YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution   **St Gregorios College, Kottarakara**

- Name of the Head of the institution   **Mrs . Beena G P**

- Designation   **Principal**

- Does the institution function from its own   **Yes**
  campus?

- Phone no./Alternate phone no.   **9747457252**

- Mobile no   **9847178399**

- Registered e-mail   **sgcollegeiqac@gmail.com**

- Alternate e-mail   **elizabethmoji@gmail.com**

- Address   **St Gregorios College, Pulamon P.O., Kottarakara**

- City/Town   **Kottarakara**

- State/UT   **Kerala**

- Pin Code   **691531**

2.Institutional status

- Affiliated /Constituent   **Affiliated**

- Type of Institution   **Co-education**

- Location   **Rural**

- Financial Status   **Grants-in aid**

- Name of the Affiliating University   **University of Kerala**

- Name of the IQAC Coordinator   **Dr. Elizabeth John**

- Phone No.   **04742650133**

- Alternate phone No.   **9847178399**

- Mobile   **9895673537**

- IQAC e-mail address   **sgcollegeiqac@gmail.com**

- Alternate Email address   **elizabethmoji@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)   www.gregorioscollege.org

4.Whether Academic Calendar prepared during the year?   **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: https://www.gregorioscollege.org/academic-calendar/

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	81	2006	21/05/2006	20/05/2011
Cycle 2	B	2.85	2015	01/05/2015	30/04/2020
Cycle 3	A	3.01	2022	22/03/2022	21/03/2027

6.Date of Establishment of IQAC   **01/07/2001**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
D. Krishnakumar V	FIST	DST	2019, 1825 days	70.5
St.Gregorios College, Kottarakara	RUSA	Central Government	2019	2 Crores

8.Whether composition of IQAC as per latest NAAC guidelines   **Yes**

- Upload latest notification of formation of IQAC   [View File](#)

9.No. of IQAC meetings held during the year   **23**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report   No File Uploaded

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?   **No**

- If yes, mention the amount

11.Significant contributions made by IQAC during the current year (maximum five bullets)

Centralized Examination Wing with 10000 sq.ft.

Upgraded PG Department of Physics to Research Centre

Upgraded UG Department of Zoology to PG Department

Installation of LMS Platform - MOODLE

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
Plan to establish a modernized management system including student Management System	Signed MOU
Upgrading PG Chemistry Department to Research Department	Proposal Forwarded to University after establishing the required infrastructure
Proposals are submitted to the university for the sanctioning of B.A Economics, B.A Malayalam, M.Sc. Statistics, M.Sc. Botany and M.A. English	Received university approval for B.A Economics, B.A Malayalam, M.Sc. Statistics and M.A. English; awaiting for Government approval
Plan to introduce on - line teaching platform	Introduced LMS Platform - MOODLE
Plan to conduct training programme for non-teaching staff	Organized one - day workshop on Office Management and Administration

13.Whether the AQAR was placed before statutory body? Yes

- Name of the statutory body

Name	Date of meeting(s)
IQAC Committee	22/08/2022

14.Whether institutional data submitted to AISHE

Part A
Data of the Institution

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• Name of the Head of the institution	Mrs . Beena G P
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• Mobile no	9847178399
• Registered e-mail	sgcollegeiqac@gmail.com
• Alternate e-mail	elizabethmoji@gmail.com
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- Name of the statutory body

Name	Date of meeting(s)
IQAC Committee	**22/08/2022**

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021	**17/11/2021**

15.Multidisciplinary / interdisciplinary

The college has implemented various programmes, keeping in mind the New Education Policy (NEP) that envisages holistic and multidisciplinary education. To integrate humanities and Science, the college offers PG Programme in Biodiversity and Systematics; UG programme in Commerce with Computer Applications. The students of UG programmes are given credit for their active participation in community-based club activities (NSS, NCC, Nature club, Women

Study Unit, Forestry etc.). The affiliating University has restructured current programmes to incorporate multiple entry and exit scheme. The college gives opportunity for readmission of students in the case of drop outs. The college seeks to identify and find solutions for present issues prevailing in the society through UG/PG project works. The college runs a Centre for Climate Study to mitigate the effects of weather change in the region. The University offers an Open Course in 5th semester for all UG programmes to pursue interdisciplinary course that adds to their credit. To improve collaborative research, the college has structured various guidelines for industry collaboration, consultancy services and resource sharing. The college plans to include provision for teaching and undertaking joint research through visiting faculties from outside the college. Faculties are encouraged to deliver interdepartmental lectures. Research scholars are encouraged to present papers in research forums of other departments and students are encouraged to do projects relating to other disciplines.

16.Academic bank of credits (ABC):

Being affiliated to the University of Kerala, the college follows the credit system run by the University. The restructuring of the programme curricula is in progress so as to facilitate the implementation of ABC. Every student enrolled in the programmes of the University is provided with a unique ID which is used for all requirements from registration of admission to certification. This unique ID will enhance student autonomy by allowing them to complete courses from any institutions of their choice at any period of the available courses. Enrolled students, in almost all programmes, have the privilege to avail themselves of the possibility of multiple entries - multiple exits during allotments. The University of Kerala has already implemented a Choice Based Credit Semester System (CBCSS) for almost all the regular graduate and post-graduate programmes. The college has implemented the Learning Management System -Moodle which is an effective and flexible platform for e-learning.

Major aspects of the Academic Bank of Credits like Credit management from multiple institutions, Credit redemption, Inter-collegiate and university mobility for doing a program etc. are yet to be implemented. Regarding these, the Kerala State Higher Education Council (KSHEC) has structured a policy accepted by Academic Bank of Credit (ABC). Academic Bank of Credit shall be established to digitally store the academic credits earned from various recognized HEIs so that the degrees from an HEI can be

awarded taking into account the credits earned.

17.Skill development:

The National Education Policy emphasises skill development as a crucial component of higher education. The institution strives for the development of life skills, soft skills, and vocational skills across all disciplines. A number of vocational courses are prescribed as part of the syllabus for career related courses. For example, the BA English and Communicative English programme has vocational courses like Copy Editing, Language of Advertising, Business Communication in English, Print and Online Writing, etc, which give students an awareness of the skill sets required to succeed in the publishing, advertising, and media industries. The curricular content of these courses is augmented by regular assignments which prompt students to hone their writing, editing and creative skills. Webinars with experts on fields like translation and online content writing have been arranged. Internships, fieldwork, workshops, industry visits, are practised by various departments. Coaching for competitive examinations (JAM/GATE/NET/JRF), career guidance and campus placement programmes are carried out on campus. The institution offers five add-on courses including Pathway to IELTS, Skills in Basic Arithmetic, Reasoning and Logic, Mushroom Cultivation and Marketing, etc, to fine tune communication skills, develop competencies, and impart vocational skills.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The method of curriculum delivery practised in the institution, along with the numerous co-curricular and extra-curricular activities which it routinely hosts, aim to inculcate in students a holistic awareness of the varied facets of Indian identity, society and culture. There are several courses in the syllabus which emphasize vernacular Indian languages, literature, art forms, philosophy and history. All first year and second year UG students have the opportunity to choose Malayalam or Hindi as their Additional language. Through this, students glean an appreciation for the works of canonical writers in these respective languages and their contributions to the body of Indian literature. Performance arts like theatre (both Malayalam and traditional Indian), and Kathakali constitute important areas of study in the syllabus. Performances of classical Indian dramas like Kalidasa's Vikramorshiyam, Bhasa's Karnabharam, Vishakadatta's Mudraraksasam, Sudraka's Mricchaghadikam, etc, are screened in the digital theatre. The institution houses a

Kathakali museum aimed at popularising this classical Indian dance amongst students. The museum features casts of mudras, images of navarasas, and an exhibition of the costumes and musical instruments used in Kathakali, along with explanations of the significance of each of these in the dance performance.

