18	30	23	79
B.A History	20	05	15	35	15	70
B.Com	47	14	36	22	20	92
M.Com	16	25	33	28	10	95
M.Sc Biotech.	03	33	33	-	-	66
M.SW	21	14	46	26	07	93

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

1. An orientation program for the teaching faculty is organised every year
2. IQAC with the support of college council ensures that two internal exams are conducted in each semester.
3. A PTA meeting is insisted after the second internal exam in each semester
4. Feedback from the stakeholders is collected and evaluated by the IQAC team every year and the result is communicated to the respective departments for improvement.

### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	<b>05</b>
UGC – Faculty Improvement Programme	<b>01</b>
HRD programmes	<b>03</b>
Orientation programmes	<b>10</b>
Faculty exchange programme	<b>01</b>
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	<b>03</b>
Others	-

### 2.14 Details of Administrative and Technical staff

<b>CATEGORY</b>	<b>NUMBER OF PERMANENT EMPLOYEES</b>	<b>NUMBER OF VACANT POSITIONS</b>	<b>NUMBER OF PERMANENT POSITIONS FILLED DURING THE YEAR</b>	<b>NUMBER OF POSITIONS FILLED TEMPORARILY</b>
Administrative Staff	<b>13</b>	<b>03</b>	<b>02</b>	-
Technical Staff	<b>14</b>	-	-	-

## **CRITERION – III**

### **3. Research, Consultancy and Extension**

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

**The ultimate aim of the college is to become a centre of excellence in the field of higher education. This cannot be accomplished without promoting research to the maximum extent in various disciplines. At present three of our departments (Physics, Chemistry & Economics) are recognized as research centres by the MG University. Sixty percentage of the teaching faculty possesses research degrees. Also more than ten of them are approved research guides. Total number of ongoing projects in the college is four major projects and more than 15 minor projects. We are conducting seminars, workshops, Symposia etc. on a regular basis which give our student community an opportunity to meet researchers, academicians and other stake holders exchanging their ideas and information.**

**Both faculty and students of physics department are actively involved in research activities. At present the department is undertaking one major research project (KSCSTE - Dr Jini Thomas) and one minor research project (UGC – Dr. Feby Jose). Majority of the faculty members have applied for major/minor research projects to various agencies**

**Dr. Jaiby Joseph has research collaboration with Indian Neutrino Observatory (INO) which will lead to major research opportunities both for faculty as well as students. Research oriented projects are given to PG students to introduce them into the field of active research.**

**The research center of Chemistry Department was officially recognized by the MG University during the academic year 2013-2014. Dr. Jollyamma Mathew, and Dr. Jesty Thomas, got recognition as research guides, from the MG University. Two of the faculty members, Dr. James C. Joseph and Dr. Jollyamma Mathew were sanctioned Rs.1.94 lakhs and Rs.1.80 lakhs respectively, by the UGC for their proposed minor projects during the academic year 2013-2014. Currently the department has three ongoing major projects (Dr. Jesty Thomas is the Principal Investigator of two projects and Dr. Giable George is the Principal Investigator of one project). The Department has four ongoing minor projects funded by UGC, DST and KSCSTE. Three research fellows are working in three different major projects; among them two have applied for Ph.D registration.**

**The faculty members of chemistry have presented several research papers in various international and national conferences and they have published research papers in both international and national Journals. The Department of Science and Technology (DST), Govt. of Kerala has sanctioned a sum of Rs.77 lakhs under the FIST Programme to strengthen teaching and research facilities in all the science departments of the college, after assessing the performance**

of the departments.

The Research and Post Graduate Department of Economics is one of the most prestigious academic centers of learning Economics in Kerala. The upgradation of the department as a research department in 2013 gave an impetus to the research activities of the department. Presently the department has 2 research guides (Dr. Cyriac Joseph & Dr. Jose. A) and 10 research scholars are actively pursuing research under them.

The department of Commerce is providing a conducive environment for the research activities. Both degree and P.G students are undertaking research projects as part of the curriculum. The teachers holding Ph.D guide the students which is an encouragement for the students to undertake research. The teachers are also encouraged to undertake minor and major research projects. The faculty members in the Department of Commerce are actively involved in publishing research articles in Books, International and National journals. Students are exposed to project work for hands on experience in research. It also arranges research discussion with research holders.

The Hindi department collected Research Articles from well-known writers and scholars and published a book. Dr. Babu Joseph of Hindi Department conducted training programmes for Official Language Hindi for Government employees. He has also published a Research article on ‘Samakaleen Hindi Kavitha Mein Nari Vimarsh’ in the UGC National Seminar Proceedings Published by the PG and Research Department of Hindi, Catholicate College, Pathanamthitta.

In Malayalam department all the teachers are actively involved in research activities. Dr. J. Mathew is a research guide.

Dr. Sunny Joseph Kalayathankal of Mathematics Department is an approved Research Guide in Mahatma Gandhi University. He has already Guide ship in Karpagam University and Bharathiyar University of Tamil Nadu. He has 7 research scholars working under his guidance.

### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	<b>04</b>	-	<b>01</b>
Outlay in Rs. Lakhs		<b>76 lakhs</b>	-	<b>12 lakhs</b>

### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	<b>04</b>	<b>09</b>	<b>02</b>	<b>02</b>
Outlay in Rs. Lakhs	<b>4.6 lakhs</b>	<b>23.60 lakhs</b>	<b>2.1 lakhs</b>	<b>2.8 lakhs</b>

3.4 Details on research publications

	International	National	Others
Peer Review Journals	<b>14</b>	<b>10</b>	<b>03</b>
Non-Peer Review Journals	-	<b>01</b>	-
e-Journals	-	-	-
Conference proceedings	<b>03</b>	<b>06</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>02</b>	<b>UGC/ DST</b>	<b>76 lakhs</b>	<b>64 lakh</b>
Minor Projects	<b>1.5</b>	<b>UGC</b>	<b>23.6 lakhs</b>	<b>18.4 lakhs</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				

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	-	06	-	-	05
Sponsoring agencies	-	UGC	-	-	Management

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	STATUS	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
02	-	01	01	-	-	-

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



**\*Annexure VI Participation in NSS events:**

3.22 No. of students participated in NCC events:

University level	<input type="text" value="12"/>	State level	<input type="text" value="05"/>
National level	<input type="text" value="01"/>	International level	<input type="text"/>

3.23 No. of Awards won in NSS:

University level	<input type="text" value="02"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.24 No. of Awards won in NCC:

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text" value="11"/>
NCC	<input type="text" value="03"/>	NSS	<input type="text" value="07"/>
		Any other	<input type="text"/>

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

**Different departments are actively engaged in extension activities.**

The department of commerce is providing Tax Consultancy service to the whole staff of the college free of cost. The teachers in the department help other staff to file income tax returns, e-submission, etc. Tax consultancy services are also provided to the staff of nearby institutions and people living in the nearby places.

The commerce students are providing Business Consultancy services to those people who want to become entrepreneurs and these people are provided with advisory services about the feasibility of those activities they want to undertake, sources of finance, documents to be filed, etc.

As an extension of Career Oriented (Add-on) Course, 'Analytical Techniques in Water Analysis', initial steps have been taken by the Chemistry department for analyzing well water samples of nearby areas. Also, the Department of Chemistry has started a Dry Rubber Content determination centre (DRC centre) with technical assistance of RRRII (Regional Rubber Research Institute of India), in order to help the rubber growers of nearby areas.

The Botany department has organised training programs to the local people in the following:

- Mushroom cultivation
- Different horticultural practices such as budding, grafting, layering etc.

The History department has organised a Historical Film Festival enabling the people from the neighbouring areas to have a link with the legends of the past. Dr. Babasaheb Ambedkar (2000) directed by Jabbar Patel, 1921 (1988) directed by I. V. Sasi, Modern Times (1936) directed by Charlie Chaplin, Yugapurushan (2010) directed by R. Sukumaran and Mystery of Taj Mahal, etc were some of the films exhibited.

The Mathematics department is conducting tuition classes for the students of the St. Joseph U P School, Mannanam, on all working days. The classes are handled by the bright students of 3<sup>rd</sup> DC and 2<sup>nd</sup> P G under the supervision of faculty members of the Department. Tuition Classes are taken by the 3<sup>rd</sup> year B. A English students for Upper Primary children of the neighbourhood school. The language lab is also used to familiarize the pupils with native speech rhythm and intonation.

The MSW department has conducted two days Life Skill training programme 'Sauhrudam' at Kaipuzha village.

The Psychology department has taken a yearlong project on Life skills Development Programme of Adolescents in collaboration with St. Ephrem's High school Mannanam. Final Year degree students along with the faculty members render counselling service and soft skills development programme for the students in the school.

In collaboration with the Forest Department Thekkady division, 21 final year graduate students from Zoology department along with two staff members conducted a plastic cleaning campaign at Gavi village, a prominent eco-tourist spot in Pathanamthitta district Kerala.

The English department conducts an extension service of improving the language skills of the Upper Primary students of the local Malayalam medium school (St. Joseph's UPS) every year. The Degree students of BA English take the initiative in this venture under the supervision of the teachers of the department. The school children are given hands-on training in developing their listening and speaking skills in English by utilising the facilities of the language lab of the college.

## 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	7.5 Acre	-	-	7.5 Acre
Class rooms	69	12	-	81
Laboratories	21	-	-	21
Seminar Halls	02	-	-	02
No. of important equipments purchased ( $\geq$ 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

College administration wing is completely computerised; starting with admission, attendance recording, internal marks keeping, exam management, fee collection and the related matters.

