



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		KURIAKOSE ELIAS COLLEGE
Name of the head of the Institution		Antony Thomas
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		0481-2597374
Mobile no.		9895200582
Registered Email		kecollegemnm@gmail.com
Alternate Email		antonykec@gmail.com
Address		Mannanam P.O
City/Town		ATHIRAMPUZHA
State/UT		Kerala
Pincode		686561
<b>2. Institutional Status</b>		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Dr. Mathews T Thelly
Phone no/Alternate Phone no.	04812597374
Mobile no.	9895200582
Registered Email	keciqac@gmail.com
Alternate Email	iqac@kecollege.ac.in

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="https://kecollege.ac.in/wp-content/uploads/2021/04/AQAR-2017-18.pdf">https://kecollege.ac.in/wp-content/uploads/2021/04/AQAR-2017-18.pdf</a>
<b>4. Whether Academic Calendar prepared during the year</b>	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="https://kecollege.ac.in/wp-content/uploads/2021/04/Academic-calendar-2018-19.pdf">https://kecollege.ac.in/wp-content/uploads/2021/04/Academic-calendar-2018-19.pdf</a>

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
2	A	3.10	2013	23-Mar-2013	22-Mar-2018
3	B	2.48	2019	28-Mar-2019	27-Mar-2024

<b>6. Date of Establishment of IQAC</b>	03-Jun-2013
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### 7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Staff Training Programme	06-Jul-2018	132

on NAAC Criterion	1	
Staff Training Programme	04-Aug-2018 1	132
Academic Administrative Audit	06-Aug-2018 2	2421
Administrative Training Programme	08-Nov-2018 1	30
Submission of AQAR	12-Nov-2018 1	2421
Participation in NIRF	24-Nov-2018 1	2421
Submission of AISHE-DCF	16-Mar-2019 1	2421
Academic Administrative Audit	18-Mar-2019 1	2421
Student Satisfaction Survey	01-Feb-2019 15	558
Teacher Evaluation by Students	01-Mar-2019 31	2225
<a href="#">View File</a>		

**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Department of Physics	Major Project	DST-SERB	2019 1095	1830000
Department of Physics	Student Project	KCSTE	2018 365	10000
Department of Statistics	Student Project	DCE	2019 34	8000
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**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

16

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
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**12. Significant contributions made by IQAC during the current year(maximum five bullets)**

• Academic and Administrative Audit(AAA) • Staff Training Programmes • Orientation Programme for students • Global Alumni Meet was held on 26/01/2019. The meet was presided over by Dr. Alexander Jacob IPS • Green Audit 2018 was conducted by IQAC and report submitted on 18/12/2018

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**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

Plan of Action	Achievements/Outcomes
To conduct environment friendly initiatives	<ul style="list-style-type: none"> <li>•Clean campus programme was conducted on World Environment day (05-06-2018).</li> <li>•Paper Pen Making and Distribution on 02-08-2018</li> <li>•Ensured Eco Friendly Green Campus by installing Solar Power Plant and Rain Water Harvesting system These initiatives gave awareness to students and staff that this planet and its natural resources can have significant impact on our daily live and the need for its conservation</li> </ul>
To honour students for their curricular and co-curricular achievements	<ul style="list-style-type: none"> <li>•Conducted Merit Day celebration for honouring the rank holders of various undergraduate programmes on 06-06-2018.</li> <li>• Achievements of the students and faculty members are appreciated by the principal through the public address system and also honoured during general meetings held in the college This initiative enables institution to recognize the achievements of students and staff. It also serves as an inspiration to others.</li> </ul>
To conduct faculty training programmes	<ul style="list-style-type: none"> <li>•Faculty enrichment program on "NAAC Criterion by Dr.Suby Baby, IQAC coordinator , Nirmala College, Muvattupuzha was conducted on 06-07-2018</li> <li>•Faculty enrichment program by Mar Thomas Tharayil, Auxiliary Bishop, Archdiocese of Chanaganacherry and Prof.E.J.John, Former Principal, Baselius College, Kottayam was conducted on 04-08-2018. These programmes resulted in improving the skills and professional competence of</li> </ul>

	staff members
To conduct training programmes for Non-teaching Staff	<ul style="list-style-type: none"> <li>•Administrative training program for college administrative staff was held on 11-08-2018. Mr. Abdul Rehman (Senior Superintendent DD Office, Kottayam) was the resource person. The training session provided a positive impact on their efficiency</li> </ul>
To conduct orientation programmes for students and parents	<ul style="list-style-type: none"> <li>•"Prarambha"-Orientation for first year UG students and parents was conducted on 22-07-2018. Dr. Cyriac Joseph, former Vice-Chancellor of Mahatma Gandhi University, Kottayam served as the resource person</li> <li>•"Prarambha"-Orientation for first year PG students and parents was conducted on 05-08-2018. The external expert of the session was Fr. James Mullashery CMI, Councillor of Education and Communication, St. Joseph's Province, Trivandrum. The programmes made students and parents aware about academic requirement, campus resources, services etc</li> </ul>
To conduct Academic and administrative Audit	<ul style="list-style-type: none"> <li>•Academic and Administrative Audit (AAA) by external experts, Dr M Jezer Jebanesa and Dr. M Marcus Boominathan from Madras Christian College was held from 06-08-2018 to 07-08- 2018. •Mock visit was conducted on 18/03/2019 by Prof. T M Joseph, Former Principal Nirmala College (Peer Team Member) AAA helped to identify existing academic and administrative mechanisms and to explore the opportunities for reforms in institutional mechanisms.</li> </ul>
To introduce more certificate courses	14 new certificate courses are introduced which enabled the students to acquire knowledge and skill related to the specific course Certificate Course on 1. Vermicomposting 2. R Software-Support With Datacamp 3. Life Skills Development 4. Latex 5. Archival Studies and Management 6. Microsoft Office Specialist 7. Computerised Accounting/Tally 8. Income Tax 9. Enhance your English 10. Counselling and Psychotherapy 11. Network Technology 12. Python Programming 13. Decorative Arts 14. Analytical Techniques in Water Analysis
To conduct programmes on professional ethics	Conducted moral classes which helped to instil ethical outlook in students.
Energy conservation practices	Workshop on LED Bulb making and talk on 'energy conservation' in association with the Department of Electronics was

conducted on 02-04-2019 which gave awareness of energy savings

Measures to strengthen Alumni Association

Global Alumni meet -"Oruvattom Koodi" was conducted on 26-01-2019. The meet provided students to interact with their senior students and got awareness on career opportunities. The alumni really appreciated their Alma mater for providing an opportunity for the get together and gave valuable suggestions for future growth of the college.

[View File](#)

14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
College Council	06-Nov-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

Yes

Date of Visit

26-Mar-2019

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2019

Date of Submission

16-Mar-2019

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

The following modules are currently operational in the college. (1. Administration) As per the hierarchy followed in the administration of the institution, the academic and administrative head is the Principal who is assisted by the Vice Principal, Bursar, College Council, IQAC Coordinator, Heads of the Departments, mentors, teachers and the supporting staff. For communication online platforms like College Website, WhatsApp groups, group mails, bulk message posting systems etc. are utilized. The institution makes effective utilization of social media for academic and administrative

purposes. The horizontal and vertical communication in administration is also facilitated effectively through online modes. The contract works of the college are assigned through an e-tendering process. (2. Finance and Accounts) The institution arranges a transparent online transfer mechanism for fee collections, remittances to the University and State Government. The accounts of the college are kept as e-files. The Fund allocations from the State and Central Government are transferred to the college account which in turn is transferred to the beneficiaries' accounts. The salary, allowances, incremental benefits etc. of the employees are processed online through the web portal "SPARK" and directly credited to the individual's accounts. Scholarships and stipends of students are processed and disbursed using digital platforms. College accounts of UGC are monitored through an e-governance platform. (3. Examination) The institution adopts lucid procedures in the conduct of examinations. Submission of application, remittance of examination fees, issue of hall tickets, uploading of internal marks etc. are done through the Mahatma Gandhi University Examination Management Portal. The internal marks are published online and the grievances, if any, from the students are addressed properly. The question papers of the university examinations are generated online from the University question bank. Results of the university examinations are also published online and each Department collects the results and processes it for further action. (4. Library management system) Remote access to e-journals is available through Inflibnet. KOHA Software is used as library management software and book Accounts are maintained through students UID. Barcode reader is used enter the details of book and borrower. (5. Student Admission and Support) Admission process to various Under Graduate and Post Graduate programmes is through Mahatma Gandhi University Centralized Allotment Process (CAP) which is fully online. Anomalies if any are rectified through CAP mechanism. Fee collection is made easier through

ebanking. All the details regarding the admission process and the list of students admitted to various courses are uploaded and available in the College Portal which can be utilized by the individual departments further for internal monitoring and facilitating better communication with students. Students apply for various scholarships online and the amount sanctioned is credited to their respective bank accounts. WhatsApp groups are also created for further communications. The attendance and internal marks of the students are also available online. The absence of students in the college is monitored properly and communicated to the parents through electronic modes. Details regarding programmes offered, syllabus, outcomes, academic calendar are available in web

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

• The curriculum followed by the college is in accordance with the academic calendar prescribed by Mahatma Gandhi University, Kottayam. The college has an annual academic plan which includes short term, mid-term and long term plans to formulate strategies, policies and prepare evaluation reports determined and analyzed by IQAC consisting of the Principal, IQAC coordinator, Members and Heads of the Departments. • Each academic year commences with a pre-planned schedule implemented on the basis of the annual academic planning and evaluation of previous year's outcome done by IQAC. The feedback from the stakeholders is assessed in order to address the shortcomings of the previous year to achieve the objectives in the current year. Discussions on the work distribution and course divisions etc. are done in each Department. The action plan of the Department for the year is designed and submitted to the approval of the college authorities. Further, as per the university norms, the Handbook comprising academic and non-academic activities and the timetable is prepared and made available to the staff and students. • In order to achieve the targets and outcomes, the curriculum is imparted using diverse learner-oriented teaching methods and new strategies like participative learning, experiential learning, and student-led-class-room in addition to the traditional lecturing method. Each teacher prepares a Teaching Plan for various courses at the beginning of each semester. • A Teacher Performance Record- a personal record intended to document the hours utilized for Lectures, Practical's, Examinations, Research and other activities is maintained by all the teachers. Further, lectures and talks of invited external experts are also conducted to impart knowledge to the students. In addition to the facilities provided through libraries, laboratories, computer labs etc. emphasis is given to ICT-enabled learning. The students experience academic flexibility with an array of open, elective and various add-on courses which enable the learners to design their own curriculum. The certificate and value-added courses are designed by