The BA English and Communicative English programme encourages students to learn about the richness of Indian culture through courses such as Film Studies, Literary Criticism, World Classics, 20th Century Malayalam Literature in English Translation, and Theatre Studies. These courses respectively facilitate an understanding of the history and milestones of Indian cinema, the philosophy of Indian aesthetics, the unique style and position of Sanskrit in the global literary context, the distinctiveness of Malayalam writing, and the features of Indian theatre. English translations of several vernacular texts are part of the BA English and Communicative English syllabus. In such instances, the instructors take care to introduce the students to the original vernacular language text as well. Whenever possible, the Department strives to introduce students to the leading cultural luminaries of Kerala state. An example is the online "Meet the Author" webinar wherein students were able to interact with Malayalam poet and Sahitya Akademi Awardee Sri S. Joseph. The BA Political Science programme offers the core course titled State and Society in Kerala as part of its syllabus. This serves to create an awareness among students about the unique social composition and dynamics of their mother state. The institution upholds Indian traditions and observes important national occasions.The campus witnesses vibrant celebrations of festivals like Holi, Kerala Piravi and Onam, the last of which is marked by traditional regional practices, games and dances like Athapoo contest, Vadamvali, Onappattu, Thiruvathira, etc. Independence Day and Republic Day and solemnly commemorated on campus, under the leadership of the NCC, NSS and various clubs. These occasions are marked by flag hoisting, special radio broadcasts, interdepartmental competitions like quiz and debate on relevant national topics., The institution offers an add-on course on Yoga to raise awareness of the philosophy and practice of this ancient Indian discipline.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The institution endeavours to follow the directives of NEP 2020 which advocates for an Outcome Based Education centered on the holistic development of students.

The institutional efforts in this regard focus on the following key areas:

1. Delivering a high quality curriculum: The institution follows the UG and PG curriculum that is designed by the University of Kerala, with specified course and programme outcomes. The curriculum introduces students to significant topics in each discipline. It is periodically revised to keep students abreast of the latest developments in their fields. Since 2021, the institution has been offering a new generation programme MSc Zoology with specialization in Biosystematics and Biodiversity. With its emphasis on eco-consciousness, introduction to traditional Indian tribal knowledge about the environment, deliberations on how to sustainably meet the needs of the future, and opportunities for gainful employment and research, this programme is socially relevant and immensely beneficial to students.

First and Second year BA, BSc, and BCom students have to opt for one Additional Language course (Malayalam or Hindi or Syriac) and English language courses. All fifth semester students have to opt for an "open course" which is an elective course outside their mainstream of study. These steps ensure the integration of sciences and humanities in the educational experience.

1. Employing innovative pedagogical practices: The institution follows a student centered learning approach. Faculty members deliver lessons by deploying ICT tools like powerpoints, online quizzes, video lectures, films, animations, etc, wherever appropriate. Different departments have implemented the practice of peer-teaching, in which advanced learners tutor slow learners. The learning experience is enhanced by various library facilities. As the library is registered with N-list, the students can check the availability of books in the library by logging in to the N-list site from their own devices. E-books, e-journals, previous question papers etc, can be accessed via the library's DSpace software.

2. Teacher training: The institution encourages teachers to periodically undergo orientation and refresher courses, workshops, training and upskilling programmes, etc. The management provides financial aid to faculty for enrolling in relevant workshops outside the institution. The institution arranged a hands-on training programme on usage of Moodle LMS.

3. Formulating appropriate assessment tests: Assessment tests

attempt to gauge whether objectives of OBE have been met. Question papers are set in accordance with Bloom's cognitive taxonomy which checks not just knowledge, but also comprehension, application in real life, analysis and evaluation. Assignments are designed to stimulate the intellectual curiosity of students and prompt them to read up on topics outside their prescribed texts.

4. Hosting co-curricular and extra-curricular programmes: The Department of English hosts an interdisciplinary lecture series NOESIS which is open to the entire college. Teachers from different departments in the institution have delivered lectures on relevant topics. 5 Add-on courses are offered to develop competencies, impart communicational and vocational skills.

5. Infrastructure: Amenities such as the digital theatre, language lab, Moodle LMS, ICT enabled classes in each department, multigymnasium, etc greatly augment the learning experience and the quality of student life on campus.

20.Distance education/online education:

Post the pandemic, faculty and students of the institution have become adept at using
digital technology in the teaching-learning process. Faculty have received training at the
institution on how to effectively utilize ICT tools such as Google Classroom, the college
Moodle LMS, video recording software, etc. Simultaneously, students also have been
instructed on how to use the different features of Google Classroom and Moodle to
access content, submit assignments, respond to surveys, give feedback, etc. The
institution's faculty are thus equipped to upload engaging content such as informative
notes, interactive presentations and video lectures onto the St. Gregorios Moodle LMS
site, or on publicly accessible websites such as YouTube. Additionally, many faculty are
increasingly shifting towards allocation of paperless assignments and test papers to
students. This may be in the form of video assignments, photo essays, or in the form of
online quizzes and tests conducted via Quizizz, Google Forms etc. These assignments are

mainly disbursed via Moodle LMS and students can submit their completed entries on
Moodle or email it to the concerned instructor. The principal beneficiaries of this system
of online learning have till date been students of the institution. But in the future this
system may be harnessed to benefit the wider public through MOOCS on relevant
upskilling and vocational courses.
Even when offline classes resumed after the pandemic, faculty have been mindful of the
need for sustaining the interest and competence of students in digital tools. Thus, the
institution now offers a blended learning environment where offline lessons are
supplemented by online educational resources including relevant videos, links to
additional reading material, etc. Additionally, Pre-Lab videos are screened for students
from science streams so that they clearly understand the procedure involved in various
experiments, and can resolve doubts related to the same, prior to the commencement of
laboratory sessions. Students from the arts streams are shown Pre-Lesson videos so that
they may glean background information on their prescribed topic or the real life
applications of their area of study.

