



SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

ST. ALOYSIUS COLLEGE, ELTHURUTH

ST ALOYSIUS COLLEGE, ELTHURUTH

680611

www.aloysius.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

May 2019

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

St. Aloysius College is an Arts and Science College, affiliated to the University of Calicut. It is a minority co-educational institution run by priests who belong to the Congregation of the Carmelites of Mary Immaculate (CMI), founded by Saint Kuriakose Elias Chavara, a prominent educationalist and social reformer of the 19th century in Kerala. The CMI priests administer various prominent educational institutions and social charitable centers, throughout the country and abroad.

The Aloysius College was sanctioned by the Government of Kerala and given provisional affiliation to Kerala University on 27th June, 1968. Today St. Aloysius College is a premier institution of higher education under the University of Calicut with 17 undergraduate programs, 8 postgraduate programs and Department of English as Research Center.

Since its inception in 1968, the college has been rendering valuable service for the advancement of the educationally, socially and economically backward rural people in and around Thrissur. St. Aloysius College has been a key factor in bringing about transformation to the region. If Elthuruth is what it is today, this place owes a great deal to the college academic community. The teaching faculty with the support of well maintained physical infrastructure promotes ICT friendly teaching and learning.

What lies in the efficacy of the college is its well structured mechanism through its leadership and commitment operated on the most micro-level to identify the changes in times and realize the need for advancement attuned to the globalized world.

Vision

St. Aloysius College, Elthuruth is guided by the vision and mission of Saint Kuriakose Elias Chavara. We emphasize value based life oriented education molding intellectually competent, morally upright, socially committed and spiritually inspired individuals capable of building a more humane social order within the context of religious pluralism and cultural diversity.

Mission

1. To accept and cherish students as they are and instill in them commitment to values, enabling them to grow in the diversity of our cultural, social and religious traditions.
2. To stimulate academic competency for the promotion of qualitative teaching learning and research experience in the college.
3. To encourage self evaluation and accountability in all matters concerning the objectives of higher education.
4. To promote holistic development of individuals through co-curricular activities in the campus and collaborative programs with other institutions.
5. To provide all possible student support to make easy progression to higher studies and useful employment.

VALUE FRAMEWORK

To promote the following core values among the faculty and students.

1. Global Competencies
2. Sound Ethical Aptitude
3. Incessant Quest for Excellence
4. Regional / National Framework
5. Holistic Development

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- The college has pollution free, green and eco-friendly campus surrounded on three sides by wetland paddy fields.
- A minority co-educational institution with proactive and visionary management.
- Good infrastructure with amenities for effective teaching-learning, and ample space for various cultural and sports activities.
- Open admission policy with transparency, diversity and inclusiveness in the admission process.
- B Voc Courses and a substantial number of add-on / certificate programs to enrich the curriculum.
- Organization of International, National, regional and institutional seminars and conferences.
- Strong focus on community outreach and extension activities.
- Integral development of students beyond classroom activities, social work and community engagement.
- Fully computerized Central library with various e-resources and proper dissemination of information through e-governance.
- Our students are promoted to reputed institutions like IIM, C-Met, CUSAT, KILA etc. for their internships and projects.

Institutional Weakness

- No autonomy in course designing.
- All postgraduate Departments are not recognized as research centers.
- Inordinate delay in the publication of results by the University.
- Some of the faculty members are yet to acquire their doctorate qualifications.
- Government policies are not in favour of starting new courses.
- In need of an indoor stadium to enhance sports talents.

Institutional Opportunity

- Scope for physical expansion and autonomy
- To translate the research undertaken in the college at various levels for community welfare.
- To utilize UGC-SWAYAM , MOOC programs, moodle, Google classroom etc.
- To streamline and strengthen various research activities through MoU and collaborations.
- Ecologically conducive space for agriculture, aquaculture and avian studies.

- Establishment of infrastructure like Indoor Stadium and sports hostel for development of physical education.

Institutional Challenge

- Being not in the industrial area, the placement and job opportunities for our students are relatively less.
- Major slice of student population is from economically, socially backward coastal area and first generation learners.
- Improving the research output- especially, the number of patents.
- Academic disorientation and the inordinate influence of social media among the new generation learners.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The affiliating University provides the curriculum, designed by respective Board of Studies, for all programs being offered. For effective deliverance of curriculum, the Institute has evolved various mechanisms such as conduct of orientation program for Freshers, preparation of departmental Year Plans, maintaining Teacher's Diary, conduct of remedial classes and Peer Teaching initiatives for Slow learners and Add-on Courses, coaching classes for competitive examinations, Scholar Support Program (SSP), Walk with Scholar (WWS) scheme and Student Development Program (SDP) for Advanced learners. The College also conducts a variety of Value Added courses.

Emphasis is given to ICT enabled teaching and the entire campus is Wi-Fi enabled. Industrial visits, study tours, participation in and conduct of Management Fests, talks / workshops, provide for self development and enhance the professional readiness of students.

To maintain robustness and ensure transparency there is a Grievance Redressal Cell for students and a specific Grievance Redressal Committee for Internal Examinations. Formal and informal feedback is obtained from all stakeholders, analyzed and acted upon to enrich the teaching-learning processes.

Participation of the faculty in various academic bodies keeps them abreast with the changing academic scenario and has contributed significantly to the formation of responsive curriculums. The college has continuously upgraded the infrastructure and pedagogy to meet the changing requirements.

Curriculum of almost all courses incorporates issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics. Realization of these concepts is effected through the community outreach activities of various clubs, cells and student initiatives.

Teaching-learning and Evaluation

The centralized admission process ensures an enriching milieu of student community. Orientation Program for freshers conscientizes them about the vision and mission of the College, general regulations and academic and

co curricular options. Class teachers identify slow and fast learners and the respective groups are provided with necessary support / encouragement and opportunities / challenges.

Teachers employ methods like group discussions, case analysis, role plays and presentations to foster constructive participation. Fourteen vibrant Clubs and Aloysius campus radio venture help enhance the learning experience of the members. The NSS unit provides education through community service.

Simulated real-life situations, brainstorming sessions, classes outside classrooms, field trips, industrial visits, case studies and audio-visual materials supplement textbooks. The Library is well equipped with books, journals and e-resources necessary for teaching, learning and research.

Conforming to elemental modalities formulated by the University, two internal evaluations are conducted per semester. Stringent mechanisms in place eliminate malpractices.

Evaluated scripts are returned to each student after discussion. Marks are made available in the college MIS and in the Department notice boards. Semester-wise PTA meetings are convened after each internal.

A Committee of four faculty members specifically address examination related grievances. Students are informed through the handbook about their rights regarding exam related complaints.

Occasionally, circumstances necessitate changes to the published Academic Calendar. Final time table for internal exam is published at least before 10 days.

Learning goals of each Program are communicated to the stakeholders through the website and display monitor.

Research, Innovations and Extension

St. Aloysius College has all along strived to provide an academic ambience conducive to foster knowledge creation and dissemination. Initiatives in this direction have yielded admirable results. *STAIR*, St. Aloysius Initiative for Research, forum to present research findings before a learned audience, has enthused all. The *Media Centre* has nurtured the creativity of students who develop contents for our campus radio 'Alo-voice' and thereby participate in discussions on various topics. The centre is also a training centre for the students of the Department of Multimedia. The *Entrepreneurship Development Club* was instrumental for students developing the website *commercemcq.com*, which has started generating revenue. The *Incubation Centre* provides a start-up ecosystem where ideas are nurtured into viable business. Department of Chemistry has developed and marketed Detergent Powder, Department of English popularized eco-friendly Paper Pens and Department of B Voc is into Ornamental Jewellery making.

Instilling social commitment in students is an institutional priority. True to our vision and mission our students and faculty have responded positively to our social obligations through the active involvement of the activities of NSS, NCC, clubs, cells and associations. *Abhayam Housing Project* constructed a house for a poor widow, 'Age Friendly Campus' initiative launched computer and financial literacy campaign for senior citizens, 'Language Enrichment Programme' imparted communicative skill training for rural school children, 'Padheyam' a student collective prepare and distribute food packets to the poor, students trained Kudumbhasree members to use *BHIM app* and *USD app*, anti narcotic conscientization activities of 'Lahari Virudha Club' won the State Level Best College Award, Nature Club organized 'Nadil utsav' a paddy planting festival to emphasize the benefits of organic farming, *Unnathi Project* gave training in tailoring and fashion designing.

Along with these activities our students visit old age homes, conduct medical camps, conduct programs for Association for Mentally Handicapped Adult members, organize AIDS awareness campaigns, distributing leaflets on health issues. Joining hands with NGO and other agencies, our NSS volunteers adopted and regularly cleaned the Ortho Division of Govt. Medical College, Thrissur. These opportunities have succeeded in sensitizing a majority of the student community to their societal commitments.

Infrastructure and Learning Resources

The campus has an area of 40.51 acres and the college functions in five blocks with a total built up area of 9668.2 sq. meters. These blocks house the academic, administrative and supporting physical structures. A separate complex houses the auditorium, stationery outlet and cafeteria.

The quadrangle, *Chavara Square*, a magnificent open air multipurpose space can seat 2500 people. The thoughtfully located Agro and Herbal gardens are academically informative and aesthetically pleasing. The campus also houses a private chapel. The Day Care Centre in the campus was started in 2011 with UGC assistance. St. Aloysius Women's Hostel with a built up area of 743.2 sq. meters can accommodate 80 students and was constructed with UGC assistance.

Outdoor sports / games facilities include a multipurpose ground, dedicated pitch for Cricket practice, Basket Ball, Volley Ball and badminton courts. Indoor facilities include space for yoga, caroms, chess and Fitness Centre. The college has well laid out facilities for indoor and outdoor games / sports and for the conduct of cultural activities.

The library is spread over two floors. The first floor has the circulation counter, browsing area, reading area, enclosures, reference section and periodicals section. Part of the first floor holds book stacks, while the rest comprises of Library Research Block, browsing area and Audio Visual Lounge. The library was first automated using Book Magic and later migrated to KOHA. Our library is frequently listed among the top ten N-LIST users in India and has an archive for postal stamps, collection of coins, currencies and rare documents like *thaliyolas*.

The IT infrastructure is continuously upgraded. Starting with a BSNL Wimax unlimited plan in 2013 we currently subscribe Rail-net Unlimited plan of 200 mbps. Administrative information are processed, managed and transmitted through the (MIS) Management Information System to all stakeholders.

Solar energy being the most important renewable energy source, St. Aloysius has become fully solar-powered educational institution.

The Management plans, develops, operates and maintains physical facilities through established systems and procedures that appropriately serve the needs of the institution's educational programs, support services, and other mission-related activities.

Student Support and Progression

The Student Council is constituted by the members elected in the parliamentary mode, following the rules and bye-laws of the University of Calicut and recommendations of the Lingdoh Committee. The college union provides a platform for the development of leadership qualities, organizational skills and creativity of the

students. The Union performs their duties such as conduct of College Union inauguration, observation of important national days; celebrate festivals, conduct of academic and cultural events and College day under the guidance of Staff Advisor. The Fine arts Secretary coordinates the literary, cultural and other competitions under the guidance of Fine Arts coordinators. Following University guidelines and guidance of the staff editors, the student editor and team publish the college magazine. The university union councilors represent the college in the university union elections and in other related forums. The Physical education Director and the General Captain plan coaching camps, coordinate sports and games competitions and oversee representation in intercollegiate and university level competitions. All statutory associations, bodies, cells and clubs have student representatives. Service wings like NSS, NCC, ASAP, WWS and SDP have student coordinators or secretaries who work hand in hand with their program officers. The activities of NSS volunteers made St. Aloysius College, the Best College in Kerala State in 2017 through their commendable anti-tobacco drive.

St. Aloysius College Alumni association that started as Old Students Association (OSA) in 1975 is now a registered society - "St. Aloysius College Alumni Association Elthuruth" with the Reg. No. TSR/TC/720/2014. It is a platform for the alumni to visit their *Alma Mater* and be in contact with fellow 'Aloysians'. The Alumni gathering is held on the first Sunday afternoon of December every year. All outgoing students become its ordinary members through one time registration. The alumnae have over the years made significant contributions to the conduct of sports events and developmental activities of the College. Under their aegis an inter-collegiate quiz competition 'VELATO' is held every year. Our alumnae along with current students, teachers and well-wishers raised Rs. 12 lakhs as scholarship fund in the Jubilee year, 2018.

Governance, Leadership and Management

St. Aloysius College assists students to become intellectually competent and socially responsible individuals capable of pursuing higher education and attain purposeful employment.

The College has a Governing body and the Chairman appoints the Manager, under whose guidance the Principal and faculty implement the vision and mission.

Planning Board oversees the blueprint for continued growth, identifying priorities and objectives, and plans for effective utilization of resources. College Council implements these plans through committees headed by faculty. Superintendent heads the office administration and the Librarian implements policies of the Library Advisory Committee. Government rules and University statutes are adhered to in appointments and promotions of the faculty. Grievance Redressal cells for students and staff, Grievance Redressal cell for Harassment against women, SC/ST OBC Grievance cell and Anti-ragging Cell are functioning in the college.

All Departments are run by respective Heads, and class teachers are responsible for each class. Activities of the College Union, associations, clubs and cells are guided by teachers, and students are encouraged to take responsibility of various activities. Benefits of decentralization and participative management are reflected in the endeavors of the College, an apt example being the year long Golden Jubilee Celebration. Similar is the success of "REVALOYSIUS", the Management Fest, organized since 2015. Success of the activities of the *Lahari Virudha* (Anti-Drug) club is another example.

Loan facilities, salary advances, stationery outlet, recreational space, yoga classes, fitness centre and health check up are made available to the staff.

Teacher's Evaluation by Students, Teacher's Self-Appraisal Form, Teacher's Diary, Academic Audit and Self-

Appraisal of Administrative staff are employed for appraisal of faculty and administrative staff.

Accruals and expenses are audited by Chartered Accountants, Directorate of Collegiate Education and Accountant General's Office, Kerala. Management funds are audited internally and externally by chartered accountants.

The IQAC is responsible for all quality initiatives. IQAC conducts orientation and training programs, seminars, etc. Academic and Administrative Audits, Management Information System (MIS) and E-notice board are initiatives of IQAC.

Review of teaching learning process is based on evaluation of results of internal and external examinations, class-wise PTA meetings and feedback from all stakeholders.

Institutional Values and Best Practices

The institute inculcates the virtues of equality and dignity by promoting a gender-sensitive ambience. Rural and interior location amidst paddy fields owned by the college mitigates commotions and transient incursions. Compound walls, gates, seamless security and CCTV surveillance are in place and entry is restricted by security guards.

Ladies Hostel is a haven for students from distant locations. Exclusive transport for ladies and proactive and interventional functioning of various bodies / cells precludes ragging or harassment instances. Our Alert Group for Women, a social media based collective, focuses on the safety of women.

Counseling Centre provides academic and personal counseling services. Separate Women's Lounge and Women's Wing have common rooms and rest rooms.

Waste management focuses on 'Reduce, Recycle and Reuse'. Non-hazardous wastes fertilize and irrigate gardens. E-Waste disposal is outsourced. Institute is solar powered and excess generation is transferred to the state grid. Diverse green practices minimize carbon footprint. Fields surrounding the campus contributes to the area's water table. Rooftop runoff recharges open wells.

Proper auditing ensures transparency in all financial, academic, administrative and auxiliary functions.

Social Welfare Initiatives like Anti-drug abuse drive, 'Abhayam' Housing project, *Padheyam* - Food for the poor, *Unnathi* - Tailoring training and skill acquisition programs address pertinent issues impacting society. Green initiatives like organic paddy cultivation, agro farming and herbal gardening highlight sustainable living.

Inclusion enables enrollment of significantly high percentage of girls, students from rural backgrounds, from socially backward communities and first generation learners.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	ST. ALOYSIUS COLLEGE, ELTHURUTH
Address	St Aloysius College, Elthuruth
City	THRISSUR
State	Kerala
Pin	680611
Website	www.aloysius.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Babu K T	0487-2360748	9495226899	0487-2362365	aloysiuselthuruth@gmail.com
IQAC / CIQA coordinator	Rajesh K	0487-2366250	9447263462	-	aloysiusiqac@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	Yes Minority Certificate ST. Aloysius College.pdf
If Yes, Specify minority status	
Religious	Religious
Linguistic	
Any Other	

Establishment Details				
Date of establishment of the college	27-06-1968			
University to which the college is affiliated/ or which governs the college (if it is a constituent college)				
State	University name	Document		
Kerala	University Of Calicut	View Document		
Details of UGC recognition				
Under Section	Date	View Document		
2f of UGC	27-06-1984	View Document		
12B of UGC	27-06-1984	View Document		
Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	Yes
If yes, name of the agency	State Level Best College against Alcoholism and Drugs Five Star rating for the Additional Skill Acquisition Programme of General and Higher Education Department Government of Kerala
Date of recognition	26-06-2017

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	St Aloysius College, Elthuruth	Rural	40.51	9110.82

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,English	36	Plus Two	English	34	34
UG	BSc,Chemistry	36	Plus Two	English	41	41
UG	BSc,Physics	36	Plus Two	English	35	35
UG	BCom,Commerce	36	Plus Two	English	52	52
UG	BBA,Commerce	36	Plus Two	English	47	47
UG	BCom,Commerce	36	Plus Two	English	54	54
UG	BCom,Commerce	36	Plus Two	English	63	63

UG	BCom,Com merce	36	Plus Two	English	53	53
UG	BBA,Comm erce	36	Plus Two	English	46	46
UG	BSc,Mathem atics	36	Plus Two	English	37	37
UG	BA,Economi cs	36	Plus Two	English	60	60
UG	BSc,Zoology	36	Plus Two	English	34	34
UG	BSc,Psychol ogy	36	Plus Two	English	32	32
UG	BVoc,Vocati onal Studies	36	Plus Two	English	50	0
UG	BVoc,Vocati onal Studies	36	Plus Two	English	50	0
UG	BVoc,Vocati onal Studies	36	Plus Two	English	50	0
UG	BA,Multime dia	36	Plus Two	English	33	33
PG	MA,English	24	Degree	English	20	19
PG	MSc,Chemis try	24	Degree	English	12	12
PG	MSc,Physics	24	Degree	English	12	12
PG	MCom,Com merce	24	Degree	English	20	18
PG	MSc,Mathe matics	24	Degree	English	20	19
PG	MA,Econom ics	24	Degree	English	20	18
PG	MSc,Zoolog y	24	Degree	English	12	12
PG	MSc,Statistic s	24	Degree	English	12	12
Doctoral (Ph.D)	PhD or DPhil,Englis h	60	PG	English	11	6

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				12				30			
Recruited	0	0	0	0	9	3	0	12	16	9	0	25
Yet to Recruit	0				0				5			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				68			
Recruited	0	0	0	0	0	0	0	0	14	54	0	68
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				20
Recruited	9	3	0	12
Yet to Recruit				8
Sanctioned by the Management/Society or Other Authorized Bodies				13
Recruited	4	9	0	13
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				1
Recruited	1	0	0	1
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	7	2	0	7	2	0	18
M.Phil.	0	0	0	4	0	0	5	1	0	10
PG	0	0	0	9	3	0	16	8	0	36

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	1	0	2
M.Phil.	0	0	0	0	0	0	2	4	0	6
PG	0	0	0	0	0	0	14	54	0	68

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	1	0	1

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	0	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
Doctoral (Ph.D)	Male	0	0	0	0	0
	Female	6	0	0	0	6
	Others	0	0	0	0	0
PG	Male	13	0	0	0	13
	Female	107	2	0	0	109
	Others	0	0	0	0	0
UG	Male	233	0	3	0	236
	Female	373	2	10	0	385
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	21	29	30	29
	Female	43	36	36	37
	Others	0	0	0	0
ST	Male	0	0	1	1
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	43	72	90	78
	Female	93	159	148	217
	Others	0	0	0	0
General	Male	120	136	134	133
	Female	206	243	294	228
	Others	0	0	0	0
Others	Male	1	7	0	9
	Female	18	12	0	17
	Others	0	0	0	0
Total		545	694	733	749

3. Extended Profile

3.1 Program

Number of courses offered by the institution across all programs during the last five years

Response: 544

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of programs offered year-wise for last five years

2017-18	2016-17	2015-16	2014-15	2013-14
25	25	25	20	17

3.2 Students

Number of students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2005	1843	1608	1335	1098

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
186	181	170	157	138

File Description	Document
Institutional data in prescribed format	View Document

Number of outgoing / final year students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
658	531	480	377	293

File Description	Document
Institutional Data in Prescribed Format	View Document

3.3 Teachers

Number of full time teachers year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
105	106	97	79	71

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of sanctioned posts year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
105	106	97	79	71

File Description	Document
Institutional data in prescribed format	View Document

3.4 Institution

Total number of classrooms and seminar halls

Response: 66

Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
246.32	206.93	195.30	328.56	224.32

Number of computers

Response: 147

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

The college follows the curriculum and the academic calendar as prescribed by Calicut University. As per the curriculum, the college prepares an Academic Calendar every year in tandem with the University norms. Apart from that, every department submits an academic calendar of their own in consultation with the faculty. The IQAC ensures the smooth conduct of the various programs as per the programs scheduled in the academic calendar.