the Department Academic Committee and approved by the Academic Council of the College. • Remedial coaching is given to the needy students and they are also given personal attention. Walk With a Scholar (WWS), a State Government project implemented in the college helps meritorious UG students to excel in learning through specialized mentoring programmes and provides guidance in framing their future. Scholar Support Programme is conducted immediately after the closure of admissions to help the less meritorious students to overcome their academic weaknesses. Grievances from staff and students concerned are resolved in a three-tier mechanism i.e. Class Teacher, Head of the Department and Principal. Regular class-wise PTA meetings examine and monitor the feedback from parents regarding the completion of syllabus and analyze the results of each semester examination. Enriching college libraries with new books and journals ensures the accessibility of teachers and students to the latest developments in all spheres of knowledge. Teachers and students are encouraged with recognition and publicity when papers and books are published by the faculty members/researchers/students etc.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
DECORATIVE ARTS	Nil	27/07/2018	9	Entreprene urship	To create micro entrepre reurs and employment o pportunities through handicraft and artificial flower making
PYTHON PROGRAMMING	Nil	15/10/2018	6	Employabil ity	Create a software application using the Python programming language. De bug a software application written in the Python programming language. Te st a software application written in the Python programming language
ARCHIVAL STUDIES AND MANAGEMENT	Nil	09/08/2018	30	Employabil ity	Developing skills in managing and preserving

achieves  
material

VERMICOMPOSTING	Nil	01/07/2018	40	Employability	Development of skills in solid waste management.
R SOFTWARE-SUPPORT WITH DATACAMP	Nil	27/10/2018	6	Employability as Data Analyst	Soft skills developed in working with datasets in R, Visualizations of datasets in R.
LIFE SKILLS DEVELOPMENT	Nil	06/06/2018	30	Employability	Development of soft skills and personality enhancement
LATEX	Nil	23/02/2019	10	Employability in Project Documentation	Technical Writing
MICROSOFT OFFICE SPECIALIST	Nil	01/11/2018	35	Employability	Office Administration
COMPUTERISED ACCOUNTING/TALLY	Nil	13/10/2018	8	Employability as financial accountant and cost accountant	Payroll Management Management of Finance
INCOME TAX	Nil	13/10/2018	8	Employability as tax practitioner/ tax analyst/ tax consultant/ office accountant	Tax planning Return filing
ENHANCE YOUR ENGLISH	Nil	30/08/2019	30	Employability	Communication skills
COUNSELLING AND PSYCHOTHERAPY	Nil	08/11/2018	15	Employability as Counsellor Psychotherapist	Skill in Therapeutic application of counselling techniques
NETWORK TECHNOLOGY	Nil	05/11/2018	8	Employability	Skill in Configuring, Managing and

Maintaining  
Networking  
Equipments

ANALYTICAL  
TECHNIQUES  
IN WATER  
ANALYSIS

Nil

02/08/2018

40

Entreprene  
urship

Technical  
Skills for  
Water  
Analysis

## 1.2 – Academic Flexibility

### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	English/Course- Literature and/as Identity	04/06/2018
<a href="#">View File</a>		

### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	0	Nil

### 1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	548	Nil

## 1.3 – Curriculum Enrichment

### 1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Life Style Management	01/06/2018	60
Communication Skills for Life	13/08/2018	35
Additional Skill Acquisition Programme	20/02/2019	30
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### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Physics	33
BSc	Zoology	65
BSc	Computer Applications	16
BSc	Psychology	103
BSc	Botany	33
BA	Communication and Publishing Science	20
BA	Economics	33
BCom	Computer Applications	155

BVoc	Marketing Management & IT	63
BVoc	Retail Management & IT	42
<a href="#">View File</a>		

## 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?  
(maximum 500 words)

Feedback Obtained
<p>• The IQAC of the College strives to make the College excel in the various academic endeavours by collecting, processing and utilizing inputs and feedbacks received from various stakeholders namely, students, teachers, parents, employers and the alumni of the college. Meetings of Class-wise PTA, Mentoring and Tutorial Sessions, PTA Executive, General Body, Department and College Level Alumni Association, Department and General Staff, IQAC and College Council are the venues where various stakeholders can air their views, visions and suggestions. Suggestions from these feedbacks are analysed by each Department and significant matters are brought to the notice of the College Council and Governing Body. Each teacher is provided with the feedback summaries to rectify and resolve the shortcomings and to reinforce the strengths. • The college has a very dynamic Parent Teacher Association which convenes meetings in every semester, so as to gauge the performance and growth of the students and the institution. In addition to the feedback of parents obtained through official PTA meetings, written feedback is procured from them during their informal visits to college. • Students' feedback is done on criteria such as teaching, examination, evaluation, infrastructure, library facilities, career and placement, student amenities, office services, general discipline, extracurricular/co-curricular activities etc. Further, teacher evaluation by students is done similarly in a twenty criteria schedule with a five point scale. • Feedbacks are collected from the teachers at regular intervals so as to hone the curriculum further and to provide the students with additional skill sets in the form of more Certificate and Add-on Courses. • The feedback on the curriculum is sought from employers of the college alumni and the students too, who go for internships and on-the-job training programmes so as to ensure that the curriculum is sufficient to make the students equipped with the required skills. Further, the responses are also collected from different companies during the placement drives in the college. • The practical application of the curriculum is also reviewed by the vibrant alumni members during the annual alumni gathering of college and online forms are filled and sent by those who are unable to attend the gathering. • The Feedback is then compiled, codified in a five point scale and analysed by the IQAC to identify the root causes and remedial measures. The results are reported to each Department for initiating necessary action and the Head of each Department ensures that action is taken upon in time. An action taken report is prepared by each Department. The suggestions and recommendations are forwarded to the Management and College Council. The approved action-taken report is uploaded to college website. Besides the feedback on curriculum obtained by various stake</p>

holders are reported to the apex academic bodies of the University such as Board of Studies, Deans' Committee, Academic Council, Syndicate through our faculty members some of whom are also members in such bodies for further deliberations to initiate proper actions for remedial measures.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BSc	Psychology	78	1414	76
BSc	Physics with Applied Electronics	24	61	16
BSc	Physics	40	1459	39
BSc	Mathematics	40	1109	38
BSc	Computer Applications	38	113	33
BSc	Chemistry	40	1396	38
BSc	Botany	40	1804	34
BSc	History	24	572	24
BA	English	40	2449	39
BA	Economic	40	1991	37

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### 2.2 – Catering to Student Diversity

#### 2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1849	397	77	33	22

### 2.3 – Teaching - Learning Process

#### 2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
132	132	13	26	2	24

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

#### 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The Mentoring System functioning in the College is well monitored by the mentoring wing. The mentor/mentee list is prepared at the beginning of the academic year by the coordinators and is handed over to the Principal's

office for perusal and reference. The Head of each Department co-ordinates the activities and monitors the functioning of the system. Each mentor keeps a mentoring register of around 15 students to track the academic and personal record of the mentees. Details of interactions with the mentees are also recorded. This system works parallel to tutorial system in which one teacher is given charge of a batch of students. Only the Head of the Department and Principal are allowed to read the mentoring record kept by the mentor who keeps close contacts with each of the mentees. Absolute care is given to see that the mentor makes no emotional attachment to the mentees so that he/she does not under any circumstances become emotionally dependent on the mentor. The mentees will be guaranteed absolute secrecy of the details revealed to the mentor. Objectivity and detachment are the two principles strictly adhered to in this practice. If the mentors feel the need for discussing any matter of the mentees with their parents, it is done with the knowledge of the Head of the Department. In every semester, mentoring is done, minimum twice. Time Schedule for mentoring is during the noon hours and after class hours.

Though priority is given to resolve the issues of the students with regard to his academic matters, personal problems, family problems and social issues related to learning disability are, if required, is also done to the extent possible. In such cases the mentor consults the Head of the Department and the Principal depending on the seriousness of the problem. The mentees are benefitted immensely in academic matters and personality development. Mentor directs the slow learners to remedial coaching, Scholar Support Programme (SSP) etc. and advanced learners to Walk with a Scholar (WWS), Additional Skill Acquisition Programme (ASAP) etc. Further, continuous evaluation is done by the class teacher in the case of all students. As part of mentoring, students are given career counselling and guidance and if necessary needy students are given clinical or psychological counselling. Financially poor students are provided necessary help for the payment of tuition fees etc. through voluntary unit in the college for the purpose. In the case of irregular attendance, mentors visit students home to understand their personal life. Based on their talents and interests, mentors motivate them to associate with various Clubs, Cells and Forums. Further, group mentoring is also done at least once in every semester to resolve the problems of the students with regard to the curriculum in general, to analyze the progress and improvement in the academic and other matters of the students. WhatsApp groups are also formed for interactions between the students and teachers in academic matters. The mentors act as guides to the mentees throughout their learning process.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2246	132	1:17

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
132	132	Nil	77	29

### 2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Dr. Sujarani Mathew	Assistant Professor	Adarsh Vidya Saraswati Rashtriya Puraskar from Global Management Council, Ahmedabad
2019	Dr. Jaiby Joseph	Assistant Professor	DST-TARE Fellowship (Teachers Associateship for Research Excellence) from Science Engineering Research Board

			(SERB), New Delhi
2019	Dr. Mathews T Thelly	Assistant Professor	Mother Theresa Sadbhavana Award from Economic Growth Foundation for Outstanding Achievements and Remarkable Role in the Field of Education, New Delhi
2019	Dr. Mathews T Thelly	Assistant Professor	International Kohinoor Award for Excellence from Economic Growth Foundation for Outstanding Achievement in a chosen Field of Activity(Promoting Achievements that Benefits Economic and Social Development), Tashkent, Uzbekistan
2019	Dr. Jesty Thomas	Assistant Professor	Editorial Board Member of the international Journal, Materials Physics and Chemistry
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## 2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BSc	CA	6th Semester	22/03/2019	29/04/2019
BSc	ZY	6th Semester	22/03/2019	29/04/2019
BSc	PY	6th Semester	18/03/2019	29/04/2019
BSc	PH	6th Semester	22/03/2019	29/04/2019
BSc	MM	6th Semester	20/03/2019	29/04/2019
BSc	CH	6th Semester	22/03/2019	29/04/2019
BSc	BO	6th Semester	22/03/2019	29/04/2019
BA	HY	6th Semester	22/03/2019	29/04/2019
BA	EN	6th Semester	22/03/2019	29/04/2019
BA	EC	6th Semester	25/03/2019	29/04/2019

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### 2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The institution follows Continuous Internal Evaluation (CIE) system as per the norms of Mahatma Gandhi University, Kottayam. The parents and students are made familiar with the evaluation process and its components in advance, at the time of Orientation Programme. Further, the students are provided with a hand book which includes an academic calendar with tentative dates of examinations at the beginning of the academic year. The Academic Calendar of the College is in conformity with the University Academic Calendar. The University examination is preceded by class tests, assignments, an internal examination and a model examination which are evaluated on time to ensure academic track of the students. The question papers of the previous University Examinations are discussed in the class. Students can verify digitalized attendance with their unique ID. Monthly attendance statements provided to the class teachers enable them to inform parents about shortage of attendance. The marks of the internal examinations are intimated to the students and parents within one week of the examination with the approval of Principal. The parents are given ample opportunities to discuss the problems faced by their children with the class tutors, mentors and Head of the Department. The students who have genuine reasons for being absent in the internal examination are given further chance to reappear. Further, model practical and viva voce are conducted for the students. The problem-solving mechanism in the college is so systematic that it is capable of addressing all the issues faced by the different stakeholders.