Extended Profile

1.Programme

1.1   **343**

Number of courses offered by the institution across all programs
during the year

File Description	Documents
Data Template	[View File](#)

2.Student

2.1   **1440**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2   **167**

Number of seats earmarked for reserved category as per GOI/
State Govt. rule during the year

File Description	Documents
Data Template	[View File](#)

2.3   **499**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	[View File](#)

3.Academic

3.1   **63**

Number of full time teachers during the year

File Description	Documents
Data Template	[View File](#)

3.2   **63**

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1	**343**
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	[View File](#)

2.Student

2.1	**1440**
Number of students during the year	

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Data Template	[View File](#)

2.3	**499**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	[View File](#)

3.Academic

3.1	**63**
Number of full time teachers during the year	

File Description	Documents
Data Template	[View File](#)

3.2 Number of sanctioned posts during the year	**63**

File Description	Documents
Data Template	

4.Institution

4.1 Total number of Classrooms and Seminar halls	**42**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**216.08**
4.3 Total number of computers on campus for academic purposes	**131**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

As an affiliated college, the procedure for execution of its curricular programmes is determined in accordance with the syllabus framed by the University. During College Council meetings, all important aspects of curriculum delivery are discussed. The college makes its own calendar based on the University calendar. The Principal calls College Council meetings and open discussions to prepare the College calendar. The academic calendar is communicated to students through the college handbook, which is distributed at the start of each academic year. The IQAC plays an important role in ensuring that the curriculum is effectively implemented.

The college has a well-planned master timetable. After careful discussion of the curriculum in departmental meetings, the departmental time table is prepared. Bridge courses are organised by departments to help fill gaps in knowledge and build student confidence before switching to the new curriculum.

In addition to internal examinations, assessment methods like tests, seminars and assignments are frequently used to enhance the effectiveness of curriculum delivery.

The college library serves as a reliable source for supplementing information about the curriculum by providing e-learning and computing facilities. Teachers taught the educational modules through interchangeable virtual stages like Moodle, YouTube, Google Classroom and Google Meet.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	http://165.232.188.250/

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The academic calendar published by the University serves as the foundation for the institution's semester activity planning. The college calendar will be published thereafter in accordance with the University calendar.

The Principal takes prompt action to establish the College Level Monitoring Committee (CLMC) at the start of each academic year. The CLMC is primarily responsible for ensuring that the academic calendar is responsibly followed. It is implemented in accordance with the University regulations and recommendations for the successful conduct of CBCSS. It also oversees the execution of Continuous Internal Evaluation (CIE), ensuring the impartiality and objectivity of the evaluation process.

The department head or a senior faculty member serves as the Chairman of the Department Level Monitoring Committee (DLMC), which is made up of all of the teachers. The DLMC efficiently assists the CLMC in adhering to the internal examination timetable, resolving student complaints and uploading internal marks.

All programs undergo internal assessments and the results are published in time. The marks are checked at three levels; the teacher, HOD, and the Principal and marks are uploaded in the designated University portal.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://exams.keralauniversity.ac.in/

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**B. Any 3 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File](#)
Any additional information	[View File](#)

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

14

File Description	Documents
Any additional information	[View File](#)
Minutes of relevant Academic Council/ BOS meetings	[View File](#)
Institutional data in prescribed format (Data Template)	[View File](#)

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

5

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

92

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The University recommended curriculum succeeds in integrating the four fundamental principles of professional ethics such as gender, human values, environment and sustainability in learning processes.

The English-language programmes are well adapted in raising awareness on the issues stated above. Professional ethics and manners are crucial topics covered in the curriculum. Human values like equality, honesty and discipline are promoted in all areas of endeavour and are incorporated in the motto of the college. The curriculum for language programmes includes lessons on human values.

The activities organised by different clubs provide an

opportunity for inculcating in the students important values including work ethics that they can apply in their respective future careers. The topics under humanities actively promote awareness on the issue of gender discrimination and the importance of gender equality. The Women's Study unit acts as a forum for spreading knowledge on women empowerment. The N.S.S. and N.C.C. work to create a community of accountable, compassionate and disciplined students.

It is essential to teach students the significance of conserving the environment and using resources in a socially responsible way. Every science course includes discussion of individual's responsibility related to the application of scientific knowledge in respect of sustainable resource management.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

14

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships
464

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**B. Any 3 of the above**

File Description	Documents
URL for stakeholder feedback report	https://www.gregorioscollege.org/2020-21-2/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.gregorioscollege.org/2020-21-2/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

482

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

81

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Every year, the slow and advanced learners are identified on the basis of the marks obtained by students in the qualifying exam and the entry level test and interview conducted by the college. Students with 75% marks and above are categorised as advanced learners, 50-75% marks as medium learners and below 50% marks as slow learners.

Special programmes like remedial classes and bridge courses are rendered for slow learners and counselling sessions are conducted for advanced learners. The Language lab provides opportunities to listen to native English accents and to develop skills in listening and speaking.

Programmes for slow learners:

The mentor-mentee system allots a specified number of students to each teacher. Course tutors identify slow learners through

interactions and observation during regular classroom sessions and continuous assessment. The teachers make use of ICT-enabled instructional techniques. Peer teaching among students is also encouraged. During the pandemic period, recorded videos in English and Malayalam helped slow learners to learn better through multiple viewing.

Programmes for advanced learners:

Efforts are made to develop research aptitude by providing guidance for student projects. Besides these, seminars and career coaching classes are arranged. The Departments of Chemistry and Mathematics offer JAM coaching for UG students.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1440	63

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Curriculum-based Learning System: The academic programmes in the college follow the curriculum prescribed by the University. Activities like assignments, seminars and projects are organised with a view to boost student-centric learning. Projects are mandatory for UG/PG programmes. The college library serves as a major source for learning resources.

Google classrooms, blogs and ICT enabled classrooms make instructional procedures more student-centric. For teaching a module on film studies, short films and reviews are done to develop critical acumen and creative thinking in students.

Experiment-based Learning System: The institution conducts laboratory tutorials for science disciplines and language labs to develop analytical skills and passion for scientific research. Programmes such as stargazing, butterfly watching and bird watching also add to the spirit of empirical inquiry in students.

Research-based Learning System: Importance is given in orienting students to become capable researchers in diverse academic domains. Students are actively encouraged to take part in international and national seminars, paper presentations, exhibitions, quiz contests etc.

