

**St. Gregorios College, Kottarakara
Kerala**
Annual Quality Assurance Report (AQAR)
2016-17



Submitted to



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

ST. GREGORIOS COLLEGE, KOTTARAKARA
The Annual Quality Assurance Report (AQAR) of the IQAC
2016-17

Part – A

1. Details of the Institution

1.1 Name of the Institution

ST. GREGORIOS COLLEGE, KOTTARAKARA

1.2 Address Line 1

PULAMON P. O

Address Line 2

KOTTARAKARA

City/Town

KOLLAM

State

KERALA

Pin Code

691531

Institution e-mail address

gregorioscolle@yahoo.co.in

Contact Nos.

0474-2650133

Name of the Head of the Institution:

Dr. SUMAN ALEXANDER

Tel. No. with STD Code:

0474-2650133

9446523728

Mobile:

Name of the IQAC Co-ordinator:

Dr. Jean Jose. J

Mobile:

9447696739

IQAC e-mail address:

sgcollegeiqac@gmail.com

1.3 NAAC Track ID

-

OR

1.4 NAAC Executive Committee No.

EC (SC)/06/RAR/074 dated 01-05-2015

1.5 Website address:

www.gregorioscollege.org

Web-link of the AQAR:

<http://www.gregorioscollege.org/IQAC/AQAR2016-17>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B++	81	2006	2006-2011
2	2 nd Cycle	B	2.85	2015	2015-2020

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

01/07/2001

1.8 AQAR for the year

2016-17

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)

- i. AQAR 2015-16 02/08/2018 (DD/MM/YYYY)
- ii. AQAR 2016-17 27/09/2018 (DD/MM/YYYY)

1.10 Institutional Status

University	State	<input checked="" type="checkbox"/>	Central	<input type="checkbox"/>	Deemed	<input type="checkbox"/>	Private	<input type="checkbox"/>
Affiliated College	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>				
Constituent College	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Autonomous college of UGC	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Regulatory Agency approved Institution	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>				
Type of Institution	Co-education	<input checked="" type="checkbox"/>	Men	<input type="checkbox"/>	Women	<input type="checkbox"/>		
	Urban	<input type="checkbox"/>	Rural	<input checked="" type="checkbox"/>	Tribal	<input type="checkbox"/>		
Financial Status	Grant-in-aid	<input checked="" type="checkbox"/>	UGC 2(f)	<input checked="" type="checkbox"/>	UGC 12B	<input checked="" type="checkbox"/>		
	Grant-in-aid + Self Financing	<input type="checkbox"/>	Totally Self-financing	<input type="checkbox"/>				

1.11 Type of Faculty/Programme

Arts	<input checked="" type="checkbox"/>	Science	<input checked="" type="checkbox"/>	Commerce	<input checked="" type="checkbox"/>	Law	<input type="checkbox"/>	PEI (Phys Edu)	<input type="checkbox"/>
TEI (Edu)	<input type="checkbox"/>	Engineering	<input type="checkbox"/>	Health Science	<input type="checkbox"/>	Management	<input type="checkbox"/>		
Others (Specify)	<div></div>								

1.12 Name of the Affiliating University

University of Kerala

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence

Nil

UGC-CPE

Nil

DST Star Scheme

Nil

UGC-CE

Nil

UGC-Special Assistance Programme

Nil

DST-FIST

Nil

UGC-Innovative PG programmes

Nil

Any other (*Specify*)

Nil

UGC-COP Programmes

Nil

2. IQAC Composition and Activities

2.1 No. of Teachers

11

2.2 No. of Administrative/Technical staff

2

2.3 No. of students

1

2.4 No. of Management representatives

1

2.5 No. of Alumni

1

2. 6 No. of any other stakeholder and
community representatives

1

2.7 No. of Employers/ Industrialists

1

2.8 No. of other External Experts

1

2.9 Total No. of members

19

2.10 No. of IQAC meetings held

2

2.11 No. of meetings with various stakeholders:

No.

-

Faculty

3

Non-Teaching Staff/ Students

-

Alumni

1

Others

2.12 Has IQAC received any funding from UGC during the year? Yes

☐

No

☒

If yes, mention the amount

-

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.