### 2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The college council prepares academic calendar in conformity with the academic calendar of Mahatma Gandhi University, Kottayam. In its first meeting, a faculty member is appointed to prepare the calendar in consultation with the Principal, Vice principal, IQAC coordinator and Heads of the Departments. Each Department is bound to prepare an Action Plan for the academic year to be included in the calendar wherein the time bound completion of the syllabus will be mentioned. If the schedule cannot be adhered to, owing to any unforeseen matters, it will be executed in the next feasible date. Principal and Heads of the Departments ensure continuous evaluation through Attendance, Assignments, Class Test, Seminars, Viva etc. A model examination that follows the University pattern of questions is also held just before the University examination. Based on these, internal marks are uploaded to Examination Management Portal of the university. There is an Exam Grievance Cell in the college exclusively for the redressal of grievances related to examinations and assessments. A three-tier system envisaged by the University is implemented wherein the grievances are resolved through the class teacher, Head of the Department and Principal. The annual academic audit is done to ensure the smooth functioning of all bodies in the institution. The management of the college maintains an effective and corrective mechanism consisting of a High Power Committee including the College Union Executive, Grievance Redress Committee, Institutional Complaint Committee, Members of the Elected Staff Council, Student Representatives in the executive committee of various Clubs and Associations etc.

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://kecollege.ac.in/learning-outcomes/>

2.6.2 – Pass percentage of students



Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
PY	BSc	Psychology	74	61	82.4
CH	BSc	Chemistry	33	31	93.9
AN	MSc	Analytical Chemistry	15	11	73
EC	BA	Economics	33	17	51.5
ECO	MA	Economics	17	8	47
LEN	MA	English	12	4	33.3
EN	BA	English	33	28	84.8
MM	BSc	Mathematics	26	21	82
MT	MSc	Mathematics	30	21	70
PS	MSc	Psychology	14	11	78.57

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## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://kecollege.ac.in/wp-content/uploads/2021/04/Report-SSS-2018-19.pdf>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Students Research Projects (Other than compulsory by the University)	34	DCE	0.08	0.08
Students Research Projects (Other than compulsory by the University)	365	KCSTE	0.1	0.1
Major Projects	1095	DST-SERB	18.3	9.15

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### 3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Seminar on Environment Human Health and Overseas Education	Department of Chemistry, sponsored by OXO consultants, Kottayam	08/02/2019
Seminar Chemfest "ZUSAMMEN MITDERCHEMIE"	Department of Chemistry in collaboration with Alumni Association	22/01/2019
International Conference on Science, Engineering, Technology and Social Sciences	Department of Mathematics	11/03/2019
DE territorializing The Meta: A Reality Check On Postmodern Neological Discourses	Department of English in collaboration with School of letters, M.G University	12/02/2019
Seminar on Disaster Management	Department of History in collaboration with Department of Students Service, Mahatma Gandhi University	16/10/2018
Recent Trends In Nanoscience And Nanophotonics	Department of Physics and co-sponsored by KSCSTE, Thiruvananthapuram	04/01/2019
International seminar on CBT	Department of Psychology in collaboration with Alumni Association	02/01/2019
LED Bulb Assembling Workshop	Department of physics with Applied Electronics	04/02/2019
Seminar on Applications of Statistics in Clinical Industry	Department of Statistics in collaboration with Alumni Association	01/11/2018
Seminar on Domestic Violence	Department of Social Work and Archana Womens Centre	01/09/2018
Seminar on Cancer Awareness	Department of Social Work and Sargakshetra Cultural and Charitable Centre, Changanassery	13/02/2019
National Seminar on Gender Related Issues Social Aspects in Indian Context	Department of Social Work in collaboration with ISWAI- Professional Social Workers association at Illinois	22/02/2019

### 3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Short fiction 'AZHI'	Anand E Mathew, Cairns P John, Gigin Maria Saji, Krishnapriya K.S, Jerin Joseph,	'Institute for sustainable development and governance' and 'National foundation for India'	04/05/2019	Best Short film contest

	Abhijith Binu			
Short fiction 'AZHI'	Anand E Mathew, Cairns P John, Gigin Maria Saji, Krishnapriya K.S, Jerin Joseph, Abhijith Binu	'Birds club international'	15/02/2019	Best short fiction
Adarsh Vidya Saraswathi Rashtriya Puraskar	Dr.Sujarani Mathew	Global Management Council	02/01/2019	Research
Editorial Board Member	Dr.Jesty Thomas	International Journal Materials Physics and Chemistry	04/01/2019	Research
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### 3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
0	0	0	0	0	Null
No file uploaded.					

### 3.3 – Research Publications and Awards

#### 3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	1	1

#### 3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Chemistry	2
Mathematics	1
English	1
Commerce	1

#### 3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	English	4	0
International	Chemistry	3	6
International	Commerce	2	0
International	Physics	3	1.55
International	Psychology	1	0
No file uploaded.			

#### 3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference

Proceedings per Teacher during the year

Department	Number of Publication
Hindi	1
Zoology	1
History	1
Commerce	1
Chemistry	7
English	5
Economics	3
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Attractive dielectric responses with doping of Cr <sup>3+</sup> and Ti <sup>4+</sup> in Sm <sup>1.5</sup> Sr <sup>0.5</sup> NiO <sub>4</sub> ceramics	Jini Thomas	Materials Today, Proceedings	2018	0	Kuriakose Elias College, Mannanam	Nil
Spectroscopic and Thermal Investigation of Silver Nanoparticle Dispersed Biopolymer Matrix Bovine Serum Albumin: A Promising Antimicrobial Agent against the Pathogenic Bacterial Strains	Linta Maria Jose	Macromolecular Research	2019	1.758	K.E. College Mannanam, St. Thomas Collge, Palai	2
Photochemical Studies and Photoinduced Ant	Linta Maria Jose	Macromolecular Research	2019	1.758	K.E. College Mannanam, St. Thomas Collge	Nil

ibacterial Properties of Silver Nanoparticle- Encapsulated Biomolecule Bovine Serum Albumin Functionalised with Photoresponsive Chromophoric System 2-[(E)-(3-Hydroxynaphthalen-2-yl) diazenyl] Benzoic Acid					Palai	
Synthesis of Sm <sup>3</sup> -doped Graphitic Carbon Nitride Nanosheets for the Photocatalytic Degradation of Organic Pollutants under Sunlight	Jesty Thomas	Catalysis Today	2018	4.56	K.E. College Mannanam	17
Crystal growth and physical characterization of bismaleato lead (IV) grown in silica gel	Jini Thomas	IOP Conference Series: Materials Science and Engineering	2018	0	St. Berchman's college, Changancherri	Nil
Origin of the high dielectric constant in Sm <sub>2</sub> /3Cu <sub>3</sub> Ti <sub>4</sub> O <sub>12</sub> ceramics	Jini Thomas	IOP Conference Series: Materials Science and Engineering	2018	0	Kuriakose Elias College, Mannanam	Nil

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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Synthesis of Sm <sup>3</sup> -doped Graphitic Carbon Nitride Nanosheets for the Photocatalytic Degradation of Organic Pollutants under Sunlight	Jesty Thomas	Catalysis Today	2018	19	17	Kuriakose Elias College, Mannanam
Crystal growth and physical characterization of bismaleato lead (IV) grown in silica gel	Jini Thomas	IOP Conference Series: Materials Science and Engineering	2018	9	Nil	St. Berchman's college, Changancherri
Origin of the high dielectric constant in Sm <sub>2/3</sub> Cu <sub>3</sub> Ti <sub>4</sub> O <sub>12</sub> ceramics	Jini Thomas	IOP Conference Series: Materials Science and Engineering	2018	9	Nil	Kuriakose Elias College, Mannanam
Attractive dielectric responses with doping of Cr <sup>3</sup> and Ti <sup>4</sup> in Sm <sub>1.5</sub> Sr <sub>0.5</sub> NiO <sub>4</sub> ceramics	Jini Thomas	Materials Today, Proceedings	2018	9	Nil	Kuriakose Elias College, Mannanam
<a href="#">View File</a>						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	42	72	27	18

Presented papers	19	15	2	Nil
Resource persons	2	9	2	4
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### 3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Data entry for enrolling new Voters ID	N.S.S and State Election Commission	3	250
Seminar on Adolescent Health issues on 30.01.2019	N.S.S and Primary health Centre Athirampuzha	3	300
Free EYE Check up campaign for students and public on 07.12.18	N.S.S and Ahaliya Eye Hospital Kottayam	3	280
Awareness Programme for making the plastic free on 13.12.2018	N.S.S and Harithakerlam	10	250
Cleaning of Railway station premises Kottayam on 02-10-2018	N.S.S and Railway Authority, Kottayam	3	280
Distribution of 270 grocery kits to the houses of Maniyamparampu, Arppokkara, Chengalam and Thiruvhaarppu wards	N.S.S, Teaching and non teaching staff association, Alumni Association, N.C.C and M.S .W Department	3	280
Massive cleaning programme at Kallara Panchayat, the worst affected area during flood and cleaned 51 houses and Anganwaady 23.08.18	NSS	8	299
Collection and Distribution Centre during flood from August 19 - August 21 and distributed cloths, bed sheets, and sanitary items	NSS	10	298

to 31 Relief Camps of Kottayam, Alleppey and Pathanamthitta Districts			
Activities under Swachha Bharat Pakhwada from August 01 to August 15 including seminars, cleaning programmes etc	NSS	3	299
Oil and Gas- Mass Awareness Campaign (SAKSHAM-2019)	Encon Club	2	100
<a href="#">View File</a>			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Cleaning of various places in Kallara Grama Panchayat after Flood in 2018	Certificate of appreciation for social service activity, NSS	Grama Panchayat , Kallara	248
All India Essay Writing Event	Certificate of appreciation for success of the event	Shri Ram Chandra Mission and UN Information center for India and Bhutan	10
Cleaning of different premises of various panchayat after Flood in 2018	Certificate of appreciation for social service activity, NCC	Rotary international club, Ettumanoor	300
Cleaning of School premises and planting of trees after Flood in 2018	Certificate of appreciation for social service activity, NSS	S.N.D.P Higher Seconday School, Kanjira, Kottayam	250
Supporting the Malarickal Eco-tourism project	Certificate of appreciation for social service activity, NSS	Grama Panchayat , Thiruvorppu	240
Cleaning of Thamarasery Colony and premises	Certificate of appreciation for social service activity, NSS	Grama Panchayat , Thiruvorppu	254
Shramadhan in Kottayam Railway station	Certificate of appreciation for social service activity, NSS	Southern Railway, Kottayam	257
Blood Donation by	Certificate of	Govt. Medical	256



the college  
students

appreciation blood  
donation, NSS

college, Kottayam

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Self Defense	Department of MSW and Kerala Police	Self Defence Training Programme	4	300
Domestic Violence Prevention	Kaipuzha Panchayath and Department of MSW	Sensitization against Domestic Violence	5	220
Hair Donation	Sargakshetra Cultural and Charitable Centre, Changanassery	Hair Donation and Awareness Class	4	58
Blood Group Testing camp	Department of Chemistry local Community Mannanam	Blood group detection	4	35
Water Quality Monitoring	Department of Chemistry local Community Mannanamgroup detection	Physiochemical analysis of drinking water	2	6
Energy Conservation	Alphonsa College Pala Department of Electronics	Training on LED Bulb Making	1	60
Language Skill Programme	St. Ephrem's H.S.S. Mannanam Department English	EYE- Enhance your English, Language Training for Students	6	135
Swachh Bharat	NSS	Internship programme 2018	3	290
Swachh Bharat	NCC and Rotary international club, Ettumanoor	Post Flood Cleaning Activity in Various Panchayat	2	300
Energy Conservation	Self Help Groups and MSW Department	Awareness class on energy conservation	3	58