The teaching strategy adopted by the institution ensures optimum participation from the teachers and the students. The teaching activity is recorded in the Teacher's Diary. The assessment of the students involves continuous comprehensive evaluation. Remedial classes are arranged for the slow learners, where as special coaching and various self learning programmes are organised for the advanced learners, keeping in mind their requirements in career as well as higher studies.

Proper and effective guidance and student support are ensured through mentoring. The Scholar Support Programme and Walk With Scholar Programme are conducted with the support of the state government to enhance the quality output of the institution. Students are often taken out to premier educational institutions like IIM(K), Cochin University of Science and Technology (CUSAT), Kerala Institute of Local Administration (KILA) and so on as a part of the effort to motivate students and to instil in a taste for higher learning and research.

The college has a spacious and fully furnished library with more than 35000 books. It has a meticulously organised system of cataloguing and fully automated entry and issue system. It has ample electronic and digital facilities like INFLIBNET, DELNET and other e-sources. The Research wing attached to the library has a Seminar Hall and an Audio Visual Lounge for the specific needs of research scholars, PG students and the Faculty. The computer lab, language lab and the media Center are aimed at inducting technology in teaching learning process.

Internal exams are conducted in a thoroughly objective and transparent manner. There are two internal exams conducted in an academic semester across all courses. Apart from this, there is an assignment and a seminar presentation included in the internal assessment. The scores are displayed on the notice boards of every department and they are sent to the university only after settling the grievances, if any. The schedule of the internal exams is mentioned in the college Handbook.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 9

1.1.2.1 Number of certificate/diploma programs introduced year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	1	2	1	3

File Description	Document
Minutes of relevant Academic Council/BOS meetings	View Document
Details of the certificate/Diploma programs	View Document
Any additional information	View Document

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 41.48

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
9	12	7	5	5

File Description	Document
Details of participation of teachers in various bodies	View Document
Any additional information	View Document

1.2 Academic Flexibility

1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years**Response:** 86.4

1.2.1.1 How many new courses are introduced within the last five years

Response: 470

File Description	Document
Minutes of relevant Academic Council/BOS meetings.	View Document
Details of the new courses introduced	View Document
Any additional information	View Document

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented**Response:** 88

1.2.2.1 Number of programmes in which CBCS/ Elective course system implemented.

Response: 22

File Description	Document
Name of the programs in which CBCS is implemented	View Document
Minutes of relevant Academic Council/BOS meetings.	View Document
Any additional information	View Document

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years**Response:** 34.82

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
873	728	576	407	272

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

1.3 Curriculum Enrichment

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

Response:

The curriculum for all Programs, prepared by the affiliating University, address issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics through the various courses. These issues are among the stated Program Outcomes of all UG programs and hence are generally included in the Common courses. Realizing that actualization of the curricular concepts are important, the College has initiated the following-

Gender:

- The Equal Opportunity Cell, established as per the directive of the UGC strives to make the students more responsive to the constraints of the disadvantaged and ensure equity and equal opportunity to such groups.
- The College Women's Club activities emphasizes on empowering women to tackle the root causes of inequality and prevent and respond to violence. Towards this the club organizes social awareness programs, seminars, extension lectures etc.
- The NSS of our College launched the Golden Jubilee Skill Development Program for Girls to make them self reliant. On successful completion of the program, students are awarded a Diploma in Sewing and Fashion Technology.

Environment and Sustainability:

- Our Nature Club endeavors to foster interest in the protection of nature, its flora and fauna and to generate awareness regarding the economic, cultural and scientific dimensions of preserving nature.

Human Values:

- Christals – association for Christian Activities and Value Education, functioning in the College for many years, conducts talks/ classes on value education on the third Thursday of every month.
- *Padheyam* – a student initiative collects food packets from students on every Fridays and distributes to the poor in the Thrissur town premises. It helps to instill human values and gives an exposure to the challenges of community outreach.
- The NSS organizes blood donation camps, visit to old age homes, orphanages etc. which helps inculcate human values and social responsibility.
- The Red Ribbon Club, a constituent of the NSS, functions with an aim to conscientize students and the general public about AIDS through awareness campaigns and seminars. Members visit and

serve AIDS patients to provide them a sense of self-respect.

- 'Lahari Virudha Club' – our anti narcotic group, conscientize students and public about the ill effects of narcotics.

Professional Ethics:

- The College manual on the code of conduct and ethics applicable to and expected of all stake holders are uploaded in the College website.
- The Ethics and Evaluation Committee specifically ensures transparency, honesty and justice at every step in the conduct of examinations and evaluation.
- The College Academic Administrator, with vast experience in the corporate sector, impresses upon students the expectations of probable employers. One of the thrust areas dealt upon is the personal and corporate rules that govern behavior within the context of a particular profession.

During industrial visits, the interactive sessions with the Human Resource Department of the respective organization provide the students with an insight into work- culture and work ethics of the company.

File Description	Document
Any Additional Information	View Document
Link for Additional Information	View Document

1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

Response: 16

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 16

File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document
Brochure or any other document relating to value added courses.	View Document
Any additional information	View Document

1.3.3 Percentage of students undertaking field projects / internships

Response: 27.48

1.3.3.1 Number of students undertaking field projects or internships

Response: 551	
File Description	Document
List of students enrolled	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

1.4 Feedback System

<p>1.4.1 Structured feedback received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni and 5) Parents for design and review of syllabus-Semester wise/ year-wise</p> <p>A. Any 4 of the above</p> <p>B. Any 3 of the above</p> <p>C. Any 2 of the above</p> <p>D. Any 1 of the above</p> <p>Response: A. Any 4 of the above</p>	
File Description	Document
Any additional information	View Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View Document
URL for stakeholder feedback report	View Document

<p>1.4.2 Feedback processes of the institution may be classified as follows:</p> <p>A. Feedback collected, analysed and action taken and feedback available on website</p> <p>B. Feedback collected, analysed and action has been taken</p> <p>C. Feedback collected and analysed</p> <p>D. Feedback collected</p> <p>Response: A. Feedback collected, analysed and action taken and feedback available on website</p>	
--	--

File Description	Document
Any additional information	View Document
URL for feedback report	View Document

NAAC

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 0.4

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
6	3	8	10	3

File Description	Document
List of students (other states and countries)	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 92.29

2.1.2.1 Number of students admitted year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
749	733	694	545	510

2.1.2.2 Number of sanctioned seats year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
760	828	759	648	516

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

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 69.79

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
123	134	124	112	89

File Description

Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

Teachers review the academic performance of students from class room lecture, lab practicals, unit tests, from class in-charge's reports and previous qualifying examinations to categorize students as advanced and slow learners.

Orientation/Induction Programmes

An orientation / Induction Programme is conducted for the freshers to conscientize them about the College, academic and co-curricular activities. It also makes them aware of the vision and mission of the College, general rules and regulations and all academic and co-curricular possibilities available to them.

Special Programmes for Advanced Learners

Walk with a Scholar (WWS) scheme, built on the concept of mentor as a 'Guide' and 'Friend', conducts specialized mentoring programs that provide guidance for future to UG students.

Additional Skill Acquisition Program (ASAP), a Government of Kerala initiative, is actively implemented to equip advanced learners with skills in Communication, IT and selected areas of industry and service sectors.

Student Development Program (SDP) provides additional opportunities for advanced learners. Coaching classes are conducted to help prepare for Civil Service, NET/JRF/GATE, JAM, PSC/UPSC and Bank

recruitment examinations.

The Economic Times Club, an interactive forum, motivates and facilitates students to interact with the corporate sector directly and through events organized by the club.

Library offers specialised Career Reference Sources for the Advance Learners to prepare for Competitive examinations, Article request services, Sessions on Reference Management Software “Mendeley” and opportunities for ICT skill development.

Online Resources: Advanced Learners are provided with special orientation sessions to use N-LIST e-resources, other useful authentic E-resource websites.

Placement Cell provides Orientation sessions, Group Discussions, Mock Interviews and interactions with experts in different disciplines.

Research Aptitude: Institution provides opportunities for attending National and International seminars and Research methodology orientation sessions. They are encouraged to take up mini projects, student seminars apart from their Curriculum.

Student Enrichment Programmes: Advanced Learners are encouraged to participate in Quiz competitions, Debates, Motivational talks, Problem Solving – Decision Making Exercises, organize management fests, leadership training classes.

Merit Day: University toppers and individual performers are honored on Merit day.

There is provision of additional learning and reference material. Additional practical sessions are given for advanced learners.

Special Programmes for Slow Learners

Remedial teaching: Explanations in regional language for the slow learners after the class hours helps better understanding. Provides simple and standard lecture notes/course materials.

The Scholar Support Program (SSP), an initiative of the Department of Higher Education, Govt. of Kerala, is implemented to impart additional support to students.

Academic and Personal counselling are given to the slow learners by the mentors and subject experts.

Skill Development Programme: Communicative English, Aptitude and Placement

Group Study System is encouraged with the help of advanced learners.

Continuous Evaluation: Additional assignments, tests and question bank are given to the slow learners.

Home Visits: are carried out by teachers to understand the Socio-economic and familial background, and also to establish positive contact and communication with families.

Programmes for Differently-abled Students: Provide learning support to disabled students with

frequent progress checks. For university exams they are provided with scribes.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.2.2 Student - Full time teacher ratio

Response: 19.1

File Description	Document
Any additional information	View Document

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0.45

2.2.3.1 Number of differently abled students on rolls

Response: 9

File Description	Document
List of students(differently abled)	View Document
Institutional data in prescribed format	View Document
Any other document submitted by the Institution to a Government agency giving this information	View Document
Any additional information	View Document

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

Response:

Student centric methods aim to promote learning in communication with teachers and students and it ensures students as active participants in their own learning, fostering transferable skills such as problem-

solving, critical reasoning and reflective thinking. Teachers make extra efforts to prepare the classes to meet individual student needs.

- All departments adopt student centric teaching methods like **group discussions, case analysis, role plays and paper presentations, Peer tutoring, Collaborative learning, Internships, Field Research, Flipped Classroom, Clinical Experiences, Laboratory, workshop or studio work, Apprenticeship, Problem-based learning, Project-based learning, Inquiry-based learning, Cooperative learning, Jigsaw, quiz, Simulation, Inquiry based, Social Media, and Debates.**
- Departmental **seminars/ workshops** are entirely organized and managed by the students under the guidance of the teachers.
- Commerce and Management students actively participate **in management fests** conducted by the College and participate in management fests of other institutions.
- Departments conduct yearly **study tours/field trips** for the students taking special effort to include destinations/ institutions/ sites of historical, cultural, anthropological and environmental importance in the itinerary.
- The duly constituted association of each department arranges periodic **talks/workshops** by eminent personalities in the respective fields.
- **Industrial and Research Institution visits** are organized on a regular basis.
- Students are encouraged to **participate actively in various programs organized by the Kerala Sahithya Academy, Thrissur Corporation** etc
- Students of the multimedia department are involved in **documentary production** within the campus.
- Volunteering and Service Learning through Clubs **14 vibrant Students Clubs.**
- **NSS** – The National Service Scheme unit of the College with a membership of 300 selected students aims at providing education through community service.
- **NCC** - The National Cadet Corps units of the College is engaged in fostering discipline, character, brotherhood, the spirit of adventure and ideals of selfless service amongst students. It also aims to enlighten leadership qualities among the youth.
- **Aloysius FM radio** venture is a very popular forum where students host a short program during the afternoon recess, once a week.
- **Christals** – The association for Christian Activities and Value Education Program has been functioning in the College for many years. On the third Thursday of every month talks/ classes on value education are conducted for the students.
- **'Padheyam'**, a students' initiative, collects food packets from students on every Fridays and distributes the same amongst the poor in the Thrissur city premises. It helps to instill human values and gives an exposure to the challenges of community outreach.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 100

2.3.2.1 Number of teachers using ICT

Response: 105

File Description	Document
List of teachers (using ICT for teaching)	View Document
Any additional information	View Document
Provide link for webpage describing the " LMS/ Academic management system"	View Document

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 19.09

2.3.3.1 Number of mentors

Response: 105

File Description	Document
Any additional information	View Document

2.3.4 Innovation and creativity in teaching-learning

Response:

The institution focuses on a blended teaching-learning experience. St Aloysius College handles science, arts and humanities at undergraduate and post graduate levels. The institution formulates its teaching-learning methodology with the full awareness that the methodologies for arts, science, commerce and vocational studies are different. The institution follows the Choice Based Credit System as prescribed by the University of Calicut. For the effective implementation of the curriculum, the faculty members adopt innovative and creative teaching techniques. In this regard, the college promotes

- Internships
- Field projects/trips, student projects
- Seminar presentations
- Problem- and context-based approaches to promote learning
- Research-based teaching
- Project-Based Learning approach
- Student-centred Learning approach
- Innovations in practical work
- Cooperative learning and peer-tutoring
- Online support and online assessment of lectures and lab-work
- Personal Development approach

- E-learning approach
- Multimedia and visualization of teaching and learning activities
- Storyboarding
- Decision tree
- Learning beyond the lecture hall
- Case study methodologies
- Business simulation games
- Role playing
- Project management simulation
- Training simulation- Business awareness, Time management and organization, Team coordination, Problem solving
- Z to A approach – teaching application of the concept first and then the concept and its effects
- Mobile phone film-making project
- Concept mapping
- Activity-oriented grammar learning
- Tutorial system

The implementation of these teaching-learning methodologies are facilitated by the support of the college in the form of necessary infrastructure and other reinforcing academic activities such as automated library and e-learning provisions.

- Above 90 % ICT-enabled classrooms /smart classrooms
- MIS – as a Learning Management System
- Wi-Fi enabled library and departments
- Inter-disciplinary use of laboratory facilities
- Extra-curricular academic programs
- Interaction of students with eminent academicians from various disciplines
- In-house workshops by faculty members of the college
- Film productions
- Media room

Along with INFLIBNET and DELNET, the collection includes 36086 books, 31 lakhs e-books, 6000+ e-journals and 60 print periodicals. The Library provides quick, innovative and relevant services in academic communication that contribute to the development of academic community of St. Aloysius College. The Library is computerized with KOHA – Integrated Library Management Software which provides Online Library Catalogue Searching facility. The OPAC of the library is accessible from anywhere to get the details of books in the library.

Apart from the classroom teaching process, all departments of the college conduct various academic programmes in association with various extension clubs

File Description	Document
Any additional information	View Document

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 100

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document
List of the faculty members authenticated by the Head of HEI	View Document
Any additional information	View Document

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 20.94

2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
22	22	17	17	17

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	View Document
Any additional information	View Document

2.4.3 Teaching experience per full time teacher in number of years

Response: 6.39

2.4.3.1 Total experience of full-time teachers

Response: 670.5

File Description	Document
Any additional information	View Document

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

Response: 2.18

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	0	0	01	01

File Description**Document**

Institutional data in prescribed format

[View Document](#)

e-copies of award letters (scanned or soft copy)

[View Document](#)

Any additional information

[View Document](#)

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 16.88

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
19	20	15	13	11

File Description**Document**

List of full time teachers from other state and state from which qualifying degree was obtained

[View Document](#)

Any additional information

[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

The elemental modality for Continuous Internal Evaluation (CIE) is formulated by the affiliating University. The reforms initiated and practiced by the college are in accordance with the University regulations.

Academic Calendar: As per University academic calendar, College prepares its own academic calendar which is made available to the students at the beginning of each academic year via the Handbook pertaining to the relevant year.

Internal Examination Cell: Internal examination Cell conducts two centralised internal examinations in each semester. Internal Examination Cell prepares Time table, makes seating arrangements and invigilation schedule for teachers and displays it on the notice board, MIS (Management Information System) and display screen well in advance. All question papers are collected online from teachers, and printing and reprography is done by the examination section in the assigned room. The tests are conducted in the same pattern as that of university examinations so that they also serve the purpose of model exams.

Orientation on Evaluation Process: Students are made aware of the evaluation process through

- Departments / Class teachers
- Academic Calendar with CIE dates
- MIS
- E-display board
- Noticeboard
- Public Address system

Curbing Malpractices: Scope for malpractices has been eliminated through introduction of various preemptive measures. Seating arrangement is meticulously worked out so that students taking four different examinations have a shuffled seating in each hall. These initiatives along with diligent invigilation by committed faculty ensure zero tolerance to fraudulence.

Result Analysis & Feedback: The evaluated answer scripts are returned to the students with necessary instructions to better their performance in future. Consolidated internal mark sheet is published in the Department Notice board and MIS for final correction, if there be any. Grievances of students are addressed by the Cell in a time bound manner and final CIE marks are uploaded to the University site promptly each semester.

Supplementary Test: Students who fail to appear for the internal examinations due to unavoidable circumstances have the provision to register for the Re-test in the prescribed format available at the website and Re-test would be conducted immediately after the regular Internal Examinations.

Assignments/ Seminars/ Viva Voce: CIE incorporates seminars/ assignments/ viva as part of formative evaluation. Each department has worked out the details of how CIE will be carried out for each paper taking care that learning objectives of each paper are achieved. Seminars/ assignments are objectively analyzed and marks are allotted.