Experience-based Learning system: In addition to regular classroom instruction, the college provide students with practical, real-life learning experiences. Students are guided and assisted in seeking internship opportunities. Experience based learning is inculcated in students through keeping botanical garden, butterfly garden, greening initiatives, field trips, preparation of documentary films, management fests etc.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	[NIL](#)

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

As part of strategic planning aimed at quality generation, substantial investment has been made in augmenting ICT facilities in the college. All the teaching departments make use of ICT facilities in the college. Hands-on training in basic computing is provided for students of B. Com with Computer Applications. LATEX and Python training are given to UG and PG Mathematics students. The college maintains a self-maintained cloud based learning management system Moodle, to cater to the teaching, learning and evaluation needs of the students and teachers. With their login credentials students and teachers can access their facility from http://moodle.gregorioscollege.org. The college prides itself in the state-of-the-art language laboratory with digital facilities attached to the Department of English. Praxis for various vocational courses is provided. It also helps to improve oral communication and linguistic

competence of the students. Information regarding classes and additional study material are sent to student groups via messaging apps like WhatsApp. Access to national and international research journals, ebooks etc. through INFLIBNET is provided to research/ postgraduate students through the college library. Pre-lesson videos are shown as an introductory step prior to the actual practical sessions.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

63

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

63

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

27

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

445

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The assessment pattern in respect of internal and external assessment is specified in the rules and regulations for CBCS. Effective steps are taken to organize Continuous Internal Evaluation (CIE) with the objective of helping students to attain the course outcomes and programme outcomes for each course. Assessment includes assignments, seminars, projects and test papers.

The functions of the Department Level Monitoring Committee (DLMC)

- Preparing and maintaining records of internal examinations in the department.
- Organising open house meetings with students and parents
- Giving better attention to low performers
- Conducting model practical sessions and mock viva to enhance student skills.

The College Level Monitoring Committee (CLMC), consists of members of the College council, heads of departments and teacher coordinators, constituted according to University guidelines. The CLMC coordinator is nominated by the general body of teachers and appointed by the Principal.

The activities of the CLMC are:

- Creating awareness among new first year students regarding internal assessment.
- Implementation of the open course for each programme, in the fifth semester.
- Organising end-semester internal examinations and retests for absentees
- Publishing results and addressing grievances regarding CIE.

File Description	Documents
Any additional information	[View File](View_File)
Link for additional information	[NIL](NIL)

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

The institution plans and conducts Continuous Internal Evaluation in a systematic manner. The process is participatory

and transparent on account of regular interaction between students and teachers. The college has an effective mechanism for addressing student grievances.

Under the supervision of the CLMC coordinator, internal examinations are conducted properly and the results are published. The absentees are permitted to reappear in the examination after their first appeal in Department Level Monitoring Committee and then in CLMC.

The procedure for addressing students' grievances is outlined below.

Departmental level: The students can submit written complaints along with supporting documents on any grievance on CIE to the DLMC. The committee makes necessary enquiries and decisions taken are intimated to the complainant.

College level: In case a student is not satisfied with the decisions of DLMC, there is provision to approach the CLMC. The committee then considers the genuineness of the complaint and takes appropriate decisions, in the interests of transparency and fairness.

University level: A student can appeal to the University Level Monitoring Committee in respect of the grievance through the Principal. It is the University Level Monitoring Committee that takes the final decision, including correction in the marks scored.

File Description	Documents
Any additional information	View File
Link for additional information	NIL

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The Programme Outcomes (POs), Programme-Specific Outcomes (PSOs), and Course Outcomes (COs) are short and clear statements that describe the learning outcomes of the instructional procedures. These include knowledge, specific skills, values and attitudes that the students are expected to achieve at the end

of the course.

The POs, PSOs, and COs of each course are provided by the University. The IQAC plays an important role in making them available to the teachers and students through the college website.

At the beginning of each semester, all essential information regarding the structure of the course is explained to the students by teachers.

Orientation sessions are conducted department -wise for newly admitted students regarding the programme and course outcomes. It covers the details of syllabus, instructional strategies and assessment methods.

Efforts are made to optimise the outcomes of each course through careful planning of curriculum delivery, considering the needs and capabilities of the students.

The assignments and projects are given based on learning objectives.

Through the student satisfaction surveys and internal as well as external audits, the outcomes of the programmes and courses are evaluated and shortcomings are rectified.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.gregorioscollege.org/popsoco-2/
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The methodology for evaluating the learning outcomes is implemented in accordance with the University guidelines. The methods of evaluation mainly include periodical examinations, assignments, projects and viva-voce.

The evaluation of specific outcomes is categorized into two,

Formative evaluation

1. Internal examinations: Level of subject comprehension, learning needs and the academic progress of students are assessed.
2. Seminars: Facilitate development of specific outcomes in students and their improvement.
3. Assignment: Quality of the assignment submitted is evaluated and suggestions for improvement are given.
4. Report of industrial visits: These reports are evaluated for assessing the student's aptitude as well as observational and practical skills.
5. Internship report: After the completion of an internship, the evaluation report given by the concerned organization is taken into account for student assessment.

Summative evaluation

1. Project report: The relevance of the selected topic, methodology followed, its quality and uniqueness are evaluated.

2. Viva voce: Viva-voce helps to assess how well the POs, PSOs and COs have been attained by the student.

3. University examinations: The end-semester examinations conducted by the University provides an opportunity to assess the specific outcomes of a programme.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	NIL

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

320

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://www.gregorioscollege.org/annual-report/

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://www.gregorioscollege.org/sss/

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

15

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	NIL

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The institution follows a multi-pronged strategy with respect to the creation of an innovative ecosystem. The institutional objectives include strengthening research culture and knowledge generation, attracting more research projects, facilitating better exposure through national/international seminars and workshops, as part of policy aimed at creating an ecosystem favourable for innovation and growth. The faculties are encouraged to publish research papers in peer reviewed journals. Both College council and the research committee actively discuss various aspects related to creation of an environment favourable to knowledge generation and innovations. The departments of Commerce and Physics are actively functioning as University approved research centres. Steps are underway for uplifting the PG department of Chemistry into a research centre. A few departments are organising outreach programmes so as to improve student's access to greater academic and career opportunities.

The Bhoomithrasena Club is functioning actively with a view to encourage students to appreciate the environment and learn to address environmental issues of the locality.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://drive.google.com/file/d/1nnSf_AuH CZGPXcejF6JsqNIBapa8xQUj/view?usp=sharing

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

0

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	[View File](#)

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

13

File Description	Documents
URL to the research page on HEI website	https://www.gregorioscollege.org/#
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	[View File](#)
Any additional information	[View File](#)

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website

during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

38

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

22

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Keeping in mind the holistic development of the student community, the Department of Chemistry had been giving orientation-cum coaching programmes to students for examinations like JAM, NET, University entrance exams and other competitive tests. During the period 2020-2021, eighteen students were admitted, of which six students cleared the JAM, one cleared the IISER exam, and seven cleared the entrance examination of various other Universities.

During the Covid-19 outbreak, NCC Cadets from college were actively engrossed in the Covid-19 related harbour duty held at Vady, Kollam. Three-layered masks were distributed to deserving individuals and public institutions such as the ESI hospital and Police Stations. Cadets prepared hand sanitizers that were

disseminated to the citizenry. Cadets had partaken in the Polio vaccination campaign and also commemorated World Environment Day. The NCC hosted webinars on a myriad of subjects, notably mental health in young folks and adolescents, social coexistence with covid-19, anti-drug consciousness, etc. Volunteers of NSS participated in the blood donation drive, Covid prevention activities, community kitchen programme, and supply of Onam kit to the poor and needy, cleaning drive and other charity works.