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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Improve the proficiency of English	100 School Students	Department of English	1
Training on English language skill development	135 School Students	Department of English	30
Research	Dr.Jesty Thomas, Prof.Minjoong Yoon, CNU, South Korea	K.E College Management	365
Interaction with school students where our UG and PG students get a platform to facilitate teaching experience and to transfer knowledge	20 students of K E College & High School students of St. Ephrem's school, Mannanam	K.E College Management	365
Language Enrichment And Talent Search Programme (LETS)	120 Students of Various Schools	CMI Institutions and Philanthropists	1
Seminar	Department of Student Services, Mahatma Gandhi University and 130 students of K E College	DSS and Philanthropists	2
Research	Dr. Jaiby Joseph	TIFR, IUAC, NICER	86
Internship program, Swatch bharat.	20 Students	NSS	90
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Research	Collaborative Research by Ms. Aparna Raj, Faculty Member	Newman College, Thodupuzha	29/01/2019	31/05/2019	1
Research	Collaborative Research	Inter-University	29/01/2019	31/05/2019	1

	by Ms. Aparna Raj, Faculty Member	Centre for Astronomy and Astrophysics, Pune			
Research	Collaborative Research by Dr. Jaiby Joseph, Faculty Member	National Institute of Science Education and Research, Odisha	01/03/2019	31/05/2019	1
Research	Student Project	Department of Physics, St. Thomas College, Pala, Kottayam	02/04/2019	30/04/2019	1
Research	Student Project	Sance Laboratories Private Limited, Pala, Kottayam	01/11/2018	30/04/2019	2
Research	Student Project	Tropical Institute of Ecological Science, Velloor, Kottayam	03/04/2019	16/04/2019	2
Research	Student Project	Claveland Technologies	01/11/2018	30/03/2019	20
Academic and Research	Research Collaboration	School of Letters, M. G University, Kottayam	12/02/2019	13/02/2019	130
Research	Student Project	KrishiVigyan Kendra Kottayam	01/12/2018	30/04/2019	2
Research	Student Project	Department of Chemistry, D.B College, Thalayolaparambu	02/05/2019	30/05/2019	1
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
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St. Kuriakose Elias Chavara Archives and Research Centre, Mannanam	01/07/2018	Academic purposes. Two weeks course	44
St. Ephrem's School, Mannanam	14/06/2018	Academic purposes.	30
St. Josephs press, Mannanam	01/06/2018	Internship	20
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## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
121.3	119.7

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Seminar halls with ICT facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Classrooms with LCD facilities	Newly Added
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
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### 4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
KOHA	Fully	3.16.05.001	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	53400	15659870	89	26600	53489	15686470
Reference Books	9000	580000	20	8000	9020	588000

e-Books	51000	5900	705	5900	51705	11800
Journals	37	62000	13	14018	50	76018
e-Journals	6000	Nil	Nil	Nil	6000	Nil
CD & Video	270	Nil	20	Nil	290	Nil
Weeding (hard & soft)	2131	25000	19	6000	2150	31000
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nisha Maria E. G	Non Chordate Diversity	Google Classroom	07/08/2018
Nisha Maria E. G	Animal Diversity	Google Classroom	19/03/2019
Nisha Maria E. G	The Central Nervous System	Google Classroom	08/08/2018
Tijo Mathews	Statistical Computing	Google Classroom	31/08/2018
Tijo Mathews	R Programming	Kahoot	22/03/2019
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#### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	159	83	123	48	98	18	44	10	0
Added	2	0	38	4	8	2	0	30	0
Total	161	83	161	52	106	20	44	40	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

40 MBPS/ GBPS
---------------

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	<a href="#">Nil</a>

#### 4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on	Expenditure incurred on	Assigned budget on	Expenditure incurred on
--------------------	-------------------------	--------------------	-------------------------

academic facilities	maintenance of academic facilities	physical facilities	maintenance of physical facilities
86.5	86.3	171	171

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The institution has the required physical, academic and support facilities maintained and utilised with proper procedures and policies. The institution has the required laboratories with ample facilities and maintains them by sufficient technical staff with expertise and diligence. At the beginning of each academic year, students are given proper orientation regarding dress code, etiquette, discipline and the use of laboratory equipments, disposal of waste, safety measures, first-aid-tips etc. The equipments are inspected regularly by the Laboratory Assistants, who are meticulous in maintaining it. User Register is maintained in each laboratory. Students are bound to pay compensation for any damage or loss of equipment and glassware. The college ensures the statutory maintenance and utilization of library resources. Besides the General Library, each Department has separate Library with the required books and journals and it is properly maintained with Stock/ Issue and Accession Registers. The Libraries are augmented every year with new books, editions and journals. The Library Advisory Committee of the College identifies the developmental needs and frames rules and regulations for the library. Books are borrowed by the students for a period of 14 days and they have to pay a late fee if not returned in time. The college has a well-maintained indoor stadium for basketball, volleyball tournaments and for providing yoga classes. The students of the neighbouring Basketball Academy conduct their practice sessions there. The college maintains the multipurpose ground and gymnasium also. Computers, electronic equipments, gadgets etc. are regularly supervised by a System Administrator who updates College Website and Portals. Sites which can be misused by the students are blocked using firewall in the student's Lab. Software updating and installation of anti-virus packages are done regularly. The Wi-Fi enabled Campus is provided with internet connectivity with a bandwidth of 40 MBPS. The college has 75 classrooms with sufficient furniture and teaching aids. They are properly recorded and updated in stock registers regularly. The Administrative officer supervises the maintenance of class rooms, labs and its furniture. Other facilities are Disabled friendly Campus with ramps, toilet and wheel chair • The fully Air- Conditioned New Seminar Hall, Main Auditorium and a mini Seminar Hall are carefully maintained by a technician. • The College provides a shared hostel facility with the institutions of the same management for girls. A sports hostel for boys accommodates students participating in state and national level competitions. • A fully furnished and well maintained canteen accommodates staff, students and visitors • The staff and students are provided with sufficient wash rooms and rest rooms. • The College has well maintained water reservoirs and ample number of water purifiers is installed in each floor. • The College has the required switch over generators and a solar power plant. Lightning Predictors and arresters are installed at the top of the buildings. • College ensures safety measures employing a security staff and CCTV camera. • The College utilizes Funds from different sources such as State/ Central Govt., UGC, Management, PTA, Alumni etc.

<https://kecollege.ac.in/wp-content/uploads/2021/04/Maintenance-policy.pdf>

## **CRITERION V – STUDENT SUPPORT AND PROGRESSION**

### **5.1 – Student Support**

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Financial Aid by various Stakeholders for Academic and Extra Curricular Achievements and Freeships	100	437087
Financial Support from Other Sources			
a) National	Scholarship and Freeship	459	3869755
b) International	Nil	Nil	Nil
<a href="#">View File</a>			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
LED Bulb Assembling Workshop	04/02/2019	35	Department of Applied Electronics
Soft Skill Development by Debating Club	12/07/2018	25	Faculty Members
Capability Enhancement Program by Entrepreneurship Development Club	18/06/2018	186	Department of Commerce
Soft Skill Development by Quiz Club	25/09/2018	32	Department of English
Counselling	27/06/2018	39	Bishop Charles Lavigne Psycho Social Rehabilitation Centre Kottayam
Remedial coaching	24/08/2018	394	Faculty Members from all Departments
Mentoring	04/06/2018	2246	Faculty Members from all Departments
Additional Skill Acquisition Programme	20/02/2019	30	Kuriakose Elias College and Higher Education Department of Kerala
Scholar Support Programme	03/12/2018	48	Government of Kerala
Walk with a Scholar	03/11/2018	24	Government of Kerala

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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Orientation Programme for Civil Services	62	62	24	7
2018	Walk with Scholar	60	60	24	Nil
2018	Scholar Support Programme	30	30	24	Nil
2018	Group Discussion and Interview Skills	126	126	24	13
2018	Mock Test for Bank and Government Examinations	64	64	24	20

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
8	8	2

**5.2 – Student Progression**

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Federal Bank, South Indian Bank	16	5	60 organizations	2221	75

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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
------	--	--------------------------	---------------------------	----------------------------	-------------------------------



2019	1	B.Sc	Physics With Applied Electronics	K G College Pambady	M.Sc Physics
2019	1	B.Sc	Chemistry	Marian College Kuttikkanam	MBA
2019	1	B.Sc	Chemistry	S.D. college Alappuzha	M.Sc Chemistry
2019	1	B.Sc	Chemistry	K.E College Mannanam	M.Sc Chemistry
2019	1	B.Sc	Chemistry	B. K. college Amalagiri	M.Sc Chemistry
2019	2	B.Sc	Chemistry	SB College Changanasser ry	M.Sc Chemistry
2019	1	B.Sc	Chemistry	CMS College Kottayam	M.Sc Chemistry
2019	1	B.Sc	Chemistry	Baselious College Kottayam	M.Sc Chemistry
2019	1	B.Sc	Chemistry	St. Mary's College Manarkadu	M.Sc Chemistry

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year  
(eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	14
GATE	2
Any Other	9

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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Cultural	Institutional	1590
Sports	Institutional	859

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### 5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
------	-------------------------	---------------------------	-----------------------------	-------------------------------	-------------------	---------------------