Progress Reports & Parents' Meetings:

Semester-wise PTA meeting is convened immediately after the tests and parents have Department-wise meeting with the teachers to discuss and evaluate the performance of their wards.

Uploading to University Portal: Class teachers prepare consolidated internal grade cards, and the administrative department uploads the grade cards to the University portal.

IQAC: The IQAC ensures that the departments are following the Academic Calendar.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

Guidelines for the CIE are adopted from the University of Calicut regulations. The Orientation program for newly admitted students at the beginning of every academic year apprises them of the modalities of the CIE, the evaluation process and the schedule. The College handbook issued to the students specifies the probable dates of the internal exams.

Attendance: The attendance component of CIE has 25% weightage. SMS alerts are sent to parents of absent students. Monthly attendance status is displayed on the Department notice boards/MIS, and students are given provision to correct any anomalies.

Syllabus & Schedule: The portions of syllabus relevant for the particular exam are intimated to the students by the teacher handling the paper. The final time table for internal exam is published at least 10 days ahead of the beginning of the exams and is displayed on the notice board and display screen.

Management & Timely Valuation: Question papers are collected online from teachers and printing and reprography is done by the examination section. Two sets of question papers are maintained for secrecy and transparency. The valued answer scripts are returned to the students within the stipulated time.

Centrally held Examination: The internal examinations are held centrally and are managed by the internal examination cell.

Curbing Malpractices: Seating arrangement is meticulously worked out so that students taking four different examinations have a shuffled seating, in each hall. These initiatives along with diligent invigilation by committed faculty ensure zero tolerance to fraudulence.

Additional examination: Students who fail to appear for the internal examinations due to unavoidable circumstance have the provision to take a Re-test.

Students' review: To maintain transparency and to be of benefit to the students in their preparation for the University examination at the end of each semester, the evaluated answer scripts are returned to each student after discussion regarding mistakes committed, possibilities of better presentation and reasons for obtaining lesser marks for particular answers. This not only helps the student being convinced of the correctness and fairness of the evaluation process but also provides an opportunity to correct any oversight in evaluation. Parents are informed of the performance of their children through class-wise PTA meetings.

Grievance Redressal Committee for Internal Examination & Complaint boxes: Any grievances related to the conduct of examinations or valuation of answer scripts may be reported to the concerned teacher at first level and further to HOD and to the Grievance Redressal Committee for Internal Examination. The students can also use Complaint box.

Seminars/Projects/Viva voce/ Online Assignments/Slide Presentations: The second component of CIE, as suggested by the University has 25% weightage and the teacher has the option of evaluating the class based on seminars presented/ viva voce/ assignments. This flexibility offers ample scope for assessing the students' varied capabilities other than their performance in the conventional tests.

Continuous Internal Assessment: Some of the departments continually assess their students through monthly or weekly tests.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

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

Response:

University Examinations: The external examinations are held under the supervision of the Chief Superintendent who is either the Principal or a senior faculty nominated by the Principal and whose appointment to the post is approved by the University for each year. In addition, the University also appoints an Additional Chief Superintendent from outside the College to monitor the conduct of examinations. The complaints regarding the conduct of external examinations are resolved by the Chief Superintendent. Complaints regarding the summative examinations that are conducted by the University are dealt by the University on receipt of requests from students in the prescribed format through proper channel. Students can apply for a copy of their evaluated answer scripts and or request for revaluation. The College office renders all necessary help towards this.

Internal Examination Cell: Internal examinations are conducted under the aegis of the examination committee comprising of four faculty members.

Timely Valuation: The valued answer scripts are returned to the students within the stipulated time.

Grievance Redressal Committee for Internal Examination & Complaint boxes: The College has constituted a Committee of four faculty members, specifically to redress grievances related to examinations. Students are informed through the Handbook about these committees and their rights to approach either their respective class teachers or members of these duly constituted bodies regarding any exam related complaints. The students can also place their grievances in writing in the general complaint box. Any complaint regarding the conduct of internal examination is immediately brought to the notice of the Internal examination Committee and is resolved then and there. The system of returning evaluated answer scripts of formative tests to each student after diligent discussion preclude any scope for complaint

with regard to valuation. Any complaints regarding evaluation of assignments/ seminars/ viva voce is dealt at the teacher – class in charge – Head of the Department levels. Those issues which cannot be resolved in these fora can be brought to the attention of the appropriate Committee.

Authentication: The allocation and computation of internal marks in each subject prescribed in the University regulations are informed to the students. The students can independently calculate their marks and cross verify it with the subject teacher's assessment. Since the assessment is performed in quantitative manner, chances of error are minimum. The consolidated internal grade card is verified by the respective teachers before uploading it to the University Portal.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

College Academic Calendar: The institute has a well-defined standard operating procedure to develop the academic calendar in accordance with the University Calendar. The College Council and IQAC are responsible for scheduling and coordinating academic activities in the college. The College prepares an academic calendar for the relevant year, which is included in the Hand Book distributed to the students at the beginning of each academic year. The Hand Book shows commencement and ending dates of semesters along with the information such as the number of working days in each month, Central and State Government declared holidays, dates of first and second internal test papers of each semester, proposed dates for PTA meeting etc. Each department prepares an action plan for the academic year based on the calendar and validated by the IQAC. The teaching plan and the lesson plan are prepared by the respective teachers as per the calendar.

Internal Examination Cell: A team of faculty members with an Internal Controller of Examination is entrusted to conduct the internal examination centrally. The College earnestly strives to adhere to the published Academic Calendar. Changes made in the dates of University examinations upset the syllabus progression, which is to a large extent mitigated by conduct of special classes. Unexpected holidays declared by the State or local authorities also upset the scheduled activities of the College. For these reasons, a meeting of the Department Heads is convened to assess the syllabus progression before publication of the final time table for the respective internal exams. The final time table for internal exam is published at least 10 days ahead of beginning of the exams and is displayed on the notice board and display screen.

Publication of Results: Internal examination results are published within a stipulated time period as declared for each CIE. The consolidated results are prepared by the class teacher and it is published in the departmental notice boards. The hard copy of the consolidated internal grade card is verified and confirmed by the students individually before uploading it to the University portal. The class teachers also verify the same before uploading it to the University portal. The copies of the uploaded mark lists are exhibited on

the notice board for final verification before submission.

IQAC: The IQAC of the College monitors the departmental activities and provides feedback at the end of each semester to ensure that the departments are following the academic calendar properly. Feedback is also collected at the end of every semester to improve the teaching learning process.

Clubs/Cells: The clubs/cells ensure that the co-curricular and extra-curricular activities carried out efficiently in accordance with the calendar.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students

Response:

The Board of Studies for each Course, constituted by the affiliating University, sets the curriculum which is intended to meet the envisaged goals and objectives with regard to the knowledge, skills and attitudes the students should have gained at the end of a three year under graduate / two year post graduate program.

To ascertain the extent of accomplishment of these objectives at the Institute level and more specifically by individual departments, the Internal Quality Assurance Cell of the College in consultation with the Department Heads decided that each Department prepares Learning outcomes to evaluate the attainment of Program Outcomes (POs), Program Specific Outcomes (PSOs) and Course Outcomes (COs) for all courses in tune with the University syllabus provided in the website. These learning outcomes, through concise statements, describe the learning that will take place across the curriculum in observable and measurable terms and what a student or a class will know and would be able to do as the result of having successfully completed a Course and finally a Program.

It was also decided that there must be a documented process in place to measure the attainment of defined POs and that the defined COs must contribute to the attainment of POs.

The Course Outcomes (COs), Program Specific Outcomes (PSOs) and Program Outcomes (POs), for all Programs offered by the Institution are effectively communicated to the stakeholders by,

- Displaying the outcome statements on the website of the College under each Department web page.
- Hard copies of the same are made available in the library and in the respective departments.
- The same is also periodically displayed on the large display monitor placed strategically at the entrance of the Central Library.

Class teachers repeatedly conscientize the students about the expected learning outcomes.

File Description	Document
COs for all courses (exemplars from Glossary)	View Document
Any additional information	View Document
Link for Additional Information	View Document

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

The Institute recognizes the unequivocal importance of evaluating Program Outcomes (POs), Program Specific Outcomes (PSOs) and Course Outcomes (Cos) in the quality enhancement of an Institute. The College IQAC along with the faculty decided on a system of direct assessment to ascertain student attainment of POs, PSOs and COs.

Along with the syllabus, the respective Board of Studies for each Program provides the Credit Distribution of external evaluation which carries a weightage of 80% for Core courses, Common courses, Open courses, Complimentary courses, Practicals and Projects. Similarly they also provide the credit breakup of the components for internal evaluation such as written examinations, attendance and assignments/ viva voce/ seminars which has a total weightage of 20%.

The Institutional assessment system evaluates the PO, PSO & COs of a student after the completion of the Program based only on the internal evaluation, since it considers not only the theoretical knowledge of the students but also the other criteria. The average internal marks obtained for a subject (Languages, Core/ Supplementary) through courses in relevant semesters are ascertained and is brought to a ten point scale. This is considered as the Course outcome of the individual student on the completion of a Program. To ascertain the Program Outcome, the internal credits obtained by a student for all courses in all semesters is considered and weightage is given as per the credits allotted for each course by the university, whereas for ascertaining the PSOs and COs, credits obtained for the particular courses for relevant semesters are considered.

Percentage Outcome for each course and program is calculated using the equation:

$$\text{Outcome (in percentage)} = (\text{Average mark for the course} \div \text{Maximum mark for the course}) \times 100$$

The system provides the faculty with information about student attainment of Program Outcomes, thus enabling curriculum improvement.

As an example the evaluation of Program Outcomes (POs), Program Specific Outcomes (PSOs) and Course Outcomes (Cos) of students of the UG Chemistry Program is attached as additional information.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.6.3 Average pass percentage of Students

Response: 70.82

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 466

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 658

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

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 2.84

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

Response: 7.39

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
.09	.8	0	2	4.5

File Description

Document

List of project and grant details

[View Document](#)

e-copies of the grant award letters for research projects sponsored by non-government

[View Document](#)

3.1.2 Percentage of teachers recognised as research guides at present

Response: 3.81

3.1.2.1 Number of teachers recognised as research guides

Response: 4

File Description

Document

Any additional information

[View Document](#)

3.1.3 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 0.22

3.1.3.1 Number of research projects funded by government and non-government agencies during the last five years

Response: 6

3.1.3.2 Number of full time teachers worked in the institution during the last 5 years

Response: 135

File Description	Document
Supporting document from Funding Agency	View Document
Funding agency website URL	View Document

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

The college has created an adequate ecosystem for Research and Innovation by taking initiative for creation and dissemination of knowledge and establishing state of the art infrastructure for research.

- **STAIR** (St. Aloysius Initiative for Research) is a forum for faculty members and research scholars to present their research findings before learned audience and disseminate their research findings. Faculty members and research scholars from different departments who are members of STAIR forum make their presentations from time to time, and these presentations are systematically documented.
- **Media Centre** is the place for nurturing the creativity of the students. Our students develop contents for FM channel called '*Alo-voice*' through which relevant discussions on socio-economic, cultural and political developments are broadcast. The place is being utilized for sophisticated audio and video recordings of creative contents developed by the students. Along with teachers and students from other institutes, BA multi - media students develop and edit various documentaries.
- **Entrepreneurship Promotion Cell:** Entrepreneurship culture is promoted with an aim to create a platform for emerging entrepreneurs. A team of our B.Com students ventured into developing a website called *commercemcq.com*, for digitizing thousands of B.Com question papers spread across different B.Com subjects of Calicut University. Website is generating substantial revenue through internet advertisements and is in the process of expanding its scope and operations.
- **'Age Friendly Campus' Initiative** has been taken up under the leadership of Department of Commerce as part of knowledge transfer to the senior citizens of the neighboring community. The highlight of the campaign is to impart computer and financial literacy to the senior citizens residing at Elthuruth. The classes are solely managed by commerce students which in turn results in dual benefits to them. One, they gain in teaching and managing classes and secondly it helps in raising their sense of social responsibility.
- **Skill Development Training** under NSS runs a training program in **Tailoring and Fashion Designing** for girl students. It is a platform for girls to develop a skill along with their academics.
- **'Language Enrichment Programme'** spearheaded by the Department of English the students run

a communicative skill program using software iTell - Orell Digital Language Lab for school students from rural background. In this programme, the first semester MA English students impart 50 hours of training to the school students of St. Aloysius H.S.S, Elthuruth.

- **Training on Research Software:** The Department of Economics has taken the lead role in organizing sessions and workshops on **Quantitative Techniques and Data Analysis using SPSS**. Since 2017, it has seen a steady increase in the participation as well as representation from across universities and colleges both in and out of Kerala.
- **Incubation Center:** The Department of Chemistry has developed production and packaging of *Detergent Powder* and found its marketing possibilities. The Department of English popularized the eco-friendly **Paper Seed Pen** culture in the campus. The Department of B Voc found a venue for their creativity and skill through **Ornamental Jewellery making**.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 5

3.2.2.1 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	1	1	0	1

File Description	Document
Report of the event	View Document
List of workshops/seminars during the last 5 years	View Document

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: Yes

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

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: No

File Description	Document
e- copies of the letters of awards	View Document

3.3.3 Number of Ph.D.s awarded per teacher during the last five years

Response: 0.25

3.3.3.1 How many Ph.Ds awarded within last five years

Response: 01

3.3.3.2 Number of teachers recognized as guides during the last five years

Response: 4

File Description	Document
URL to the research page on HEI web site	View Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document

3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years

Response: 0.01

3.3.4.1 Number of research papers in the Journals notified on UGC website during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	0	0	0

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document

3.3.5 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

Response: 0.14

3.3.5.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
04	00	5	3	1

File Description	Document
List books and chapters in edited volumes / books published	View Document

3.4 Extension Activities

3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

Instilling social commitment in students has been given prime priority in the vision of our college. The institution always insisted on the mission of the college to mould the students to be sensitive to the cause of justice, love, truth and peace. Thus the social and communitarian activities of the College are designed to promote social commitment in the students and to empower the larger community instilling in humanitarian values. If Elthuruth is what it is today, this place owes a great deal to the college and its social commitment. The activities are organized through clubs, associations, departments, NCC, NSS and Alumni association together with all the departments.

- Under *Abhayam Housing Project*, a unique initiative of our college, about 100 NSS volunteers constructed a house at the scheduled caste colony, Varandrappilly and donated it to a poor widow named Thankamma on 17/03/2018. It really moved the hearts of a whole village.
- The students of the Economics Department organised a Digital Awareness Session and hands on training for *usage of BHIM app* and *USD ap* to the Kudumbhasree members of Kolazhi Panchayath and to the members of the Thrissur Corporation Council.

- Department of commerce as part of 'Age Friendly Campus' initiative launched computer and financial literacy campaign for senior citizens residing at Elthuruth. Classes of one hour duration were arranged thrice in a week for a period of 3 months in our computer lab.
- With the help of women in the neighborhoods and girls students of our college offered training in Tailoring and Fashion designing under our *Unnathi Project* in our college.
- Joining hands with NGO and other agencies, our NSS volunteers adopted and regularly cleaned the Ortho Division of Govt. Medical College, Thrissur .
- Women's Cell students celebrated Onam with the inmates of Viyyoor Central Prison, thus uplifting their spirits.
- Health club organized a complete Free Cardiac Check-up Camp in association with the Amala Medical Sciences, Thrissur for the local community.
- *Padheyam* , a unique venture of the institution, encourages the students to prepare food packets and offer them to the poor on all Fridays.
- As part of the College commitment to the needy, team of students from different departments conducted programs for AMHA (Association for Mentally Handicapped Adults).
- An AIDS awareness programme was organized in the neighbourhood of the college volunteers distributing leaflets in these houses and explained to them the precautionary measures to resist the virus.
- '*Nadil utsav*' a paddy planting festival was organized under the Nature Club to sensitize the students on the benefits of organic farming.
- Training program in Communicative English was conducted by our MA students at St Aloysius School, Elthuruth.
- Street play against drug abuse was performed at Kariattukara, National Youth day
- As part of the *Vimukthi* Campaign of Government of Kerala, the Excise department and the NSS unit of St. Aloysius College observed the anti-drugs & alcohol day on 29th July 2017.

File Description	Document
Link for Additional Information	View Document

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 3

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

2017-18	2016-17	2015-16	2014-15	2013-14
01	1	1	0	0

File Description	Document
Number of awards for extension activities in last 5 years	View Document
e-copy of the award letters	View Document
Any additional information	View Document

3.4.3 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 last five years

Response: 85

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., year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
19	20	18	13	15

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	View Document

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 23.89

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-

Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
434	385	645	236	210

File Description	Document
Report of the event	View Document
Average percentage of students participating in extension activities with Govt or NGO etc	View Document

3.5 Collaboration

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 54

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
10	13	14	10	7

File Description	Document
Number of Collaborative activities for research, faculty etc	View Document
Copies of collaboration	View Document

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 9

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2017-18	2016-17	2015-16	2014-15	2013-14
00	0	00	09	00

File Description	Document
e-copies of the MoUs with institution/ industry/ corporate house	View Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document

NAAC

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

The campus with a spread of 40.51 acres is located at the outskirts of Thrissur Corporation in a quiet, verdant and salubrious cul-de-sac surrounded by paddy fields. The college functions in five blocks with a total built up area of 9110.82 sq. meters. Distributed among these Blocks are eleven Departments with independent staff rooms having computers with Local Area Network (LAN), Wi-Fi and printing facilities, 66 class rooms of which 94% have LCD facility, the IQAC room, Principal's office, 2 administrative offices, 7 UG and 3 PG laboratories that are synchronous with the syllabus requirements, the fully automated college library with reprographic, internet and Wi-Fi facilities encompassing two floors, 2 computer Labs, 2 ICT-enabled seminar halls, 1 conference room, an audiovisual lounge, a spacious auditorium, a media center, a vocational training center, a well equipped fitness center, an infirmary, separate rest rooms for lady staff and students.

Standing separate from the academic blocks and strategically located is a complex that houses the spacious Auditorium with balcony and modern stage accoutrements, a cooperative store, and a cafeteria that is subsidized by the management.

The quadrangle, *Chavara Square*, spreads over 3716 sq. meters, surrounded by the buildings with its green turf, functions as a magnificent open air multipurpose space that can seat 2500. The thoughtfully located agro and herbal gardens are academically informative and aesthetically pleasing. The campus also houses a Chapel and the Day Care Center started with UGC assistance. A full time teacher and one supporting staff take care of the 40 children who on an average utilize the facility.

The College is equipped to meet the teaching-learning requirements with 171 Computers, 15 Laptops, 15 Projectors, a Video Conferencing Facility, 2 Browsing Centers, 2 Computer Labs with high speed internet connections. Electricity Generators are installed for complete power back up.

The college has a multi-purpose ground for football and cricket, space for archery, courts for basket ball, volley ball and shuttle badminton and a dedicated space for cricket net practice.