-

International

-

National

-

State

-

Institution Level

-

(ii) Themes

-

2.14 Significant Activities and contributions made by IQAC

- 1) Encouraged teachers in applying for the minor research projects, student projects and to organize national and international seminars/workshops
- 2) Campus oriented and environmentally related projects to students.
- 3) Promoted community based extension activities and projects
- 4) Promoted students to improve their participation in sports and arts
- 5) Advised Departments and clubs to observe important days/events
- 6) Feedback from Parents and Alumni to collect the academic performance of the faculties and entire facilities of the College

2.15 Plan of Action by IQAC/Outcome

Plan of Action	Achievements
Organized International and National Seminar	<p>a) An International Seminar on Coastal Biodiversity Assessment (COBIA 2017) was organized by Department of Zoology under the sponsorship of Kerala State Council for Science, Technology and Environment (KSCSTE) on 5-7 January 2017</p> <p>b) UGC sponsored seminar on Knowledge Management in the Emerging Markets (KMEM 2017) was organized by PG Department of Commerce on 16-17 March 2017</p>
Strengthen student support program through proper mentoring system	Scholar Support Program, Additional Skill Acquisition Programme, Walk with Scholar programs were conducted strictly

2.15 Whether the AQAR was placed in statutory body Yes ✓ No

Management

☒

Syndicate

☐

Any other body

☐

Provide the details of the action taken

The AQAR was compiled with participation from all departments by a committee led by IQAC Co-ordinator. A special meeting of the IQAC was held to discuss and approve the AQAR.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	0	0	0	0
PG	4	0	0	0
UG	9	0	0	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	2	0	0	0
Others	0	0	0	0
Total	15	0	0	0
Interdisciplinary	0	0	0	0
Innovative	0	0	0	0

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

Choice Based Credit and Semester System with Core Course, Elective Courses and Open Courses. There is only limited flexibility since the curriculum is designed by the University of Kerala.

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	13
Trimester	0
Annual	0

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

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

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

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

Revisions are made by the University of Kerala

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

Criterion 1

No

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
49	38	11	-	-

2.2 No. of permanent faculty with Ph.D.

21

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
0	16	0	0	0	0	0	0	0	16

2.4 No. of Guest and Visiting faculty and Temporary faculty

21

-

-

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	27	27	14
Presented	8	18	0
Resource Persons	0	0	3

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

Field visits were conducted to enhance the learning experience of the students. Students prepared models of their study materials and exhibited in the Zoology laboratory. Coaching for UGC-CSIR NET, JAM exams were promoted. Students had given the chance for presentations on scientifically important days to update their knowledge. Topics related charts were prepared by students to make the classroom learning more effective. The departments encouraged students to participate in the intercollegiate competitions and seminars. ICT based teaching and learning has improved for science, commerce subjects. Commerce department conducted two career guidance and job oriented programmes with the help of external experts. Historical movies were played to make the language classes more interesting. Tutorials and seminars were given importance to develop the presentation skill of students.

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

181

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

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

5

2.10 Average percentage of attendance of students

85

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction	I	II	III	Pass %
PG Programmes						
MSc Mathematics	15	7	5	0	0	80
MSc Physics	13	5	8	0	0	100
MSc Chemistry	12	6	3	0	0	75
M Com	19	0	14	3	0	89.47
UG Programmes						
		Distinction	I	II	III	Pass %
BSc Mathematics	34	20	8	0	0	82.35
BSc Physics	39	16	8	0	0	61.5
BSc Chemistry	47	9	16	0	0	56
BSc Botany	45	4	10	0	0	31.11
BSc Zoology	43	13	12	0	0	58.14
BA Political Science	37	0	6	2	0	21.6
B Com	87	13	37	2	0	59.77
BA Communicative English	36	0	8	7	0	41.67