K.E. College Library is fully computerised from 2012 onwards. All the details of books are completely accessioned by manually and by computer. We can search the details of a book by any form like subject, Class No, Author, Title etc.. All the books are bar-coded and are easy to issue and return. The identity card of the students are used for this process. A chip is included in the identity Card and the students are allowed to enter in the library by swiping their card in the access control system. Two access control systems are there, for entry and exit. By this, we can have the report of the students like how many students come in the library and how much time they spent. The photo and details of the students are displayed while they are using the same.

Besides this, a computer center is functioning here for searching internet for the students.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	<b>5920</b>		<b>11</b>		<b>5931</b>	
Reference Books	<b>44401</b>		<b>161</b>		<b>44562</b>	
e-Books	<b>51000</b>				<b>51000</b>	
Journals	<b>30</b>		<b>01</b>		<b>31</b>	
e-Journals	<b>65</b>		<b>03</b>		<b>68</b>	
Digital Database						
CD & Video	<b>250</b>				<b>250</b>	
Others (specify)						

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	<b>102</b>	<b>02</b>	<b>80</b>	<b>02</b>	<b>01</b>	<b>02</b>	<b>18</b>	
Added	<b>20</b>	<b>-</b>	<b>04</b>	<b>-</b>	<b>-</b>	<b>01</b>	<b>-</b>	
Total	<b>122</b>	<b>02</b>	<b>84</b>	<b>02</b>	<b>01</b>	<b>03</b>	<b>18</b>	

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

- **Every department has been provided with computers, LCD and internet system.**
- **Expansion of E-technology has enhanced the use of computers in curriculum development, teaching-learning, evaluation and research.**
- **Students are encouraged to make use of computers for Power Point Presentations of their seminars and projects.**
- **Broadband internet connectivity is given to all the departments.**
- **Internet browsing is available for teachers and students at the Internet Centre free of cost during the working hours of the library. □**

4.6 Amount spent on maintenance in lakhs :

i) ICT	8.5
ii) Campus Infrastructure and facilities	54
iii) Equipments	24
iv) Others	08
<b>Total :</b>	<b>94.5</b>

## CRITERION – V

### 5. Student Support and Progression

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

**The IQAC of the college co-ordinates the selection of the office bearers of the various student support services along with the Principal. Two/ three teachers and executive members from the students are elected for each supporting service. The elected directors and representatives are given an orientation on how to progress with various services like NSS, NCC, Women's Forum, Remedial / NET, SET coaching etc.**

- Financial assistance extended to economically weaker students and personal counselling given by Counsellors and Teachers minimize the dropout rate in the college.**
- Add-on courses for development of soft skills were offered.**
- Mock Interviews were conducted at the departmental level**

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

**The progress of each is taken note of by collecting periodic reports from each group. The financial accounting by each sector for the activities done is also submitted to the administrator. The progress of each is evaluated by the departments and measures for improvement are discussed by the Principal and HODs of the departments.**

- The Placement Cell conducts training programmes for students and arranges job fair in collaboration with employers.**
- Add-on courses help students get employment opportunities.**
- Every department maintains a register for recording the progress of students.**

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1084	153	38	-

(b) No. of students outside the state

04

(c) No. of international students

01

Men

No	%
496	39

Women

No	%
779	61

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
916	230	19	60	01	1226	937	247	21	69	01	1275

Demand ratio 6:1

Dropout % 2.1

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

**The Career Cell conducted an intensive training programme on “Group Discussion and Interview Techniques” for the final year degree students, with the assistance of DC Foundation. The resource person was Mr. Tom Zacharias. The students gave a very positive feedback on the programme. Prof. Rony George conducted several sessions to impart Group Discussion Techniques and interview tips to final year degree students, in collaboration with the Placement Cell. The career Cell was very keen to clarify the career doubts of students, regarding the future career prospects and higher education opportunities. The Career Guidance cell is giving training to 23 students of the college under Additional Skill Acquisition Programme (ASAP), a joint initiative of General and Higher Education Department to impart adequate skills to students through various career oriented programmes to match with labour market trends.**

**Remedial classes used to be conducted in our college, to enable students belonging to ST/ST/OBC (non-creamy layer)/Minority communities to pursue their higher studies effectively and also to reduce the failure rate. In the academic year, 2013-14, UGC has provided financial assistance of Rs.1,25,000/-(Rs.62,500 for equipments and Rs.62,500 for books, journals and study materials) as advance grant (XII Plan) for the scheme pertaining to Remedial Coaching (UGC order No. COC-438/12-13/KLMG028/UGC-SWRO (RCC) dated 30-03-2013). The coaching was co-ordinated by Dr.Sandhya C, Assistant Professor, Department of Biochemistry. The grant was effectively utilized for providing academic facilities for the students. The faculty members of each department effectively conducted remedial classes outside the regular time table. Among the 138 students benefited from attending the classes, 50 were SC students, 10 were ST students and 78 were OBC/Minority Students.**

No. of students beneficiaries

138

5.5 No. of students qualified in these examinations

NET	<input type="text" value="05"/>	SET/SLET	<input type="text" value="02"/>	GATE	<input type="text"/>	CAT	<input type="text" value="09"/>
IAS/IPS etc	<input type="text"/>	State PSC	<input type="text" value="11"/>	UPSC	<input type="text" value="03"/>	Others	<input type="text" value="20"/>

5.6 Details of student counselling and career guidance

**The counselling centre in the department gives counselling service for the laymen and the needy. Educational counselling is given to the students. Various personality development programmes were organized by the students in different schools. Psychological classes and training were given by Dr. M.K. Mathew and Fr. Johnson Joseph to Police trainees at Kottayam Police training camp. Students along with the faculty members visit and conduct programme in Athirampuzha Old age home, Nava jeevan Kottayam, Providence Home, Gandhinagar and Cancer ward, Kottayam Medical college.**

No. of students benefitted

5.7 Details of campus placement

Number of Organizations Visited	<i>On campus</i>		<i>Off Campus</i>
	Number of Students Participated	Number of Students Placed	Number of Students Placed
<b>03</b>	<b>160</b>	<b>26</b>	<b>Details not available</b>

*\*Annexure VII Details of campus placement*

5.8 Details of gender sensitization programmes

**The Women’s Forum of the college organizes various gender sensitization programs for the college students. Last year, Mrs Nirmala Jimmy (District Panchayat President) inaugurated the activities. A talk was held on women empowerment by Dr Aniamma Kuriakose, Rtd HoD of English, B. K College Amalagiri. Articles and art work by students promoting gender awareness were published in the college notice board. An elocution competition on the topic- education for women was conducted.**



## 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	33	65,000
Financial support from government	164	6,42,000
Financial support from other sources	32 (Vincent de paul)	95,000
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:

## CRITERION – VI

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

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

**Vision:**

**To become a centre par excellence of learning, unique in experience, value based in approach, and committed in service, for enriching and fulfilling life.**

**Mission:**

**To facilitate comprehensive and integral development of individuals who effectively function as instruments of social changes imbued with righteousness and courage of conviction: Dare to dream and Strive to Achieve.**

#### 6.2 Does the Institution has a management Information System

**The college has a well developed MIS supported by properly maintained database. The student details, including internal marks are available in the college office on the click of a mouse. Similarly, the library has full-fledged information system that provides the details of book issue and availability of books.**

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

##### **6.3.1 Curriculum Development**

**The various Departments of the college offers comprehensive, contemporary and multi-disciplinary curriculum structured to equip the students with the knowledge, skills and tools needed to make them competitive in a global economic environment. The departments follow an updated curriculum revised by the university. Inter-disciplinary programs such as open course make students aware of all related fields. Open course opted by the departments is relevant one intended to promote individual, community and national development. The Departments also organize invited lectures, subject based exhibitions, field trips etc. for curriculum enrichment.**

**The design and structure of UG and PG courses are decided by the Mahatma Gandhi University through the “Board of Studies” and “Academic Council”. Department meetings are conducted to discuss the curriculum provided by the University. Suggestions arising from the discussion are conveyed to board of studies.**

**Our faculty member, Dr. Jollyamma Mathew is a member of the PG board of studies and Dr. James C. Joseph is a member of the UG board of studies of M.G. University. From the Botany Department, Dr. Mathews T Thelly is involved in UG curriculum development and member expert committee. Dr. Cyriac Joseph, Head of the Department of Economics is a member of the Board of Studies of B A Economics (CBCSS) of Mahatma Gandhi University. He is also Convener, Expert Committee for Economics (UG) and Member, Expert Committee for Curriculum Restructuring, M A Economics (CSS). Dr Antony Thomas, and Georgekutty S. M of Commerce Department are elected as the Members of P.G. Board of Studies in January 2014.**

**Biotechnology department, is offering a self-financing course in the college and Modified curriculum and restructured syllabus was designed by them taking into consideration latest trends and developments in the field of Biotechnology.**

**The commerce dept provides an Add-on Course on computerized accounting package -Tally to the students. The English Department promotes the Add-on course in Functional English for the interested students in all the degree batches.**

**Apart from the structured curriculum, students are given assignments on special topics related to it and common seminars were conducted for all students of the department. Department also arranged lectures of eminent resource persons for enriching the students. Field trips are conducted in order to provide better understanding of the concepts. In the Zoology department, students are also encouraged to exhibit news regarding latest developments in Biology in the student's notice board.**

### **6.3.2 Teaching and Learning**

**The style of pedagogy and instruction are decided by the teacher. Formal class room teaching (lecture method) is the one used in our institution. This conventional method of teaching still provides ample flexibility to involve student interaction. Every batch of students is allotted a specific class teacher so that individual care can be given to all the students. Special care is given to weak students so that they can overcome difficulties. Utmost importance is given to interactive lecture sessions. The students are required to take seminars and present papers on current issues relating to their subject area. After each such session, discussions are held on the presented theme which provides them with more options for a detailed understanding. Classes are taken by the help of PowerPoint slides using LCD projector for better conveying of ideas. Students are**

encouraged to use computer systems and internet facilities available in the department for their academic as well as project related enquiries. Seminars, assignments, weekly test papers etc. are done systematically. OHP, LCD projectors, models, etc. are used by the teachers as aids of teaching. Department libraries are regularly updated, to meet all the requirements in order to fulfil academics. The Degree and Post graduate students make use of the computer lab for their assignments and dissertation works.