A kilometer from the main campus, the college has a property of 3 acres where the UGC assisted St. Aloysius Women's Hostel with a built up area of 743.2 sq. meter can accommodate 80 students. The day to day running of the hostel is entrusted to the Congregation of the Sisters of St. Martha

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

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

Response:

The college has well laid out facilities for indoor and outdoor games/sports and for the conduct of cultural activities. The sports/games activities are overseen by a fulltime Physical Education Director who is assisted by the General Captain, the elected student representative. The arts/ cultural activities function under the aegis of four clubs (fine arts club, literary & film club, music club and drama club), each supervised by a group of teachers with a convener and assisted by the elected student representative, the fine arts secretary.

Outdoor facilities for sports/games include a multipurpose 100 x 80 meters ground that has a provision for 200 meters athletic track and space for Football / Cricket matches. Standing apart, but close to the ground is a dedicated pitch for Cricket net practice. Near to the main ground is the stadium with separate courts for Basket Ball and Volley Ball. An area measuring 125 x 30 meters is set apart for the archery range. There are two badminton courts, one of which is also used for tennikoit. The open air 'Chavara square', is an excellent space not only for social gatherings but also for hosting major cultural events.

The indoor facilities include space for caroms, chess and a fully equipped Fitness Centre that is open to staff and students, outside the teaching hours. The auditorium is the venue for all major cultural activities of the college. It also doubles as the yoga studio. One of the air conditioned seminar halls is made use of to conduct off-stage competitions.

Sl.No.	Facility	Area/Size	Year of establishment
1.	Foot Ball/ Cricket Ground	100x80 = 8000 sq. m	1890
2.	Dedicated area for Cricket net practice	21x3.65= 7665 sq. m	2013
3.	Provisional Athletic Track	100x80= 8000 sq.m	1890
3.	Badminton/ Tennikoit courts	6.1x13.4= 81.74 sq.m	1995/2017
4.	Archery range	100x30 = 3000 sq,m	2010
7.	Basketball Court with permanent Gallery	30x18= 540 sq.m	1970
8.	Volley Ball Court with permanent Gallery	20x10 = 200 sq.m	1980
9.	Yoga Centre (Portion of the auditorium)	15x21 = 315sq. m	2004
10.	Fitness Centre	7x11 = 77 sq.m	2012
11.	Auditorium (Multi-purpose)	15x30 = 450 sq. m	1989
13.	Air conditioned Seminar Hall	11x14 = 154 sq.m	2013
14.	Seminar Hall II/ Library Research Hall	25.5x10= 255 sq.m	2018
15.	Chavara Square	55x68 = 3740 sq.m	2016
16.	Media Centre	6x 7 = 42 sq.m	2016
17	Audio Visual Lounge	11x 10 = 110 sq.m	2017

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

4.1.3 Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc**Response:** 54.55

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 36

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	View Document
any additional information	View Document
Link for additional information which is optional	View Document

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.**Response:** 62.42

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
172.3	124.3	123.8	178.1	144.7

File Description	Document
Details of budget allocation, excluding salary during the last five years	View Document
Audited utilization statements	View Document
Any additional information	View Document

4.2 Library as a Learning Resource**4.2.1 Library is automated using Integrated Library Management System (ILMS)****Response:**

The vision of the college library is to “connect people with information and empower them with

knowledge”. For the realization of this vision, the library functions as a strategic institutional asset that develops and delivers new methods of creating and supporting knowledge resources. The Library Committee with the Principal as Chairman, librarian as Secretary, five Department Heads and a student representative as nominated members function to safeguard the interests of all sections of library users, for formation of policies, rules & regulations and implementing the same in a judicious manner ensuring smooth functioning of the library.

The library caters to the information needs of all stake holders with its well managed information resources housed in two floors spread over an area of 15,048 sq. ft. with the extended area of Library Research Block. The Circulation Counter at the entrance serves as a point to monitor entry/exit (e-gate) and to issue books. Conveniently positioned on either side is the display section of new arrivals including an e-board, area for newspaper perusal, shelves for personnel belongings, washrooms and drinking water facility. The librarian has a separate cubicle and there are 6 computer terminals for administrative purpose. The reading room accommodates 217 independent seats, 7 enclosures for teachers and visitors, reference section and a periodicals section.

The first floor has two major sections, one where book stacks are arranged subject wise and the other which comprises of a Library Research Block which is a browsing area for teachers, researchers and PG students, encompassing an area of 5600 sq. ft. and an Audio Visual Lounge.

The library was automated in 2012 using the software Book Magic, and in 2017 migrated to the Open Source Integrated Library Management System, KOHA, facilitating automation of circulation, cataloguing, Online Public Access Catalogue (OPAC), Acquisition Section, Serial Management, Label printing and Gate Register. The library is Wi-Fi enabled and has an e-resource Centre with 34 internet connected computer terminals supported by 4 servers. The library has a collection of 35844 books, 213 CDs/DVDs, 60 journals and magazines, 6 newspapers, N-LIST (national Library and Information Services Infrastructure for scholarly Content program) which provides access from anywhere using login ids to more than 6000 e-journals and above 3 million e-books. ***It is noteworthy that we are frequently listed among the top ten N-LIST users in India.*** The open source e-book management software “Calibre” further provides access to e-books, digitized question papers of previous years and published works of the faculty. Services provided also include inter library reference, article request, referral, similarity checking, current awareness service and documentation of college programs. Open access system is followed for borrowing books.

The library periodically conducts training programs in N-LIST usage, Mendeley Reference Management Software familiarization and awareness program on plagiarism and plagiarism detection software URKUND.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

The library is one of the core locations in the generation and dissemination of knowledge. The college has a good collection of 35844 books as on 31st March, 2018. Further St. Aloysius College library is an archive for rare documents including historically significant *thaliyolas* (dried palm leaves used for writing in ancient times). Many of these documents are related to the visionary founder of the college, St. Chavara and are not available anywhere else in the world. They are kept in a special section of the library and a digitized copy too is kept in the Library.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

4.2.3 Does the institution have the following:

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: A. Any 4 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	View Document
Any additional information	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 2.78

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
1.006	1.48	1.74	5.65	4.04

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document
Audited statements of accounts	View Document
Any additional information	View Document

4.2.5 Availability of remote access to e-resources of the library**Response:** Yes

File Description	Document
Any additional information	View Document

4.2.6 Percentage per day usage of library by teachers and students**Response:** 11

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 232

File Description	Document
Any additional information	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi**Response:**

The college IT infrastructure is continuously upgraded to support the teaching & learning processes. The Principal's office, the administrative offices, library and staff rooms are all equipped with computers having internet access and LAN. The automated library and all departments have Wi-Fi facility. The

College has a sufficiently large network infrastructure that supports 180 internet connected computer units. All departments and the College library are connected to the college network which not only provides internet access, but opens the whole host of software and other facilities provided in the college.

From 2013 onwards the college had subscribed to BSNL Wimax unlimited plan. In July 2017, we subscribed to Rail-net Unlimited SME plan of 2 mbps. Later in November 2017, the plan was updated from Rail-net with an increased speed of 100 mbps with a Static IP. In March 2018, it was upgraded raising the speed to 200 mbps.

All Departments of the college are provided with computers, laptops, scanners and printers. With the support of wall-mounted LCD projectors/ LCD TV's each department ensures rich teaching learning experience to the students.

There are two computer centers catering to the needs of the students. The College computer centers have made available 58 computers for all students of the college.

The College library has a collection of more than 6000 e-journals and a little over 3135000 e-books. Library was automated from 2012 onwards with the proprietary software Book Magic. In January 2017, the Library migrated to Open Source Integrated Library Management System, Koha. Circulation, Cataloguing, Serial Management, Label Printing, Online Public Access Catalogue (OPAC) and Gate Register are automated using Koha. The Library subscribes to N-LIST (National Library and Information Services Infrastructure for Scholarly Content programme) through which more than 6000 e-journals and 31,35,000+ e-books are made accessible. These databases can be accessed both from within and outside the campus through Login Ids provided by the Library. It is notable that St. Aloysius College is being frequently listed among the top ten users of N-LIST in India. The library has a collection of 213 CD's and DVD's. Library also maintains open source e-book management software "Calibre" which includes e-books, digitalized previous years' question papers and articles published by Faculty. Library web page provides updated information about the Library, access to online library catalogue, new arrivals, forms for requesting various library services, useful links, feedback form, institutional repository and photo gallery

The administrative activities of the college are executed in two office rooms, all equipped with computers (with LAN), printers and Internet. All information is processed, managed, and, transmitted through an efficient Management Information System (MIS). Students, teachers, and administrative staff have access to their relevant data through it. Moreover, e-resources facilities of the college can be accessed by our students using their login ID from anywhere outside the college. The college provides e-assistance to outside students by sharing its collection of previous years question papers which are uploaded in our website.

File Description	Document
Link for Additional Information	View Document

4.3.2 Student - Computer ratio

Response: 10.77

File Description	Document
Any additional information	View Document

4.3.3 Available bandwidth of internet connection in the Institution (Lease line) >=50 MBPS 35-50 MBPS 20-35 MBPS 5-20 MBPS Response: >=50 MBPS	
File Description	Document
Any additional information	View Document

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS) Response: Yes	
File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	View Document
Link to photographs	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years Response: 37.55				
4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)				
2017-18	2016-17	2015-16	2014-15	2013-14
73.95	82.61	71.48	150.4	79.5

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document
Audited statements of accounts.	View Document

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.

Response:

The Management of the institution plans, develops, operates and maintains physical facilities that appropriately serve the needs of the institution's educational programs, support services, and other mission-related activities. There are established systems and procedures for maintaining and utilizing physical, academic and support facilities. Annually, a budgetary allowance is kept aside by the management for the maintenance of the infrastructure and equipment. Maintenance staff are appointed to keep the premises clean and tidy. Technical services related to computer and electrical devices are being done by our System Maintenance in Charge. As and when needed, technicians are hired for specialized works. A Register is maintained to record all the required service jobs which are rectified immediately. The college provides various services and facilities to students, Faculty and staff to carry out their duties in an uninterrupted manner: cafeteria facility, reprographic services, gymnasium, stationery store, college bus services, upkeep of laboratories, media centre, campus surveillance cameras etc.

Building Maintenance: All new/major constructions are entrusted to qualified contactors following UGC/ Govt. of Kerala regulations and after inviting tenders/quotations, tabulation and scrutiny of the same by the building committee. Maintenance works pertaining to civil, electric, plumbing, carpentry and horticulture are outsourced to local contractors. The purchase committee recommends the most appropriate supplier or the service provider based on price, quality, stock availability, references, etc.

Library : The college Library Advisory Committee (LAC) includes the College Principal as the chairman and the college Librarian as the secretary along with four Heads of Departments who represent the Departments in the committee on a rotation basis. Issues like purchase of books, e-materials, updating of library facilities are decided by this committee. The LAC is responsible for advising the administration on library affairs including the policy for procurement of books and journals and render advice to the Purchase Committee for Library procurements, serving in an advisory capacity to the Librarian, acting as a liaison between the library and faculties, and providing a faculty and a student perspective on collection, information literacy, and bibliographic matters. Cleaning of the library is being done regularly by the maintenance staff.

Classrooms: The college assigns classrooms to each Department and the concerned class teacher and departments monitor the classrooms and the facilities. Classrooms are cleaned by the maintenance staff every week.

Drinking Water: The drinking water treatment plant with reverse osmosis technology and coolers are being serviced by the respective suppliers. The college ensures clean drinking water through regular

maintenance of water treatment plant, water storage tanks, water coolers.

Laboratories: Purchases of consumables, specimen and minor/ routine maintenance are sanctioned and supervised by the Bursar. Requests for equipment and major modifications are executed after recommendation of the purchase committee. Upkeep of all major laboratory equipment is as per their preventive maintenance schedules, guidelines provided by the supplier. The equipments, instruments and other items for use in the laboratories are purchased after prior approval and scrutiny to ensure optimal utilization of funds allocated with the respective Departments each academic year. The purchase committee approves its expenditure based on official purchase quotations and tenders. The Lab Assistants take care of the day to day maintenance of the Lab in consultation with the Head of the Departments.

The computer Labs are being updated and taken care of by the System Maintenance in- Charge. The Gemmology Labs and the equipments along with the gem stones are in the custody of B Voc Nodal Officer.

Sports Amenities: All new projects, improvements and maintenance requirements of sports and games facilities as well as that of the fitness center, and purchase/ repair of equipment are monitored by the Physical Education Director and major civil works are carried out with the concurrence of each Department through the college Bursar.

Infirmary: An Infirmary is functional for meeting the first aid requirements and it is updated regularly. The medical check up is made available for the newly admitted students.

Cafeteria: The cafeteria premises and utilities such as water and electricity are subsidized by the management, and it is taken care of by contractor. The canteen quality monitoring committee assures the ambience and food quality.

Electric/ Solar Power Maintenance: Solar energy being the most important renewable energy source in terms of globally installed capacity, St. Aloysius has become fully solar-powered educational institution through an Agreement with Progen Energy Solutions. The college ensures regular power supply and maintenance of electrical assets. The College hires skilled manpower for civil works, electric work, plumbing, carpentry work, horticulture etc. Maintenance of equipments like generator sets, general lighting, power distribution system, solar panels are undertaken as per their preventive maintenance schedules, guidelines by the equipment suppliers. Generators and Invertors are maintained under AMC. Contingency repairs are also addressed by the same workshops. Maintenance of electricity generator and solar panels installed for power back up are undertaken as per their preventive maintenance schedules and guidelines by the suppliers.

Campus and Premises: The campus and the garden has been maintained well with the help of an Agency and our own and sweepers. Herbal Garden and Agro Garden are maintained with educational purpose. A plastic free campus is maintained with the involvement of NSS volunteers. As per the IQAC initiative, green audit takes stock of the current mechanisms to monitor the use of water and energy, generation of wastes, purchase of goods, transportation, etc. in the perspective of sustainability. The initiative also aims to generate a report that document baseline data of good practices and provide future strategies and action plans towards improving environmental quality. Campus Surveillance Cameras and CCTVs are installed and maintained by the equipment providers in order to make the campus safe and secure.

File Description	Document
Link for Additional Information	View Document

NAAC

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 42.98

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
825	733	643	609	531

File Description	Document
Upload self attested letter with the list of students sanctioned scholarships	View Document
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	View Document
Any additional information	View Document

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 2.9

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
53	44	48	45	34

File Description	Document
Any additional information	View Document

5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses
7. Yoga and meditation
8. Personal Counselling

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

Response: A. 7 or more of the above

File Description	Document
Details of capability enhancement and development schemes	View Document
Any additional information	View Document
Link to Institutional website	View Document

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 28.65

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
684	556	472	335	269

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document
Any additional information	View Document

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years**Response:** 12.26

5.1.5.1 Number of students attending VET year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
356	289	68	127	155

File Description**Document**

Details of the students benefited by VET

[View Document](#)

Any additional information

[View Document](#)**5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases****Response:** Yes**File Description****Document**

Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee

[View Document](#)

Details of student grievances including sexual harassment and ragging cases

[View Document](#)

Any additional information

[View Document](#)**5.2 Student Progression****5.2.1 Average percentage of placement of outgoing students during the last five years****Response:** 21.65

5.2.1.1 Number of outgoing students placed year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
88	72	88	96	110

File Description	Document
Self attested list of students placed	View Document
Details of student placement during the last five years	View Document
Any additional information	View Document

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 24.01

5.2.2.1 Number of outgoing students progressing to higher education

Response: 158

File Description	Document
Upload supporting data for student/alumni	View Document
Details of student progression to higher education	View Document
Any additional information	View Document

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 15.61

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
09	11	8	9	8

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
60	66	73	51	45

File Description	Document
Upload supporting data for the same	View Document
Number of students qualifying in state/ national/ international level examinations during the last five years	View Document

5.3 Student Participation and Activities

5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national / international level (award for a team event should be counted as one) during the last five years.				
Response: 3				
5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year-wise during the last five years				
2017-18	2016-17	2015-16	2014-15	2013-14
02	00	00	01	00

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	View Document
e-copies of award letters and certificates	View Document
Any additional information	View Document

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution	
Response:	
<p>The Student Council is constituted by the members elected in the parliamentary mode in accordance with the rules and bye-laws of the University of Calicut and recommendations of the Lingdoh Committee. The college union provides a platform for the development of leadership qualities, organizational skills and creative talents of the students. Many literary and cultural programmes, debates, discussions and sports events are organized by the union.</p>	
<p>The College Union Council consists of Chairperson, Vice Chairperson (girl student), Secretary, Joint Secretary, Two Councillors to the Calicut University Union, Secretary, Fine Arts, Student Editor for</p>	

college magazine, Secretaries of various Associations, Representatives from the First, Second and Third year UG and one for all PG students elected from each class. Each class elects a boy and girl as representatives maintaining gender neutrality. They perform their duties associated with the College union starting with college union inauguration, observation of national important days, celebration of festivals and any other academic, cultural events ending with the celebration of college day under the guidance of Staff Advisor.

Programs are communicated to the Principal through the Staff Advisor at least five working days prior to the event with program details, guests attending, expenditure estimate etc. Student union activities are supervised by a committee chaired by the Head of the institution with Staff Advisor as the Convenor and along with Department Heads and the members of the Discipline committee. Under the leadership of the Chairperson, the Fine arts Secretary coordinates the literary cultural events and other competitions under the guidance of Staff Advisor and Fine Arts coordinators. As per the guidelines given by the University, the Magazine student editor and student editorial board take initiatives for the publication of the annual college magazine under the guidance of the staff editorial team. The university union councillors represent the college in the university union elections.

The Physical education Director and General Captain plan the coaching camps for various games and coordinate the sports and games competitions. The association secretaries and elected class representatives plan programs for the academic year. The conduct of the annual college management fest 'Revalloysius' is done by the student management team. All Cells, clubs and advisory committees function through the student representatives under the guidance of staff coordinators.

Service wings like NSS, NCC, ASAP, WWS and SDP have their student coordinators or secretaries and they work hand in hand with their program officers. The volunteers of these service wings take initiative to introduce it to the student community. The activities of NSS volunteers made St. Aloysius college, the Best College in Kerala State in 2017 through the commendable anti-tobacco drive. The two elected class representatives from each class function as the volunteers for the monitoring and the maintenance of quality both in academic and extracurricular activities at the department level. The campus Radio 'Alo-Voice' functions as one of student ventures both in grooming the aspiring radio jockeys and airing their voices incorporating students' views on contemporary events.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 5.4

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
06	08	04	05	04

File Description	Document
Report of the event	View Document
Number of sports and cultural activities / competitions organised per year	View Document
Any additional information	View Document

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

St. Aloysius College Alumni association started as OSA in 1975 is now a registered society - "St. Aloysius College Alumni Association Elthuruth" with the Reg. No. TSR/TC/720/2014. It provides opportunities for the former students of St. Aloysius College to come into contact with their *Alma Mater* and with one another. Annual Alumni get together is being held at 2.30 pm on first Sunday of December every year. All outgoing students become its ordinary members through one time registration. They are actively involved in the curricular and co-curricular activities of the college. Old students who have achieved professional excellence in their respective fields are recognized in the annual gathering. As the college completes its fifty years of existence, the alumni activities also grew wide and large having its chapters abroad especially in countries like USA, UAE, Oman etc. with its batch level units.