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

Promoted teachers to attend the duties as external examiners and question paper setters in other universities and autonomous colleges. Encouraged teachers to participate in Summer Research Fellowship Programme sponsored by Indian Science Academies; Fostering Linkages in Academic Innovation and Research (FLAIR) by Directorate of Collegiate Education, Govt. of Kerala. The IQAC monitors the student feedback on teachers. College conducts various co curricular and community development programmes to strengthen the college-society relationship.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	2
UGC – Faculty Improvement Programme	1
HRD programmes	0
Orientation programmes	3
Faculty exchange programme	0
Staff training conducted by the university	1
Staff training conducted by other institutions	0
Summer / Winter schools, Workshops, etc.	2
Others	
1) Summer Research Fellowship Programme sponsored by Indian Science Academies	1
2) Fostering Linkages in Academic Innovation and Research (FLAIR) by Directorate of Collegiate Education, Govt. of Kerala	1
3) Subject Expert in the High School Assistant (English) interview board of Kerala Public Service Commission	1

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	8	4	0	4
Technical Staff	13	0	0	3

Criterion – III

3. Research, Consultancy and Extension

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

Motivates teachers of the PG Departments to initiate steps to become research guides. Promotes teachers for applying Ph. D programmes. Motivates students project utilizing the funds of state and central agencies. We are conducting seminars and invited talks frequently, which give our student community and opportunity to meet scientists, academicians and other stakeholders to gather recent knowledge and information in the concerned subjects.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	3	3	1	-
Outlay in Rs. Lakhs	475000	630000	65,000	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	12	6	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	9	15	-

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organizations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	0	0	0	0
Minor Projects	2016-18	UGC	65000	-
Interdisciplinary Projects	0	-	-	-
Industry sponsored	0	-	-	-
Projects sponsored by the University/ College	0	-	-	-
Students research projects	2016	KSCSTE	56000	56000
Any other(Specify)	-	-	-	-
Total	-	-	1,21,000	56000

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	1	1	1	-	2
Sponsoring agencies	KSCSTE	UGC	DCE	-	KSCSTE

3.12 No. of faculty served as experts, chairpersons or resource persons

7

3.13 No. of collaborations

International

National

3

Any other

NGO-1

3.14 No. of linkages created during this year

-

3.15 Total budget for research for current year in lakhs :

From funding agency

1,21,000

From Management/University/College

-

Total

1,21,000

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	-

3.18 No. of faculty from the Institution

2

who are Ph. D. Guides

and students registered under them

0

3.19 No. of Ph.D. awarded by faculty from the Institution

0

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF	<input type="text" value="1"/>	SRF	<input type="text" value="-"/>	Project Fellows	<input type="text" value="-"/>	Any other	<input type="text" value="-"/>
-----	--------------------------------	-----	--------------------------------	-----------------	--------------------------------	-----------	--------------------------------

3.21 No. of students Participated in NSS events:

University level	<input type="text" value="50"/>	State level	<input type="text" value="45"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.22 No. of students participated in NCC events:

University level	<input type="text" value="-"/>	State level	<input type="text" value="1"/>
National level	<input type="text" value="7"/>	International level	<input type="text" value="-"/>

3.23 No. of Awards won in NSS:

University level	<input type="text" value="3"/>	State level	<input type="text" value="1"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.24 No. of Awards won in NCC:

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

3.25 No. of Extension activities organized

University forum	<input type="text" value="-"/>	College forum	<input type="text" value="-"/>
NCC	<input type="text" value="3"/>	NSS	<input type="text" value="10"/>
		Any other	<input type="text" value="-"/>

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

- Womens Study Unit promoted Organic vegetables sale supported by students during the State festival Onam and the profit was directed to charity works
- Onam kit supply by NSS unit
- Campus Bird count started by Department of Zoology
- NSS constructed a new home for the homeless in the nearby area of College
- Department of Zoology conducted an analysis of ground water quality of Kottarakara Municipality

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	12 acres	-	-	12 acres
Class rooms	37	-	-	37
Laboratories	10	-	-	10
Seminar Halls	3	-	-	3
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others	-	-	-	-