The Chemistry department promote UGC-CSIR NET and SET Coaching, and remedial coaching for our students. Chemistry softwares such as Chems sketch, Chem Draw, GAMESS are made available and students are given instructions to familiarize these softwares.

In the Botany Department, a large number of students are first generation learners. Slow and advanced learners are identified by the faculty and remedial/enrichment programs are organized for them.

The Department of Commerce inaugurated the Commerce Lab with the objective of providing practical orientation to students while not only focusing on the theoretical aspects of the syllabus but also linking it with the documents, practicalities and procedures involved with the subject. The lab aims to provide practical exposure of the current process, procedures and practices followed by organizations in conducting Commercial practices businesses and expose the students to all their forms / formats / formalities.

The Department of Economics allows students participating in co-curricular and extracurricular activities (seminar/debate/paper presentations) to use the internet facility of the department for preparation of their topic. The ample use of INFLIBNET services adds on to the ICT centric teaching.

Malayalam department provides remedial coaching for weak students. Maths department has introduced bridge courses as well as evening classes for the needy.

The English department follows the practice of preparing a manuscript magazine every year consisting of all the creative works by the students of the department, allowing them a venue to exhibit their literary/ artistic skills.

In the physics department, for those students who are weak in particular subjects, provide remedial coaching. Special training is given to bright students to fine tune their capabilities. They are encouraged to attend quiz, seminar and paper presentation competitions. They are also encouraged to apply for various scholarships provided by national and state level research and academic institutions/organizations.

Psychology department gives room for technology assisted classes such as LCD and computer assisted, group discussions and seminars. Students are given training for soft skills development and personality development.

In the statistics department ICT enabled teaching and learning strategies are followed in the PG Classes. E-Books, notes and relevant PowerPoint are also distributed to the students at free of cost for reference.

The Zoology has taken the initiative in promoting peer learning by dividing students into groups of 8-10 and discussions and presentations are held. The students' noticeboard of the department also helps them to educate fellow students by sharing their knowledge and recent developments in Biology. Field trips and nature camps are also conducted to enhance their learning experience. Lectures are also conducted by guest faculty on selected topics.

The Department of History has organised Remedial coaching for weak students. The department has also organised a field visit to historically important places. The department regularly conducts open house evaluation to improve the academic standard of the students.

### 6.3.3 Examination and Evaluation

Performances are assessed by Continuous Evaluation Process as per curriculum guidelines. Progress of the students is evaluated on a continuous basis. Class tests are conducted for each module by the teachers. Model examinations are conducted to equip the students for university examinations. The students are required to take seminars and present papers on current issues relating to their subject area. After each such session, discussions are held on the presented theme which provides them with more options for a detailed understanding. A programme of accepted innovative techniques such as seminars, project, assignment, PowerPoint presentation, quiz, objective tests, etc. (the programme of such evaluation will be fixed before the commencement of that semester in consultation with the respective class teachers).

Periodic class tests (unit test) and terminal examinations are also conducted. A Class teacher is assigned to each class and he/she will guide the student throughout the year. He/She will also arrange for Remedial coaching for weak students, The weaker ones are given extra attention and their performance are discussed with the parents individually through open evaluation system.

PTA meetings of each class are organized by class teachers twice in an academic year in order to make good rapport with parents

The Maths, Physics, Chemistry and English departments engage in open house evaluation to discuss the performance of the students in the presence of parents

The physics department provides Application level assignments and students are asked to take seminars on various topics.

Recently, the chemistry department has adopted open book examination and double valuation also. In Statistics department Examination papers are evaluated and are distributed to the students within one week.

Question banks of all papers are made available to the students of zoology department and discussions are held. Faculty feedback is also obtained at the end of each module and necessary improvements are done.

The English department conducts a viva voce every year to check the communication skills acquired by the first year Degree students in Listening, Speaking, Reading and Writing.

The teachers have a role in conducting the University Examination and evaluation

- Teachers in the department have served as external examiner for conducting various practical examinations.
- Teachers are also involved in Centralized Valuation Camps.

#### **6.3.4 Research and Development**

The Department of Science and Technology (DST), Govt. of Kerala has sanctioned a sum of Rs.77 lakhs under the FIST Programme to strengthen teaching and research facilities in all the science departments of the college, after assessing the performance of the departments.

The majority of our faculty is actively engaged in research. Many have applied for major and minor projects by different agencies. Our faculty members have presented several research papers in various international and national conferences and they have published research papers in both international and national Journals.

The research centre of Chemistry Department was officially recognised by the MG University during the academic year 2013-2014. Dr. Jollyamma Mathew, and Dr. Jesty Thomas got recognition as research guides, by the MG University. Two of the faculty members of chemistry, Dr. James C. Joseph and Dr. Jollyamma Mathew were sanctioned

Rs.1.94 lakhs and Rs.1.80 lakhs respectively, by the UGC for their proposed minor projects during the academic year 2013-2014. Currently the department has three ongoing major projects and four ongoing minor projects funded by UGC, DST and KSCSTE. Three research fellows are working in three different major projects; among them two have applied for Ph.D registration.

The up gradation of the Economics department as a research department in 2013 gave an impetus to the research activities of the department. Presently the department has 2 research guides, and 10 research scholars are actively pursuing research under them. The faculty of the department has 3 minor research projects.

Hindi department is actively engaged in publishing Research Journals. In the Malayalam department, there is an active participation of faculty in various research activities. A large number of national and state level papers are being published by the faculty. At present Dr. J. Mathew is a research guide. The English Department has recently completed a minor research project and another is ongoing.

At present the Physics department is doing one major research project (KSCSTE – Dr. Jini Thomas) and one minor research project (UGC- Dr Feby Jose). Majority of the faculty members have applied for major/minor research projects to various agencies. Dr Jaiby Joseph has research collaboration with Indian Neutrino Observatory (INO) which will lead to major research opportunities both for faculty as well as students.

#### Student's participation in Research

The final year degree and P.G students are required to do research projects on current issues relating to their subject area. Research oriented projects are given to PG student to get them introduced to the field of research.

For promoting the research aptitude of the students, they are encouraged to participate in national seminars organised by various colleges. The students also participate in workshops which familiarised them with novel topics and methodologies in student projects.

In the Zoology department, three students participated in PowerPoint presentation on Life sciences at the National seminar organised by the Department of Biochemistry, B.K. College Amalagiri. Students are also given training programmes for undertaking various biodiversity surveys in our locality. One notable undertaking from their part is their participation in the first Meenachil dragonfly survey conducted by the Tropical Institute of Ecological Studies.

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

The various science departments maintain well equipped labs with an array of sophisticated project/practical related instruments required for the academic programme. The students are given training sessions for familiarising with the operation of these instruments. The students are also given access to these instruments while doing their study projects. All departments have sufficient number of computers and LCDs.

The Commerce department has got a computer lab fully equipped, providing services to the students in various practical aspects such as computerized accounting, IT for business, etc.

In each department, one or more computers with internet facility are setup for the use of students for their curricular/co-curricular activities.

### **6.3.6 Human Resource Management**

The department work load is distributed equally and carefully by the head of the department as per UGC norms. Teaching Resources are managed in such a way that classes left free due to absence of teachers are a minimum.

Career Orientation and value based programs are conducted for both P.G. and UG students. Students are given timely information about the various competitive examinations and job opportunities. Training is given to the students for the same. Students are encouraged to appear for entrance examinations of various central universities and campus recruitment programs. Special coaching is provided to the students for preparing for various examinations. Many of the students of the department excelled in campus recruitment programmes. Care is taken to ensure that talented students are recruited by various firms through campus placements.

Association-activities help in inculcating leadership qualities in students, and also promote their extracurricular talents. The Association is headed by a secretary and joint secretary as elected representatives and an executive committee consisting of nominated students from I, II & III year degree classes. Under the auspices of the Association various competitions are held to nurture the skills and talents of our students.

In the Physics department, NET/SET/GATE coaching is conducted to equip the students with necessary skills to clear these competitive exams.