The association is also keen on honouring and supporting students with academic merit during the annual meet. They keep good relation with faculty and their own respective Departments and hold Departmental get together. There are batches of students who arrange family gatherings as they celebrate 5th year or 10th year or remarkable anniversaries apart from annual alumni meetings. In addition to that when they come to college they meet the present teachers and students in their respective departments. There are important and significant contributions made by the alumni for the development of the college. They have partially contributed for certain projects of construction, development of sports facilities along with raising funds for the Chavara Inter-Collegiate Football Trophy and Chavara Cricket under -19.

Under the active leadership of the Alumni association, an inter-collegiate quiz competition 'VELATO' is held every year. All the prizes and cash awards for the competition are sponsored by the old students. Association also organizes career guidance seminars, skill training programmes for the benefit of students in the college.

We have a Facebook page through which they keep the network of relations live. Our eminent alumni Shri. Manoj George, renowned violinist and Grammy Award Winner, performed for our college community and

for the TV campus live program. As a part of the Golden Jubilee Celebrations our alumnae Shri. Manoj George, Shri. John P. Varkey, a Guitarist and Film Music composer, and music team performed at 'Music Evening with Dinner' in the Chavara Square of our campus as a part of raising scholarship fund for our students and fund for social, charitable works for the poor people. With their presence and the concerted effort of our alumni, students, teachers and well-wishers we could raise Rs. 12 lakhs. It was really an inspiring gesture for the present academic community. As a part of updating our alumni directory we have left open request forms in the website and processed the current existing data for easy access.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

5.4.2 Alumni contribution during the last five years(INR in Lakhs)

? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 Lakhs

Response: ? 5 Lakhs

File Description	Document
Any additional information	View Document
Alumni association audited statements	View Document

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 20

5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
6	4	4	2	4

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years	View Document
Any additional information	View Document
Report of the event	View Document

NAAC

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

OUR VISION:

Our educational endeavours aim at helping the students to be intellectually competent, spiritually mature, morally upright, psychologically integrated, physically healthy and socially acceptable so as to enable them to champion the cause of justice, love, truth and peace.

OUR MISSION:

- To accept the students as they are and instil in them commitment to values, enabling them to grow in the diversity of our cultural, social and religious traditions.
- To stimulate academic competency through qualitative teaching-learning and research experience.
- To encourage accountability in all matters concerning the objectives of higher education.
- To promote holistic development of individuals through co-curricular activities in the campus and collaborative programmes with other institutions.
- To provide all possible student support to make easy progression to higher studies and some useful employment.

St.Aloysius College, Elthuruth completed 50 years in higher education by providing value based education and moulding intellectually competent and socially committed students to the society. The College anthem reflects the spirit of divine providence and eternal wisdom prevails in the unique charism of the institution. The college is governed by the Governing body and administered by the Management, Principal, Staff Council, IQAC, faculty members and the administrative staff along with other stakeholders who collaborate to fulfil institutional Vision and Mission. The collective governance aims to establish, uphold and translate the vision, mission and the core values. In this decentralized administrative pattern the Principal has a pivotal role. He holds periodical meeting of the College Council, regular Department meetings, IQAC meetings, various meeting of clubs/associations/cells etc. help to ensure that responsibilities are defined and communicated to the staff of the institution. College offers value education classes to all students which will instil values, enable them to grow in the diversity of cultural, social and religious traditions. Departments also took initiatives for collaborative projects, field visits, surveys and community extension programmes.

The departments prepare an annual Year Plan as per the guidelines given by IQAC, ensuring effective services to the students. Association activities, seminars, workshops, conferences, and ICT friendly innovative teaching methods are practiced in the departments. NSS, NCC, SC/ST cell, OBC cell, Internal examination committee, Counselling services, Grievance and various other cells and clubs also function with operational autonomy. The governance of St Aloysius College is reflective of the effective leadership in tune with the above mentioned vision and mission of the institution.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.1.2 The institution practices decentralization and participative management

Response:

The decentralized administrative system prevalent in the college has improved the total quality management of the academic, co-curricular and extracurricular activities. Important policy decisions are taken by the Governing body and the academic and administrative matters are decided by the Principal, in consultation with the College Council. They are executed through Heads of the Departments, the administrative office, or through the various conveners or coordinators of committees, cells, clubs and associations. Institution thus successfully delegates responsibility and enhances the quality of the college through effective decentralization. The Golden Jubilee Celebration is one of the successful events with participative management and involvement of all.

A meeting called by the Governing Body of the college, kick started the planning for the Golden Jubilee year by the second half of 2017. The meeting decided that the celebrations should be formalized through the College Council. The Council decided to go ahead with the celebrations, and to call the General Staff meeting to follow it up. In the same meeting, the teaching and administrative staff voiced their opinions regarding the blue print for the Golden jubilee year. The meeting further decided to make the organizing and planning of the celebrations by calling in all the stakeholders for further deliberations. The planning entered the next level with the teaching and administrative staff, all stakeholders, namely, student representatives, PTA members, Alumni, Retired staff, local body members and representatives from the locality. The meeting generated rich and concrete ideas with regard to the road map and action plan of the year long celebrations. Based on the viewpoints of the participants, it was decided that the yearlong celebrations to be made more academically meaningful and socially relevant. The following objectives were finalized based on the subsequent meetings:

- Research Extension Block
- Academic Block
- Social Welfare & Housing Projects
- Students Scholarships & Endowments
- Lecture Series and Seminars
- Under-19 Cricket Championship
- Job Fair, Literature Fest & Management Fest
- National Level Inter-collegiate Quiz Competition
- Cultural Evening

In order to execute the planned ideas and objectives, a Core Committee and a Steering Committee were formed. The conveners were elected for the following committees:

- Programs
- Invitation and Reception
- Academic

- Cultural
- Finance
- Social
- Scholarship
- Publicity
- Food & Refreshment
- Development (Sports & Games)
- Souvenir
- Transport
- Website <http://aloysiusgoldenjubilee.info/>
- Teaser

One of the prominent characteristics of all these groups was its inclusive nature, as it was represented by all the stakeholders. Another noteworthy character was the autonomy of decision making space given to the committees which helped in faster planning and implementation.

With the fulcrum of the Golden Jubilee Committee, the institution went ahead with the yearlong celebrations. Jubilee was inaugurated by the Supreme Court Justice, Kurian Joseph on 26th February 2018. From here, there was no looking back, as events started to unfold successfully, one after the other, according to the envisioned road map laid down by all the committees.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

Quality has been a compelling priority for all our endeavors. The institution always tries to ensure quality on the basis of policy decisions and strategic plans. The Governing Body, Management, College Council and the IQAC frame the policy matters and they are executed with the support of the staff. Along with the recommendations of the NAAC assessment and taking into account the growing needs and suggestions received from the IQAC and various stakeholders, the management of the college prepared a strategic plan for the next phase of its development. It has its main focus on the areas of research, digital campus, student support, skill training and placement, community outreach, faculty empowerment, green initiatives and infrastructure. The Management Fest “**REVALOYSIUS**” is one of the successful events as a part of the strategic plan.

“**REVALOYSIUS 3.0**”:

St. Aloysius College organized the third Management Fest “**REVALOYSIUS 3.0**” on 8th December,

2017. The Fest aimed at fine-tuning the vital managerial skills of students. It provided a chance for students to exhibit their potentials in terms managerial skills. It offered a platform for development of soft skills like the ability to communicate, lead a team and practice multi-tasking. The various competitions held in this event were also meant to connect with top leadership of the institution.

The Fest was organized by the Department of Commerce and Management Studies with the involvement of the entire institution. The Fest was organized for the third consecutive year. It was district wise in 2015, state-wise in 2016 and this year it was organized at a South-Indian level. The administrative and organizing committees including Manager, Principal, Bursar, Heads of respective Departments, faculty, student coordinators and volunteers formed an effective team.

The planning of REVALOYSIUS 3.0 started immediately after REVALOYSIUS 2. The HoD's of the concerned departments convened a meeting regarding the conduct of REVALOYSIUS 3.0 and put forward a detailed plan on the execution of the Management Fest to the Principal and Manager. After a joint meeting of various bodies, a blue print of the action plan was made.

A core team of ten members including 2 academic administrators, 4 staff coordinators and 4 student representatives were selected. The students were selected based on their performance in the 2016 event. The core committee chose 20 students to monitor various committees. Special teams were formed for structuring, planning, executing and managing sponsorships, invitation and marketing. Invitations were sent to colleges through emails and letters to the colleges by students themselves.

A pool of 50 volunteers was selected to support the participants. The PTA, Faculty and administrative staff helped in coordinating various events and soliciting sponsors. NSS volunteers were delegated the duties of reception and accommodation of candidates from other states. NCC cadets took charge of the discipline. Though the expected number of participants was around 500, as many as 564 students participated in the event. The event had good media coverage, it was a huge success and the credit went to the entire crew.

File Description	Document
Any additional information	View Document
Strategic Plan and deployment documents on the website	View Document
Link for Additional Information	View Document

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

The Organizational Structure:

- The organizational structure consists of the statutory bodies like the Governing Body, College

Council and various administrative set up in accordance with the provisions under the Statutes of the Calicut University. The Governing body being the apex body in the organizational structure, it is collectively accountable for institutional activities, taking all final decisions on matters of fundamental concern of the institution. The Provincial of Devamatha Province, the Chairman of the governing body and the Prior of St. Mary's Monastery, the local manager and member of the governing body, monitor and advise the college administration in all immediate matters relating to the policies and administration of the college.

- **The Planning Board** is to guide the orderly growth and development of the academic community. It formulates strategies for the overall development of the college in line with the set priorities and plan objectives and plans for the most effective and balanced utilization of those resources. It assists departments in formulating their development plans and for their successful execution.
- **The College Council**, with Principal as the Chairman, consists of all Department Heads, two elected representatives of the teaching staff, Superintendent, Librarian, Physical Education Director and IQAC representative. It looks after the routine affairs of the college and works for the overall development of the college on a regular basis.
- The IQAC, with its representative nature, is a significant administrative body responsible for all quality matters in the institution. The IQAC initiates, plans and supervises various activities in order to increase the quality of the education imparted in the college.

Administrative set up and Various Bodies

The Principal being the executive head of the institution, he is responsible for the day-to-day administration of the college. He monitors the academic discipline and the routine functioning of the college with the assistance of administrative staff, the IQAC, the heads of various departments and other committees.

- The Office Superintendent is the head of the college office administration which includes two sections- Office Establishment and Office Enrolment. The Head Accountant is in charge of all accounts sections and they are monitored by the Finance Officer and Bursar. Each section related to UGC, government, university etc. is headed by UD clerks or LD clerks assisted by assistants and peons.
- The Library, Archive, orientation and documentation are under the UGC Librarian and she is assisted by Library Assistants. The Library Advisory Committee gives the direction in matters of policy and planning.

Service Rules and Promotion Policies:

- The appointments and promotions of the Teachers, Director of Physical Education and Librarian are being done as per the service rules of the UGC, the Government and Calicut University.
- For the administrative staff, the statutes of the university and the KSR of the government are followed.

Grievance Redressal Mechanism:

- There are various Grievance Redressal mechanisms for students and staff in the college. Grievance Redressal for Harassment against women, SC/ST OBC Grievance cell and Anti-ragging Cell are

also functioning in the college.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.2.3 Implementation of e-governance in areas of operation

1. Planning and Development
2. Administration
3. Finance and Accounts
4. Student Admission and Support
5. Examination

- A. All 5 of the above
- B. Any 4 of the above
- C. Any 3 of the above
- D. Any 2 of the above

Response: A. All 5 of the above

File Description	Document
Screen shots of user interfaces	View Document
ERP Document	View Document
Details of implementation of e-governance in areas of operation Planning and Development, Administration etc	View Document
Any additional information	View Document

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

LAHARI VIRUDHA CLUB

The implementation of the activities of the Lahari Virudha (Anti-Drug) Club can be highlighted as an

activity successfully implemented based on the minutes of the meetings.

The inception of the club was based on the recognition that drug and alcohol abuse are serious problems that affect college students today. The club was constituted based on the IQAC meeting. It was constituted with the Principal as Chairman and NSS programme officer as the Convenor. They were to be assisted by a Joint Convenor along with the members of teaching and administrative staff and most importantly by student volunteers and representatives.

Once the club was constituted, there were regular meetings held with the proper recording of the discussions in the minutes of the meetings. Based on the deliberations, it was decided that a social resistance approach was to be taken up, where; the club would focus on skills training to increase students' resistance to negative social influences to engage in drug use, particularly peer pressure. Accordingly the agenda was set and programmes conceived. Based on the decisions as noted in the minutes of the meetings, the following Programs were conducted by Lahari virudha club during the year:

- Club members participated in Substance Abuse Prevention Training Programme.
- Organized a street play on the college campus.
- A seminar was arranged by the club in the forenoon session for the first-year students.
- An Anti-Drug Pledge was taken at the college.
- Hosted the flash mob campaign along with the Lahari Viruda Club of St.Thomas College, Thrissur.
- Awareness rally, marathon and flash mob, were organized not only in the college, but also in various locations in and around Thrissur city.
- Another activity taken up was the anti-drug pledge and leaflet distribution at various places in the city.
- Lahari Vimuktha Club and the NSS unit bagged third prize in the district-level health play competition on substance abuse among adolescents and its ill-effects.
- 'No-Tobacco Day' in the district-level was observed in the college
- An essay competition on the topic "Lahariyum Yuva Thalamurayum" was conducted in the college.
- St.Aloysius College, Elthuruth was awarded as the **State Level Best College against Alcoholism and Drugs among colleges in Kerala State. The award was presented to the college by the Chief Minister of Kerala.**
- The district-level International Anti-Drugs Day was observed.
- NSS Volunteers participated in the Gandhi Jayanthi observance by the Excise Department.
- NSS as well as student volunteers participated in the "Venda Bro" ("No brother" anti-substance abuse Flash Mob).
- 'Lahari Virudha Club' volunteers participated in the National Youth Day celebrations.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.3 Faculty Empowerment Strategies

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

Response:

Staff Welfare Measures

- Annual professional improvement programmes, skill up gradation and training programmes are conducted for teaching and administrative staff. Seminars (National and international) and Workshops are conducted to keep the faculty updated and to provide them with exposure. Faculty members are promoted and encouraged to undertake research and attend self development programs.
- Loan facilities for the staff are provided from the Staff Welfare Fund at nominal rates.
- Co-operative store, recreational space, well furnished staff rooms, car parking facilities are made available.
- The wards of teachers are given admission in our college and given preference for admission in the sister concerns of the management.
- There is a crèche established and run by the management with the aid of the UGC, which is used by the teachers for taking care of their little ones while they are in the college.
- Staff association takes care of the requirements of the staff and provides financial and social support in times of need.
- Teachers are provided with periodic Health Check up.
- Staff health and fitness are encouraged by periodic yoga classes. The college fitness centre is also open to the staff.
- Casual leaves and other eligible leaves are given as per policy
- Group Life Insurance scheme for teaching and non-teaching staff are facilitated.
- Salary advances are made according to the need of the staff.
- Wi-Fi facility is available in all 11 departments and library
- Annual Family meet : A gathering of the family members of all the teaching and administrative staff with the management of the college.
- The teaching load of 3 hours a day for a faculty member enable him/her to find sufficient time for other activities like monitoring committee activities ,checking of assignments, mentoring their students under their guidance, preparing aids for teaching using ICT and investing time for their research.
- Faculty is free to use the ICT infrastructure and take technical assistance when required
- Healthy and hygienic work environment is provided in the institution
- If a faculty takes leaves necessary alternate arrangements are made to engage classes.
- Transport facility for teaching and non-teaching staff is provided.
- Teaching and Non- Teaching staff are provided with Free BSNL sim.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 1.79

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

2017-18	2016-17	2015-16	2014-15	2013-14
5	2	1	1	0

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc during the last five years	View Document
Any additional information	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 2.8

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
04	04	01	02	03

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document
Any additional information	View Document

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

Response: 6.62

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
08	02	05	09	05

File Description	Document
IQAC report summary	View Document
Details of teachers attending professional development programs during the last five years	View Document
Any additional information	View Document

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

The college adopts a five –pronged mechanism for evaluating the performance of faculty and administrative staff.

1. Teacher's Evaluation by Students

The students are given a chance to evaluate the performance of the teachers. As per the procedures laid down by the IQAC. On the basis of an online MIS questionnaire, the students evaluate the performance of their teachers and mark their rating . The parameters evaluated in the rating scale include communication skill, knowledge base of the teacher, sincerity and commitment of the teacher, teacher's ability to integrate course material with environment. The evaluation also provides a broader perspective and the accessibility of the teacher in and out of a classroom. The Principal analyses the evaluation data and takes up corrective measures.

2. Teacher's Self-Appraisal Form

It is a mandatory process for every teacher to have the self-appraisal form furnished every year. Participation in seminars and conferences; presentation of papers in seminars and publication of articles in journals and involvement in extension activities are also assessed at this juncture. The self-furnished appraisal form is then handed over to the head of the department who transfers it to the IQAC. This forms

a part of the assessment for promotion.

3. Teacher's Diary

The teacher's Diary is introduced to record academic work, thereby facilitating continuous monitoring of syllabus progression and timely accomplishment of all academic goals. It is also an assessment mechanism, evaluated by the HoD, IQAC Co-ordinator and the Principal. It allows the teacher to plan and visualize each and every step of teaching procedure with greater accuracy. The diary is designed to include multiple variables like allotted portions as per time table, lesson plan, ICT usage, details of the classes conducted, assignments given, presentations made, test papers taken, remedial teaching done etc. By examining the above mentioned variables, a teacher can know how the class hours were engaged. Recording teaching learning activity in the campus in this way has helped teachers to make an introspection and rectify the shortcomings if any immediately.

4. Academic Audit

The Academic Audit is an evaluative mechanism administered in the department annually. It assesses the performance of the college departments and analyses their achievements and gives suggestions for further improvement in the domains of teaching, research, administration, curricular and extra-curricular activities. After visiting the departments and interacting with the HODs/Coordinators, teaching and administrative staff, and validating the data, the committee would give helpful propositions. The duly furnished academic audit is sent to the IQAC for further analysis and follow up.

5. Self-Appraisal of Administrative staff

The performance of administrative staff of the college is assessed on the basis of the self-appraisal form that they prepare annually under the guidance of the Superintendent. The duly filled form is then passed over to the Principal who evaluates the performance and meets the staff in person to suggest improvements in their functioning. Administrative audit works as a corrective mechanism in order to ensure quality.

File Description	Document
Any additional information	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

Financial Audit Mechanism

- The Institution has a transparent and well planned financial management system in which Government and Management are the main source of funds
- The institution has mechanisms of external and internal audit for both Government and Management accounts separately

Financial audits of grants and funds sanctioned by Government/UGC

Three levels of audit for the funds sanctioned by the Government as follows

1. Chartered Accountant: After a stipulated period of time, the accounts for all the grants and funds sanctioned by the Government/UGC are initially submitted to an external Chartered Accountant. The audit report issued by the auditor with utilization certificate and all necessary ratified accounts are submitted to the concerned sanctioned authorities.