2019	All India Inter-University wrestling championship	National	1	Nil	306	Bibin Jacob
2018	Guinness World Record	International	Nil	1	2942	Arul Prasad
2018	First Prize - Malayalam Extempore at the National Integration Camp conducted by Ministry of Youth Affairs and Sports, Govt. Of India	National	Nil	1	18356	Joseph T Varghese
2018	National Level Essay Competition by Sree Ram Chandra Mission	National	Nil	1	3523	Divya Gijo
2019	5th National , Kung fu Championship 2019	National	1	Nil	4192	Joshua George Roji
2019	Pre- RDC	National	1	Nil	18733	Tom Mathew
2018	National Adventure Trip	National	1	Nil	3024	Abhijith K S
2018	T/20 Inter-State	National	1	Nil	3802	Biby Sebastian
2019	Delegate in National Finals of National Youth parliament Festival	National	Nil	1	3129	Mathews Joshy

	2019					
2019	Inter Zone Judo Championship	National	1	Nil	302	Albert P J
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The college ensures active participation of students in the effective governance of the institution through the Student's Union, various other Associations, Clubs and Forums. Every academic year, the Student's Union (College Union) is constituted through election held in Parliamentary mode in accordance with the guidelines of Lyngdoh committee, Government of Kerala and Mahatma Gandhi University Kottayam. The College Union executive committee comprises a Chairman, Vice Chairman (reserved for girls), General Secretary, two University Union Counsellors, Arts Club Secretary, Magazine Editor, two Lady Representatives and Class Representatives. The College Union organizes and actively participates in all endeavors of the college and conducts various programs like Arts day, College day, Ethnic day, sports day etc. One student is deputed as Sports Secretary to organize sports events in association with Physical Education Department. Further, the college union publishes college magazine every academic year. The IQ of students is regularly tested through quiz programmes and other competitive activities. The college union represents 2246 students and their individual needs if any pointed out to the Principal by union leaders are met by the Principal or the college Council. The Principal is accessible to the students and they are provided ample opportunities to represent their specific concerns, problems and needs which are resolved immediately. Regular meetings of student's union, executive members, class representatives and students in charge of Department Association are held to charts the programs to be organized. The staff adviser guide and facilitate the programmes. Each department of the college has an Association to coordinate various student activities. A member of the faculty is deputed with the charge of the Association. A president and a secretary with an executive committee to assist them are elected for organizing the activities of such Association. The college union and/or Department Associations observe and celebrate Independence Day, Republic day, Safety week, National Science Day, Gandhi Jayanthi, Women's day, Hindi Divas, Environment Day, Hiroshima Day, Human Rights Day etc. National and religious festivals like Onam, Christmas etc. are celebrated with a spirit of unity and amity. The NCC (Army and Navy wing), NSS and other national level voluntary organization function very effectively in the college. Students at all levels are eligible to join these organizations engaged in grooming the youth of the country disciplined socially oriented and patriotic citizens. The college has an active NCC unit of the college coordinated by two student level volunteer secretaries. The students are also given opportunities to associate themselves with administrative bodies like IQAC, Internal Complaint Committee, Canteen committee etc. Besides NCC and NSS units student's Association like Antinarcotic Cell, Women's Forum, Career Cell, Quiz Club, Blood Donors Club, Jesus Youth, CSM, Music and Dance Club, Science Forum, Entrepreneurship Development Club, ENCON Club, Debating Club, Birds Club, Photography Club, Nature Club, Cultural Club etc. also function in this college and organize various program for the benefit of students who actively participate in it. A staff adviser is deputed to each of the club/ forum.

**5.4 – Alumni Engagement**

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

818

5.4.3 – Alumni contribution during the year (in Rupees) :

52300

5.4.4 – Meetings/activities organized by Alumni Association :

•Honouring of golden jubilerians on march 2019 (Chemistry) •Alumni meet of 1995-98 BSc Botany Batch on 29 July 2018 •“Aksharamuttathae Smirthikootam”-Grand Alumni Meet of Botany department on 20-11-2018. •Golden Jubilee Celebrations of Botany department was conducted in association of Alumni on 17-19 January 2019 • Alumni lecture series

## **CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 – Institutional Vision and Leadership**

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Ever since its inception, Kuriakose Elias College managed by CMI Trust follows the democratic ethos of decentralization and participative management in its functioning and transactions through a plethora of activities. The Managing Board is responsible for formulating and implementing policies related to programmes and services in the College. The Principal of the institution is the member secretary of the Managing Board. The College Council comprising the Heads of Departments, IQAC Coordinator, Librarian, Superintendent and two nominated faculty members advises the Principal in administration. All decisions are taken in consensus after regular meetings of the College Council with a vision for the multifaceted development of all its stakeholders. The Council discusses the recommendations of the students Associations and PTA. Teachers' suggestions and students' feedback are also analyzed by the Council for implementation. Frequent Department level meetings of staff also play a very significant role in the participative management. Decentralization is earmarked for staff members and students to participate in various programmes organized by the institution. Faculty members are encouraged to develop leadership skills by entrusting them with the charge of various academic, co-curricular and extra-curricular activities. The routine affairs of College are managed through forty seven Cells with faculty members in charge of each Cell with the approval of the Council. The Cells are granted autonomous powers even for utilizing money in exigencies which will be ratified later. In conducting special events, committees are formed and faculty members are deputed as conveners to co-ordinate and implement programmes such as annual get-together, staff tour, Arts Fest, Sports Day etc. The office staffs also participate in executing the day-today support activities for both teachers and students. Students are active participants in all activities of the College and student coordinators are deputed responsibilities in all programmes to encourage and develop leadership qualities in students. The representatives of the students are members in Canteen Committee also. The Global Alumni Meet of the College is conducted every year on 26th January with the participation of college community ranging from the manager to the students' representatives. In 2019, an executive committee comprising representatives from the teaching staff, non-teaching staff, alumni executive members, students' representatives etc. with Dr. Jollyamma Mathew as the convener was constituted with adequate autonomy to conduct the mega event. Teaching and non-teaching staff, former staff members

and present students worked in unison to make the event a grand success. The Organizing Committee and various sub-committees with representatives from all the stakeholders with ample powers were constituted to manage matters of reception, publicity, programme, finance, scholarship, food etc. The smooth functioning of the committees was ensured through the participation of students who were always ready to work hard in hand with the teachers and other stakeholders. Frequent meetings were convened at the institutional level and the Department level involving all the stakeholders. The decentralized IQAC team work testifies to the institutional spirit of democracy and participative management.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

## 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	Admissions to various UG and PG programmes are effected through Centralised Allotment Process (CAP) where students mark their preference for subjects and colleges affiliated to the University. The University makes allotment based on preference and merit of the students and hence transparency is maintained. Candidates seeking admission through community merit/management/sports/cultural quota should submit separate applications to the college along with CAP. Due weightage is given for Divyagjan, SC/ST/OEC/OBC students. The admissions are managed through a team of faculty members supported by the administrative staff. The Principal, Heads of departments and class teachers conduct personal meeting with parents of admitted students.
Human Resource Management	The Human Resource of the institution is managed by bodies like College Council, IQAC, PTA, Department Associations, Alumni Association, different Clubs and Cells. In addition to Orientation and Refresher programmes, faculty members attend various capacity building programmes. The administrative staff is given training in office management and soft skills. The IQAC takes initiative in career enhancement of faculty members and organize various quality enhancing programmes for students like Discipline specific talks/ Seminars/Workshops, Civil Services coaching, NET/SET coaching, Career counseling, etc. In addition, students apply for summer

	<p>projects/Internships available at various national research institutes.</p>
<p>Research and Development</p>	<p>The College has three Research Departments namely, Chemistry, Physics and Economics with five research guides. The Research Committee monitors research activities in all disciplines. Two scholars of Chemistry Department were awarded Ph.D and they developed organic and inorganic hybrid materials and solar photocatalysts. Three faculty members received national and international recognitions in their respective areas of research. National and international seminars are regularly conducted in the college. A research journal is published annually. Thirty two research articles were published in UGC approved/ peer reviewed journals / books. Six of the faculty members serve as research guides in other approved centres.</p>
<p>Teaching and Learning</p>	<p>The Institution facilitates Outcome based Teaching and learning depending on objectives of each programme. Effective implementation of Curriculum is carried out according to action plan of the department, faculty teaching plan and academic calendar. We provide ICT-enabled-learning, peer-teaching, alumni-interaction, induction-programme, learner-categorization, remedial-coaching, bridge courses etc. Interactive lectures with Audio-Visual-teaching-aids, and hands-on-training with various software instil scientific aptitude in students. The College developed E-contents for the students and also provided opportunities for experiential learning through internships, projects and field visits. Invited talks by experts are conducted throughout the academic year. Student and parent feedbacks are effectively utilized to enhance teaching-learning process.</p>
<p>Curriculum Development</p>	<p>The curriculum is designed and structured by the Board of Studies and Academic Council of Mahatma Gandhi University. Besides, job-oriented skill-based certificate courses were introduced by various Departments for improving the creativity of students. Sixteen faculty members of the College are members in various Boards of Studies of the University and participate in Curriculum design and</p>

restructuring. Open Courses under CBCS system and Elective courses offered in PG programmes are judiciously chosen and Choice- Based Courses in UG programmes are followed. Seminars and workshops are conducted regularly to enrich the curriculum after analysing the feedback from faculties and students.

**Examination and Evaluation**

Besides University Examinations, continuous evaluation is done through periodic class tests, Assignments, Seminars, Viva-voce etc. Model and Internal examinations are conducted as per the Examination Calendar prepared by the Examination Cell. The College ensures timely publication of the grades of internal examinations. Class-wise PTA meetings are organized at the end of each semester to discuss students' performance. Students are categorized into advanced learners who are provided with career guidance based on their aptitude and abilities. Slow-learners are given more attention through remedial-coaching and peer-learning. Innovative strategies like online quizzes, multiple choice questions, are used to evaluate students.

**Library, ICT and Physical Infrastructure / Instrumentation**

The College-library, fully automated with KOHA software version 3.16.05.001 has a wide repository of books, journals, e-resources, and provides services like INFLIBNET- NLIST and Book-Bank Scheme. The institution extends its facilities with standard infrastructure to its wards, so that they can benefit from a vast array of e-journals and e-books. The institution provides eco- friendly campus with modern buildings, technology-enabled classrooms, 14 laboratories, instrumentation laboratory funded by DST FIST, 2 seminar halls, one auditorium and an Indoor Stadium for conducting academic and non-academic programmes. Further, the College provides facilities like CCTV, Rain Water Harvesting, Solar Power Plant etc.