### **6.3.7 Faculty and Staff recruitment**

**Faculty and staff recruitment is done by the management in accordance with the government provisions.**

### **6.3.8 Industry Interaction / Collaboration**

**Various departments of the College collaborate with different institutions for promoting learning and social commitment.**

**History students undertake a three weeks internship or On-the-job training programme at the ST. Joseph Press, Mannanam.**

**The Department of Chemistry has started a Dry Rubber Content determination centre (DRC centre) with technical assistance of RRRII (Regional Rubber Research Institute of India, Puthuppally, Kottayam), in order to help the rubber planters of nearby areas.**

**Biotechnology department interact with research institutes like Bioscience, MG University and Cashew Exports Promotion Council of India, Kollam as part of laboratory research works.**

**Botany department has collaboration with College of pharmacy, medical college Kottayam, to train the students of the department.**

**MSW department Associate with ICDS, KAPS, AKSSA and other NGO's for various programmes and projects.,**

**Physics PG students are given opportunity to interact with industrial firms like Logic network solutions for on the job training. They are doing their field work for the diploma course in various industries.**

### **6.3.9 Admission of Students**

**Student admission is as per university guidelines. For the last 5 years, the University is following Centralised Allotment Process (CAP). Many students from different parts of Kerala prefer Kuriakose Elias College as first choice.**

	<b>TEACHING</b>	<b>STAFF COOPERATIVE SOCIETY</b>
6.4 Welfare schemes for	Non teaching	Staff Cooperative society
	Students	1. Students Cooperative society 2. Vincent de paul society (Financial assistance to poor students)

6.5 Total corpus fund generated

**Staff cooperative society – Rs. 24,00,000**  
**Students cooperative society – Rs. 2,90,000**  
**Vincent de paul society – Rs. 95,000 (to help poor students)**

6.6 Whether annual financial audit has been done

Yes

No

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

<b>Audit Type</b>	<b>External</b>		<b>Internal</b>	
	<b>Yes/No</b>	<b>Agency</b>	<b>Yes/No</b>	<b>Authority</b>
Academic	<b>No</b>	<b>No</b>	<b>Yes</b>	<b>College Council</b>
Administrative	<b>No</b>	<b>No</b>	<b>Yes</b>	<b>College Council</b>

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?

**Centralised valuation camps are organised by the university to declare results at the earliest.**

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

#### 6.11 Activities and support from the Alumni Association

**The college has turned out thousands of graduates into the wider arena of the society and many of them occupy very high positions in many reputed organizations in India and abroad .The Alumni association of the various departments is active and it enables the Departments to be in touch with the former students. The alumni register is maintained. Every department organises an annual reunion of its alumni. Also an annual reunion is arranged in connection with the send-off of faculty members.**

**In the wake of the Jubilee Celebrations of the year, a grand get together was conducted by the College on 29<sup>th</sup> December 2013. Many of the alumni turned out with nostalgic memories of their old college. Many of our former students gathered and shared their experiences, joys and sorrows**

**With support of Alumni Association, the Malayalam department conducts various programmes. Last year a folk song show and a play named ‘Craps last tape’ was organised. The Alumni of the MSW department sponsors the grand function they hold every year - Awake. In the Physics department, the Alumni Association sponsors at least one invited talk for the students every year. It also supports all major activities of the department and the college. Physics alumni association regularly meets on the first Sunday of May every year.**

**Alumni of Psycholigy department- PAAM - Psychology Alumni Association Mannnam - gathers together on second Saturday in February every year. PAAM collaborated with the department in order to organize the All Kerala Psychology Exhibition.**

**From the English Department, the Theresa Memorial Scholarship to the Topper in the English batch was instituted by the alumni in memory of their departed classmate.**

**From Zoology department, the alumni sponsors an endowment of Rs.10,000 for college topper in B.Sc Zoology Programme, which is one of the highest endowments awarded in the college.**

#### 6.12 Activities and support from the Parent – Teacher Association

**The Parent-Teacher Association of the college functions very efficiently. Class PTA of all batches is done once in each semester. This helps us to get a better understanding of each students, their scope of improvement and special issues if any to be tackled. The PTA**

provides ample support to the various programmes organised by the college.

During the open house program conducted by each department at the end of each semester, they assess the performance of students and department, and suggest measures for the quality improvement of both students and department. Weak students are given remedial teaching.

The general PTA meeting of the college was held last year on 16<sup>th</sup> February 2014, in the college auditorium. Suggestions from the parents are also accommodated in teaching/learning process.

In the Commerce department last year, career guidance and orientation programme for the students of the B.Com (self-financing) and a guidance programme for their parents was organised.

#### 6.13 Development programmes for support staff

- Annual tour program is organised by the management for the support staff every year.
- A training program is organised every year for the non teaching staff.
- Christmas, onam and other festivals are celebrated in a befitting manner.

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

The College encourages students to be eco-friendly through invited talks as well as through regular advice given by the faculty. Our college has taken necessary steps to create awareness among students regarding the importance of nature and conserving natural resources. The students are urged to minimise the use of plastic carry bags and promote paper bags.

The college encourages the students to attend Nature Camp; the facility is availed by many departments like English, Malayalam, Physics, Zoology, etc. Dr. Joyskutty Joseph of the Malayalam department is a member of state environment committee of Kerala Sastra Sahithya Parishath

The chemistry department has a proper waste management system by which the remains from our chemistry lab are properly disposed. The department supports the proper functioning of the bio-gas plant of our college.

The students of the commerce department organized a programme to make the

**campus eco-friendly in which students cleaned their classrooms and fixed waste baskets in each class room.**

**The MSW department maintains a Butterfly garden in the campus. They also conducted a programme last year on the World Environment day.**

**Physics Department Gives scientific awareness and practical knowledge about renewable energy sources and the methods for environmental protection through an open course on “Energy and Environment” for the UG students. An Encon Club is run by the department under the sponsorship of BPCL- Cochin Refineries. This club conducts informative talks, quiz and Essay Competitions regularly to college students on environment related topics.**

## 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.

**One PTA meeting after internal examination in every semester has been introduced in the college.**

**Everyday Library hour (8.30 am to 9.30 am or 3.45 pm to 4.45 pm) introduced to inculcate reading habits in students and to make them capable of winning in competitive examinations.**

**The placements cell of the college is active in providing the best career opportunities for the students. The placement cell offers soft skills training, interview and GD training etc. to interested students. A number of students have been recruited for various jobs under campus placement programme.**

**These have made positive impact in the academic standard of the students.**

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

- **The first step to improve the quality of the college performance was to update the college website—Immediate action was taken up with a committee being formed. All the departmental coordinators worked towards it and the website has been revamped.**
- **The research activities of teachers were to be re-invigorated--- A research animator was appointed and the faculty was given a talk on the necessity to further research.**
- **Teaching learning Process should be evaluated—the feedback is taken from students and parents regularly.**
- **Programmes for Teaching and Nonteaching staff should be initiated to strengthen the relationship - A number of programmes were conducted to ensure interaction of all the staff.**
- **All important information should be passed on to students/ parents through sms/email—this is on the process of being implemented.**

**The IQAC has done an unremitting work in the last academic year and has succeeded in attaining almost all the targets set for the year.**

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

**Our College is oriented towards attaining the best output from the students entrusted in our care. Hence a number of innovative measures are taken up by the college for attaining it.**

**Some of the best practices followed are:**

**The college through various departments constantly gather suggestions/complaints from the students and their parents during the semester PTA meet. These suggestions are meticulously recorded down and the college authorities do everything possible to make the students comfortable in the campus and try their best to achieve academic excellence.**

**The calibre of each student is monitored at the beginning of the course and special coaching is given to all: the bright students are given special coaching for aptitude and skills such as “Walk with a Scholar”. These students are given training for various entrance exams like UGC NET / SET, Bank, PSC, etc. The weak students are identified and given bridge classes through student support programmes and their learning disabilities are alleviated. Those with psychological difficulty are given counselling by the faculty of psychology of the college itself along with an external counsellor.**

7.4 Contribution to environmental awareness / protection

**Our college has taken necessary steps to create awareness among students regarding the importance of nature and conserving natural resources. We have urged them to minimise the use of plastic carry bags and promote paper bags. We have promoted awareness among students to use jute and paper bags and biodegradable materials, there by maintaining green and eco friendly environment.**

**Observed World Environment Day by K. E. College and K. P. M. S. Hall, Kottayam, on June 5<sup>th</sup> 2014. Students conducted ‘Musical Drama’ in association with it.**

**Nature camps are organised by various departments under the aegis of the Wild Life Department, Govt. of Kerala. Classes on environmental awareness were arranged as part of camp schedule. Dr. Joyskutty Joseph has served a state level resource person of Kerala Forest Department. He is a member of state environmental committee of Kerala Sastra Sahitya Parishad.**

**As part of keeping our classrooms clean, waste bins are installed with the message**

**“Clean Campus, Green Campus” in all the classrooms and in different parts of the campus.**

**Department of Chemistry has opted for ‘Environmental Chemistry’ as their open course, so that the students of other departments get the opportunity for studying about environment, environmental hazards, and the need for making awareness about environmental protection.**

**The department of Physics gives scientific awareness and practical knowledge about renewable energy sources and the methods for environmental protection through an open course on “energy and environment” for the UG students. Also an Encon Club is run by the department under the sponsorship of BPCL- Cochin Refineries. This club conducts informative talks, quiz and Essay Competitions regularly to college students on environment related topics.**

7.5 Whether environmental audit was conducted?      Yes       No

7.6 Any other relevant information the institution wishes to add.

**The college is situated in rural area and most of the students are from economically backward families. Moreover, their academic background is not so bright and hence extra effort is required from the part of faculty to bring them to the main stream.**

8. Plans of institution for next year

**We strive hard to make our College a Centre of Excellence through various measures. The college has several plans in the agenda of the next academic year. The common measure to be followed by each department of the college is to conduct National seminar on current and socially relevant topics in the next academic year. The faculty is encouraged to apply for Minor/ Major research Projects and to participate/ present papers in National and International Seminars.**

**In the coming years the college would like to concentrate on the following aspects.**

- **Skill Development of students**

**We are working hard to assess the training needs and provide opportunities for students to enhance and contextualize their skills. Most of the subject-specific skills are developed and improved experientially as part of the day-to-day research process, guided by the**



supervisors.