2. Directorate of Collegiate Education: At the time of annual audits by the Directorate of Collegiate Education, the audit team verifies all the financial documents related to the public funds utilized by College. After hearing the clarifications and corrections, the final accounts are settled.

3. Accountant General, Kerala: The Accountant General, Kerala also conduct their periodic verification of all the accounts sanctioned by the Government. Their suggestions and directions are also incorporated in the further utilization of the funds.

Financial Audits of grants and funds sanctioned by Management

- The institution has a strong financial advisory board for Management of accounts and all the accounts sanctioned are audited internally as well as externally. On behalf of the Management, all daily transactions are verified by the financial advisor of the college.
- The internal audit of Management accounts is done by the staff. They verify all financial transactions and submit a detailed report of observations based on the observations given by internal auditor. The financial advisor of the college modifies the statements of accounts.
- Chartered accountant Biju P S does the external audit of the Management accounts. At the end of every financial year they prepare annual financial statements and audit reports.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

Response: 27.28

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
5.589	5.329	5.381	5.744	5.234

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	View Document
Any additional information	View Document
Annual statements of accounts	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

Financial Management and Resource Mobilization

The main budgetary resources to fulfil the mission of the institution are the following:

- The funds received from the UGC for the various developmental, maintenance and support activities, the fee collected from students, the PTA fund, Fees collected from self-financing courses ,Conveyance and hostel fees, Endowments and Scholarships, Central/State Government funding for NSS and NCC , Alumni contributions, Financial support from Management ,Aid from philanthropists ,the additional College Development Fund from parents and the donations from well-wishers are the some of the ways of mobilizing funds in the institution.
- The College has availed funds from UGC / Higher Education department to run academic programs such as Bachelor of Vocational studies, ASAP (Additional Skill Acquisition Programme), WWS (Walk with Scholar), SSP (Student Support Programme). UGC Seminar Grant is promptly availed to organize academic programmes such as Workshops and Seminars.
- The finance management system of the institution is fully computerized. The process of admission, the collection of fees, preparation of salary bills, income tax and PF remittance of the staff, and similar accounts are computerized.
- The institute has a well-defined mechanism to monitor effective and efficient utilization of available financial resources for the development of the academic processes and infrastructure development.
- Departmental Annual Budget for the ensuing academic year is prepared after preliminary departmental budget discussion. These reports from various departments are discussed at the College Council and the recommendations are incorporated into the Annual Institutional budget of the College.
- The principal and the committees of the college monitors the use of resources received from the state government, UGC and Non-Government funds.
- The administration, finance committee and the Governing Body review the use of resources, budgets and CA audited accounts. They make recommendation for better handling of resources and effective mobilization of available funds.

The main financial transactions are done under the following heads:

- Training & Placement
- Programmes and celebrations
- Software & computer accessories

- Library Books / Journals
- Repair & maintenance
- Printing & stationery
- Lab Equipments & Consumables
- Furniture
- Painting expenses
- Library
- ICT,LED TV and MIS software
- Electricity and Carpentry Expenses
- Office accessories
- Advertisement Expenses
- Affiliation fee
- Aluminium Works
- Ceiling works
- Gardening expenses

File Description	Document
Any additional information	View Document

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

Response:

1. Academic Administrative Audit (AAA)

- The National Assessment and Accreditation Council (NAAC) have evolved certain benchmarks for ascertaining and ensuring the quality at different levels of Higher Education. In tune with the NAACs ideology and a self driven intent for quality enhancement, the IQAC of St Aloysius College proposed to conduct an academic audit in March 2016.
- In preparation for the audit, the IQAC team organized a series of meetings to finalize the criteria's for academic audit. Variables were selected to cover various criterion such as teaching learning process, research, consultancy and extension, extracurricular activities, student support and progression and supportive activities.
- The IQAC directed the departments and administrative sections to submit the necessary information in the format provided by the IQAC of the College. It was also suggested that the faculties can showcase the distinctiveness of their respective departments during the audit process.
- It was further decided in the IQAC meetings that the proposed AAA exercise should be done on an annual basis.
- The first academic audit of the college was conducted in the second week of November, 2016. Seven departments namely, Zoology, Commerce, English, Chemistry, Economic, Physics and Mathematics were covered during the first academic audit.
- Based on the audit, the first report along with suggestions was brought out.

- From then on the AAA process was institutionalized at the behest of the IQAC as an annual exercise of the institution.
- Digital Initiatives for enhancing quality of teaching and learning in St. Aloysius College, Elthuruth.
- The IQAC of St Aloysius College along with the college management has taken up many novel initiatives to enhance digital competency in the institution.

The Objectives of the initiative are:

- Exploring digital platforms, resources and tools to connect teachers and students,
- To increase the level and quality of learning-related communication; and
- Providing students and teachers access to different technologies and resources.

2. Digital Initiatives taken by the IQAC of the College:

- The college has introduced MIS from 2013 onwards to gather integrate, analyse and retrieve data concerning students.
- The college has enhanced its ICT facilities with almost all the departments getting equipped with LCD, Computers, Printers and Internet facility.
- IQAC organized NAAC-sponsored national seminar on "Digital initiatives for enhancing quality of teaching and learning in higher education institutes" on February 15-16, 2018
- The IQAC through the Central Library has organized an Orientation and Training Programmes on the use of NLIST E- resources, Mendeley Reference Management Software and Plagiarism detection software URKUND for the students and faculty from March 2014 on an annual basis
- Introduction of an e-gate register at the entrance of the library which records user statistics.
- Implemented E-notice board in front of the library displays the daily events in the College.
- The library maintains an E-resource Centre providing access to the N-list e- resources which help the academic community to search the e-resources from anywhere with the username and password provided by the INFLIBNET centre.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

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

Response:

1. PTA meeting and Feedback

We have an effective mechanism for continuous evaluation of both our UG and PG students by internal assessments through formative and summative examinations. Communication between parents and

teachers is essential to students' success. As part of this communication, teachers regularly meet parents to discuss what is being taught and how the student fares. In addition, counselling sessions are held to resolve students' academic or behavioural issues. We hold general (for the whole college) and class-wise PTA meetings periodically. The performance of each student is discussed in the presence of the parent/guardian, at the class- PTA meetings. We obtain feedback of the parents during PTA meetings. Parents are encouraged to make suggestions at these meetings. These suggestions are placed at the College Council and Staff Meetings, and appropriate decisions are made. The Class PTA meeting is held twice a year, which is chaired by the Principal and attended by the class teachers, tutors, parents, and students. The academic progresses of the students, their attendance, discipline etc., are assessed through personal interviews with the tutors and the class teacher.

Feedback is taken during the PTA meeting, where the parents evaluate the teacher-learning process in the college. Every outgoing UG and PG students are encouraged to speak on their campus experience at the farewell programme. The suggestions they give are discussed at the Annual Departmental Meeting (ADM), in the presence of the Head of the Department.

2. Internal Examination:

Internal examination Cell conducts two centralised internal examinations in each semester. Internal Examination Cell prepares Time table, collecting question papers, seating arrangements and invigilation schedule for teachers and displayed on the notice board, MIS (Management Information System) and display screen well in advance. All question papers are collected online from teachers and printing and reprography is done by the examination section in the assigned room. The tests are conducted in the same pattern as that of university examinations so that they also serve the purpose of model exams. The evaluated answer scripts are returned to the students with necessary instructions to better their performance in future. Consolidated internal mark sheet is published in the Department notice board and MIS for final correction, if there be any. Grievances of students are addressed in a time bound manner and final CIE marks are uploaded to the University site promptly each semester. Students who fail to appear for the internal examinations due to unavoidable circumstance have the provision to register for the Re-test in the prescribed format and Re-test would be conducted immediately after the regular Internal Examinations.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 3

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
03	02	03	04	03

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	View Document
Any additional information	View Document
IQAC link	View Document

6.5.4 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification
5. NBA or any other quality audit

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: B. Any 3 of the above

File Description	Document
e-copies of the accreditations and certifications	View Document
Details of Quality assurance initiatives of the institution	View Document
Any additional information	View Document
Annual reports of institution	View Document

6.5.5 Incremental improvements made during the preceding five years (*in case of first cycle*) Post accreditation quality initiatives (*second and subsequent cycles*)

Response:

The post accreditation period witnessed significant changes in all domains of the institution and the major

quality initiatives are as follows:

Research and Academic Initiatives

English Department was recognised as a Research Centre by the University of Calicut.

A Special Research Committee: STAIR was constituted.

Four teachers were recognised as Research guides, 3 were awarded Doctorates and 13 others are currently pursuing PhD.

During the post accreditation period, annual intake of students increased from 510 to 749.

IQAC initiated semester-wise academic audit in all Departments.

Teachers' Diary was introduced to record academic work, thereby facilitating continuous monitoring of syllabus progression and timely accomplishment of all academic goals.

8 UG Programmes – Two in the Arts stream - B.A. English Language & Literature and BA Multi-Media, One in the Science stream - B.Sc. Psychology, Three Commerce Programmes - B.Com Co-operation, B.Com Banking & Insurance, B.Com Computer Application and two Management Programs - BBA Finance and BBA (HRM) were started during this period.

3 PG Programmes - M.Sc. Chemistry, M Sc Mathematics, M.Sc. Physics and M.Sc. Statistics and 3 Vocational Programmes - B Voc Gemmology, B Voc Jewellery Designing, B Voc Nursery and Ornamental Fish Farming could also be started during this period.

Started more add-on/ Career oriented/ Value added courses.

Existing collaborations and consultancies were extended on the basis of MOU.

Academic Infrastructure and Learning Resources

A new three storied building named Jubilee Block which included a Research Block, Audio Visual Lounge, a Multipurpose Hall, Classrooms, Staff rooms, wash room for girls, women's Lounge, was constructed.

New laboratories for M Sc Chemistry and M Sc Physics were built.

Gemmology and Jewellery Designing Labs were revamped.

The Computer Centre was extended by adding more computers.

A well equipped Media Centre with facilities for Recording, professional media training and FM Radio was started.

More classrooms and Staff rooms were added in C Block and academic activities were extended to Bishop Clemens' Block.

Administrative Office and IQAC room were renovated

New drinking water purifying plant and outlets were installed.

The open air quadrangle 'Chavara Square' that can accommodate 3000 people was landscaped and provided with a grass turfed stage, providing ample space for cultural activities and social gatherings.

New front compound wall was constructed.

New bathrooms and washing facilities for boys were built behind the main buildings of C and J blocks and renovated the old structures.

New vehicle parking sheds were constructed for staff members.

Sports Infrastructure

Fitness Centre was refurbished and new equipment added, augmented Archery equipment. The Football ground was renovated and boundary fences were added.

A new Cricket pitch dedicated for net practice was laid and Badminton Courts were built.

Commenced 'Chavara' Inter Collegiate-Inter School Football / Cricket Tournaments.

Green Initiatives

Well-Recharging provisions are implemented in the campus.

The extent of landscaped land was increased and lawns are watered with sprinklers to maximize water utilization.

The Herbal and Agro Gardens were renovated and new water sprinklers and fencing was added.

The Institution is fully solar powered.

ICT and Library Facilities

Above 90 percent of class rooms are equipped with TV/ ICT facilities.

Enhanced e-learning and developed a digital environment.

The Server was upgraded with more provisions.

Installed student-centric Management Information System (MIS)

Installed CCTV cameras in places of public access,

More computer terminals were installed in the library for browsing. The library facilities were fully computerized and software upgraded with KOHA. Additional Research Facilities are provided in the

library.

Collection of rare stamps, coins, currencies and books were updated and archived.

Social and Community Outreach Initiatives

Conducted fund raising program in connection with the Golden Jubilee celebrations for scholarships and Housing Projects, involving alumni and well-wishers.

Conducted mega Job Fair involving Government agencies.

Organized Computer Literacy Drive and started Tailoring training Centre

Organised Staff family get together.

Skill Initiatives

From 2015 onwards initiated yearly South India Management Fest named 'Revolusius'.

Started ASAP and achieved five star ranking, coming third in State and first in the District

Lecture series, Career orientation sessions, Mock interviews, Group discussions, Industrial visits and field trips were regularized.

File Description	Document
Any additional information	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 49

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
23	11	5	3	7

File Description	Document
Report of the event	View Document
List of gender equity promotion programs organized by the institution	View Document
Any additional information	View Document

7.1.2

1. Institution shows gender sensitivity in providing facilities such as:

1. Safety and Security
2. Counselling
3. Common Room

Response:

St Aloysius College perceives the significance of upholding the virtues of equality and dignity and inculcates those values by promoting a gender-sensitive ambience in the campus.

Safety and Security:

- The campus is nestled amidst the serene paddy fields owned by the College; act as a natural barrier distancing the institution from the commotions of the town.
- The institution is surrounded by compound walls and iron gates to ensure safety of the students.
- The campus has 24 hour security guard service and the college also has installed 36 CCTV cameras at various locations for surveillance.

- A shuttle bus service is provided exclusively for female staff and students apart from the regular travelling facility provided by the college.
- The College women's hostel provides safe environment for students from distant locations.
- The Equal Opportunity Cell and Women's Club sensitize the students on the relevant gender issues and provide them opportunities for empowerment.
- The NCC with separate units for girls and boys and the NSS units of the college also inculcate gender sensitivity among students.
- St Aloysius College Alert Group for Women, under the Women Club is a social media based collective of students and staff which focuses on immediate intervention in case of gender violence in the campus.
- Self Defense classes are conducted by the Women Club to empower female students.
- Our institution creates awareness against gender discrimination and violence by publishing its policies against harassment on notice boards and distributing brochures.
- Women helpline numbers are displayed on signboards to maximize student security.

Counseling:

St. Aloysius Counselling Services offers counselling to students catering to their different requirements. It co-ordinates with the Department of Psychology and Women Club to address various problems of the students.

· Students make use of the counseling facility for personal issues as well as problems related to academics and career planning.

· Several academically advanced female students of our college are part of Walk With the Scholar Programme (WWS) enabling them to excel in their disciplines.

· Faculty members who are internal mentors of the programme participate in workshops to develop their mentoring skills.

Common Room:

· Our institution has a Women's Wing and a Women's Lounge in separate Blocks. There are separate common rooms and restrooms for female students and female staff ensuring adequate privacy.

· The Women's Wing also contains a furnished Infirmary with emergency medicines and first aid kits.

· The college also provides the service of community nurse and ambulance service in case of emergency from the near-by Health Center.

· The Health Room is equipped with a stretcher and a wheelchair to aid the students who are in need of medical help.

A fitness center with adequate fitness equipment is made available to the girl students.

File Description	Document
Any additional information	View Document

7.1.3 Alternate Energy initiatives such as:

1. Percentage of annual power requirement of the Institution met by the renewable energy sources

Response: 100

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

Response: 58080

7.1.3.2 Total annual power requirement (in KWH)

Response: 58080

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	View Document
Any additional information	View Document
Link for Additional Information	View Document

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 11.82

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 2664.34

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 22538

File Description	Document
Details of lighting power requirements met through LED bulbs	View Document
Any additional information	View Document

7.1.5 Waste Management steps including:

- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

Response:

Effective waste management in our institution is made possible by following the principle of 'Reduce, Reuse and Recycle'. The Nature Club and NSS ensure that ecological practices are given top most priorities of the institution. The campus waste is sorted to Solid, Liquid and E-Waste and are effectively disposed to make the campus clean and green. There are different ways adopted by the college to manage these wastes.

Solid Waste :

- Separate Waste bins at different locations are kept for efficient collection of organic and inorganic waste.
- The segregation of waste materials into organic and inorganic materials enable suitable waste management.
- Organic waste from the campus, canteen and hostel is converted into organic fertilizer using vermicomposting.
- The vermicompost from the drums are used as organic fertilizer and soil conditioner for organic farming.
- Laboratory waste from Zoology, Chemistry and Physics are treated as per their specificities and disposed in the most viable manner.
- Paper waste generated from the campus are collected and handed over for recycling to Kunnath Paper Mills pvt. Ltd., Palakkad.

Liquid Waste:

- Non hazardous waste water from the campus n is used for irrigation of the campus.
- Considering the relevance of ecologically sensitive kole fields around the campus, the waste water from laboratories, canteen and various wash facilities is channeled to percolation pits.
- Chemical waste from the Chemistry laboratory is filtered and then directed to a dry pit for safe disposal.

E-Waste :

- All departments report the number of non-working electrical/ electronic devices which are collected in order to repair, recharge or replace them.
- The irreparable equipment are disposed through Thrissur Corporation agencies periodically.
- Our institution understands the significance of the looming dangers of ever-increasing e-waste and routinely sensitizes the students on the proper e-waste management.
- The students of the Chemistry Programme carried out a project on gold extraction from discarded mobile sim cards and other e-waste.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

- The campus is surrounded by ‘Kole’ paddy fields under the ownership of the college and a part of a natural basin that hold the south-west monsoon waters for the best part of 4 months before they are drained for paddy cultivation. This natural reservoir is a major contributor to the maintenance of the region’s water table.
- The lush green campus surrounded by Kole fields maximizes percolation of water into the soil allowing nature’s own groundwater recharge mechanism.
- Apart from this, rain water from the rooftops of the new buildings is directed to the open wells situated in the campus enabling ground water recharge. This is crucial in garnering water during the summer showers. The water thus collected is used for the ornamental, vegetable and herbal gardens.
- The annual rainfall of the locality is 3000 mm which results in 800 sq meter area receiving 3000 mm rainfall per square meter. It results in the rainwater harvest of about 2,400,000 liters of water which is then used for recharging the ground water.
- The two wells located in the compound are used for drinking and agriculture in 30 acres of land including a sprawling lush green lawn of 40000 sq ft.