4.2 Computerization of administration and library

A fully computerized administrative wing is effectively functioning in the Golden jubilee block which is fully computerized. Library is fully automated except for journals with INFLIBNET, LIBSOFT, and bar-coding system.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	33419		367	135263	33786	
Reference Books	1012		43	87591	1055	
e-Books	90000+	5750 (N-List)			90000+	5750 (N-List)
Journals	18	35000	2	2000	20	37000
e-Journals	6000+	5750 (N-List)			6000+	5750 (N-List)
Digital Database	1	5750 (N-List)			1	5750 (N-List)
CD & Video	60	6000	10	1000	70	7000
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet points	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	95	1	8	1	1	1	8	-
Added	-	-	-	-	-	-	-	-
Total	95	1	8	-	1	1	8	-

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

Desktop and laptop with internet facility is available in each department

4.6 Amount spent on maintenance in lakhs :

i) ICT	50000
ii) Campus Infrastructure and facilities	150000
iii) Equipments	-
iv) Others	-
Total :	200000

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. Every year college is conducting an Orientation programme for the newly joined students and their parents about the general discipline, facilities, scholarships, student support programmes like Tutorial System, Remedial Classes, various clubs, NSS, NCC, Additional Skill Acquisition Programme (ASAP), Scholar Support Programme (SSP) and Walk With a Scholar (WWS).
2. Walk with Scholar program for talented students with internal mentoring by teachers and external mentoring on life skills by experts.
3. Scholar Support program for average students to motivate their studies by internal mentoring
4. ASAP program strictly conducted to develop the hidden skills in students and to familiarize job opportunities
5. Invited talks were arranged during the association inauguration functions of each department

5.2 Efforts made by the institution for tracking the progression

1. Department of Political Science has organized an Inter-Departmental quiz competition for the Jijil Thomas memorial Ever Rolling Trophy to honour and remember Jijil Thomas a student of 2015-18 batch, who has passed away in July 2016
2. Additional financial support sponsored by our Association of Retired Teachers (ART) was monitored
3. Department of Physical Education hosted and sponsored the University of Kerala Inter Collegiate Women's Basket Ball Tournament known by the name of our founder Manager as the HH Moran Mar Baselios Marthoma Mathews II Birth Centenary Memorial Ever Rolling Trophy
4. NCC and NSS motivated students participation in State and National level integration camps and programmes
5. Maintaining student personnel profile in each department
6. Academic progress and results of students in internal assessment and University exams are discussed with parents through effective class PTA meeting
7. College alumni meetings discusses the progress of the institution

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1148	119	0	-

(b) No. of students outside the state

Nil

Nil

(c) No. of international students

No	%
350	27.62

Women

No	%
917	75

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
956	192	-	152	1	1301	860	214	1	191	1	1267

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

1. Special classes for JAM, NET and other competitive examinations was carried out by Department of Chemistry
2. Career guidance classes were conducted for Zoology students
3. UG Departments contacted many Universities and Autonomous colleges for the update intimation of the PG admissions

No. of student beneficiaries

42

5.5 No. of students qualified in these examinations

NET	1	SET/SLET	-	GATE	-	CAT	-
IAS/IPS etc	-	State PSC	-	UPSC	-	Others	-

5.6 Details of student counseling and career guidance

Students with personal or academic problems were identified by the respective class teachers and reported to the teacher in charge of Counseling Cell. Counseling classes if 128 will be arranged by the help of professional Counselors.

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
01	-	-	05

5.8 Details of gender sensitization programmes

Women's study unit of college organized classes for fire and safety measures to female students.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level 4 National level - International level -

No. of students participated in cultural events

State/ University level 15 National level 1 International level -

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level 1 National level International level

Cultural: State/ University level 1 National level 1 International level -

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution (PTA of College)	19	19000
Financial support from government (E- Grantz SC-ST Development, Govt. of Kerala; Suvarna Jubilee Merit Scholarship by DCE)	44	3005945
Financial support from other sources (Sponsored by Association of Retired Teachers – ART)	2	10000
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: _____ Nil _____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

A stream in a desert sounding a welcome note to the seekers of knowledge.

An island of refuge that looms in an ocean of crisis.

An ever inspiring source of creative activities and positive responses.

A cozy umbrella under which a soul may couch noble aspirations.

A home that makes one truly nostalgic.

Mission

Our mission is to empower the youth to become responsible members of a democratic society to reach high levels of achievements and to acquire knowledge, skills and values to build a bright future.