- **Research Collaboration with other institutes and agencies**

With respect to the science departments, in order to train students better for a scientific career, collaborations with major research labs such as NIIST Trivandrum, CUSAT, Cochin etc. are planned. For that, faculty members are actively collaborating with reputed research groups such as the Indian Neutrino Observatory (INO) Collaboration, which has a network of more than 20 major institutions/universities across India.

- **Enhancement of Research Facilities by availing funds from various agencies**

Our college aims to further enhance the research facilities with the new funds availed through the FIST program under DST.

- **Inspire scientific aptitude and temper in students through lecture series**

The college is planning to organize a lecture series in concerned subjects, which will highlight new areas of research by eminent scholars. This will also include talks of research conducted by each faculty members of this college, to promote collaborations among institutions/facilities of national importance. This will encourage awareness of on-going research and can promote possible future collaborations.

- **Training module on research methodology for PG students**

It is proposed to begin training modules for the students to learn research methodologies. A student-led Postgraduate Research Group can meet in a supportive and informal manner, approximately once every two-three weeks, with short presentations from postgraduates followed by discussion of the paper in the context of their research project.

Apart from this, plans for the next year are:

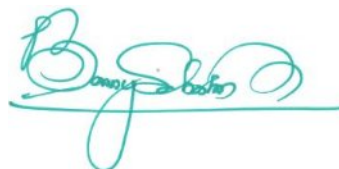
- **Renovation of our P.G. laboratories.**
- **A permanent film centre at K.E. College for training students**
- **Renovating the medicinal plant garden in the campus**
- **Set up a full-fledged digital library**
- **Conduct an exhibition for school students.**
- **Conduct a training program on bio fertiliser production at small scale.**
- **The commerce department plans to host an Inter-collegiate commerce fest next year**
- **The college is planning to make all classrooms as smart classrooms**
- **The college is proposing to start new P. G Programme in Botany**
- **For the students of under graduate courses, we are planning to conduct a PSC Coaching centre**

- **Statistical Survey of educational details of the college**
- **Renovate the vermi compost pit of the campus as an eco friendly initiative for efficient waste management.**
- **Conduct a training programme for the students at Tropical Institute of Ecological Sciences (TIES), Kottayam to impart knowledge and training for eco friendly living.**
- **Organise a tree planting campaign in the campus as a green initiative.**



*Name : **Dr. Antony Thomas***

*Signature of the Coordinator, IQA*



*Name : **Rev. Dr. Benny Sebastian***

*Signature of the Chairperson, IQAC*

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**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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**ANALYSIS AND REPORT ON FEEDBACK FROM STUDENTS AND PARENTS**

Feedbacks from the students regarding teaching, learning and other academic and co-curricular activities are collected, analysed every semester and a report is prepared. Right measures are taken to rectify the negative feedbacks.

The feedback from the students was very positive. They value the departments positively. There were only minor suggestions from the students which were about non-availability of sufficient computers in the labs, inadequate smart class rooms, etc. The opinion about the faculty members was also good. Teachers provided them with moral support and motivation. The subject knowledge, communication skills, etc. of the teachers were excellent. They opined that the teaching/learning environment was very effective for their overall development. The areas having scope for improvement were identified and compensatory measures were taken.

The feedback from parents was obtained during the PTA meeting. They were satisfied with the academic ambience provided by the college. The teaching- learning exercise was being conducted well, according to them. They are of the opinion that modifications in the infrastructure would be welcome.

**FACULTY ATTENDED INTERNATIONAL CONFERENCES AND SYMPOSIA**

**Dr. Jesty Thomas (International Seminars)**

1. “Second International Conference on Advances in Materials Processing and Characterization (AMPC 2013)”, Anna University, Chennai, 6<sup>th</sup> -8<sup>th</sup> February 2013.
2. “International Conference on Advances in Material Science (ICAMS 2013)”, Sree Sankara College, Kalady, 23, 24 October 2013.
3. “International Conference on Nanomaterials: Science Technology and Applications (ICNM ’13)”, 5-7 December-2013.
4. “3<sup>rd</sup> International Science Congress (ISC-2013)”, Karunya University Tamil Nadu, 8<sup>th</sup> and 9<sup>th</sup> December – 2013.
5. “International Conference on Emerging Frontiers and Challenges in Chemistry (ICEFCC-2014)”, All Saints College, Thiruvananthapuram, 17<sup>th</sup> and 18<sup>th</sup> February- 2014.
6. “International conference on Advanced Materials and its Applications (ICAMA 2014)”, Alphonsa College, Pala, 26-28 March-2014.

**Dr Jaiby Joseph (International)**

1. International symposia on nuclear physics at BARC Mumbai on Dec 1 –Dec 6 2014

**Linta Maria Jose (International Conference)**

1. “International conference on Advanced Materials and its Applications (ICAMA 2014)”, Alphonsa College, Pala, 26-28 March-2014.

**Dr. Giable George (International Conference)**

1. “International Conference on Emerging Frontiers and Challenges in Chemistry (ICEFCC-2014)”, All Saints College, Thiruvananthapuram, 17<sup>th</sup> and 18<sup>th</sup> February- 2014.

**Miss Anitha C (International Seminar)**

1. International seminar held at CMS College on 17<sup>th</sup> October 2013 on “*Molecular secret of plant medicine MSPM*”.

**Mrs. Sreelekshmi R Nair (International Seminar)**

1. International seminar held at CMS College on 17<sup>th</sup> October 2013 on “*Molecular secret of plant medicine MSPM*”.

**FACULTY ATTENDED NATIONAL CONFERENCES AND SYMPOSIA****Dr. Jesty Thomas**

1. National Seminar on “100 Years of Crystallography”, School of Pure and Applied Physics, Mahatma Gandhi University, Kottayam, 26th March 2013.
2. “National Seminar On Current Trends in Chemistry (CTriC-2013)”, Cochin University of Science and Technology, Department of Applied Chemistry, 22, 23 March 2013.
3. “Two day National Seminar on Basic and Biochemical Techniques: Relevance in Interdisciplinary Research Senario”, BK College Amalagiri, 3rd and 4th September 2013.
4. “National Seminar on Nanotechnology and Renewable Energy (NSNRE-2013)”, KE College, Mannanam, 30th and 31st October 2013.
5. “23rd Swadeshi Science Congress”, Mahatma Gandhi University, Kottayam, 6-8 November 2013.
6. “National Fluorescence Workshop (FCS 2013)”, IISc and JNCAR, Bangalore, 24-28 November 2013.

**Mrs. Sreelekshmi R Nair**

1. National level seminar, Biotechnology for Human Welfare held at S.N College Kumarakom on 26th July 2013.

**Mrs. Theja Joseph**

1. Attended National seminar on ‘Advanced materials and applications’ at Alphonsa College, Pala, on 15, 16 November 2013.

**Linta Maria Jose**

1. Participated in UGC sponsored National Seminar on Nanotechnology and Renewable Energy at KE College, Mannanam, Kottayam on 30<sup>th</sup> and 31<sup>st</sup> October 2013
2. Participated in One day seminar on Current Trends in Materials Science organized by AMMRC at School of Chemical Sciences on 15<sup>th</sup> November 2013
3. Participated in US-India Brain Storming Discussion Meeting on Faculty Development held at Mahatma Gandhi University, Kottayam on 6<sup>th</sup> January 2014

**Prof. T. Thomas Mathew**

1. Participated in UGC sponsored National Seminar on Nanotechnology and Renewable Energy at KE College, Mannanam, Kottayam on 30<sup>th</sup> and 31<sup>st</sup> October 2013.
2. Participated in One day seminar on Current Trends in Materials Science organized by AMMRC at School of Chemical Sciences on 15<sup>th</sup> November 2013.