**Industry Interaction / Collaboration**

The College promotes the involvement of teachers in industry-oriented/ collaborative projects. Dr. Jaiby Joseph of Physics Department collaborates as Research Associate with NISER, Bhubanewar and STAR Experiment

in New York, USA in TARE project, awarded by SERB DST. She also collaborates with IUAC, New Delhi. Dr. Jesty Thomas of Chemistry Department is undertaking collaborative research with Prof. Minjoong Yoon, CNU, South Korea. The English Department conducts collaborative talent-search-Programme "LETS", and "Enhance Your English" and "Hello English" to improve English language for school students. The History Department conducted seminar in collaboration with Department of Student Services, Mahatma Gandhi University.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
<p>Planning and Development</p>	<p>In the area of planning and development, the institution uses e-governance tools. Planning and Project Monitoring Committees, Project Monitoring Units, Board of Governors etc. are operational for implementing projects funded by Government or Non-Government agencies. Frequent contact with all the stakeholders is maintained through online communication system. Project proposals are prepared and circulated among the members in electronic forms. Teleconferences are arranged whenever necessary. Suggestions and feedback are collected online through WhatsApp group and group mail system in which all the faculty members freely share their opinion. The contract works of the college are assigned through an e-tendering process.</p>
<p>Administration</p>	<p>As per the hierarchy followed in the administration of the institution, the academic and administrative head is the Principal who is assisted by the Vice-Principal, Bursar, College Council, IQAC Coordinator, Heads of the Departments, tutors, mentors, teachers and the supporting staff. For communication online platforms like College Website, Whatsapp groups, group mails, bulk message posting systems etc. are utilized. The institution makes effective utilization of social media for academic and administrative purposes. The disbursement of salary of the staff is done with the help of "SPARK". The horizontal and vertical communication in administration is also</p>



facilitated effectively through online modes.

**Finance and Accounts**

The institution arranges a transparent online transfer mechanism for fee collection, remittances to the University and State Government and the accounts are kept as e-files. The Fund allocation from the State and Central Governments are transferred to the College account which in turn is transferred to the beneficiaries' accounts. The salary, allowances, incremental benefits etc. of the employees are processed online through the web portal "SPARK" and directly credited to the individual's accounts. Scholarships and stipends of students are processed and disbursed using digital platforms. College accounts of UGC are monitored through an e-governance platform - Public Finance Management System.

**Student Admission and Support**

Admission to UG and PG programmes is done through M.G University Central Allotment Process (CAP). Admissions to Community/Management quota are fully transparent and merit-based. Anomalies if any are rectified through CAP. Fee is collected through e-banking. Lists of students admitted to various courses are made available in the College Portal for internal monitoring. Students apply for various scholarships online and the amount sanctioned is credited to their respective bank accounts. Whatsapp groups are also created for further communication. The attendance and internal marks of the students are also available online. The absence of students is communicated to parents electronically.

**Examination**

The institution adopts lucid procedures in the conduct of examinations. Submission of application, remittance of examination fees, issue of hall tickets, reporting of absentees, uploading of internal marks etc. are done through the Mahatma Gandhi University Examination Management Portal. Examination hall seating arrangement is done through Exam Seat Allocation software. The internal marks are published online and grievances, if any, are addressed properly. The question papers of the university examinations are generated online from the University question

bank. Results of the university examinations are published online and each Department collects the results and processes it for further action.

### 6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Mr. Tijo Mathews	FDP on Time Series Analysis Using Artificial Neural Networks "TSANN-18"	NIT, Calicut	500
2018	Ms. Divya Joseph	Three day State level workshop on Data Analysis in Social Sciences	PG Department of Commerce, St.Stephen's college Uzhavoor	300
2018	Dr. Jesty Thomas	Workshop for college chemistry students and teachers	Jawaharlal Nehru Centre for Advanced Scientific Research (NCASR),Banglore And Foundation for Capacity Building in Sciences (FCBS) .Trivandrum	400
2018	Dr. Sandhya C	Workshop for college chemistry students and teachers	Jawaharlal Nehru Centre for Advanced Scientific Research (NCASR),Banglore And Foundation for Capacity Building in Sciences (FCBS) .Trivandrum	400
2019	Dr. Sindhu E.S	Two weeks national workshop on interdisciplinary Research Methodology	Sree Sankaracharya University of Sanskrit, Kalady	400
2018	Dr. Smitha S	National Workshop on Computational	Govt.Victoria College, Palakkad	400

		Mathematics and Statistics		
2019	Ms. Midhila Baby	Two weeks national workshop on interdisciplinary Research Methodology	Sree Sankaracharya University of Sanskrit, Kalady	400
2018	Fr. Joby Joseph	International Conference on the interface between Literature: Identity, Influence and impact	PG and Research Dept. of English and L'ordine Nuovo Publication	500
2018	Dr. Dhanya P Joseph	National Workshop on Computational Mathematics and Statistics	Govt. Victoria College, Palakkad	400
2018	Ms. Sijimol C.G	UGC-CPE sponsored one day workshop on "New Methodology of NAAC Accreditation"	St.Thomas College Pala	200
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Staff Training Programme Resource Person: 1. Bishop Mar Thomas Tharayil 2. Prof E J John	Nil	04/08/2018	04/08/2018	72	Nil
2018	Mock NAAC Visit By Madras Christian College Peer Team	Nil	06/08/2018	07/08/2018	123	20

	Members 1: Dr M Jezer Jebanesa 2: Dr. M Marcus Boominath					
2019	Mock visit by External Peer Team Team members: Rev. Fr. Scaria Ethiretu CMI, Manager Prof. T M Joseph, Principal Nirmala College (Peer Team Member)	Nil	18/03/2019	18/03/2019	126	20
2018	Staff Training Programme on NAAC Criterion Resource Person: Dr. Suby Baby (IQAC Coordinato r, Nirmala College)	Nil	06/07/2018	06/07/2018	128	Nil
2018	Evaluative meeting - SWOC analysis for SSR Pr eparation	Nil	13/07/2018	13/07/2018	69	Nil
2018	-	Administ rative Training Programme For Non- Teaching Staff Resource Person: Abdul Rehman (Senior Su perintende	08/11/2018	08/11/2018	Nil	20

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher course	1	03/12/2018	17/12/2018	15
Refresher course	1	10/08/2018	31/08/2018	22
Orientation Programme	1	27/02/2019	26/03/2019	28
Refresher course	3	06/05/2019	20/05/2019	15
Refresher course	3	24/05/2018	10/06/2018	21
Refresher course	1	03/12/2018	17/12/2018	15
National Workshop in Interdisciplinary Research Methodology	2	06/05/2019	20/05/2019	15
Short Term Course on Women Empowerment	1	19/12/2018	27/12/2018	9
Orientation Programme	1	06/08/2018	04/09/2018	30
Upskilling Chemistry teachers on latest pedagogical tools for impactful teaching (Refresher course)	1	27/11/2018	11/12/2018	15

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nil	40	3	1

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
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• Staff Co-operative Society in the College, directed and managed by staff with Government registration which provides various services like deposit and loan to its shareholders • Faculty enhancements Programs are periodically arranged to motivate on teaching and knowledge updating. • Celebration of important festivals for the teaching community • Annual Get Together • Staff tour • Teachers welfare Fund • Provision of Welfare fund on untimely demise/illness of staff members • Financial Support to the Teaching Staff for attending Seminars • High Flyers' are duly recognized • Hostel Facility for teachers on demand • Canteen providing subsidized food. • Lunch Room • Lab Facility is provided to teachers to conduct research • All departments are equipped with sufficient number of computers, laptops, printers and scanners • Toilet facility in all departments • First Aid Facility • Parking Facility • WiFi Campus • Multi-gym • Active Staff association • Teacher's WhatsApp group • MoUs with various institutions • Medical Inspection Wing • K.E College Co-operative Society Ltd No.K-621, Mannanam • College Canteen • Shuttle court, basket ball, Volley Ball and provision for indoor games • Yoga Room(Christopher Hall) • Counseling Facility on Demand • Grievance Redressal Cell • Internal Complaints Committee for

• Staff Co-Operative Society in the College, directed and managed by staff with Government registration which provides various services like deposit and loan to its shareholders • Training programmes to administrative staff • Provision of Welfare fund on untimely demise/illness of staff members • Canteen providing subsidized food. • Preference to the children of staff for admission to various courses. • Active Staff association • Support to the children of non-teaching staff who are economically challenged. • Celebration of important festivals for the teaching and non-teaching community • Annual get together • Uniform for the Security Staff • Lunch Room • First Aid Facility • Parking Facility • WiFi Campus • Multi-gym • Uniform for the Security Staff • Medical Inspection Wing • K.E College Co-operative Society Ltd No.K-621, Mannanam • College Canteen • Shuttle court, basket ball, Volley Ball and provision for indoor games • Yoga Room(Christopher Hall) • Counseling Facility on Demand • Grievance Redressal Cell • Internal Complaints Committee for Prevention of Sexual Harassment of Women at Work Place • 20 days casual leave available to the non-teaching staff. • Government offers various mandatory Insurance Schemes to the staff Gratuities, Pension and all other such Government

• WiFi Campus • Online Daily Attendance checking system • Student's class WhatsApp groups • Online learning through Google classrooms • Women's Forum for dealing with cultural and social needs of women students • Free food and text books for poor students by Vincent de Paul Society • Counseling facility in college by councilors • Women's Room for women students • Orientation programme - Prarambha for first year UG and PG students • Certificate Course each in every year • Value added course to all students • Co-operative Store with necessary goods • Projector facilitated Classrooms • Computer Lab and Science lab • Library • Grievance Redressal Cell • Anti-ragging committee • NCC NSS and other social service Clubs • Cultural Day Celebration • Food fest • Arts fest every year • Sports day • Multi Gym • Basket ball court, shuttle court, volley ball court • Indoor stadium • Yoga Room • Play ground • Parking Facility • Canteen facility • Chavara Garden • Butterfly garden • First aid Facility • Medical Checkups in Campus by medical wing • Students union to equip students with leadership skills • Study tours and industrial visits • Hostel facility for girls • Hostel facility for boys on demand is arranged. • Parents Students and teachers meetings • Feedback from students is welcomed. • Seminars/conferences and

Prevention of Sexual Harassment of Women at Work Place • 15 days casual leave available to the teaching staff • 20 half pay leave or ten days leave can be commuted every year by every teaching staff. Duty leaves are given to all the staff members to attend various Training Programmes/ Orientation/Refresher/ Workshop/Seminar/Exam subjected to the existing Government rules • Lady teachers can avail six months Maternity Leave as per Government rules • Paternity Leave is given to male teachers on request • Government offers various mandatory Insurance Schemes to the staff Gratuities, Pension and all other such Government welfare schemes and measures are given to the staff • Earned Leave Encashment • Health Insurance • Unearned Leave encashment • Festival Advance • Festival Allowances • Interest free loan from PF Account • Permission to attend FDP, Orientation and Refresher Programmes • On Duty granted and permission to participate or serve as Resource • Advance salary to government aided guests • Recognition of achievements - Cash award for 100 attendance , Gold coin for 25 years of service • Permission granted for Ph. D Research work completion

welfare schemes and measures are given to the staff • Permitted to pursue Higher Studies through Distance Education Mode • Training for improving Computing Communication skills and Office filing systems • Permitted to write Group IV Exams for carrer promotion • Preference given for admission of their children

workshops are organised. • Alumni meet facilitates to familiarize with prominent alumnus of the college. • News reading Club • Psychometric Assessment of