We value a strong public education system through a partnership of the faculty, students, family and community.

We value each and every student; the uniqueness and diversity of our students and our community.

We value the commitments, skills; innovations and devotion of our staff in creating learning environment that are safe, nurturing, endearing, positive and respectful.

6.2 Does the Institution has a management Information System

Yes, there is a website for the college.

Notice boards provided for all departments to display information on current special news, academic and administrative information's. Currently informations from Departments is passed to the College office and Principal through dedicated formats (hard copy). This will be automated in future by a dedicated software and LAN.

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

6.3.1 Curriculum Development

Faculty from Mathematics department attended two days syllabus revision workshop conducted by the University of Kerala. Add on courses are offered to students to meet additional learning requirements. Employability skills and essential skills for life are promoted through Additional Skills Acquisition Programme (ASAP).

6.3.2 Teaching and Learning

To make the teaching learning process more effective, assignments, group discussions, seminars, quiz and debates are given to students Teachers are also asked to practice ICT supported teaching methods. Group projects and student projects enhances cooperative learning and observation skills among students. Visits to Research Institutes, Zoo and wildlife sanctuary for Zoology students, Industrial visit for Chemistry, Physics and Commerce students; Botanical garden visit in the case of Botany students make the teaching and learning process more fruitful.

6.3.3 Examination and Evaluation

A College Level Monitoring Committee is constituted to monitor the mechanism of internal evaluation. Results are declared on or before the pre determined date decided by the CLMC. The answer scripts and assignments are returned to the students after valuation to ensure transparency and accountability in evaluation. Assignments and seminars are evaluated based on the contents, subject knowledge and presentation. Seventy five percentage of attendance is compulsory for appearing the University exams.

6.3.4 Research and Development

Efforts are being taken to upgrade all the PG Departments into Research Centres. The faculty members are encouraged to take up research projects. Every department is asked to organize seminars and workshops to provide students a better exposure to research experiences. Presentation and publication of research papers by teachers are also encouraged.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library upgraded with E journal resource collections

6.3.6 Human Resource Management

The teaching faculty members are motivated to enhance their competency by attending refresher courses and orientation programmes conducted by UGC HRDC's functioning under different Universities. The non teaching staffs are also encouraged to attend workshops and training programmes.

6.3.7 Faculty and Staff recruitment

The Faculty and Staff of the College are recruited on experience basis as per the norms stipulated by the UGC, University of Kerala and Government of Kerala. Rank holders and candidates with proven academic track record are given preference. A special consideration is expressing towards exceptional alumni in different subjects. Ph. D holders with proven records, UGC-CSIR NET qualified are given more preference.

6.3.8 Industry Interaction / Collaboration

PG Department of Chemistry conducted Industry visit to Kerala Minerals and Metals Limited, Govt. of Kerala

Add-on course-Ornamental Fish Keeping and Breeding ongoing at Department of Zoology arranged a ornamental fish culture farm visit and one day fish breeding class at Gowrikrishna Aqua farm at Chadayamangalam

Zoology students visited Central Marine Fisheries Research Institute at Cochin

6.3.9 Admission of Students

UG and PG admissions are based on the one window method of University of Kerala and admissions under management, sports and spot admissions are practiced as per University norms

6.4 Welfare schemes for

Teaching	Cooperative store, canteen
Non teaching	Cooperative store, canteen
Students	Cooperative store, canteen

6.5 Total corpus fund generated

3,14,669

6.6 Whether annual financial audit has been done

Yes

☐

No

☒

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic				
Administrative		1. Deputy Director of Collegiate Education 2. Office of Accountant General		Chartered Accountant appointed by Management

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes

Yes

No

For PG Programmes

Yes

No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Not applicable

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

Not applicable

6.11 Activities and support from the Alumni Association

The alumni association of the college is conducting every year. The global alumni of the college extend its support to all the activities of the college.