**Dr. Shyla George**

1. Participated in One day seminar on Current Trends in Materials Science organized by AMMRC at School of Chemical Sciences on 15<sup>th</sup> November 2013

**Miss Anitha C**

1. National seminar, Biotechnology for Human Welfare held at S.N College Kumarakom on 26th July 2013.

**Dr. Sandhya C**

1. Participated in UGC sponsored National Seminar on Basic and Advanced Biochemical techniques: Relevance in Interdisciplinary Research Scenario at BK College, Amalagiri, Kottayam on 3<sup>rd</sup> and 4<sup>th</sup> September 2013
2. Participated in UGC sponsored National Seminar on Nanotechnology and Renewable Energy at KE College, Mannanam, Kottayam on 30<sup>th</sup> and 31<sup>st</sup> October 2013
3. Participated in One day seminar on Current Trends in Materials Science organized by AMMRC at School of Chemical Sciences on 15<sup>th</sup> November 2013
4. Participated In US-India Brain Storming Discussion Meeting on Faculty Development held at Mahatma Gandhi University, Kottayam on 6<sup>th</sup> January 2014

**Prof. Jency Francis**

1. A National Seminar on Capital Market and Derivatives, on 16<sup>th</sup> and 17<sup>th</sup> January 2014 at Government College, Tripunithura
2. A National Seminar on "Petroleum Conservation and Petroleum Pricing" organized by the Department of Economics, St. Thomas College, Pala on September 5<sup>th</sup> and 6<sup>th</sup>, 2013
3. A UGC sponsored National seminar on Indian Economic Growth, Energy Scenario and Climate Change, Organised by the department of Economics, K.E College, Mannanam on 20<sup>th</sup>, 21<sup>st</sup> August, 2013

4. UGC sponsored three days workshop on Statistical Computing organized by the Post Graduate Department of Statistics, K.E College, Mannanam

**Prof. Divya Joseph**

1. UGC sponsored three days workshop on Statistical Computing organized by the Post Graduate Department of Statistics, K.E College, Mannanam
2. A National Seminar on “Petroleum Conservation and Petroleum Pricing” organized by the Department of Economics, St. Thomas College, Pala on September 5<sup>th</sup> and 6<sup>th</sup>, 2013
3. A UGC sponsored National seminar on Indian Economic Growth, Energy Scenario and Climate Change, Organised by the department of Economics, K.E College, Mannanam on 20<sup>th</sup>, 21<sup>st</sup> August, 2013

**Dr. Cyriac Joseph**

1. Participated in the National Seminar on “India’s Economic Growth, Energy Scenario and Climate Change” organized by the Post Graduate Department of Economics, K.E College, Mannanam on 20<sup>th</sup>&21<sup>st</sup> August, 2013.
2. Participated in the National Seminar on “Low Mortality – High Morbidity Syndrome: The Health Paradox in Kerala” organized by the Research and Post Graduate Department of Economics, B.K College Amalagiri, on 9<sup>th</sup>&10<sup>th</sup> September, 2013.
3. Participated in the National Seminar on, “Educated Women: A Potential Human resource for Economic Development”, Organized by Department of Economics, Alphonsa College Pala, on 18<sup>th</sup> February, 2014
4. Participated in the UGC sponsored National Workshop on Statistical Computing Organized by the Post Graduate Department of Statistics, K.E College, Mannanam held on 24-26 Mar 2014.

**Dr. Jose A**

1. Participated in the National Seminar on “India’s Economic Growth, Energy Scenario and Climate Change” organized by the Post Graduate Department of Economics, K.E College, Mannanam on 20<sup>th</sup>&21<sup>st</sup> August, 2013.
2. Participated in the National Seminar on “Low Mortality – High Morbidity Syndrome: The Health Paradox in Kerala” organized by the Research and Post Graduate Department of Economics, B.K College Amalagiri, on 9<sup>th</sup>&10<sup>th</sup> September, 2013.



3. Participated in the National Seminar on “Two Decades of India’s Liberalization: Experiences and Lessons” organized by the Post Graduate Department of Economics ,Baselius College ,Kottayam on 3<sup>rd</sup> & 4th Dec,2013

**Ms. Rinu Jose**

1. Participated in the National Seminar on “India’s Economic Growth , Energy Scenario and Climate Change” organized by the Post Graduate Department of Economics ,K.E College, Mannanam on 20th&21<sup>st</sup> August,2013.
2. Participated in the National Seminar on “Low Mortality – High Morbidity Syndrome: The Health Paradox in Kerala” organized by the Research and Post Graduate Department of Economics ,B.K College Amalagiri, on 9th&10<sup>th</sup> September,2013.
3. Participated in the National Seminar on “Two Decades of India’s Liberalization: Experiences and Lessons” organized by the Post Graduate Department of Economics ,Baselius College ,Kottayam on 3rd&4th Dec,2013
4. Participated in the One Week National Workshop on” Time Series Econometrics” held from 30<sup>th</sup> Apr-5<sup>th</sup> May.2014 at St.Berchmans’ College, Kerala.

**Ms. Amal Sharin T.J**

1. Participated in the National Seminar on “India’s Economic Growth , Energy Scenario and Climate Change” organized by the Post Graduate Department of Economics, K.E College, Mannanam on 20th&21<sup>st</sup> August,2013.
2. Participated in the National Seminar on “Low Mortality – High Morbidity Syndrome: The Health Paradox in Kerala” organized by the Research and Post Graduate Department of Economics ,B.K College Amalagiri, on 9th&10<sup>th</sup> September,2013.
3. Participated in the National Seminar on “Two Decades of India’s Liberalization: Experiences and Lessons” organized by the Post Graduate Department of Economics ,Baselius College ,Kottayam on 3rd&4th Dec,2013
4. Participated in the UGC sponsored National Workshop on Statistical Computing Organized by the Post Graduate Department of Statistics, K.E College ,Mannanam held on 24-26 Mar 2014.

**Ms. Mettilda George**

1. Participated in the National Seminar on “India’s Economic Growth , Energy Scenario and Climate Change” organized by the Post Graduate Department of Economics ,K.E College, Mannanam on 20th&21<sup>st</sup> August,2013.
2. Participated in the National Seminar on “Low Mortality – High Morbidity Syndrome: The Health Paradox in Kerala” organized by the Research and Post Graduate Department of Economics ,B.K College Amalagiri, on 9th&10<sup>th</sup> September,2013.
3. Participated in the National Seminar on “Emerging Challenges and Prospects of 20 years of Economic reforms in India” organized by the Department of Economics, Govt. College Kattapana, on October 31<sup>st</sup>- Nov, 1<sup>st</sup>.
4. Participated in the National Seminar on “Two Decades of India’s Liberalization: Experiences and Lessons” organized by the Post Graduate Department of Economics ,Baselius College ,Kottayam on 3rd&4th Dec,2013
5. Participated in the UGC sponsored National Workshop on Statistical Computing Organized by the Post Graduate Department of Statistics, K.E College, and Mannanam held on 24-26 Mar 2014.
6. Participated in the One Week National Workshop on” Time Series Econometrics” held from 30<sup>th</sup> Apr-5<sup>th</sup> May.2014 at St.Berchmans’ College, Kerala.

**Ms. Gincy Lukose V**

1. Participated in the National Seminar on “Two Decades of India’s Liberalization: Experiences and Lessons” organized by the Post Graduate Department of Economics ,Baselius College ,Kottayam on 3rd&4th Dec,2013
2. Participated in the National Level Interdisciplinary One Week Workshop on “Time Series Econometrics “Organized by the Post Graduate Department of Economics, Panampilly Memorial Government College, Chalakudy on Dec9-14,2013.
3. Participated in the Three National Seminar on “Empowering Women :The Eluding Firing Power” organized by the Department of Economics ,Govt. College for Women and Sponsored by the UGC from 3-5 Mar,2014
4. Participated in the UGC sponsored National Workshop on Statistical Computing Organized by the Post Graduate Department of Statistics, K.E College, Mannanam held on 24-26 Mar 2014.
5. Participated in the One Week National Workshop on” Time Series Econometrics” held from 30<sup>th</sup> Apr-5<sup>th</sup> May.2014 at St.Berchmans’ College, Kerala.

### **Fr. Jisho Alumnkal**

1. Title: “Project Planning and Writing”, organized by Mar Augusthinose College Social Work Association (MACSWA) in collaboration with All Kerala Social Work Students Association (AKSSA) on 7th March 2014, Friday.
2. Participated in the seminar and World Social Workers day observation on “Social and
3. Economic Crisis – Social Work solutions” organized by KAPS(Kerala Association of Professional Social Workers) Kottayam Chapter at B. C. M. College, Kottayam in 18th March 2014

### **Mrs. Jessey John**

1. Conference based on “Social Work Professional Challenges” organized by
2. KAPS(Kerala Association of Professional Social Workers) Kottayam Chapter.
3. Participated in the seminar and World Social Workers day observation on “Social and
4. Economic Crisis – Social Work solutions” organized by KAPS(Kerala Association of Professional Social Workers) Kottayam Chapter at B. C. M. College, Kottayam in 18th March 2014.
5. Attended World Population Day seminar organized by Vijayapuram Social Service Society on the topic “Population Growth and Recent Trends”.

### **Dr. Mercy Mathews**

1. Aattended national seminar on the topic “ADVANCED MATERIALS”, NSAM-2014, on January 3r and 4<sup>th</sup> 2014

### **Dr. Feby Jose**

1. Aattended a national seminar on non linear optics, held at St Dominic’s College, Kanjirapally in collaboration with CMET, on 6<sup>th</sup> and 7<sup>th</sup> Feb 2014.

### **Fr. Johnson Joseph**

1. Participated in the **National Workshop on SPSS for Psychology** sponsored by the The Department of Collegiate Education, Government of Kerala held at Government College for Women, Thiruvananthapuram **on 30 to 31<sup>st</sup> August 2013.**
2. participated in **the National Conference on Youth A Catalyst for Social Transformation**, National Conference held at Little Flower Institute of Social Sciences and Health on **4<sup>th</sup> and 5<sup>th</sup> October, 2013.**

**Dr. Smitha S**

1. Two day National Workshop on Statistical Computing using R at Maharajas College Ernakulam on 28<sup>th</sup> and 29<sup>th</sup> October 2013.

**Dr. Dhanya P Joseph**

1. Participated in the two day National Workshop on Statistical Computing using R at Maharajas College Ernakulam on 28<sup>th</sup> and 29<sup>th</sup> October 2013.

**Rev. Dr. Joseph O.C**

1. Participated in the three day National Workshop on Statistical Computing at K.E College Mannanam on 24<sup>th</sup>,25<sup>th</sup> and 26<sup>th</sup> March 2014.