File Description	Document
Link for Additional Information	View Document

7.1.7 Green Practices

- **Students, staff using**
 - a) **Bicycles**
 - b) **Public Transport**
 - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

Response:

Situated in a serene environment encircled by ecologically sensitive and a part of Ramsar, our institution is conscious of its requirement to be champions of conservation and green practices. It is in this context that we have moulded and updated our ecological practices to ensure maximum result in preserving the essence of nature around us. Following are some of the ecological practices carried out in the institution to

reduce our carbon footprint:

- **Pedestrian Friendly Roads:** - The college has a “Restricted vehicle zone” inside the campus. It also has a pedestrian friendly road in front of the Main Block where entry is restricted to vehicles during the college hours.
- **Plastic Free Campus:** The College is declared as a plastic free campus where eco-alternatives are often opted instead of plastic. Cloth banners, jute files and paper pens are used in the events organized by various departments and clubs.
- **Paperless office:** Introduction of the Management Information System has initiated our institute’s goal to be completely paperless in all the administrative and academic endeavors. Attendance, assignment draft submission and result publications reduce the demand for paper.
- **Green landscaping with trees and plants:** Headed by NSS and Nature Club, students of our institute take initiative to plant saplings in the campus. The campus is eco friendly with ornamental, agro and herbal gardens and a canopy formed by trees around hundred years of age.
- **Notices** are displayed in the classrooms to remind students to switch off fans and electrical appliances when not in use.
- **Public Transport:** Majority of students and staff depend on public transportation. Car pooling is encouraged to minimize the pollution caused by automobiles.
- **Bicycles:** Significant number of students use bicycles.
- **Creating Awareness:** Panels/Display boards carry messages and posters create awareness on relevant environmental issue. NSS and Nature club have organized photography campaigns on ecological problems and Clean up-drives.
- **Green Audit** conducted in 2018 to ascertain the measures required for energy conservation.
- **Use of eco-friendly alternatives :** CPCB (Central Pollution Control Board) approved diesel generators are used in our institution and eco-friendly refrigerators are opted in Air conditioning system.
- **Green Protocol** issued by the Government of Kerala is followed in the institution to discourage the use of non-biodegradable materials.
- **Ozone Day, Environment Day, Wetland Day** etc. are observed by the institution to inculcate a sense of environmental consciousness in students.
- **Agro-Veg Garden, Herbal Garden** in the institution teaches students the basics of agriculture and indigenous wisdom.
- **Paddy Cultivation** by students gives them first-hand experience in farming and also develops ecological awareness.
- **Solar power plants** – The institute is fully solar powered and excess electricity generated is transferred to the State grid.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 2.35

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
9.95	3.04	2.66	13.05	2.08

File Description	Document
Green audit report	View Document
Details of expenditure on green initiatives and waste management during the last five years	View Document
Any additional information	View Document

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

A. 7 and more of the above**B. At least 6 of the above****C. At least 4 of the above****D. At least 2 of the above****Response:** A. 7 and more of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document
link to photos and videos of facilities for Divyangjan	View Document

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years**Response:** 21

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
04	04	05	06	02

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	View Document
Any additional information	View Document

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)**Response:** 21

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
03	05	06	04	03

File Description	Document
Report of the event	View Document

7.1.12**Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff****Response:** Yes

File Description	Document
Any additional information	View Document
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	View Document

7.1.13 Display of core values in the institution and on its website

Response: Yes

File Description	Document
Any additional information	View Document
Provide URL of website that displays core values	View Document

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Response: Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	View Document
Any additional information	View Document

7.1.15 The institution offers a course on Human Values and professional ethics

Response: Yes

File Description	Document
Any additional information	View Document
Provide link to Courses on Human Values and professional ethics on Institutional website	View Document

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: Yes

File Description	Document
Any additional information	View Document
Provide URL of supporting documents to prove institution functions as per professional code	View Document

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 46

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
13	8	7	11	7

File Description	Document
List of activities conducted for promotion of universal values	View Document
Any additional information	View Document

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

- The College celebrates with great fervor the national festivals, birth anniversaries and memorials of great Indian personalities like Mahatma Gandhi, Sardar Vallabhbhai Patel, Pandit Jawahar Lal Nehru, Sarvepalli Radhakrishnan, Lal Bahadur Shastri.
- Various national days of importance like Independence Day, Republic Day and Gandhi Jayanti are also celebrated with great enthusiasm.
- Focusing on the unified diversity of the nation, the government had announced the birth anniversary of Sardar Vallabhbhai Patel on October 31 to be celebrated as Rashtriya Ekta Diwas (National Integration Day) every year. On this occasion, College also celebrates Ekta Diwas in the college.
- Cleanliness drives or Swachhta Abhiyan are organized by College on every 2nd October (Birth of Mahatma Gandhi)
- Vivekananda's Birthday- National Youth Day is celebrated by the students by organizing

awareness rallies, participating in cleanliness drives

- International Women's Day is celebrated by Women Cell and competitions are held to create awareness on gender related issues
- National Science Day, NSS Day, Reader's Day, International Yoga Day and festivals like Onam, Christmas, Eid, Kerala Piravi, days of National importance are celebrated.

File Description	Document
Any additional information	View Document

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

- Finance audit is conducted every year and financial audited statements are sent to statutory stakeholders.
- The auditing is done Biju Associates, Chartered Accountant, M No. 21640, Shornur Road, Thrissur ,a certified chartered accounting firm. All financial reports are prepared with complete accuracy, and periodic inspections are done by officials from the Department of higher Education.
- Annual Academic and Administrative Audits are conducted to assess the quality of academic endeavours.
- The alumni accounts are prepared and maintained efficiently. Separate accounts and reports are maintained for funded programs, seminars and conferences. Authorized personnel from the government conducts audit to make sure of the proper and effective utilization of funds.
- Since the Institution is a nonprofit organization, each account has been processed through internal audit, external audit and auditing conducted by government authorities.
- Green Audit was conducted to maximize green practices by the institution.
- Each department prepares Department Budget and formulates and adheres to an annual academic plan based on the university academic calendar.
- All the current events and their processes, including admission, examinations, posted on the college website notice board as well as the college notice board.
- The admission process at the graduate and post graduate levels is transparent and well organized through Single Window system of the University of Calicut. Throughout the admission process, publicity is ensured through Website, Help Desk, assisted by teachers.
- The process is absolutely transparent and follows all the norms and procedures laid down by the University of Calicut.
- For queries and complaints, there is a contact number being displayed on the college website. Aloysius Pupil Hub, the MIS of the institution updates the attendance of the students on hourly basis which can be verified by students and parents by logging in to the MIS.
- Student absence notification is sent as an SMS alert to the guardians. Dates for the submission of internal marks are notified on the notice board and faculty accordingly announces the assignments.
- Internal assessment marks of the students are displayed on the notice board before submission.
- Discipline Committee, Grievance Cell, College Council meetings are held and signed minutes are recorded.
- All important instructions to students are notified using the public address system and Display

Screens.

- PTA, Staff Meetings are held in every semester to ensure transparency in all endeavours. Marks scripts are distributed during PTA, and class teachers personally meet the parents.
- Appointments to teaching and non-teaching posts are made on the basis of merit as per the rules laid out by the government and university.
- The institution follows the guidelines of Right to Information Act and the institution has an Appellate authority, RTI officer and Assistant RTI officer. The details are made visible at the Website.

File Description	Document
Any additional information	View Document

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

Best Practice 1: Aloysius Social Welfare Initiative

Objectives of the Practice

The main objectives of the practice are:-

- To train students to be agents of positive social change through structuring specific awareness programmes on socially relevant issues.
- To groom socially responsible, pro-active young generation who are capable of utilising their life skills to reach out to the needy.
- To develop a system that incorporates human values along with academic learning.

The Context

St Aloysius Social Welfare Initiative is an attempt to sensitize the students on the pivotal role they can play in creating social change. The primary goal is to impart necessary life skills for the life outside campus by active engagement in awareness campaigns and social services.

One of the challenging issues that needed to be addressed was the increasing cases of drug abuse and related crimes in Thrissur district. It is in this context that the *Lahiri Virudhha club* (Anti-drug club), NCC and NSS teams of the institution organized events to maximise public awareness on the issues. Programmes such as Digital Initiative and Communicative Skill Development Programs were launched to develop the career opportunities of the rural community. Institution's responsibility reflects in the *Abhayam*- Home for Homeless project of the university of Calicut, *Unnathi* – Training in Tailoring and Fashion Designing and *Padheyam* – Food for the poor.

The Practice

Describe the practice and its uniqueness in the context of India higher education.

What were the constraints / limitations, if any, faced (in about 400 words)

Our students, belonging to various clubs and forums, actively interact with different sections of the society in the past five years. St Aloysius Social Welfare Initiative is a conglomeration of awareness programmes and social services in the areas of public health, education and charity.

- **Digital Initiative** : “Age friendly Campus Initiative” was inaugurated by MKC Nair, the Honorable Vice Chancellor of Kerala University of Health Sciences (KUHA). The students gave basic digital skill training to candidates from the nearby locality. Under Saksharatha Abhyan of Government of India, students organized several workshops on the use of BHIM app in Kolazhi panchayat and Thrissur Corporation.
- **Communicative Skill Development Programme** : The programme focuses on communicative skills training to the students from rural background. Every week students from St. Aloysius HSS, participate in activity based sessions led by MA students of the English department.
- **Awareness Campaigns**: Studies have shown 78% increase in drug related crimes in Kerala since 2014, with an estimated 5% of the victims being children under 17. In association with Exercise, Police Departments and Thrissur Municipal Cooperation, *Lahiri Viruddha Club* , NSS and NCC organized several awareness campaigns including, road shows, marathons and flash mobs etc.
- **Blood and Stem Cell Donation** : NSS units of the college arranged blood donation camps in association with IMA Thrissur every year. Awareness class on stem cell donation was arranged with the NGO ‘DHATHRI’. Nearly 100 students were in the drive to donate Stem Cell.
- **Padheyam** –Food for the poor is a charity initiative that imparts values of compassion and love towards the downtrodden sections of society. Nearly 80-100 students bring food parcels on every Thursday and it is distributed to the poor in various parts of town.
- **Abhayam project – Home for Homeless**: NSS volunteers constructed a house under the *abhayam* project and handed over to Smt.Thankamma , Ammukulam Colony by Ollur M.L.A Sri.K Rajan. Students also collected books to start a library in the Ammukulam colony and contributed to the medical aid fund in that locality.
- **Unnathi** – Training in Tailoring has been conducted in order to impart skills for the girl students with the support of the women in neighborhood.
- The institution also provides pioneering contributions in palliative care, financial support to cancer patients, preparing blood bank directory, organizing workshops in candle making, paper bag making, hospital cleaning and providing free books to the children.

Evidence of Success

Provide evidence of success such as performance against targets and benchmarks,

review results. What do these results indicate? Describe in about 200 words.

- In recognition of the contributions made by the Anti-Drug Abuse Club, *Lahiri Viruddha* club of St Aloysius was declared as ***The State Level Best College against Alchoholism and Drugs*** in Kerala and received an amount of Rs. 10000/- as Cash Award and a Trophy from the Chief Minister of Kerala on the International Anti-Substance Day on 26th June 2017.
- NSS unit received a ***Model Voluntary Blood Donation Award*** from IMA Thrissur on 14 October 2017.
- The Communicative Skill Development Programme for the school students resulted in tremendous progress in the language enrichment of the students. It also benefitted the P.G students whose teaching skills were enhanced increasing their employability.
- Several of our trainers who were part of the Communicative Skill Development Programme have been ***qualified as Communicative English Trainer of ASAP, Government of Kerala.***
- As a result of these trainers, the ASAP unit in St. Aloysius college got ***Five Star Status*** along with ***First Rank in Thrissur District and Third Rank in Kerala State.***

Problems Encountered and Resources Required

- Problem in scheduling specific programmes owing to inconsistencies in the conduct of university exams.
- General unwillingness of the parents of girl students to permit their participation in community services.
- Lack of government sanctioned funds to carry out bigger project

Best Practice 2: Green Campus Initiative

Green Campus Initiative under the aegis of Nature Club has much to do with Elthuruth, *el-thuruth*, God's own land, as a campus-wide initiative to keep the land clean and green. It started with the green-clean campus drive and slowly grew to such a level with the expertise of voluntary organization, God's Own Farms.

Objectives

- To impart the values of sustainable living in students by teaching the importance of organic farming for environmental sustenance.
- To conserve and protect natural resources for future generations, and to protect human health through environmental sensitivity
- To sensitize the students on the relevance of the internationally protected Ramsar site that surrounds the campus and to probe ways of addressing the threats that affect its existence.

The Context

- St. Aloysius is much more than a cluster of concrete buildings; it's an academic fraternity in the midst of luster green paddy fields, verdant landscape and old grandma trees.
- Situated in a serene environment encircled by ecologically sensitive and internationally significant Kole fields, our institution is conscious of its requirement to be champions of conservation and green practices.
- The practice of organic farming in a systematic way is being done in the paddy fields owned by the

management.

- It is in this context that we have moulded and updated our ecological practices to ensure maximum result in preserving the essence of nature around us.

The Practice

- Green Army under Nature Club is an initiative of our college which intends to promote sustainable living through organic farming.
- It intends to develop awareness and participation of students in ecologically sustainable modes of living. Headed by the Green Army, students cultivate organic vegetables in the plot allotted for vegetable garden.
- In this context, a Nadil Utsav – Naambu 2015 was also organized to give a firsthand experience of Paddy cultivation. The students joined a part of organic paddy cultivation in the fields owned by the college management.
- Observation of World Environment Day by planting saplings in the campus which were allotted to various departments for watering and upkeep.
- Nature club organizes distribution of tree saplings and vegetable saplings every year. More than 1000 vegetable saplings and 50 grow bags were distributed to teachers and students in the campus. Around 200 vegetable saplings were planted in campus itself.
- Collage and paper presentation competition on the theme of environmental sustenance are organised for the students to sensitize them on the need to protect the environment
- Nature club in association with various departments of our college organized a programme titled AGRO -VEG Garden -15 on 14th July, 2015. It is aimed to educate the students about the importance and necessity of growing organic vegetables in our premises.
- Each department was separately allotted 30 grow bags each and different locations were demarcated and allotted to the department
- 10 students and a staff were assigned for each working day from Monday to Friday to perform maintenance activities to keep the garden healthy. We created a clear schedule for volunteers to minimize their effort and to undertake the maintenance activities efficiently.
- The schedule for each day is attached and the respective staff in-charge motivate volunteers to follow the schedule.
- The volunteers are selected on the basis of observation, on their contribution to the project and on their regularity in attending the meetings.
- Students were given training to follow sustainable living by avoiding the use of plastic. In this connection a workshop on the manufacture of Eco-friendly bags and exhibition of eco-friendly products were organized by the Women Club.
- To create awareness among the academic community several seminars were conducted on the need to maintain ecological balance. Seminars on Wet Land Conservation, vegetable farming and aquaponics are conducted in the campus.
- Street plays on tree conservation and photography competitions are organized by the students in connection with environment day.

Evidence of Success

- Nature club organized vegetable farming in a plot of 5 cents in the college premises. It resulted in collaboration with a voluntary organization namely “**God’s Own Farms**”.
- The success and the interest generated in students inspired the Council to suggest to start a vocational degree program in the related areas. Accordingly a **B Voc program in Nursery and**

Ornamental Fish Farming (UGC funded) started in the college in the academic year 2019-20.

- The students were introduced to culture of farming and field work.
- The agricultural plot was watered and maintained by Nature club volunteers.
- Different types of vegetables like Chilly, tomato, Brinjal, ladies finger etc. were planted in the plot. After two months the harvesting was done regularly. Around 25kg vegetables were collected by this project.
- Regular participation of students in the programme enhanced their life skills, inculcating in them values of perseverance, patience and compassion.

Problems encountered

- Regular maintaining of vegetable farming is often hindered by the inconsistent conduct of frequent university exams.
- Amidst the regular working hours, intermittently incorporating the field activities have become difficult for students.
- The problems like time, infrastructure and equipment facility often had conflict with each group.
- Lack of Government sanctioned funds to develop the project to a larger scale.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

The college is part of the century old tradition of CMI education system founded by the renaissance leader of Kerala, St. Chavara Kuriakose Elias whose vision paved way to social progress through education, women empowerment, social justice and equity. St Chavara's vision of *palliyodonnichu oru pallikoodam* (an educational institution attached to a church) showed the power of education in causing tremendous social progress. Through his unique vision he made education possible to all sections of society regardless of caste, religion or gender. The College endeavors to pursue the same tradition and vision for creation of a just and humane society.

Institutional distinctiveness sets a centre theme around which our pursuit of excellence is built and it is chiefly structured on inclusion, equity, skill development and Service to Society. The institution makes inclusion the most significant concept that regulates all academic and administrative planning and execution in the institution.

- 62% of our students studying in our institution are from socially and economically backward communities and 65 % of the total students are first generation learners. Nearly 78% of students are

from rural and coastal backgrounds.

- It is in this regard, the college provides financial support to the meritorious students in the form of scholarships and endowments.
- The college offers several skill based vocational courses such as B.Voc programme in Jewellery Designing, Gemmology and Nursery and Ornamental Fish Farming. Hands on training in Detergent making, Tailoring, Candle making, Television-Video Production etc. to increase the employability of the students from rural background.
- Capacity building initiatives and personality grooming sessions are regularly carried out by the Placement Cell to make students more job ready
- Since 67% of students are girls, sensitizing the students on gender equity becomes crucial. This is achieved by the combined efforts of Women's Club and Equal Opportunity Cell which conduct regular workshops for women in self-defense and Life Skills.
- The campus also acts as an inclusive institution by making the campus differently-abled friendly and organizing several programmes for the uplift of divyangjan. Karuthal – a peer mentoring initiative enable the students to progress in their academic and personal life.
- Organic Paddy cultivation, Agro farming, Herbal garden are initiatives which made the students agents of sustainable living.

The college has developed creative campus engagements which focuses on student centered learning, community development and sustainable living:

Engaged in student-centered learning

- Intrinsic motivation rather than extrinsic coercion
- Based on learners' needs and interests
- Foster constructive participation.

Engaged in the community service

- Education as part of an ecosystem
- Learning through community experience
- Service Focus on campus and in the local community

Engaged in caring for the green environment

- Creation and sustenance of green campus
- Focus on sustainable development
- Pollution free and plastic-free society

The college made remarkable contribution in various social initiatives such as Anti-drug abuse drive, *Abhayam*- Housing project, *Padheyam*- Food for the poor, *Unnathi*- Tailoring training and excellence in skill acquisition programmes.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

NAAC

5. CONCLUSION

Additional Information :

- The institution has A+ and A grade holders and toppers in the university examinations.
- Golden Jubilee year was inaugurated by Hon'ble Supreme Court Justice Shri. Kurien Joseph and the Valedictory Function was presided by Justice (Retd.) Shri. P Sadhasivam, the Hon'ble Governor of Kerala.
- He also released the commemorative First Day Cover and postal stamp.
- Former Indian Ambassador Shri. T.P. Srinivasan IFS inaugurated the International Seminar.
- Dr. Rajan Gurukkal, Vice-Chairman, Higher Educational Council, inaugurated *Lyceum*, the Golden Jubilee Lecture Series.