6.12 Activities and support from the Parent – Teacher Association

- Salary to Guest appointed against leave vacancies of permanent staff
- Sponsoring scholarships to top scorers
- Sponsored Women's Study Unit activities

6.13 Development programs for support staff

Salary to Guest appointed against leave vacancies of permanent staff

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

Measures are initiated to make the campus green and clean. The Bhoomithrasena club and the Energy Conservation Club of the college is instrumental in creating environmental awareness among the students. The clubs promote eco friendly practices among the students like planting tree saplings, keeping the campus plastic free and making the campus sustainable.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

CCTV installed

IT aided teaching and learning practices

Scholar Support programmes for students and Walk with a Scholar programmes

Invited talks associated with subject associations

Conducted exhibitions related to National Science Day and World Ozone Day Celebration by Department of Physics. Maintaining Butterfly Garden

ASAP organized skill enhancement and career guidance programs

Quiz competitions - Leuca Pacioli interdepartmental quiz competition by Department of Commerce and Jijil Thomas Memorial inter departmental quiz competition by Department of Politics in every year

Maintaining Botanical Garden by Department of Botany

Addon courses conducted by Department of Zoology, Botany and Commerce.

Department magazine Archean by Department of Zoology and English Chronicle by Department of English

Department of Physical Education hosted and sponsored Intercollegiate Womens Basketball Tournament

Department of Zoology organized International seminar on Coastal Biodiversity Assessment (COBIA 2017) funded by KSCSTE and PG Department of Commerce conducted a UGC sponsored National seminar on Knowledge Management in Emerging Markets (KMEM 2017)

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

Department of Zoology organized International seminar on Coastal Biodiversity Assessment (COBIA 2017) funded by KSCSTE

PG Department of Commerce conducted a UGC sponsored National seminar on Knowledge Management in Emerging Markets (KMEM 2017)

Department of Physical Education hosted and sponsored Intercollegiate Womens Basketball Tournament

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

- Helping hands and Pilot project Thanal 2016 – Home for the homeless
- Additional Skill Acquisition Programme

(Annexures attached)

7.4 Contribution to environmental awareness / protection

Conducted Nature awareness camps

Planted tree saplings

Vegetable farming started on Environment Day Celebration on 5th June

Maintaining proper rainwater harvesting

7.5 Whether environmental audit was conducted?

Yes

☐

No

☒

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Nil

8. Plans of institution for next year

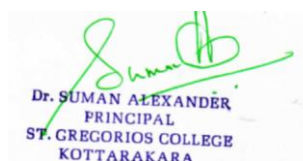
- To organize extension activities from each department
- To promote research activities and research guides in the college
- To introduce certificate courses in Departments
- Up gradation of PG Departments into research Departments
- To strengthen the activities of different clubs of the college
- To conduct the result analysis

Name Dr. Jean Jose. J



Signature of the Coordinator, IQAC

Name Dr. Suman Alexander



Signature of the Chairperson, IQAC



ST. GREGORIOS COLLEGE, KOTTARAKARA
The Annual Quality Assurance Report (AQAR) of the IQAC
2016-17

Annexures

Criteria I Curricular Aspects

1.3 Feedback from students

Introduction

Students play a critical part in the evaluation, development and enhancement of the quality of learning experience. Feedback from students allows the teacher to evaluate how their service is viewed by its most important group of stakeholders, namely the students. Receiving student feedback in the middle of the semester can help the teachers to know what they are doing, that facilitates the learning of the students and it will help the teacher to make aware of any difficulties that students may have with their instruction. It allows the teacher to make adjustments needed by students in their class before the end of the semester and will foster a feeling among the students that teachers care about their teaching. Often, minor adjustments on teacher's part can make a tremendous difference in the classroom.

Methodology

Every academic year we collect student's feedback. In the current year also we prepare a questionnaire having 10 questions related to certain attributes of teaching and given to students in each class. Then collect feedback from the students in each class and made an analysis based on the following teaching criteria.