**Nisha Maria E G**

1. One Day Seminar on Bioinformatics on 17<sup>th</sup> December organised by Department of Zoology, Government College Kottayam.

**ANNEXURE III**

**FACULTY PRESENTED PAPERS**

**Dr. Jesty Thomas (International seminars)**

1. Nanogold Loaded Titania Nanofibers: Efficient Solar Photocatalyst, *Jesty Thomas*, “Second International Conference on Advances in Materials Processing and Characterization (AMPC 2013)”, Anna University, Chennai, 6<sup>th</sup> -8<sup>th</sup> February 2013.
2. Synthesis of Nd<sup>3+</sup> Doped TiO<sub>2</sub> –HPA System as Efficient Solar Photocatalyst, *Jineesh N, Jesty Thomas*, “NANO INDIA 2013”, CSIR-NIST, Thiruvananthapuram, 19-20 February 2013.
3. Synthesis and Photoluminescence Properties of Porphyrin-Samarium Complex Grafted on Zeolite Y, *K.S.Ambili, Jesty Thomas*, “International Conference on Advances in Material Science (ICAMS 2013)”, Sree Sankara College, Kalady, 23, 24 October 2013.
4. Enhanced Photocatalytic Degradation of 4-Chloro Phenol using Heteropoly Acid-Incorporated Nd<sup>3+</sup> Doped Nano TiO<sub>2</sub>, *Jineesh N, Jesty Thomas*, “International Conference on Advances in Material Science (ICAMS 2013)”, SreeSankara College, Kalady, 23, 24 October 2013.
5. Nano Gold Doped Nano TiO<sub>2</sub> – An Efficient Solar Photocatalyst For The degradation of Persistent Organic Pollutants, *Jesty Thomas, Chithra K. R.*, “International Conference on Nanomaterials: Science Technology and Applications (ICNM '13)”, 5-7 December-2013.
6. Nanogold Doped TiO<sub>2</sub> Nanotubes: Efficient Solar Photocatalyst for the Degradation of Endosulfan, *Jesty Thomas, Chithra. K. R.*, “3rd International Science Congress (ISC-2013)”, Karunya University Tamil Nadu, 8th and 9th December – 2013.
7. Synthesis, characterization and optical properties of a novel metal-organic framework, *Jesty Thomas, Ambili. K. S.*, “International Conference on Emerging Frontiers and Challenges in Chemistry (ICEFCC-2014)”, All Saints College, Thiruvananthapuram, 17th and 18th February- 2014.
8. Synthesis of nanogold doped TiO<sub>2</sub> nanotubes for the degradation of endosulfan under sunlight, *Radhika S and Jesty Thomas*, “International conference on Advanced Materials and its Applications (ICAMA 2014)”, Alphonsa College, Pala, 26-28 March-2014.
9. Synthesis of a novel metal organic framework (MOF) with high luminescence, *Ambili. K. S and Jesty Thomas*, “International conference on Advanced Materials and its Applications (ICAMA 2014)”, Alphonsa College, Pala, 26-28 March-2014.

### **Dr. Giable George (International Seminar)**

1. The structural and optical properties of Pr<sub>2</sub>MoO<sub>6</sub> pigments doped with titanium: Coloring of plastics and surface coating studies “International Conference on Emerging Frontiers and Challenges in Chemistry (ICEFCC-2014)”, All Saints College, Thiruvananthapuram, 17<sup>th</sup> and 18<sup>th</sup> February- 2014.

### **Dr. Jesty Thomas (National Seminars)**

1. Synthesis of Highly luminescent hybrid material by grafting 8-Hydroxy quinoline-Sm complex on Zeolite Y, *Ambili.K.S, Jesty Thomas*, “National Seminar On Current Trends in Chemistry (CTriC-2013)”, Cochin University of Science and Technology, Department of Applied Chemistry, 22, 23 March 2013.
2. Synthesis and Optical Properties of a Novel Inorganic-Organic Hybrid Material, *Jesty Thomas, K.S Ambili*, “Two day National Seminar on Basic and Biochemical Techniques: Relevance in Interdisciplinary Research Scenario”, BK College Amalagiri, 3<sup>rd</sup> and 4<sup>th</sup> September 2013.
3. Synthesis of nano TiO<sub>2</sub>-Porphyrin System as an Efficient Solar Photocatalyst, *Jesty Thomas, Jineesh N, Sijo Mathew*, “Two day National Seminar on Basic and Biochemical Techniques: Relevance in Interdisciplinary Research Scenario”, BK College Amalagiri, 3<sup>rd</sup> and 4<sup>th</sup> September 2013.
4. Synthesis of a novel photocatalyst for the degradation of organohalogen toxic chemicals, *Jineesh N, Jesty Thomas*, National Seminar on Nanotechnology and Renewable Energy (NSNRE-2013), KE College, Mannanam, 30<sup>th</sup> and 31<sup>st</sup> October 2013.
5. Synthesis of a novel Metal Organic Framework (MOF) and its Luminescence Properties, *Ambili.K.S, Jesty Thomas*, National Seminar on Nanotechnology and Renewable Energy (NSNRE-2013), KE College, Mannanam, 30<sup>th</sup> and 31<sup>st</sup> October 2013.
6. Photophysical Properties of a Highly Luminescent Hybrid Material Synthesized by Grafting Porphyrin-Samarium Complex on Zeolite-Y, *K.S. Ambili, Jesty Thomas*, “23<sup>rd</sup> Swadeshi Science Congress”, Mahatma Gandhi University, Kottayam, 6-8 November 2013.
7. Photocatalytic Degradation of 4-Chlorophenol Using Nd<sup>3+</sup> Doped TiO<sub>2</sub>-HPA System, *Jineesh N, Jesty Thomas*, “23<sup>rd</sup> Swadeshi Science Congress”, Mahatma Gandhi University, Kottayam, 6-8 November 2013.
8. Solvothermal Synthesis and Luminescent Properties of a Novel Samarium-Fluorescein Metal- Organic Framework, *Ambili. KS, Jesty Thomas*, “National Fluorescence Workshop (FCS 2013)”, IISc and JNCAR, Bangalore, 24-28 November 2013.

### **Dr. Sandhya C**

1. In vitro antioxidant studies of *Andrographis Paniculata*. Sandhya C, Jollyamma Mathew & Neenumol KK. Presented in UGC sponsored National Seminar on Basic and Advanced Biochemical techniques: Relevance in Interdisciplinary Research Scenario at BK College, Amalagiri, Kottayam on 3rd and 4th September 2013
2. Green Synthesis of Gold Nanoparticles using *Simarouba glauca* extract. Sandhya C, Roselin V Jose, Saranya KS & Thomas Mathew T. Presented in UGC sponsored National Seminar on Nanotechnology and Renewable Energy at KE College, Mannanam, Kottayam on 30th and 31st October 2013

### **Ms. Rinu Jose**

1. Presented a paper in the National Seminar on “Low Mortality – High Morbidity Syndrome: The Health Paradox in Kerala” organized by the Research and Post Graduate Department of Economics, B.K. College Amalagiri, on 9th & 10<sup>th</sup> September, 2013.

### **Ms. Mettilda George**

1. Presented a paper in the National Seminar on “Two Decades of India’s Liberalization: Experiences and Lessons” organized by the Post Graduate Department of Economics, Baselius College, Kottayam on 3rd & 4th Dec, 2013

### **Ms. Gincy Lukose V**

1. Presented a paper in the National Seminar on “Two Decades of India’s Liberalization: Experiences and Lessons” organized by the Post Graduate Department of Economics, Baselius College, Kottayam on 3rd & 4th Dec, 2013
2. Presented a paper on Narrowing Gender Gap In Higher Education :A Better Future For Women in India” in the Three National Seminar on “Empowering Women :The Eluding Firing Power” organized by the Department of Economics, Govt. College for Women and Sponsored by the UGC from 3-5 Mar, 2014

### **Dr Sujarani Mathew**

1. “The Politics of Popular Culture : Current Trends in Mass Media and Popular Fiction” conducted by Mar Thoma College Tiruvalla on 11<sup>th</sup> & 12<sup>th</sup> September 2013

### **Fr Joby Joseph**

1. “An Interface: convergence of Theories and Techniques” organized by Baselius College Kottayam on 4 & 5<sup>th</sup> October
2. “Eco-Aesthetic Blend: Oral and Written Representations” conducted by Deva Matha College, Kuravilangad on 25 & 26 February 2014.

### **Dr. Rosamma Mathew**

1. UGC sponsored National seminar on India's Economic Growth, Energy Scenario and Climate change held on 20<sup>th</sup> & 21<sup>st</sup> August 2013 at K.E College, Mannanam.
2. UGC sponsored National seminar on Low Mortality- High Morbidity Syndrome: The health paradox in Kerala held at B. K College, Amalagiri on 9<sup>th</sup> & 10<sup>th</sup> September 2013.

**Sijimol. C.G**

1. UGC sponsored National Workshop on Statistical Computing held on 24<sup>th</sup> -26<sup>th</sup> March 2014 organized by P.G Dept. of Statistics, K.E College, Mannanam.