File Description	Documents
Paste link for additional information	https://www.gregorioscollege.org/extension-activities/
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

4

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

25

File Description	Documents
Reports of the event organized	View File
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

592

File Description	Documents
Report of the event	View File
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

20

File Description	Documents
e-copies of related Document	**No File Uploaded**
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The institution facilitates quality educational infrastructure for better instruction and student outcomes. The campus has four blocks including three academic blocks and one administrative block. There are 42 classrooms including twelve ICT enabled ones. Under the supervision of various departments 40 computers are in use. There are four smart classrooms, twelve DST-FIST supported science laboratories, six computer labs and an English Language lab with 16 desktop computers

The campus has Wi-Fi connectivity facilitated by six Fibre to Home Connections (FTTH); one broadband connection and solar powered modems. There is an air-conditioned Central Computer lab with 60desktop computers and a projector. The college has a public address system, 'Gregorian radio'. The science laboratories, NCC room, Sports centre, staff rooms, College office, Principal's room, IQAC room and Examination Control room have internet facilities with uninterrupted power supply.

The central library provides above 35,000 books, INFLIBNET, fifteen computers with internet and reprographic facilities.

There are two seminar halls and a sound proof digital theatre to exhibit videos. A botanical garden, butterfly garden, fungal herbarium, ornamental fish tank and a botanical museum prevails in the college.

The college has a well-furnished examination hall with a seating capacity of five hundred.

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	https://www.gregorioscollege.org/infrastructure/

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The institution has sufficient facilities for cultural activities and sports and games. The college has an open stage which is used for holding various events. An auditorium located in First Floor of D block is mainly used for conducting general programmes. The seminar halls of PG departments and the large classrooms are also used as venues for conducting arts and literary competitions. The Digital theatre is used to screen short films and documentaries. The outdoor courts for sports and games include a Basket-ball court built according to international standards, a Sevens Football court, a Volley ball court and a Kabbadi court. The football ground also doubles as the arena for various track and field items. There is a well-equipped multi-gymnasium with a room and equipment for indoor games. A spacious area for yoga is maintained in the B block. There are ten bicycles for use by the girl students. There is a Kadhakali museum with several display items and paintings. NCC and NSS have office rooms and store rooms. A shooting range is there for meeting the training needs of NCC Army unit.

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	https://www.gregorioscollege.org/infrastructure/

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

17

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.gregorioscollege.org/ict-facilities/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

154.64

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The General library of the institution located in the First floor of Rev. Fr. Mathew P. Koshy memorial block, is easily accessible for all. The library was established in 1964, at the inception of the college itself and has been providing professionalized assistance to students and faculty in their academic activities. It has been renovated recently as part of institution's policy to create better academic ambience by providing modernized library services.

The library has a good collection of more than 35000 printed books and a significant number of books and journals are added every year. It subscribes a number of leading periodicals and newspapers. The college has been a member of INFLIBNET N-List consortia. It provides web-based services including access to e-books, e-journals, and research databases, which provides more than 6,000 online journals and thousands of e-books. Library is fully automated with LIBSOFT, since 2004 (Version 5.1). This ILMS follows International Library Standard protocols for entries ensuring user-friendly interface both in document searching and technical processing. Library facilitates Web-OPAC, which provides remote access to the users. The automated Gate Register facilities of the software manage the daily visits to the library and provide usage statistics on all categories of visitors.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://www.gregorioscollege.org/library-2/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	A. Any 4 or more of the above

File Description	Documents
Upload any additional information	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

1.19181

File Description	Documents
Any additional information	[View File]()
Audited statements of accounts	[View File]()
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	[View File]()

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

62

File Description	Documents
Any additional information	[View File]()
Details of library usage by teachers and students	[View File]()

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

A new Fuji SV 600 Book scanner was purchased for easier scanning and upload of book portions, student projects, journal articles etc in the college Library. There is a separate in-house Moodle platform for the college which is maintained each year via contract with a view to support online learning.

The computer lab has 60 systems for use by students interconnected with LAN through server and is supported with uninterrupted power supply with the help of a 10 KV inverter. In addition, there are 71 computers in various other labs and research centres of the college for use by students.

There is a fully air-conditioned and sound proof Digital theatre in the college, equipped with a 75-inch LED Smart Android TV and audio system. There are three BENQ interactive smart displays and a Multimedia Full HD projector.

A major effort was taken for rebuilding the college website. The entire college is within the ambit of WIFI. The Wi-Fi setup is backed by six 100 MBPS Fibre to Home Connections (FTTH) and one

broadband connection. Apart from the six original FTTH modems, nine Tenda Dual Band Gigabit Wi-Fi Routers are also installed in our campus which are all solar powered

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.gregorioscollege.org/ict-facilities/

4.3.2 - Number of Computers

131

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution	A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

14.12

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	[View File](#)
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View File](#)

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The Manager and Administrator are jointly responsible for the development and maintenance of campus infrastructure. The demands related to maintenance and proper utilization of facilities are submitted to the Principal by the heads of departments. Mechanical appliances and laboratory equipment are usually serviced by the Lab assistants. Routine maintenance of all sophisticated equipments and machinery are enabled and overseen by service providers. Urgent requests for servicing or demand for chemicals, stationery etc, are directly dealt by the Principal. Wherever necessary, plumbers, electricians, gardeners, cleaning staff etc are appointed on contract basis. A full-time mechanic is also available for assisting in the servicing and maintenance of equipment in the science labs. Cleanliness and hygiene is maintained in the campus by last grade employees and hired workers. Closed circuit cameras are installed in several parts of the campus and linked to a server in the Principal's office. The college website is maintained with the support of a service provider. The utilization and maintenance of the library is overseen by the Library Advisory committee and the Librarian. Annual stock verification is conducted by the committees constituted by the Principal. The sports infrastructure is utilized by students and overseen by the Physical Education instructor.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.gregorioscollege.org/infrastructure/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support
5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year
5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year
914

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year
5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year
51

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above

File Description	Documents
Link to Institutional website	https://www.gregorioscollege.org/uploads/2022/08/5.1.3.pdf
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

239

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

239

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	[View File](#)
Upload any additional information	[View File](#)
Details of student grievances including sexual harassment and ragging cases	[View File](#)

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

45

File Description	Documents
Self-attested list of students placed	[View File](#)
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	[View File](#)

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

104

File Description	Documents
Upload supporting data for student/alumni	[View File](#)
Any additional information	**No File Uploaded**
Details of student progression to higher education	[View File](#)

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State

government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

20

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

6

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Students' active involvement in the college activities and administration is ensured through the Students' Union,

department associations, clubs and various cells. The College Union is constituted with the following objectives: (i) To train the students in the parliamentary democracy so that they will be responsible future citizens of India. (ii) Develop students' whole round personality. (iii) Inculcate creativity, critical thinking, and depth knowledge (iv) Involve students in social activities and cultivate in them sympathy and empathy to the less advantaged members of their society.