## 6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The financial management of the College is effectively monitored by the Managing Board, by conducting internal and external audits regularly. During the internal audit, directions from Higher Education Department and external

Chartered accountant are followed. On behalf of the management, the College administrator keeps an account of the daily financial transactions of the College. Mr. Tony C Kallukalam (M/s Kallukalam Co.Changanacherry) Chartered accountant is appointed as external auditor for the expenditure of management account. Annual financial statement along with supporting documents is sent to Accountant General and Higher Education Department. All the files related to funds sanctioned by Government/UGC, are submitted to external auditor for verification. At the end of the financial year, external auditors prepare the annual financial statement and the audit report. The Department of Education audits the accounts of the college periodically. The audit by the Office of Deputy Director of Collegiate Education for the period 01-06-2017 to 31-07-2018 was conducted from 20-03-2019 to 22-03-2019. Financial accounts, PD account, government fees account, library accession register and service details of staff were verified and corrections identified were rectified

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Philanthropies/Individuals/Management/PTA	1078278	For the conduct of curricular and Co-curricular Activities
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6.4.3 – Total corpus fund generated

1078278
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## 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Madras Christian College	Yes	IQAC
Administrative	Yes	Madras Christian College	Yes	IQAC

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

- Actively involved in Teaching Learning Process- Departmental PTA Meetings are convened in every semester to discuss about the curricular and co-curricular activities wherein they exchange necessary suggestions and improvements. A general PTA meeting of the college was held on 14th June 2018
- The parents participate in various programmes organised by the college and extended their cooperation in all times including the NAAC visit.
- Financially assistance to the socially and economically backward Students.
- Offers active support to departments for conduct of seminars and technical programmes
- Provides Endowments and Awards to Meritorious Students

6.5.3 – Development programmes for support staff (at least three)

1. Administrative training program for college administrative staff by Mr. Abdul Rehman Senior Superintendent , DD Kottayam on 08-11-2018
2. Annual Get Together
3. College Co-operative Society provides Loan facility/Savings/Welfare schemes
3. Orientation for newly recruited support staff.



## 6.5.4 – Post Accreditation initiative(s) (mention at least three)

Construction of research block was initiated. Quality enrichment programs were conducted for both students and Staff. Energy Conservation initiatives - Construction of rain water Harvesting Unit, Installation of Solar, usage of LED Bulb etc Implemented.

## 6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	No
d) NBA or any other quality audit	No

## 6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Clean campus initiative on World Environment day	05/06/2018	05/06/2018	05/06/2018	1450
2018	Merit Day celebrations for honouring the rank holders	06/06/2018	06/06/2018	06/06/2018	1200
2018	Faculty enrichment program on NAAC Criteria	06/07/2018	06/07/2018	06/07/2018	82
2018	Evaluative meeting - SWOC analysis for SSR Preparation	13/07/2018	13/07/2018	13/07/2018	69
2018	Faculty enrichment program	04/08/2018	04/08/2018	04/08/2018	72
2018	Staff training Program	04/08/2018	04/08/2018	04/08/2018	67
2018	Academic and Administrative Audit (AAA)	06/08/2018	06/08/2018	07/08/2018	68
2019	Global Alumni meet -Oruvattom Koodi	26/01/2019	26/01/2019	26/01/2019	236

2019	Workshop on LED Bulb making	02/04/2019	02/04/2019	02/04/2019	120
2019	Mock visit by External Peer Team	18/03/2019	18/03/2019	18/03/2019	126
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## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Gender Sensitization	08/08/2018	08/08/2018	68	60
Adolescent Empowerment-Women's Forum	10/08/2018	10/08/2018	928	696
Women Self Defense Programme	26/11/2018	26/11/2018	80	Nil
KARUP-Arts Festival	06/02/2019	07/02/2019	926	402
Ethnic Day	11/02/2019	11/02/2019	612	214
National Seminar on Gender related issues in the existing state of affairs	22/02/2019	22/02/2019	58	52
Street Play Competition on Gender Issues	22/02/2019	22/02/2019	19	9
Sports meet	28/02/2019	28/02/2019	246	613
International Women's Day	08/03/2019	08/03/2019	287	78

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

#### Percentage of power requirement of the University met by the renewable energy sources

The institution makes special efforts to instill environmental awareness among its staff and students. Green auditing was conducted in the college and all the programmes held in the campus are in accordance with green protocol to the maximum extent. As a part of green initiative, the campus is marked as plastic free and burning of any forms of plastic is strictly prohibited within the campus. Eco-friendly and energy conservation practices like rain water harvesting, solar power plant, biogas plant, vermicomposting etc. are adopted. The chemical waste from laboratories is properly treated before disposal. More LED bulbs are installed in the campus and the staff members uses carpooling as a regular practice. The college has been consistently trying to turn the campus

into a paper free one. Maximum communication to departments and students is made through mails and other electronic media to spread awareness about the same. By using public address and public display systems the college abides by the tenets of the green protocol. Workshop on LED Bulb-making and a talk on 'Energy Conservation' were conducted on 02-04-2019 in association with the Department of Electronics which enlightened the students with the awareness of energy saving. The environment day was aptly observed with a "Clean Campus Initiative" on 05-06-2019. Naming of Campus flora was done by botany department to create botanical awareness and proclaim the importance of green plants to maintain a healthy campus. A "Craft from Waste" competition was organised in connection with the Inter collegiate Botany Fest to set an example for "Reduce, Reuse and Recycling" of waste products. As the best practice, a "botany corner" showcasing rare medicinal plants and its uses in traditional medicine and other major plant groups was created. The department also maintains green classroom to follow eco-friendly practices through bottle gardens and terrarium. The institution aptly observes days of environmental importance like World environment day, World ozone day, World soil day, National pollution prevention day, National energy conservation day, World wetland day etc. The college is highly motivated towards environmental issues and sustainable utilisation of resources. The percentage of power requirement of the institution met by the renewable energy sources is zero.

#### 7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	10
Ramp/Rails	Yes	10
Rest Rooms	Yes	10
Scribes for examination	Yes	5
Any other similar facility	Yes	10

#### 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	01/06/2018	304	Blood Bank	Blood donation by Students and Staff for patients in need	98
2018	1	1	05/06/2018	294	Help Desk at St. Josephs Church, Mannanam	Providing necessary aid such as sanitation, health	215

						services, drinking water etc. to pilgrims	
2018	1	1	18/06/2018	1	Snehasparasham	Revering old age people	15
2018	1	1	22/07/2018	1	Snehasparasham	Medical aid to cancer patients	20
2018	1	1	15/08/2018	1	Old age home visit	Addressing the issues of the neglected and the ignored	35
2018	1	1	15/08/2018	1	Abhaya special school visit	Addressing the issues of the differently abled sector.	28
2019	1	1	18/08/2019	1	Flood Relief	Helping hands to the flood victims	150
2018	1	1	19/08/2018	3	Establishment of collection and distribution centre	Helping the flood affected population	308
2018	1	1	19/08/2018	3	Grocery kit distribution to flood victims	Provision of essential goods to flood affected people	280
2018	1	1	21/08/2018	1	Helping Hands	Onam kit distribution	20
<a href="#">View File</a>							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of conduct for	28/06/2018	The code of conduct for

teachers and  
administrative staff

teachers and administrative staff is published in the staff manual for effective circulation among the staff members. The staff manual familiarize them with the general guidelines, pursuit for excellence, core value of the institution, social responsibility etc. Whenever a disciplinary action is initiated the relevant numbers of the code are consulted and cited. The Discipline Committee of the college is entrusted with the task of updating the code which is done at the beginning of every academic year. The staff members are encouraged to familiarise with the codes applicable to various stakeholders of the institution.

Code of conduct for  
students

28/06/2018

The code of conduct for students is published in website and handbook for effective communication. Upon enrolling in the College, students are automatically placed under the rules and regulations of the College. During the orientation programme, the principal explains the code of conduct to the students. In addition, the class tutors are entrusted to hold separate sessions for the students about the policies of the college. During association meetings the HOD's follow up these rules and regulations. Any disciplinary action is initiated by the college discipline committee bound to the policies of the college and is implemented after discussion in the Staff

## 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
World Environment Day Observation	05/06/2018	07/06/2018	150
Blood Donation Day	14/06/2018	14/06/2018	148
International Day of Yoga	21/06/2018	21/06/2018	149
Drug Abuse Prevention Day	26/06/2018	26/06/2018	151
World Population Day	11/07/2018	11/07/2018	30
Senior Citizen Day	21/08/2018	21/08/2018	25
Gandhi Jayanthi Celebration	02/10/2018	02/10/2018	280
World Mental Health Day	10/10/2018	10/10/2018	38
National Unity Day Observation	31/10/2018	31/10/2018	150
Child Right week Observation	15/11/2018	15/11/2018	93

[View File](#)

## 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Green auditing of the college was conducted by the students and faculty of chemistry department 1. Use of e-banner, not using plastic bags, carpooling by staff members 2. Reduce paper use by taking assignments electronically. 3. Burning of waste material has been banned. 4. Promote the usage of LED bulbs 5. Conduct programmes for environmental protection 6. College Cleaning- Gandhi Jayanti, Clean Classroom Initiative 7. The environment day was aptly observed with a "Clean Campus Initiative "on 05-06-2018. 8. Naming of Campus flora was done by Botany department to create botanical awareness and proclaim the importance of green plants to maintain a healthy campus. 9. A "Craft from Waste" competition was organised by the department in connection with Botany Fest to set an example for "Reduce, Reuse and Recycling "of waste products. 10. As the Best practice, The department exhibits a "botany corner "showcasing rare medicinal plants and its uses in traditional medicine and other major plant groups. 11. Department also maintains green classroom to follow eco-friendly practices through bottle gardens and terrarium.

## 7.2 – Best Practices

## 7.2.1 – Describe at least two institutional best practices

Best practice 1: Chir@h Chavara Institutional Reach at the Rate Homes (Chir@h) is a Voluntary Unit, constituted by K E College for charitable activities. Objectives of the Practice As a part of fulfilling the vision and mission of the institution, Chir@h was established with the objective of extending support to students, needy people and families in the college-vicinity. The college and its various Departments in this context function as source of information and assist the students and the communities in the college-neighbourhood with

inputs and provide essential services and support when needed such as providing food packets, books, personal counseling assistances, etc. The Context As a socially committed association, Chir@h considers its primary commitment to identify the root-causes of backwardness and social exclusion in the rural vicinity of the college. Programmes are designed to bring about changes for creating a more just, caring and inclusive social community. The Practice The activity of Chir@h includes offering assistance to the needy ones for their educational, medical, clothing, residential and employment requirements also.