Concluding Remarks :

St. Aloysius College, established in the year 1968, completes its fifty years of existence with a stated Vision and Mission of molding intellectually competent, morally upright, socially committed and spiritually inspired individuals. During the post accreditation period the college has promoted lots of quality initiatives and it finds its impact on all domains of the institution. Along with more add-on / job oriented / Value added courses, 11 new programs including UGC supported B.Voc Programs were introduced. Over the last five years, the strength of students increased from 848 to 2004. The curriculum growth of UG, PG programs and English Department as Research center indicates a continuous journey beyond the threshold of mediocrity to soar into an ever continuing explorative experience in quality education. More than 90% classes with ICT enabled teaching environment, Media Center for E-content development, numerous social and community outreach programs evidenced by Awards and Recognitions, Library e-resources, ERP software, new Blocks, many Career guidance and Placement drives, skill development venues and several green initiatives mark the post accreditation period in the institution's fifty years of academic journey.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.1.3	<p>Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years</p> <p>1.1.3.1. Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>15</td> <td>17</td> <td>11</td> <td>6</td> <td>5</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>9</td> <td>12</td> <td>7</td> <td>5</td> <td>5</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	15	17	11	6	5	2017-18	2016-17	2015-16	2014-15	2013-14	9	12	7	5	5
2017-18	2016-17	2015-16	2014-15	2013-14																	
15	17	11	6	5																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
9	12	7	5	5																	
1.2.1	<p>Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years</p> <p>1.2.1.1. How many new courses are introduced within the last five years</p> <p>Answer before DVV Verification : 503</p> <p>Answer after DVV Verification: 470</p>																				
1.3.2	<p>Number of value added courses imparting transferable and life skills offered during the last five years</p> <p>1.3.2.1. Number of value-added courses imparting transferable and life skills offered during the last five years</p> <p>Answer before DVV Verification : 34</p> <p>Answer after DVV Verification: 16</p>																				
1.3.3	<p>Percentage of students undertaking field projects / internships</p> <p>1.3.3.1. Number of students undertaking field projects or internships</p> <p>Answer before DVV Verification : 495</p> <p>Answer after DVV Verification: 551</p> <p>Remark : As per the HEI data attached with the Metric in response.</p>																				
1.4.1	<p>Structured feedback received from</p> <p>1) Students, 2)Teachers, 3)Employers, 4)Alumni and 5)Parents for design and review of syllabus- Semester wise/ year-wise</p> <p>Answer before DVV Verification : A.Any 4 of the above</p> <p>Answer After DVV Verification: A.Any 4 of the above</p>																				

1.4.2	<p>Feedback processes of the institution may be classified as follows:</p> <p>Answer before DVV Verification : A. Feedback collected, analysed and action taken and feedback available on website</p> <p>Answer After DVV Verification: A. Feedback collected, analysed and action taken and feedback available on website</p>																				
2.2.3	<p>Percentage of differently abled students (Divyangjan) on rolls</p> <p>2.2.3.1. Number of differently abled students on rolls</p> <p>Answer before DVV Verification : 9</p> <p>Answer after DVV Verification: 9</p>																				
2.4.4	<p>Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years</p> <p>2.4.4.1. Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="306 869 1046 1003"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>4</td> <td>9</td> <td>7</td> <td>4</td> <td>4</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="306 1081 1046 1216"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>00</td> <td>0</td> <td>0</td> <td>01</td> <td>01</td> </tr> </tbody> </table> <p>Remark : The HEI has claimed Book published - Electrodynamics Made Simple. Program Co-ordinator Ozone Day-KSCSTE Reviewer ELSEVIER SUPERLATTICES AND MICROSTRUCTURES and Paper Presentation ,International Conference ,University Of Dubai, Advisory Board Member Scientia- National Science Journal as awards, recognition, fellowships at State, National, International level from Government, recognised bodies. These do not qualify. Program Co-ordinator World Environmental Day-KSCSTE Executive Member Indian Society of Analytical Scientists, Kerala are also not awards. The HEI has claimed Summer Teaching Assistanship Program at Seton Hall University by Dr Babu as an award. This is considered an award only first time. Lieutenant officer, (NCC ANO) is normal appointment of the NCC for the faculty i/c NCC. Resource person , Training for Migration students organized by Cambridge University at Bangkok is considered in 2014-15.</p>	2017-18	2016-17	2015-16	2014-15	2013-14	4	9	7	4	4	2017-18	2016-17	2015-16	2014-15	2013-14	00	0	0	01	01
2017-18	2016-17	2015-16	2014-15	2013-14																	
4	9	7	4	4																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
00	0	0	01	01																	
2.4.5	<p>Average percentage of full time teachers from other States against sanctioned posts during the last five years</p> <p>2.4.5.1. Number of full time teachers from other states year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="306 1928 1046 2063"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>19</td> <td>20</td> <td>15</td> <td>13</td> <td>11</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	19	20	15	13	11										
2017-18	2016-17	2015-16	2014-15	2013-14																	
19	20	15	13	11																	

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
19	20	15	13	11

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

3.1.1.1. Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
.09	.8	0	2	4.5

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
.09	.8	0	2	4.5

3.1.3 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

3.1.3.1. Number of research projects funded by government and non-government agencies during the last five years

Answer before DVV Verification : 6

Answer after DVV Verification: 6

3.1.3.2. Number of full time teachers worked in the institution during the last 5 years

Answer before DVV Verification : 135

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

3.2.2.1. Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
17	6	7	5	10

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
2	1	1	0	1

Remark : The HEI was advised that Only activities with a bearing on Intellectual Proper Rights, Innovation practices, and Industry- academia initiatives can be considered. The HEI has attached large number of irrelevant claims in its response to the Metric. Only the following have been considered National Conference on “Modern Trends in Zoological Research” in 2013-14, Newer Trends in Zoological Millennium in 2016-17, National Workshop on "Mangrove Conservation" 2015-16 Publishing high quality research papers in academic journals’ by Prof. Dr. Justin Paul and National Conference on ‘Innovation in Bio-diversity Conservation in Indian Scenario’ by Department of Zoology. both in 2017-18.

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Answer before DVV Verification : Yes

Answer After DVV Verification: No

Remark : The attached certificates do not support the HEI claim that "The institution provides incentives to teachers who receive state, national and international recognition/awards". The HEI was requested to The HEI must provide a copy of the policy, signed by the Principal and the Chairman, on incentives to teachers who receive state, national and international recognition/awards. A copy of the policy signed by the Principal may be attached. The HEI must provide e- copies of the letters of awards and the E-copy of the proof of incentive that may range from Study leave to monetary and promotion benefits. Neither of these have been provided.

3.3.3 Number of Ph.D.s awarded per teacher during the last five years

3.3.3.1. How many Ph.Ds awarded within last five years

Answer before DVV Verification : 3

Answer after DVV Verification: 01

3.3.3.2. Number of teachers recognized as guides during the last five years

Answer before DVV Verification : 4

Answer after DVV Verification: 4

Remark : Award of PhD of Binoj Mathew cannot be claimed in 2017-18 as notification and Degree are in 2018-19. Award of PhD to Rajesh M is considered. In case of Smt Saji KG the Guide Dr Verghese left the HEI in March 2014 while the PhD has been awarded in 2017-18. The PhD can be claimed only be the current college of the guide.

3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years

3.3.4.1. Number of research papers in the Journals notified on UGC website during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
8	9	9	12	12

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	0	0	0

3.3.5

Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

3.3.5.1. Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
5	1	5	3	1

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
04	00	5	3	1

Remark : As per the HEI data attached with the Metric in response.

3.4.2

Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

3.4.2.1. Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
4	2	5	3	1

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
01	1	1	0	0

Remark : As per the HEI statement in the response dialogue box and the data attached with the Metric in response. Anti-tobacco and anti-Drug awareness Campaign by the Govt of Kerala and Additional Skill Acquisition Programme (ASAP) of 2015-16 are considered effective as extension programs and awards for these considered. Blood donation to Red Cross or Gguvt Hospitals only can be considered.

3.4.3

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 last five years

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., year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
20	21	18	13	18

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
19	20	18	13	15

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

3.4.4.1. Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
1458	1640	1284	962	969

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
434	385	645	236	210

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

3.5.1.1. Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
20	14	9	11	10

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
10	13	14	10	7

Remark : As per the HEI statement in the response dialogue box and the data attached with the

Metric in response. The HEI has multifunctional links and has counted functions rather than links.

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

3.5.2.1. Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	6	5	2

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
00	0	00	09	00

Remark : As per the HEI statement in the response dialogue box and the data attached with the Metric in response. The MoU with Angel Fish farm and Anna Aqua Pets are both signed in July 2018 and are not from the period of assessment. Hence not considered. As per the HEI attached MoU copy.

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

4.1.3.1. Number of classrooms and seminar halls with ICT facilities

Answer before DVV Verification : 65

Answer after DVV Verification: 36

Remark : As per 4.1 the HEI has 20 Class rooms with TV (Smart TV is not counted in this 30). In addition there are Class Rooms with Projectors rather than LCD. These projectors are taken to have connectivity with computer network. This leaves 36 Class rooms with ICT facility.

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

4.1.4.1. Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
177.1	128	131.5	156.9	140.9

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14

172.3	124.3	123.8	178.1	144.7
-------	-------	-------	-------	-------

4.2.6 Percentage per day usage of library by teachers and students

4.2.6.1. Average number of teachers and students using library per day over last one year

Answer before DVV Verification : 272

Answer after DVV Verification: 232

Remark : As per the HEI statement in the response dialogue box and the data attached with the Metric in response.

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

4.4.1.1. Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
73.95	82.61	71.48	150.4	79.5

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
73.95	82.61	71.48	150.4	79.5

5.1.2 Average percentage of students benefited by scholarships, freships, etc. provided by the institution besides government schemes during the last five years

5.1.2.1. Total number of students benefited by scholarships, freships, etc provided by the institution besides government schemes year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
151	153	140	129	126

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
53	44	48	45	34

Remark : The HEI has included students prizes as scholarships, freships. in addition there are fess concessions of Rs 1000/- that have been counted as scholarship. Only Endowments and students granted scholarships, freships, etc under INSTITUTION POLICY LETTER FOR SCHOLARSHIPS AND FREESHIPS as attached have been considered.

5.1.4	<p>Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years</p> <p>5.1.4.1. Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 389 1046 524"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>1635</td> <td>1129</td> <td>1212</td> <td>1025</td> <td>869</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 602 1046 736"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>684</td> <td>556</td> <td>472</td> <td>335</td> <td>269</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	1635	1129	1212	1025	869	2017-18	2016-17	2015-16	2014-15	2013-14	684	556	472	335	269
2017-18	2016-17	2015-16	2014-15	2013-14																	
1635	1129	1212	1025	869																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
684	556	472	335	269																	
5.1.5	<p>Average percentage of students benefited by Vocational Education and Training (VET) during the last five years</p> <p>5.1.5.1. Number of students attending VET year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 972 1046 1106"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>626</td> <td>600</td> <td>572</td> <td>374</td> <td>362</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 1184 1046 1319"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>356</td> <td>289</td> <td>68</td> <td>127</td> <td>155</td> </tr> </tbody> </table> <p>Remark : As per the HEI statement in the response dialogue box and the data attached with the Metric in response.</p>	2017-18	2016-17	2015-16	2014-15	2013-14	626	600	572	374	362	2017-18	2016-17	2015-16	2014-15	2013-14	356	289	68	127	155
2017-18	2016-17	2015-16	2014-15	2013-14																	
626	600	572	374	362																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
356	289	68	127	155																	
5.2.2	<p>Percentage of student progression to higher education (previous graduating batch)</p> <p>5.2.2.1. Number of outgoing students progressing to higher education</p> <p>Answer before DVV Verification : 228</p> <p>Answer after DVV Verification: 158</p> <p>Remark : The HEI has included the student who completed their Diploma in Finance etc also in the list. Such students even though taking up higher studies are not eligible to be counted as they are not included in the outgoing students list.</p>																				
5.2.3	<p>Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)</p> <p>5.2.3.1. Number of students qualifying in state/ national/ international level examinations (eg:</p>																				

NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
13	12	10	9	8

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
09	11	8	9	8

5.2.3.2. Number of students who have appeared for the exams year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
60	66	73	51	45

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
60	66	73	51	45

Remark : As per the HEI statement in the response dialogue box and the data attached with the Metric in response. The HEI has provided clear data for 2016-17 and mixed up for other years. Registration cards of Higher Education are not considered to be proof of students qualifying in state/ national/ international level examinations.

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

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

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
65	32	43	37	36

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
02	00	00	01	00

Remark : As per the HEI statement in the response dialogue box and the data attached with the Metric in response. The following have been considered. "Third Prize: All India Inter university Best Physique competition 14-15 Leo P O, Semi finalist: Popular T.V Reality show D for Dance 14-15

(No certificate not considered) Represented India in Youth Exchange Programme, Russia 15-16, (no certificate not considered) First prize All India inter university championship Silver Medal: Shooting Competition in Tal Sainik camp and Gold Medal in All India National Benchpress Championship 17-18.

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

5.3.3.1. Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
29	35	25	15	35

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
06	08	04	05	04

Remark : The HEI has claimed ASIANET PLUS T.V SHOT IN THE CAMPUS. ASIANET PLUS TV SHOOT FOR 'CAMPUS COLOURS' ST. CHAVARA MEMMORIAL STATE LEVEL INTER SCHOOL & INTER COLLEGIATE FOOTBALL TOURNAMENT and HOSTING of ST. CHAVARA UNDER-19 CRICKET inter College TOURNAMENT. These are not at the HEI level and hence not eligible. Celebration of Christmas, Onam, College Day are covered under 7.1.17 and are not sports and cultural activities/ competitions organised at the institution level UNLESS specific competitions are organized. The activities such as MIME and MUSIC BAND FOR JANAM TV PERFORMED A SPECIAL SKIT ON THE FOUNDERS DAY, WOMEN'S CELL OF THE COLLEGE ORGANIZED CULTURAL EVENTS AT VIYYOOR CENTRAL PRISON, CAMPUS SHORT FILM FEST, THE DANCE CLUB STUDENTS PERFORMED AN EPISODE FOR ** are not sports and cultural activities competitions organised at the institution level.

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

5.4.3.1. Number of Alumni Association /Chapters meetings held year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
7	9	7	6	5

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
6	4	4	2	4

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and

towards membership fee of professional bodies during the last five years

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

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
5	10	2	2	1

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
5	2	1	1	0

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

6.3.3.1. Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
11	8	6	6	6

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
04	04	01	02	03

Remark : As per the HEI statement in the response dialogue box and the data attached with the Metric in response.

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

6.3.4.1. Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
27	21	14	16	9

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14

08	02	05	09	05
----	----	----	----	----

Remark : As per the HEI statement in the response dialogue box and the data attached with the Metric in response. The HEI was advised that Programs less than one week are not part of this Metric. However the HEI has attached large number of claims for duration 2 to 03 days. The HEI data has hence been cleaned.

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

6.4.2.1. Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
5.589	5.329	5.381	5.744	5.234

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
5.589	5.329	5.381	5.744	5.234

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

6.5.3.1. Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
24	13	7	8	11

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
03	02	03	04	03

Remark : The HEI was advised that IQAC initiatives having special focus on promotion of quality culture in the institution only can be considered. The HEI was requested to rationalize and provide ONLY those initiatives which have a backing of the IQAC through its meeting. The HEI has attached the same data again. International Women's day theme of "Be Bold For Change", Civil Servants Interaction Program, Staff Meeting. to Elect the Staff representatives for the academic year 2017-18 etc are not quality initiatives by IQAC for promoting quality directly. Nor are Theoretical Foundations Lecture Series, Greece as the Cradle of the Western Thought from myth to logos by Dr. Mariano Iturbe, National Seminar. The Theme of the seminar was "Fuzzy Mathematics and Graph Theory", "Modern Trends in Chemistry", Harvest festival, Paper Presentation Series etc have no bearing to the Metric. " Only those activities which are initiatives for promoting quality and are

recommended by IQAC have been considered. The Central Library orientation programme on “N-List E-Resources” . A Staff Orientation Programme and student grooming in 2013-14. conduct of an IT skill scholarship exam for the whole college, Proposal to the University for the Up Gradation of Department of English as Research Department, induction of . B.Voc Gemmology and B.Voc Jewellery Designing . "Seminar ‘publishing high quality research papers in academic journals’, visited Govt. College kodanchery and attended national seminar on Revised Accreditation Framework of NAAC and initiative by IQAC for AAA in 2017-18

6.5.4 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification
5. NBA or any other quality audit

Answer before DVV Verification : B. Any 3 of the above

Answer After DVV Verification: B. Any 3 of the above

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

7.1.1.1. Number of gender equity promotion programs organized by the institution year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
35	14	7	7	8

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
23	11	5	3	7

Remark : The HEI has claimed multiple topics in the same activity Eg on 08 Mar 2018 Gender Equity Sensitisation programme Poster Making on Gender Issues Elocution Competition for Women on “Forging Positive Visibility of Women in Media” Awareness Campaign on equal opportunity for women “ #Press for Progress” , Student Debate on “Patriarchal Gender Norms and the Role of Women’s Day” have been claimed. Similarly on 10 Oct 2017 and 08 Mar 2017. A class on Stress Management and "Four students attended the ‘Vanitha Silpashala’ organized by Kerala State Youth Welfare Board, and District Youth Center, Thrissur Ayyanthole. ", Medical Checkup for students, A

Workshop on Meditation Techniques are not gender equity promotion programs organized by the institution.

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years 7.1.10.1. Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
7	6	8	8	2

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
04	04	05	06	02

Remark : As per the HEI statement in the response dialogue box and the data attached with the Metric in response. The HEI has claimed "NCC cadets from different parts of the state participated in the CATC Camp held in the campus" Around 400 students from the college participated in the Balloon releasing programme at Thrissur National Games 2015. "UGC sponsored Two Day National Workshop on Theoretical Physics, „Order in the Disorder? "Orientation program for the aspirants of NBHM (National Board for Higher Mathematics) MSc Scholarship Examination 2016 from 16th July 2016 onwards (total 10 Saturdays) " The institution conducted a Mini-Olympiad for meritorius school students Students of Walk with the Scholar Programme visited IIM,Calicut to explore new possibilities in career advancement etc have not been considered. Only Specific initiatives to address locational advantages and disadvantages during the last five years have been taken into consideration.

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

7.1.11.1. Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
12	13	11	11	6

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
03	05	06	04	03

Remark : As per the HEI statement in the response dialogue box and the data attached with the Metric in response. Engagement and activities under this Metric that involve community and are off campus have been considered. Initiatives taken to engage with and contribute to local community supported by reports, newsprints, photographs that exhibit an interaction and engagement only have

been considered. As per the HEI reports signed by the coordinator and the principal for the Metric.

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

7.1.17.1. Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
23	8	7	11	7

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
13	8	7	11	7

2.Extended Profile Deviations

ID	Extended Questions																				
1.1	Number of courses offered by the institution across all programs during the last five years Answer before DVV Verification : 791 Answer after DVV Verification : 544																				
1.2	Number of programs offered year-wise for last five years Answer before DVV Verification: <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>25</td> <td>25</td> <td>25</td> <td>20</td> <td>17</td> </tr> </tbody> </table> Answer After DVV Verification: <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>25</td> <td>25</td> <td>25</td> <td>20</td> <td>17</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	25	25	25	20	17	2017-18	2016-17	2015-16	2014-15	2013-14	25	25	25	20	17
2017-18	2016-17	2015-16	2014-15	2013-14																	
25	25	25	20	17																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
25	25	25	20	17																	
2.1	Number of students year-wise during the last five years Answer before DVV Verification: <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>2004</td> <td>1844</td> <td>1608</td> <td>1335</td> <td>1098</td> </tr> </tbody> </table> Answer After DVV Verification: <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	2004	1844	1608	1335	1098	2017-18	2016-17	2015-16	2014-15	2013-14					
2017-18	2016-17	2015-16	2014-15	2013-14																	
2004	1844	1608	1335	1098																	
2017-18	2016-17	2015-16	2014-15	2013-14																	

2005	1843	1608	1335	1098
------	------	------	------	------

2.2 Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
140	151	142	129	106

Answer After DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
186	181	170	157	138

3.1 Total number of classrooms and seminar halls

Answer before DVV Verification : 68

Answer after DVV Verification : 66

3.2 Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
250.51	208.34	196.76	329.77	225.49

Answer After DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
246.32	206.93	195.30	328.56	224.32

3.3 Number of computers

Answer before DVV Verification : 186

Answer after DVV Verification : 147