Election to the college union is conducted on the parliamentary model according to the recommendations of the Lingdoh Committee. It consists of a general council and an executive body. All legitimate needs and problems of students are brought to the attention of the Principal and thereby to the college council. These are followed up and resolved in a timely manner.

Regular meetings of the college union executive members and class representatives are held to chart the programmes to be organized. Each department of the college has an association and office bearers are elected/nominated. Various activities are planned and organised at the department level. The NCC and NSS are very active in their respective fields of activity.

File Description	Documents
Paste link for additional information	https://www.gregorioscollege.org/college-union/
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

38

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The Alumni Association of our college has been functioning as a supportive organization and playing a vital role in the pursuit of excellence for the progress of our institution. The main aim of the Association is to maintain the link between college and Alumni and share theiremployment and achievement details. The association supports the institution and contributes to its institutional, academic and infrastructural development. Alumni involvement and contributions has enabled the college to undertake initiatives that would otherwise have not been possible. The Alumni association of the college is active with major chapters in Thiruvananthapuram and the Gulf region including Dubai, Sharjah and Bahrain. However, the association needs to be registered at the earliest.

The Alumni of the college conduct meetings or annual conferences where their experience as students, current college related matters and future prospects are discussed. Certain departments organize annual get together of the alumni on department basis. The feedback given by the alumni has always been valuable for the institution. The contributions of the alumni are aimed at the improved functioning and development of the institution. Due to the COVID pandemic, Alumni meetings during the 2020-2021 academic year were conducted through online mode.

File Description	Documents
Paste link for additional information	https://www.gregorioscollege.org/alumni-association/
Upload any additional information	[View File](#)

5.4.2 - Alumni contribution during the year (INR in Lakhs)   E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Our vision is to provide committed service in the cause of high quality and technology-supported education aimed at the holistic development of young women and men for gainful employment and to empower them to navigate the multifaceted challenges of the global society.The college administration, the academic bodies and the important organs work in tandem towards realizing the vision and mission of the college.

The Governing Council is the apex body for making major policy decisions pertaining to governance of the institution. The Manager, Administrator and the Principal are members of the Governing Council and are responsible for managing the affairs of the college. The Principal provides strategic leadership by steering the college in the pursuit of its vision and mission and works closely with the Manager and Administrator. The IQAC take a leading role by providing valuable input in the institutional efforts for quality enhancement and sustenance.

Furthering its vision to provide high quality and technology-supported education, the college has initiated several quality enhancement measures including launching of ICT-enabled classes, digitalization of library, launching a Research Quality Circle, Add on Courses and Bridge courses.

File Description	Documents
Paste link for additional information	https://www.gregorioscollege.org/vision-and-mission
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The institutional policy is to promote a participative management culture in different spheres of activities that enables the faculty, staff, and students to express their opinions and actively engage in the day-to-day functioning of the college. The establishment of the Multi-gymnasium can be cited as an example of fostering participative management. As part of upgrading sports facilities, the proposal for renovating the college gymnasium was brought before the IQAC by the staff and students. The IQAC took the initiative by preparing a detailed proposal and discussed it with the management for approval and funding. The faculty in charge of the Health Club took charge of overseeing the functioning of gymnasium. It was renovated with fitness gears and accessories as desired by the students. A team of students were selected as facilitators and were given training by professional trainers. A student coordinator was selected to oversee its entire functioning and management. The service of the student facilitators assure their service before and after the regular teaching hours. Students and staff could use them at free of cost. This sort of decentralisation allows the students to be more responsible and proactive to exercise their own discretion in a democratic environment.

File Description	Documents
Paste link for additional information	https://www.gregorioscollege.org/gymnasium/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college IQAC initiated and prepared an institutional level

strategic plan for the period 2018-2023. The strategic plan envisaged the strengthening of ICT facilities with emphasis to digital teaching methods. Over the last decade, the educational environment has witnessed phenomenal changes with ICT enabled learning facilities. During the pandemic period, since offline classes were not possible, alternate online measures had to be adopted to continue the process of teaching learning. The institution has effectively shifted to online teaching methods and extensive use of digital teaching technologies to meet the needs of the students.

- Moodle, a Learning Management System was introduced so as to facilitate online course delivery and monitoring.
- Faculty switched on to different online platforms for teaching like Google Meet and Google classroom
- E-Library facility with D Space, INFLIBNET and N-List resources are provided.
- Upgraded the IT infrastructure by installing ICT enabled/smart class rooms in every department.
- In association with the IQAC various departments of the college conducted national and international webinars and online workshops
- Faculty were given hands on training to adapt new online teaching methods.
- Faculty were encouraged to conduct online Add on / Certificate courses.
- Online learning resources were made use of to administer course modules.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://165.232.188.250/
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The management and administration of the college is vested in a body consisting of the Manager, Administrator and Principal. The body consists of the Principal, Vice-Principal, the

administrative office, the College Council, IQAC and the student representatives works in a coordinated manner. The organizational set up is outlined below.

Governing Body: The College is owned by the Community of St. George, Bethlehem Ashram, Chengamanadu near Kottarakara in Kollam District. The Governing body consists of seven members including the Manager and the Administrator of the college. The Principal is ex-officio member of the Governing Body.

Principal: The Principal, the head of the institution is responsible for the general administration and overall supervision of the teaching programmes.

Vice-Principal: The Vice-Principal assists the Principal in all academic and administrative matters.

College Council: The College Council is an important body constituted as per statutes of the University. All the major academic and administrative decisions are taken by the Principal in consultation with the College Council.

IQAC: The IQAC of the college plays a vital role in building, maintaining and evaluating the quality of educational services provided by the institution. It is constituted strictly in accordance with NAAC guidelines with the Principal as Chairperson.

File Description	Documents
Paste link for additional information	https://www.gregorioscollege.org/governing-body/
Link to Organogram of the institution webpage	https://www.gregorioscollege.org/organogram/
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The institutional level welfare measures for teaching and non-teaching staff are listed below.

Duty leave is granted to staff for attending training programmes such as Orientation/ Refresher courses/ Seminars/ Workshops etc.

Adequate support is provided to teachers desirous of pursuing higher studies.

The mandatory welfare schemes for the benefit of college employees administered by the government are meticulously implemented by the college.

The management and college staff has a joint scheme to provide support to those staff in financial distress and also the dependents of those staff who expires while in service.

Infrastructural facilities including Laptops/ Desktops and internet facility are provided to all the departments.

A Multi- Gymnasium with sophisticated fitness gears set up in the college is open to the teaching and non- teaching staff of the college.

A co-operative store is functioning in the campus where stationery items and essential goods are made available at reasonable rates.

A well-furnished canteen is functioning in the college.