Criteria 1 : Communicative skills

Criteria 2 : Interest generated by the teacher

Criteria 3 : Ability to integrate course material with environment

Criteria 4 : Ability to integrate across the courses

Criteria 5: Accessibility of the teacher in and out of the class

Criteria 6: Ability to design quizzes/examinations/assignments

Criteria 7: Provision of sufficient timely feedback

Criteria 8: Knowledge base of the teacher

Criteria 9: Sincerity/commitment of the teacher

For each criterion a student can give a grade point of 0-10 and grade points are divided into four category very good (8-10), good (6-8), poor (4-6) and very poor (<4). A statistical analysis has been made based on the above criterions and it is seen that almost all teachers having the overall rating is more than 8.5. So we can conclude that in our college, 95% of the teachers show very excellent in teaching and interacting with the students in all respects.

Criteria VI Research Consultancy and Extension

3.22, 3.24 and 3.25 Achievements in NCC events

Sl No	Name of Cadet	Activities	Year
1	Ebin Benny Thomas	TSC-IGC, NIC Bihar	2016-2017
2	Aashiq Koshy Alex	RDC IGC	2016-2017
3	Nikhil D	Snow Skiing Camp-Gulmurg	2016-2017
4	Fredy Sam	NIC Alappuzha	2016-2017
5	Anoop P S	NIC Bihar	2016-2017
6	Sanju Jacob	National Games Delhi	2016-2017
7	Ashly S Mathew	National Games Delhi	2016-2017
8	Jittu John	National Games Delhi	2016-2017
Other Activities: 1. World Environment Day Programme & Plastic Free Campus Programme 2. Dry Day Celebration to irradiate water borne contagious diseases 3. Independence and republic Day celebrations. 4. International Yoga Programme Programme 5. NCC Day Programme			
Other Achievements 2016-'17: SNIC-1, TSC-IGC-1,RDC-IGC-1, NIC-3, Army Attachment-4, National Games-3			

3.25 Extension activities by NSS

- Updated Blood donation Directory
- Pilot project Thanal 2016 – Home for the homeless
- Volunteer team (15 numbers) named Helping hands – a fund raising unit for charity
- Cloth bank initiative – Collection of cloths for the poor
- Shram Dhan – Labour donation free of cost for environment cleaning purpose

5.9.2 Achievements in Sports events

- Sachin. P. S, II B. Sc Botany represented Kerala Cricket team
- Mohammed Basith II B. Com participated in the District level Kerala State Youth Volley Ball championship
- Sanju Jacob I B.Sc Zoology represented the Kerala – Lakshadweep Basket Ball team participated in the NCC National games held at New Delhi
- Two runner up each in Basket Ball Women and Volley Ball Men in the All Kerala Inter Collegiate Volley Ball and Basket Ball tournament conducted by TKM College of Engineering, Kollam, Kerala
- Third place in the University of Kerala North Zone Volley Ball Tournament

Criteria VI Innovations and Best Practices

7.3 Give two Best Practices of the institution

National Service Scheme (NSS)

NSS unit started a pilot project Thanal 2016, which aims to construct house for the poor homeless family in one of the adopted colonies. The concrete house constructed has a total area of 950 sq.ft. The materials for the construction and manpower were raised by the NSS unit of St. Gregorios College, Kottarakara. The fund for the construction was raised by road shows,

coupon collections of different denominations, through sponsors, well wishers etc.

The NSS unit formed a new dedicated team of volunteers of 15 active students named Helping hands to identify and help the poor and needy. In the academic year 2016-17 the team helped 30 people. The team also distributed Onam kits (50 packets worth rupees 1000 each) to adopted colonies and orphanages.

Additional Skill Acquisition Programme (ASAP)

ASAP unit of St. Gregorios College is one of the best unit in Kollam District. A good number of students are actively participating in the club and getting benefited throughout the years. Main modules and topics handled by external expert during the academic year 2016-17 were personal skills; social skills (nonverbal communication, interpersonal skills, understanding media, public speaking, language practice); organizational skills (planning, team work and coordination); professional skills (job oriented skills, business communication, preparing and presenting a project); foundation module (Basic IT, word processing, operating systems, image manipulation, presentation, social networking, using Malayalam in computer, use of spreadsheets in computer); Project and evaluation module.

This year ASAP celebrated Water Day on 22 March 2017 through many activities such as exhibitions, posters related to importance of water bodies, water pollution consequences, and organized fest of water varieties products, quiz competitions, drawing, puzzles and speech competitions.