**Dr Jaiby Joseph-**

1. Presented a paper at the International symposia on nuclear physics at BARC Mumbai on Dec 1 –Dec 6 2014

**Dr Mercy Mathews**

1. Presented a paper “magnetic anisotropy of LSMO thin films on NdGaO<sub>3</sub>” at Vimala College Thrissur- Feb 6th and 7<sup>th</sup> Feb 2014

**Dr. Smitha S**

1. Presented a paper on ‘Application of measure of inaccuracy in life distribution’ in the 23<sup>rd</sup> Swadeshi Science Congress during 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> November 2013 at M.G University Kottayam.

**ANNEXURE IV**

**RESOURCE PERSONS**

- Dr. Mathews T Thelly, Department of Botany was a resource person in the National seminar on ‘Western Ghats past, present and future scenario’, held at Marthoma College, Thiruvalla. Topic-Climate change and biodiversity.



- Mrs. Jessey John, Department of Social Work is a Resource person for ICDS State level project as Trainer for Adolescent girls programme and parents meeting.
- Dr Sebastian Mathew acted as a chair person for the national seminar held at St Josephs Training College Kottayam, on Sept 2013.
- Dr. Babu Joseph, Department of Hindi was an External Subject Expert for PhD programme in Hindi in the faculty of Humanities in Janardan Rai Nagar Rajasthan Vidyapeeth University, Udaipur, Rajasthan
- Dr.Babu Joseph - External Expert, Equivalence Committee for Hindi in Sree Sahankaracharya University for Sanskrit, Kalady.
- Dr. Babu Joseph was a resource person and delivered a lecture on ‘Samakaleen Hindi Kavitha Mein Nari Vimarsh’ in the three day UGC sponsored National seminar conducted by the PG and Research Department of Hindi, Catholicate College, pathanamthitta.
- Dr. babu Joseph, hindi delivered a lecture on ‘Rajbhasha Hindi’ in the three day all india official language seminar organized by Bharatiya Rajbhasha Vikas sanstan, Dehra Dun from 16-10-2013 to 18-10-2013 at Madurai.

## ANNEXURE V

### FACULTY INVOLVED IN CURRICULUM RESTRUCTURING

Many teachers are actively involved in curriculum restructuring of the affiliated University, i.e., Mahatma Gandhi University. From the Department of Chemistry, Dr. James C. Joseph is a member of UG Board of Studies. Being a senior faculty, he has taken the lead role in

restructuring the Chemistry curriculum, in the year 2013-14. Dr. Jollyamma Mathew of the same Department is a member of recently constituted PG board of studies.

Dr. Mathews T Thelly of the Department of Botany is a member, expert committee constituted by the Mahatma Gandhi University and he is actively involved in curriculum development of UG course.

Two teachers of the Department of Commerce, Dr. Antony Thomas and Prof. Georgekutty S.M Poovathettu have been selected as members of P.G Board of Studies in Commerce. The restructuring of M.com course is in progress.

Dr. Cyriac Joseph, Department of Economics is holding the following positions.

- Convener, Expert Committee for Economics (UG)
- Member Board of Studies, B A Economic (CBCSS)
- Member, Expert Committee for Curriculum Restructuring, M A Economics (CSS)

Dr. Babu Joseph of the Department of Hindi took interest in curriculum restructuring in Kerala University and Sree Sankaracharya Sanskrit University, holding the following positions.

- Faculty Member- Faculty of Oriental Studies , Kerala University
- Faculty Member- Faculty of Indian Languages, Sree Sankrachayra Sanskrit University, Kalady

**Dr. Rosamma Mathew**, department of History is a Member of Board of Studies in History, Mahatma Gandhi University, Kottayam. She is also a Subject Expert in History, Mahatma Gandhi University, Kottayam.

**Prof. P J Joy**, Department of Mathematics was in the curriculum revision and syllabus development as the convener of subject expert committee constituted by M G University.

Prof. Joby Joseph, Department of Physics has been selected as members of P.G Board of Studies in Physics, Mahatma Gandhi University. The restructuring of M.Sc Physics is in progress.

**Dr. M.K. Mathew and Fr. Johnson Joseph** of department of Psychology are members of Expert Committee in Psychology and participated in curriculum restructuring work of Mahatma Gandhi University, Kottayam.

## ANNEXURE VI

### NSS EVENTS

#### Participation in the National Level

Sijimol C.G has been nominated as the Leader of the contingent from Kerala for the NSS Adventure camp held at Atal Bihari Vajpayee Institute of Mountaineering & Allied Sports, Manali, H.P, from 28<sup>th</sup> December to 6<sup>th</sup> January 2014.

Volunteer Secretary Raveena K. Ramesh and Voluntary Leader Anand K. George were selected from Kerala for the NSS Adventure camp held at Atal Bihari Vajpayee Institute of Mountaineering & Allied Sports, Manali, H.P, from 28<sup>th</sup> December 2013 to 6<sup>th</sup> January 2014.

### **Participation in the University Level**

#### **1. Malala Aykyadardya Dinacharanam – July 26**

Mahatma Gandhi University celebrated 26th July 2013, as Malala Aykyadardya Dinam, in the M G University Assembly Hall. 30 NSS volunteers of our unit participated in this programme. In that meeting they take pledge and decided to celebrate August 2<sup>nd</sup> as Malala Day under the colleges of MGU.

#### **2. TOT training Programme – November 9 (Anti Tubaco Programme)**

TOT training programme against Liquor, Tobacco and Narcotics, was organized in association with Kerala State Excise Department, Govt. of Kerala, held at Mahatma Gandhi University Assembly Hall Kottayam on 9/11/2013. Our 15 volunteers participated in it.

#### **3. Organic Farming Seminar-3/12/2013**

Programme Officer Mis. Sijimol C.G and volunteer Secretaries Raveena K. Remesh and Stella Maries Koor participated in the seminar on “Organic Farming” organized by Department of Life Long Learning & Extension in collaboration with National Service Scheme of Mahatma Gandhi University in Assumption College, Changanassery on 3/12/2013.

#### **4. Budget Discussion**

A Budget discussion session was conducted by MGU at Chemical Science Auditorium. Our 15 volunteers attended the function.

#### **5. Vivekananda Chair Inauguration**

M G University National Service Scheme conducted the inauguration of Vivekananda Chair at Chemical Science Auditorium on 4th February 2014. The programme was inaugurated by Dr. K Jayakumar, Vice-Chancellor, Malayalam University. Our 15 volunteers participated in it.

#### **6. Life Skill Training programme for Red Ribbon Club peer Educators**

Mr. Hareendranath C and Mr. Vishnu B participated in “Life Skill Training programme for Red Ribbon Club peer Educators”, organized by Kerala State Aids Control Society in association with National Service Scheme and HLPPT at Amos Training center, Kottayam from 07/03/2014 to 09/03/2014. In this camp Mr. Hareendranath secured Best Skit, Best Group and Best Actor award and Mr. Vishnu won the Best Comedian Award.

**7. State Peer Conference of Red Ribbon Club**

Mr. Hareendranath C participated in “State Peer Conference of Red Ribbon Club” organized by Kerala State Aids Control Society in association with National Service Scheme and HLPPT at Maria Rani Training Center, Trivandrum from 14/03/2014 to 16/03/2014. In this camp Mr. Hareendranath has been selected as the “Best Actor”, Best Zone and won second prize in Skit.

**8. One day Intercollegiate camp at MGU (21/03/2014)**

An evaluation programme was conducted by MGU National Service Scheme in the Chemical Science Auditorium on 21/03/2014. Our two volunteers participated in it. Afternoon session The Vivekanantha Prabhashanaparambara programme was conducted. Our 35 volunteers participated in it.

## DETAILS OF CAMPUS PLACEMENT

While the college provides a blend of academic, cultural and intellectual resources, the placement cell of the college brings to the students a dynamic environment for the overall development of their personalities, aspirations and talents. The college has always been one of the most preferred sources for campus recruitment for Corporates and other recruiters. The students of the college enjoy a distinct advantage in the matter of employment in reputed organizations and a good number of them are offered positions through campus recruitment, even before they complete the programme.

The placements cell of the college is active in providing the best career opportunities for the students. Under the guidance of a dynamic placement officer, the cell not only arranges for campus placements but also trains the student so that they perform well. A number of students have been recruited for various jobs under campus placement programme. The placement cell offers soft skills training, interview and GD training etc. to interested students. Financial aid and scholarships and endowments granted to academically excelling students and economically weak students through Placement cell.

- **KPMG(A US Based MNC)**

1. Amrutha T.(III B.Com)
2. Vineeth Vijayan(III B.Com)
3. Rikku Chacko Roy(III B.Com)
4. Anju T.E.(III B.Com)
5. Sivakami.C.(III B.Com)
6. AthiraNandakumar(III B.Com)
7. Shijin Shah(III B.Com)
8. Jinny John(II M.Com)

- **SOUTH INDIAN BANK**

1. Vineetha V Kumar Msc Physics
2. Nimisha Sebastian B A English
3. Gokul Krishnan.R M Com Finance
4. Renju Roy B. Com
5. Jyothish P P Msc Physics

6. Sonu Mathew B. Com
7. Geo Joseph Bsc Physics
8. Antony George B. Com
9. Aswathy Iyer S Bsc Physics
10. Midhun P Msc Chemistry
11. Ivin Thomas B A Economics
12. Zeenal Thampuratty Joseph Bsc Physics
13. Jithin Thomas B. Com
14. Nidhin Vargheese B A Economics
15. Akhila Murali Msc Applied Statistics

- **FEDERAL BANK**

1. Sarath K.Jayan B.Sc. Chemistry
2. Athira Nandakumar B.Com
3. Vineeth Vijayan B.Com