> We have an active and committed Staff Association that celebrates important festivals, conducts staff picnics, and farewell for our retired staff.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1vW9VDVXr 8UqlLl9tOAqSOhD8c-vwbYl6/view?usp=sharing
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

10

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

3

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

47

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Self-Appraisal Form: A self-appraisal form has to be filled up and submitted by all the teachers after the format prescribed by the UGC, at the end of each academic year. Details like work

allotted, courses taught and involvement in non-academic activities, additional responsibilities undertaken and positions held by the teacher are included in the form. This self-assessment form is verified by the Head of the Department and forwarded to the Principal for appropriate proceedings.

Teacher's Diary: A copy of teacher's diary is issued to the members of teaching staff at the commencement of the academic year. The teachers have to record the details of all academic engagements in the format prescribed. This is periodically checked and verified by the HOD and the Principal.

Non- teaching staff: The work performance of the non-teaching staff is jointly supervised by the office Superintendent and the Principal.

File Description	Documents
Paste link for additional information	https://www.gregorioscollege.org/uploads/2022/08/PBAS-2021-DCE-Guidelines.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Audit of funds from government sources: The college accounts are audited at three levels.

Audit by Chartered Accountant: UGC grants and government funds are submitted for audit by a Chartered Accountant. The statement of accounts after the audit process along with the utilization certificate issued by the Chartered Accountant is submitted to the concerned sanctioning authority.

Audit by Directorate of Collegiate Education: Annual audit of accounts is conducted by the Directorate of Collegiate Education. After the audit of all financial transactions involving government funds by the departmental audit team, a detailed audit report is generated. The final settlement of accounts by the DCE is subject to the clearing of audit objections by the institution.

Accountant General, Kerala: The Accountant General, Kerala periodically conducts audit of accounts in respect of all the government funds received and utilized by the institution.

Audit of funds received from non- government sources: The funds received from source other than the government is subject to statutory audit. A member of the Governing Council is responsible for the internal audit of management funds. The whole accounts of the college management are externally audited by registered Chartered Accountant.

File Description	Documents
Paste link for additional information	https://www.gregorioscollege.org/?s=Audit +report+2020+-21
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The institution has a transparent and well planned financial management system. The college, being government aided, receives funds from Central and State Governments, UGC, College Management, PTA and Alumni. The institution attempts to reach out to centre and state sponsored schemes for higher education institutions and ensures that the funds are utilized in the best possible way. Though the pandemic and the subsequent lockdown

have affected the financial resource mobilisation of the institution, the college has received an amount of Rs. 65 lakhs out of sanctioned 2Cr during this period from RUSA funding.

The resource mobilisation policy of the institution sets out to diversify and widen our funding base and boost the existing resources. It aims at identifying and prioritizing academic activities that generate revenue. The institution is keen at identifying and tapping maximum resources from government and non-government sources. Further generous voluntary contributions from PTA are encouraged.

File Description	Documents
Paste link for additional information	https://www.gregorioscollege.org/policy-documents/
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Practice 1: Conduct of student orientation programme "De Maison"

The IQAC aims to help newly admitted first year students acclimatize to the atmosphere and demands of collegiate education as early as possible. Accordingly, it has conducted an orientation programme for freshers titled "De Maison." This interactive programme consisted of a variety of sessions led by teachers of various departments in the institution. The programme was made notable by sessions on optimal utilization of library resources, yoga as a way of life, ways to improve spoken English, personality development, significance of education etc.

Practice 2: Supplementing curricular knowledge through educational, upskilling, and career-oriented webinars.

During the Covid-19 pandemic, webinars emerged as a simple yet effective means to disseminate knowledge within the academic community. Since the lockdown period onwards, the IQAC has been deploying this tool for the benefit of our students and teachers. Altogether, in collaboration with different

departments, IQAC has organized eleven webinars till date. This includes "Freelance Writing Opportunities for English Graduates", "Understanding Translation: Scope and Career Opportunities", etc with the Department of English, "Basic Concepts in Quantum Mechanics" in association with the Department of Chemistry, International webinar on Biodiversity and emerging Pandemics -A Quest,National webinar on Birds of Kerala and Intercollegiate photography Contest on World Philanthropic day in association with the Department of Zoology

File Description	Documents
Paste link for additional information	https://www.gregorioscollege.org/uploads/2022/08/6.5.1-Substantiating-Documents.pdf
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Practice 1: Feedback System

The IQAC has been periodically soliciting feedback from stakeholders such as students, parents, and alumni in order to analyse and enhance the institution's teaching-learning process. An online Student Satisfaction Survey is used to collect feedback from students. Students are asked to score several variables such as the effectiveness of curricular material, the relevance of themes addressed, industry trips, the merit and suitability of learning resources, infrastructural amenities, and so on in the survey questionnaire. Feedback from parents is gathered through discussions at departmental Parent-Teacher Meetings.

Practice 2: Submission of Course Delivery Plan

At the start of each academic year, the IQAC mandates all departments to submit a Course Delivery Plan for every semester.

The plan is created in accordance with the academic schedule of the university.

The semester-by-semester distribution of various topics in the

curriculum to different teachers will be detailed in this plan. It will detail how the department intends to cover these issues within the university's timeframe. The IQAC reviews the plan and evaluates whether the portions will be covered satisfactorily before the internal and university exams. It gives timely suggestions on how to deploy resources for effectively disseminating classes

File Description	Documents
Paste link for additional information	https://www.gregorioscollege.org/2020-21-2/
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.gregorioscollege.org/annual-report/
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Our college is committed to the ideals and goals related to gender equity and justice. Due focus is given to the policy of ensuring the satisfaction and well-being of our female students. This is implemented by means of a series well-planned measures and programmes. Incidentally, around 60% of our student body is constituted by girl students.

The Women's Study Unit coordinates various programmes including awareness classes. Clinical camps, for the scholarly year 2020-21 was conducted online via Google Meet on 18th August 2020. A COVID awareness class and free clinical tests were conducted on 11 September.

The Counselling Cell organises sittings by clinicians to assess and give medical counsel to students. An online programme named "Psychological wellness during Pandemic" was held on 31 July 2021 by the Career Guidance and Counselling Cell.

The Anti-Sexual Harassment Cell and the Anti-Ragging Cell are active bodies vigilantly working to prevent inappropriate sexual and psychological harassment faced by students and staff. Sufficient number of CCTVs have been installed in the campus.

File Description	Documents
Annual gender sensitization action plan	https://www.gregorioscollege.org/uploads/2022/07/annual-gender.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.gregorioscollege.org/gender-equity-programme/

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	A. 4 or All of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid waste management:

The college has a strategy to reliably keep a spotless, green and plastic-free campus in keeping with the mandates from the state government. Students and staff are encouraged not to use single-utility plastic. They have been advised to utilise steel water bottles and lunch boxes rather than plastic ones. All events use eco-friendly banners and flexes. Steel cups and plates are used for serving food at events. Bio-degradable waste is deposited in green canisters and used by the biogas plant in the college, while non-biodegradable waste is deposited in blue receptacles and later given to the local governing body for recycling

Biomedical waste administration:

There are two electric incinerators and one manual incinerator near the ladies' wash-room to destroy used sanitary pads.