The major source of financial assistance comes from the teacher-student fraternity of the college. Chir@h has a transparent financial transaction and the annual financial statements are circulated among the stakeholders on a regular basis. Family Adoption Scheme Under the aegis of Chir@h, Rs. 28,500 was collected from different philanthropists during 2018-19 and two families were adopted with this fund. Volunteers of Chir@h spent days with the families providing them relief and care. Christmas Gift Chir@h usually distributes grocery kits to the financially backward students during Christmas. As part of Christmas celebration the unit provided gift kits of rice and other edible items to many poor students. During 2018-2019, Chir@h spent an amount of Rs 48270 for its charity purposes. Orphanage Visit The Chir@h volunteers also visited Koonanthanam Sneha Bhavan, an orphanage near the college as a part of social commitment towards the ostracized and marginalized sections of society. Free lunch Chir@h offers free lunch to the deserving students of the College.

During 2018-19, many students were benefitted out of this scheme. Financial Assistance Scheme Chir@h has been providing financial assistance to the adopted family members as well as the poor students of the College. An amount of Rs.400 is usually provided to deserving students in each semester for the purchase of essential study-materials like textbooks, notebooks, records etc. During

2018-19, Rs.25912 was given for the purchase of study materials for 61 students. Other Assistances Chir@h has helped a 2nd year B.Sc. Zoology student for the construction of his house. Chir@h has also associated with KEDAS for the Flood Relief Camp held at Kuttanad by providing the people of flooded areas with basic things. Evidence of Success The number of students benefitting from the free distribution of books, study materials and free lunch testifies the success of the programme. The major source of the financial assistance comes from the teacher-student fraternity of the college. Chir@h has a transparent

financial transaction and the annual financial statements are regularly circulated among the stakeholders. The Medical College Hospital Kottayam has awarded a certificate of appreciation to K.E. College as the largest donor of blood. Chir@h has been providing financial assistance to the adopted family members as well as poor students of the College. An amount of Rs.400 is usually provided to deserving students in each semester for the purchase of essential study-materials like textbooks, notebooks, records etc. During 2018-19,

Rs.25912 was given for the purchase of study materials for 61 students. During

2018-19 under the aegis of Chir@h, Rs. 28,500 was collected from different philanthropists. Problems Encountered are difficulty in involving large section

of students, lack of financial support for student support activities and difficulty in identifying rare blood group donors Best Practice-2 K. E. College

Blood Donors' Club Objectives of the Practice The KE College Blood Donors' Club was formed with the objective of providing blood for transfusions to needy

patients at very short notice. The blood donors' club tries to keep the blood donors always ready to meet the urgent requirements. The methodology is to

create blood-donation-awareness-campaigns regularly to create awareness among students to benefit the community. The statistics suggests that out of India's

blood requirement of around 40 million units, we are able to get only 60 lakhs. The prime objective of establishing a Blood Donors' Club in the college is to

bridge this gap and bring cheers to many. The Context Since the College is situated in a region that lies in close vicinity to the only Medical College

Hospital in Kottayam District and more than five reputed specialty and super

specialty hospitals, a fully functioning blood donors' club can always help the needy patients in cases of medical emergencies. The methodology is to create blood-donation-awareness-campaigns regularly to create awareness among students to benefit the community. The club functions with the constant support from the student, teaching and non-teaching staff fraternity of the college. A comprehensive categorization of the blood group of the students and faculties is regularly done and a database has been maintained for this purpose. Constant database updates are made at the beginning of each academic year so that the list of donors remains expanded and updated with the contact details. The Practice The implementation strategy is to enact the Club as a bridge between donors and patients. Hospitals or the needy parties officially communicate the matter to the college office and suitable donors are sent to the hospitals. Since the College is situated in a region in close vicinity to the only Medical College Hospital in Kottayam District and more than five reputed specialty and super specialty hospitals, a fully functioning blood donors' club can always help the needy patients in cases of medical exigencies. Through the functioning of the club, we educate the students and faculty members about the benefits of donating blood and dispel their fear about the health risks involved. The overwhelming participation of students in the Club activities testifies the effectiveness of the club activities. As part of the vision and mission of the institution to attain its objectives, the students of every batch is made aware of the need to become charitable to prolong the life of the needy patients especially the victims of accidents and enable them to lead a value-based life. Consequently, to prove its success, this institution has become the largest blood donating institution adjacent to the Government Medical College, Kottayam. The methodology is to create blood-donation-awareness-campaigns regularly to create awareness among students to benefit the community. The blood donors' club tries to keep the blood donors always ready to meet the urgent requirements. Apart from the routine activities of the Blood Donors' Club, the Social Work Department of the college in association with the All Kerala Blood Donors' Society conducted a blood donation camp on 07th March, 2019 which proved to an important socialization move. The Club has been working smoothly providing emergency helps to the needy patients with a lasting reputation as the most effectively functioning Club. Consequently, the students are thus trained to make their first flight to enable them to fly with their wings made strong so that they may soar fearlessly and adventurously into the air where the sky is the limit. Evidence of Success The overwhelming participation of students in the club activities testifies the effectiveness of the club activities. The resource mobilization proves to be very effective owing to the proximity of the college to the major hospitals in the region and easy availability of the donors. The Club has been achieving the desired objective of inculcating service-mindedness and values in the minds of students hailing from different strata of society with various rungs of financial backgrounds to enable them to generate charitable actions out of generosity. As part of the vision and mission of the institution to attain its objectives, the students of every batch is made aware of the need to become charitable to prolong the life of the needy patients especially the victims of accidents and enable them to lead a value-based life. Consequently, to prove its success, this institution has become the largest blood donating institution adjacent to the Government Medical College, Kottayam. Problems Encountered and Resources Required Primarily, it is difficult to reach out to the donors who have already left the college but still remain in the existing database. Secondly, the increased number of hospitals nearby often results in a higher demand which makes it impractical to fulfill the demands. Another major concern encountered in the routine functioning of the Club is the difficulty in sending donor students during the working hours of the college. The first problem has been gradually overcome by updating the database with the latest contact details and the second problem is to be resolved by taking the timely assistance of the



generous neighborhood institutions in providing more donors to the Club from the respective institutions.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://kecollege.ac.in/best-practice-and-institutional-distinctive/>

### 7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Kuriakose Elias Development Action Service Society (KEDAS) KEDAS is a public charitable society formed in the year 2012, which place special focus on the community and its development so that the social work activities can be reached out more effectively to the society and has been functioning under the guidance and supervision of the College management. KEDAS has been registered under Travancore Cochin Literacy, Scientific and Charitable Societies Registration act of 1955 (Reg. No. KTM/TC/418/2012). The various programmes conducted during 2018-19 are: Child Rights Awareness Programme KEDAS in association with Department of Social work and Neendor Panchayath conducted an awareness Programme on 'Child Rights' at Mekkavu, Kaipuzha on May 10, 2018. Ms. Elizabeth Alexander (HOD, Social Work Department, KE Collee, Mannanam) welcomed the gathering. Mr. Gokul Das (ORC Assistant, District Child Protection Office, Kottayam) was the resource person. He pointed out that the healthy development of children is crucial to the future well-being of any society. Ms. Chinnu Mohan (Project Officer, KEDAS) thanked the participants and the resource person. Thirty parents attended the class. Entrepreneurship Development Programme KEDAS in association with Department of social work conducted an Entrepreneurship Development program at Kaipuzha on July 20, 2018. Ms. Elizabeth Alexander (HOD, Social Work Department, K.E College, Mannanam) welcomed the gathering. The programme was inaugurated by Ms. Vimala Kuttியamma (President, Neendor Panchayath). The programme mainly focused on the women in the adopted community. The essential element of this programme was to contribute to poverty reduction through entrepreneurship development, with a focus on rural development and gender equality. Ms. Chinnu Mohan (Project Officer, KEDAS) delivered the vote of thanks. AWAKE 2019 AWAKE - the grand cultural fest is organized exclusively for the Intellectually Challenged Children all over Kerala since 2007 by KEDAS. Awake 2019 was conducted on 22nd and 23rd February 2019. As Part of Awake 2019 a National Seminar was conducted on the topic 'GENDER RELATED ISSUES IN THE EXISTING STATE OF AFFAIRS'. Twenty-one special schools from various districts across Kerala participated in the same. AWAKE 2019 was officially inaugurated by Ms. Eeshapriya IAS (Assistant Collector, Kottayam). Various competitions like band display, folk group dance, single dance, light music, mimicry, pencil drawing, group song etc were conducted. Sanjose Vidhyala, Ettumanoor decorated the Champions title of AWAKE 2019. Summer Camp KEDAS conducted a two day summer camp on 28th and 29th May, 2019 at Kaipuzha S. N. U. P School. Mr. Akhil Sadhasivan (Project Officer- KEDAS) welcomed the gathering. The camp was inaugurated by Ms. Vimala Kuttியamma (President, Neendor Panchayath). Ms. Simple Mathew delivered the Key note address. Ms. Rosamma Mathew (Ward Member, Neendoor Panchayath) felicitated the gathering. Mr. Shibir Kurian (Student Coordinator, KEDAS) proposed the vote of thanks. The theme of the summer camp was Primary Education. The activities were mainly focussed on educational, athletic, or cultural development. The camp concluded with a valedictory function which was inaugurated by Ms. Jessy John (HOD, Social Work Department, K.E College, Mannanam). Seventy-five Kalikuttam members participated in the camp.

Provide the weblink of the institution

## **8.Future Plans of Actions for Next Academic Year**

The Institution chalked out the following Future Plan of Action for the academic year 2019-20.

- To augment the infrastructure facilities.
- To complete the construction of the research block to facilitate research activities.
- To complete the construction of the college canteen with modern amenities.
- To beautify the college campus (main gate, garden benches etc.)
- To conduct more skill-development programmes/certificate courses in collaboration with external agencies.
- To motivate the faculty members to apply for projects funded by national and international agencies.
- To encourage faculty members to publish articles in peer-reviewed journals and to present papers in National and International Conferences.
- To conduct more seminars/conferences to address and deliberate the dynamics in respective fields of learning.
- To develop more e-contents by in-house faculty.
- To strengthen ICT facilities in the college.
- To conduct value education programmes for students
- To introduce online-feedback system by various stakeholders (students, teachers, parents alumni, employers etc.).
- To register alumni association of the college and start alumni chapters in India and abroad.
- To strengthen the best practices of the college (Chir@h and blood donation programmes).
- To sign more MoU's with institutions, industries and research institutions.
- To give more focus on outcome based education.
- To organise more student initiative programmes.
- To upgrade institutional website.
- To conduct more placements-drives to provide job opportunities to the students.
- To organise programmes for gender equality/women empowerment.
- To take measures to popularise yoga and meditation.
- Steps to improve mentoring programmes in college.