E-waste management:

Non-reusable electronic waste from the college is disposed through an arrangement with a nearby scrap dealer.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge	**A. Any 4 or all of the above**

Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Any other relevant information	[View File](#)

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. **Restricted entry of automobiles** 2. **Use of bicycles/ Battery-powered vehicles** 3. **Pedestrian-friendly pathways** 4. **Ban on use of plastic** 5. **Landscaping**	**C. Any 2 of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Various policy documents / decisions circulated for implementation	[View File](#)
Any other relevant documents	[View File](#)

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	**B. Any 3 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The institution strives to promote amongst students, an appreciation for the plurality and multiculturalism intrinsic to the Indian nation, while also encouraging them to cultivate a high regard for their own regional and cultural heritage. The

notions of unity in plurality and acceptance of differences are central to our ethos. This message is amplified amongst the student community by means of a number of programmes conducted on the campus.

The NCC unit of our college organised webinars on "MENTAL HEALTH IN YOUNG ADULT AND ADOLESCENTS", "ANT-DRUG AWARENESS" and "SOCIAL COEXISTENCE WITH COVID-19". As part of "Fit India Movement", several students participated in physical training and allied activities. As part of anti-corona drive, masks were distributed during lockdown period by NCC cadets and masks made by NSS volunteers were distributed to health centres. The Student Palliative Care unit of our college arranged Onam (annual harvest festival of Kerala) function at Government Taluk hospital, Kottarakara and distributed Onam kits, elbow crutches and medicines to the needy people.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The Department of Politics offers courses based on the Indian Constitution. Through the open course offered to all the departments of the college, sensitisation on constitutional values is possible to the whole student community. All the significant days and events are observed by the various clubs of the college. The college NCC unit celebrated with vigour the days of national importance; the Republic Day, Independence Day, National Yoga Day and also engaged in various activities as part of the Fit India Movement and Swacchtha Pakhda Movement. The NSS unit of the college was also conscientious in celebrating the days of national importance and engaged the students in various initiatives to develop them into responsible citizens. Under the aegis of these clubs, the students take pledges on fighting social evils like dowry and drug abuse. Sanitation drives and environment related activities are regularly undertaken with a view to imbibe in the students a sense of duty to protect the environment. The significant parts of our Pledge, the Preamble of the Constitution are displayed in classrooms, departments and

prominent spots in the college.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.gregorioscollege.org/uploads/2022/07/7.1.9-activities-merged-pages-deleted.pdf
Any other relevant information	https://drive.google.com/file/d/1G71vAVP1G8O7ED-qjwPn89Ci9qaFSK4s/view?usp=sharing

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	**A. All of the above**

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	**No File Uploaded**

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

In spite of the shadow cast by the Covid-19 pandemic, the college community was diligent in celebrating several national and international commemorative days, events and festivals. Several programmes were organized by the departments and the clubs of the college through offline and online mode. The

Department of Botany celebrated the World Environment Day on June 5th 2021 and the PG Department of Zoology observed the World Forestry Day on 21 March 2021 and the World Philanthropic Day on 19th August 2021. The Department of English celebrated the Vayanapakshacharanam (Reading Week Celebration) on June 19, 2021), World Translation Day (30 September 2021) and Gandhi Jayanthi (02 October 2021). The Department of Oriental Languages also celebrated Vayanapashacharanam from June 19, 2021-July 7, 2021. The Bhoomitra Sena Club observed the World Day for Biodiversity on 22nd May 2020, The World Day for Reading (19th June 2020), World Conservation Day & Global Tiger Day (28th & 29th July 2020), World Wildlife Day & World Forestry Day (3rd & 21st March 2021). The NCC wing of the college celebrated Environment Day (June 5, 2021), International Yoga Day (June 21, 2021) and National Integration Day (November 19, 2021). The NSS unit of the college observed the International Day against Drug Abuse (26th June 2021) and Independence Day (15th August 2021).

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Screening of Pre-Lab and Pre-Lesson Videos:

Students in scientific disciplines have to be proficient in laboratory activities. Due to time constraints and hectic exam schedules, many batches may not receive adequate instructional time. To help students develop a thorough understanding of the process of laboratory experimentation and boost their confidence and resolve doubts through repeated viewing, the institution directs teachers of all departments, particularly the various sciences, to screen Pre-Lab or Pre-Lesson videos before commencing. In general, Pre-Lab videos may include: explication of the aims and objectives of the lab activity, introduction of the apparatuses or specimen involved, description and

demonstration of the experimental procedures and techniques, possible safety precautions to be followed.

Bridge Course:

Students often feel unsure of their own academic proficiency when transitioning from higher secondary to university level learning. Before the commencement of the first semester classes, bridge courses (4 hours) are conducted so that students gain a firm foundation and a level academic background in the fundamental subjects. In the academic year 2020-21, bridge course classes started on 12 Oct 2020, with a time-table and syllabus. The courses are planned and executed in order to provide students with confidence in their knowledge and abilities.

File Description	Documents
Best practices in the Institutional website	https://www.gregorioscollege.org/2020-2021-14/
Any other relevant information	https://drive.google.com/file/d/1FdxUGRGIqY_akIPbs87DHqq0B60vhyX_/view?usp=sharing

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Social commitment

Located in a semi-rural area, majority of the students of our college belong to low income households and are aware of the adversities of life. The college community was hence alert in providing requisite help during the Covid-19 pandemic both within and outside the college. Smartphones became absolutely essential in the academia for online education, which was difficult for several of our students come from financially unstable families. The Departments of Commerce and Politics took the initiative to contribute smart devices to some of the needy students. The pandemic also created dire financial crises in several households. The Department of Botany gave financial aid and support to a few of such students. The NSS and NCC units of the college engaged in remarkable volunteer work both outside and within the college during the pandemic. The volunteers were

engaged in mask distribution, food distribution, Covid related duty, sanitisation drives, awareness generation. The social commitment of the students and the faculty thus came to the fore during the unprecedented crisis. The initiatives undertaken by the college during this period is a reflection of the institution's efforts to produce a student force academically brilliant and also socially conscious and committed.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

1. Minimising paper usage, as part of green initiative.

2. Promoting E-filing of documents in the departments. 3. Strengthening career guidance and increased efforts to organise campus recruitment. 4. Establish collaborations and MoUs with industries for boosting research and attain increased exposure to staff and students. 5. Betterment of university exam results for all departments and rank positions.

6. Development of question banks, increased focus on programmes aimed at the development of slow learners and guidance to advanced learners. 5. Establishment of ICT facilities in more classrooms and enhancing computerisation. 6. Beautification of the college campus; conversion of unused land to develop gardens. 7. Better innovations in solid and liquid waste management; MoU for disposal of e-waste. 8. More programmes for inculcating in the students awareness on constitutional values, human rights and gender.